

TRINITY CENTER COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS MEETING

Regular Meeting

June 3, 2008

The meeting was called to order by Glen Ahmann at 6:40 p.m. Other members present: Hal Pflueger and Dewey Baird. Glenn Koby was absent. 12 members of the public were also present.

Glen Ahmann reported that Glenn Koby would be back for next months meeting. He also, with regret, said that Loren Teitzel had submitted a letter of resignation effective 6/1/08.

Minutes of the previous meeting were passed out. It was moved by Hal Pflueger to approve the minutes as written and it was seconded by Dewey Baird with two spelling error corrections. The minutes were accepted.

CSD Financial report was handed out-Glen Ahmann explained the total from the last few months were inaccurate due to misreading of the County reports.

TCVFD Financial report was handed out

Unfinished Business

Review Policies 105 & 106-Glen Ahmann-Policy 105:101 Agreement between TC CSD and other entities there is a spelling error. It should read "The Trinity Center Community Services District (TCCSD) may, for various *purposes*, enter into agreements with other organizations or individuals", instead of *purposed*. Policy 106:301Recommended Guidance and Supervision of Employees- delete the sentence "It shall be made clear to all employees who they should look to for guidance, supervision and training." This is covered in the next sentence. A motion was made by Dewey Baird and seconded by Hal Pflueger to accept the policies with the changes. The motion passed.

Sphere of Influence-Glen Ahmann was unable to make the appointment to talk to Susan Price of LAFCO. He spoke to her on the phone and she informed him the Board needs to submit a revised Sphere of Influence and Municipal Service Review every 5 years. He is meeting with Susan next week. Kelli Gant reported that LAFCO manages Special Districts in every County. After a law suit in 1997, brought about by property owners, LAFCO instituted an act that requires Special Services Districts to have in place and update every five years a business plan. LAFCO is supposed to write the documents, however, they have passed it off to the District to write. The Business plan has two parts:

1. Municipal Services Review-Requires documenting that the district is running as it's supposed to be run. An infrastructure is needed, including:

Population Projection

Financial Constraints and Opportunities

Cost Avoidance Opportunities-what can be done to streamline our operations to save the citizens money?

Rate Restructuring

Shared Facilities-share with another Special District in our area to save cost

Government Restructuring

Management Efficiency-what can be done to streamline management?

Local Accountability and Guidelines-what can the Board do to make sure the citizens know how their money is being spent

2. Sphere of Influence update:

Who will be serviced?

What area will be serviced?

What is the existing area serviced?

Population projections

Areas of growth where the CSD may have to serve in the next 5 years

Document present land use for agriculture or industry

Project what the needs for the public services will be

Social and Economic concerns

What the CSD does to manage our Sphere of Influence

There was some discussion-Glen Ahmann said he appreciates the job Kelli Gant is doing to help with this issue.

Repayment of the Koebel loan-Glen Ahmann-There was some discussion about paying down the principle of the loan. The balance is \$18020.00. Dick Eyman reported that he has a donation of \$1000.00 for the building fund that can go towards a payment. Sue Chatterton said it may be possible after the BBQ fund raiser for the Auxiliary to make a payment to help pay down the loan as well. There was a motion made by Hal Pflueger to pay \$5000.00 now. The motion was seconded by Dewey Baird. The motion passed.

Working Group Report- Sue Chatterton reported the Auxiliary has received a letter from the government that they have received the request for 501 (c)3 status. The letter stated the Auxiliary should have a letter of determination in 60 days.

County Bulk Fuel Usage-Hal Pflueger-Hal has spoken to Carl B. from the County and they are re-working the bulk tank. It needs a new recovery system. Hal reported it would cost \$16000.00 for the CSD to purchase a tank, nozzle, hose and stand. It would cost \$5.15 per gallon for fuel to be delivered, at this time. The Board can purchase fuel from Jaktri for \$5.38. At this rate of savings it would take 14 years to pay off the purchase of a tank. It is not cost effective for the CSD to purchase a tank. There was some discussion and concern regarding the usage and length of time it would take to use the fuel if the CSD purchased their own tank and the possibility of the fuel going bad before it could be used. The County should have the recovery system finished in about 1 ½ months and we can begin purchasing fuel from the County yard at a savings of \$.15 per gallon.

Communications

Letter from FASIS on supplemental billing-Jan Bellinger reported we have received a supplemental bill for insurance of \$81.00

Letter from Edge Wireless-ATT has acquired Edge Wireless and is requesting tax information. It will be sent in.

Water Share Certificate for Koebel property-Glen Ahmann spoke with Mary Hamilton and the water company has generously decided not to charge the CSD for the water share on the Koebel lot.

Public Comment

Kelli Gant inquired regarding the membership in the CSDA. Glen Ahmann reported he has begun receiving correspondence from them.

Betty Eyman reminded the public that Judy Pflueger will be giving a State of the County report on June 9th at 7:00pm and encourages everyone to attend.

New Business

Board Vacancy-Glen Ahmann announced there is a Board vacancy created by Loren Teitzel's resignation. There was some discussion about the posting. It was decided to post the notice from June 4th – 30th and bring the candidates to a vote at the July meeting.

CSD/VFD Fund Sharing-Glen Ahmann and Roger Chatterton have worked on a document-Guideline for Spending. Glen Ahmann read the document to the public. This is to help make clear what bills should be paid from CSD funds and which should be paid from TCFVD funds. There was a motion by Hal Pflueger to accept the document and seconded by Dewey Baird. The motion passed.

Budget for 2008/2009 fiscal year- Roger Chatterton gave the report for the committee. Some new account numbers have been added for more accurate tracking of spending verses the budget. Glen Ahmann added the funds have been paid from incorrect accounts and those figures have been adjusted for the new budget. There was a motion by Dewey Baird to accept the budget and seconded by Hal Pflueger. The motion passed.

First Draft of Policies 108 (Procured Items) and 109 (Records)-Glen Ahmann passed out the new policies for review. The outline has been changed to reflect the new policies. Any comments can be made to Glen and the new policies will be voted on at the next meeting.

Fire Dept. Report

Roger Chatterton passed out and read the Fire Department report. Roger requested the TCFVD be reimbursed for 3 pairs of boots for \$482.16. This will be included in next month's bills. There was some discussion. Roger Chatterton and Dewey Baird will look into Golden State Insurance and compare it to the rate the CSD is currently paying. They will report back at next months meeting.

Bills for Payment

There was some discussion, a motion was made by Hal Pflueger and seconded by Dewey Baird and passed that the following bills be paid:

Trinity PUD- Electric	\$324.37
TDS Telecom-Telephone	\$51.91
Campora-Propane	\$342.12
Jan Bellinger- Salary & Stamps	\$302.66
Roger Chatterton-Travel & Expense	\$50.00
Jaktri Market- Fuel	\$122.05
Doug Koebel- Property Interest	\$120.14
FASIS-Insurance	\$81.00
Life Assist-Medical Supplies	\$141.12
Doug Koebel-Principle	<u>\$5000.00</u> Voted to add at this meeting
Total	\$6536.09

Adjournment

Meeting adjourned at 8:45 p.m.

Items for next meeting agenda:

Board vacancy-(Ahmann)
TCVFD contribution to repayment of the Koebel loan-(S. Chatterton)
Policies 108 & 109-(Ahmann)
Golden State Insurance-(Baird)

Next Meeting: July 1, 2008

Jan Bellinger - Secretary

