



Madison Service District

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**BOARD OF DIRECTORS MEETING
MADISON COMMUNITY SERVICE DISTRICT**

REGULAR MEETING
August 20, 2020
MINUTES

1. CALL TO ORDER

Chair Andrew Wells called the meeting to order at 6:03 pm.

2. ROLL CALL

Present:

- Directors: Frank Gonzalez, Charles Stormont, Andrew Wells, Steve Gomez and Vacant.
- Not present:
- District Counsel: Not present.
- General Manager: Leo Refsland.
- Board Clerk: Leo Refsland.
- Note: Carlos Lua was also present.

Public: None.

3. APPROVAL OF AGENDA

Chair Andrew Wells called for a motion to approve the agenda.

Motion by: Director Steve Gomez to approve the agenda as presented.

Second by: Director Frank Gonzalez.

Discussion: None.

Vote: Ayes: 4 No: 0 Abstain: 0 **Motion:** Passed

4. PUBLIC COMMENTS

Chair Andrew Wells called for public comment – None.

5. CORRESPONDENCE: None.

6. APPROVAL OF MINUTES:

Motion by:

Second by:

Discussion: GM requested that the minutes of 6-10-2020, 6-24-2020, 7-8-2020 and 7-22-2020 be moved to the next regularly scheduled meeting along with tonight's meeting minutes on September 17th 2020.

Vote: Ayes: 0 No: 0 Abstain: 0 Motion: None.

7. APPROVAL OF CLAIMS:

Chair Andrew Wells asked for a motion to approve the claims for 08/10/2020.

Motion by: Director Steve Gomez to approve the claims for 08/10/2020.

Second by: Director Frank Gonzalez.

Discussion: GM noted that the new board member candidate is here and went on to explain how the claims approval works. GM asked if the action item 8 A. Appointment of new director be moved up and done at this point. Board agreed to move to Item 8 A. on the agenda up. New Director Carlos Lua was appointed and sworn into office Meeting went back to claims approval with newly appointed director. Director Charles Stormont questioned the Yolo Subbasin membership. GM explained the Membership and its benefits.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

Chair Andrew Wells asked for a motion to approve the claims for 08/19/2020.

Motion by: Director Charles Stormont to approve the claims for 08/19/2020.

Second by: Director Steve Gomez.

Discussion: GM informed board that the agenda listed 8-18-2020 but the claim produced was dated 8-19-2020. When GM put agenda together this claim date was estimated for preparational purposes.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

8. FINANCIAL REPORT:

- **EXPENSES:** GM stated that the new budget year just started and that expenses so far seem normal and by next meeting enough time will have gone by to have set a reportable trend.

- **INCOME:** GM reported income for July was \$14,626.86 about 32% below projection for the month. It more than likely is because of COVID-19 and the inability to charge late fees and shut off for nonpayment. MCS D is keeping track of the fees that should have been charged. All balances not paid are still owed to the district. MCS D is now accepting credit cards for payment. Could also be how the month end fell. Gave a brief explanation how the information is collected and reported. There are certain customers who have always been habitually late.

9. DISCUSSION ITEMS:

10. ACTION ITEMS:

a) Appoint New Director

This item was moved up to approval of claims on the agenda.

Chair Andrew Wells asked for a motion to appoint the new director to fill the recently vacated seat of Director Dan Barnett

Motion by: Director Charles Stormont to appoint Carlos Lua to the Madison CSD Board of Directors.

Second by: Director Frank Gonzalez.

Discussion: GM pointed out that there were no other applicants for the Director position.

Vote: Ayes: 4 No: 0 Abstain: 0 Motion: Passed

Chairman Andrew Wells Swore in new Director Carlos Lua. Meeting went back to approval of claims.

b) Set Prop 218 public hearing date for rate increase for new budget year 2020-2021

Chair Andrew Wells asked for a motion to set a hearing date for the agreed upon rate increase.

Motion by: Director Steve Gomez to set Prop 218 Hearing Date for previously approved rate increase to be held 10-15-2020.

Second by: Director Frank Gonzalez

Discussion: GM noted that the date given will satisfy the 45-day notice requirement and the new rates would take effect January 1st 2021. GM went over the approved rates. GM also spoke about tiers and who was at what tier.

Vote: Ayes: 5 No: 0 Abstain: 0 Motion: Passed

c) Adopt resolution approving application(s) for Per Capita grant funds.

Chair Andrew Wells asked for a motion to adopt resolution for Per Capita Grant funds.

Motion by: Director Charles Stormont to adopt resolution 001-2020 for Per Capita Grant funds.

Second by: Director Steve Gomez

Discussion: GM informed the board that MCSD was awarded approx. \$177,000 in grant funding to be used for park improvement and recreation. GM also explained the grant amount and what it could be used for as well as the matching fund requirements. The process of application and execution of possible projects. Will be including the Madison Community Committee in this. This resolution authorizes the GM to be the authorized lead on this grant.

Vote: Ayes: 5 No: 0 Abstain: 0 **Motion:** Passed

d) Budget Adjustment 2020/2021

Chair Andrew Wells Asked for a motion to approve a budget adjustment.

Motion by: Director Steve Gomez to approve the 2020/2021 budget adjustment to include the revenue and expense allocations from the recently executed agreement to provide shared services to Knights Landing CSD. Total adjusted annual MCSD Budget of \$407,235.00

Second by: Director Frank Gonzalez.

Discussion: GM reiterated to the board where the new revenue from the contract with KLCSD was going to be allocated in the expenses. Including how the amounts were to be broken down in payroll and retirement benefits. He also went over the areas where there would be savings and or eliminations in current expenses.

Vote: Ayes: 5 No: 0 Abstain: 0 **Motion:** Passed

e) GENERAL MANAGERS REPORT

- Ponds are still doing well. There is plenty of capacity. Starting to move water to accommodate the winter rains. YFCWCD missed doing the weed spray and the weeds inside the ponds are a little out of control. We will probably start doing this ourselves from here on out
- Water is good. There was a PSPS power outage scheduled but it was cancelled at the last minute. Have Generators now for both the ponds and the well.
- Park is looking good keeping up with it. The watering got a little behind.
- There were three water main breaks two while GM was on vacation and one when he returned. New hire is working out great and was able to cover while GM was away.
- Knights Landing CSD is keeping us busy. Trying to get all the sites figured out and a grasp of all the needs. New hire went on vacation. Things should improve when he gets back. There are some breaks there too. Getting things done but it will be a long process.

- Working on short- and long-term funding needs with Elisa Sabatini from Yolo County.
- Need to respond to LAFCO request regarding the current MSR.

f) FUTURE AGENDA ITEMS

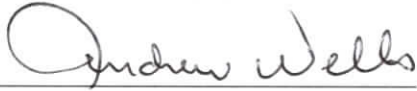
Minutes from past meetings

g) ADJOURNMENT

Meeting adjourned at 7:35 pm by Chair Andrew Wells

NEXT MEETING DATE: Thursday, 09-17-2020 @ 6:00 pm

Chair Andrew Wells



Date: 09-17-20

Board Clerk Leo Refsland



Date: 09-17-20