

GREENHORN CREEK COMMUNITY SERVICES DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
June 25, 2009

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on June 25, 2009, at the Greenhorn fire station. Persons in attendance included:

Board Members: Susan Lake, Candy Miller, Brian Morris

District Staff and Volunteers: Roy Carter, Carl McDonald, Susan Scarlett

1. Approval of Minutes

Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously approved, the minutes from May 21, 2009, were approved with corrections.

2. Public Comment Opportunity

David Lori addressed the board regarding the poor condition of the mail boxes at the entrance to the community and asked whether the CSD could replace the mail boxes. Susan Lake responded that the mail boxes had been looked into in the past and that the relationship was directly between the Postal Service and the residents. If a group of residents wanted to buy a new unit of mail boxes, they needed to work with the post office to get it installed. Brian Morris stated that the authority of the CSD was limited to the water system, fire department, and road maintenance, but that the CSD could facilitate communication through the web site or bulletin board to help groups of residents organize with the Postal Service.

3. Correspondence

Susan Scarlett presented a letter from Ralph Higgins regarding charges for a water connection and construction of driveway culverts for a new residence. It was the consensus of the board that Susan Lake and Brian Morris would look into the issues raised in the letter and prepare a written response to Mr. Higgins.

Susan Lake reported that a person was interested in purchasing one of the CSD lots on Crooked Creek Trail. In accordance with past practices, a letter of interest should be submitted to the CSD with an offering price for the lot.

4. Finance Report

Susan Scarlett presented the monthly financial report. As of June 23, Water Department revenue was \$129,374 and expenditures were \$127,481. Fire Department revenue was \$24,708 and expenditures were \$21,030. Cash on hand was \$297,526, including Road funds. Upon a motion made by Brian Morris, seconded by Candy Miller, and unanimously carried, the Board accepted and filed the finance report.

Susan Lake opened the public hearing on the 2009-2010 budget. There were no public comments, and the budget hearing was closed.

Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously carried, the Board adopted **Resolution 09-7448**, approving and adopting the annual budget for fiscal year 2009-10 for Greenhorn Creek Community Services District.

Roy Carter noted that the CSD would need to look at increasing revenue for the fire department to keep up with increasing expenses and regulatory requirements. The current charge of \$50 per year per improved parcel was adopted in 1990, and it has never been adjusted for inflation. In comparison, Quincy has an annual assessment of \$100 and Long Valley has an assessment of \$88.

Upon a motion made by Candy Miller, seconded by Susan Lake, and unanimously carried, the Board agreed that the three-year structure proposed by Bob Johnston for audit services was reasonable and that he should plan to provide services to the CSD over that period of time.

Brian Morris presented a contract amendment to extend Susan Scarlett's finance services through the 2009-10 fiscal year. There was no change in compensation, although payment of \$250 per month from each road association was incorporated in the CSD's contract. The total contract amount is for \$1,487 per month, including the amounts for the road associations. Upon a motion made by Candy Miller, seconded by Brian Morris, and unanimously carried, the Board approved the amendment to the contract with Susan Scarlett.

5. Road Maintenance

Roy Carter reported that a dust coat had been applied and that road watering would occur on Tuesdays and Fridays to keep the dust down. The culverts owned by the CSD need to be cleaned out, and this type of maintenance work should be done on an annual basis.

6. Water System Report

Roy Carter reported that a test of Well #2 had been positive for total coliform (indicating dirt getting into the well) but that a test 24 hours later had been negative. The well casing may need to be cleaned, and that work could be added to the maintenance and repair work that will be done on Wells 1 and 2.

Mr. Carter reported that Shaw Engineering had been working exclusively on the final plans for the State Revolving Fund grant and still needed to finish the hydraulic model for the new water tank.

Shaw Engineering has been adding detail to the Phase 1 plans at the direction of the California Department of Public Health so the plans will be ready to go out to bid. The Department of Public Health is trying to spend federal stimulus funds as quickly as possible, and it is possible the Greenhorn project will be one of the first ones to get underway. The federal stimulus funds will pay for some of the needed repairs and upgrades to the water system, including the installation of water meters.

Mr. Lori asked the Board about the reason for installing water meters. Susan Scarlett stated that the City of Portola saw a significant decrease in water use after they installed meters. Brian Morris stated that encouraging a reduction in overall water use would reduce the need for future expansion of the water system and help keep costs down by avoiding the need to drill new wells or build additional storage tanks. Also, with the ongoing water shortages in California, it is likely that the Legislature will eliminate the current exemption that allows small water systems to operate without water meters. With the federal stimulus funds, Greenhorn has a chance to retrofit water meters at no direct cost to the existing customers. If we do not take this opportunity, we may be forced to do it in the future and pay for it ourselves at a cost of more than \$1,000 per customer.

7. Fire Department Report

Fire Chief Carl McDonald reported that two firefighters attended training and that there had been one medical response during the month. The fire department is working to finalize mutual aid agreements with the Forest Service and CALFIRE. The fire department is also working on its hazardous materials response plan, which needs to be reviewed and updated every three years.

8. Adjournment

The meeting adjourned at 8:55 p.m. The next meeting is scheduled for Thursday, July 16, at 7:00 p.m.

I, Brian L. Morris, Secretary of the Board of Directors, certify that the foregoing minutes of the Greenhorn Creek Community Services District Board of Directors are correct as recorded.

/s/ Brian L. Morris

Brian L. Morris, Secretary