

**REGULAR MEETING OF THE
BOARD OF DIRECTORS
ROSAMOND COMMUNITY SERVICES DISTRICT**

7PM Regular Board Meeting
Tuesday, September 6, 2016
District Board Room
3179 35th Street West
Rosamond, CA 93560

Minutes

President Wallis called the meeting to order at 7:00 p.m.

ROLL CALL

President Alfred Wallis
Vice President Olaf Landsgaard
Director Dennis Shingledecker
Director Byron Glennan
Director Ed MacKay

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Motion made by Vice-President Landsgaard, Seconded by Director Shingledecker to add PH 1. from the Special Meeting after Public Comments and approve the agenda. Motion passed with 5 ayes.

BOARD SECRETARY

This portion of the agenda allows an individual the opportunity to address the Board on any item NOT ON THE AGENDA regarding District business. State law prohibits the District from taking any action on any items not on the agenda, unless authorized under §54954.2(b) of the Government Code, and your matter may be referred to the General Manager. An individual may also address the Board on any agenda item at the time the matter is discussed, and prior to Board consideration or action. Speakers will be limited to five (5) minutes. Your time will start when you approach the podium, and you will be given a 30 second warning before your time expires. If you choose to ask a question during this time, any response by the Board will not extend your time. Questions may be referred to the General Manager to be answered at a later time after the meeting. In order to allow for a smooth and orderly meeting, and allow each speaker the ability to address the Board, disruptions from the audience will not be tolerated and you could be asked to leave. We appreciate your cooperation in this democratic process.

PUBLIC COMMENTS

Comments received.

PUBLIC HEARING

PH 1. 2015 Urban Water Management Plan (Presenter: Ronald Smith, General Manager)

A. Public Hearing Regarding Adoption of 2015 Urban Water Management Plan

1. Brief presentation from District Staff.
2. Opening of public hearing
3. Receipt of public testimony – **Comments received from the public**
4. Closing of the public hearing

B. Adopt Resolution No. 2016-104, approving the 2015 Urban Water Management Plan for the Rosamond Community Services District.

Motion made by Director MacKay, Seconded by Director Shingledecker to continue consideration of adoption of Resolution No. 2016-104. Motion passed with 5 ayes.

MINUTES

M 1. Approve August 30, 2016, Special Board Meeting Minutes

M 2. Approve August 16, 2016, Special Board Meeting Minutes

M 3. Approve August 16, 2016, Regular Board Meeting Minutes

Motion made by Director MacKay, Seconded by Vice-President Landsgaard to approve the minutes. Motion passed with 5 ayes.

CONSENT CALENDAR

CC 1. Approve Check/Voucher Register 08/02/2016 - 08/29/2016

CC 2. Approve Check/Voucher Register 08/02/2016 - 08/29/2016- Related Party

Motion made by Vice-President Landsgaard, Seconded by Director MacKay to approve CC 1. Motion passed with 5 ayes.

Motion made by Director MacKay, Seconded by Director Shingledecker to approve CC 2. Motion passed with 4 ayes, 1 recusal (Landsgaard) as Vice President Landsgaard’s brother owns Karls Hardware.

NEW BUSINESS

NB 1. Update Classification and Compensation (Presenter: Ronald Smith, General Manager)

A. Approve the Salary Schedule for the Facility Maintenance Worker and Water Bank Operator.

Motion made by Vice-President Landsgaard, Seconded by Director MacKay to approve the Salary Schedule for the Facility Maintenance Worker and Water Bank Operator. Motion passed with 5 ayes.

B. Adopt Resolution 2016-100, amending the Administrative Handbook.

Motion made by Vice-President Landsgaard, Seconded by Director MacKay to adopt Resolution 2016-100, amending the Administrative Handbook. Motion passed based on the following Roll Call Vote:

Vice-President Landsgaard	<u>aye</u>	Director Shingledecker	<u>aye</u>
Director Glennan	<u>aye</u>	Director MacKay	<u>aye</u>
President Wallis	<u>aye</u>		

NB 2. Adopt Resolution No. 2016-103, adopting a Conflict-of-Interest Code. (Presenter: Ronald Smith, General Manager)

Motion made by Director MacKay, Seconded by Director Shingledecker to adopt Resolution No. 2016-103, adopting a Conflict-of-Interest Code. Motion passed based on the following Roll Call Vote:

Vice-President Landsgaard	<u>aye</u>	Director Shingledecker	<u>aye</u>
Director Glennan	<u>aye</u>	Director MacKay	<u>aye</u>
President Wallis	<u>aye</u>		

NB 3. Rate Study (Presenter: Ronald Smith, General Manager)

A. Discussion and action to accept the rate study.

Motion made by Director Glennan, Seconded by Director Shingledecker to accept the rate study. Motion passed with 3 ayes, 2 nays (Vice-President Landsgaard, MacKay).

- B. Discussion and action to set a public hearing for November 1, 2016 at 7:00pm for the proposed increase in the water and sewer service fees.

Motion made by Director Glennan, Seconded by Vice-President Landsgaard to set a public hearing for November 1, 2016 at 7:00pm for the proposed increase in the water and sewer service fees. Motion passed with 5 ayes.

- C. Discussion and action to direct Staff to mail the notices to customers and property owners as required under Proposition 218 and to take any and all other action as required by law for the notice and hearing prior to consideration of the proposed increases in the water and sewer rates.

Motion made by Director Glennan, Seconded by Director Shingledecker to direct Staff to mail the notices to customers and property owners as required under Proposition 218 and to take any and all other action as required by law for the notice and hearing prior to consideration of the proposed increases in the water and sewer rates. Motion passed with 5 ayes.

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

Director MacKay and Vice President Landsgaard gave reports.

GENERAL COUNSEL UPDATE

Allison Burns, Esq.- none

GENERAL MANAGER UPDATE

Ronald Smith- none

ASSISTANT GENERAL MANAGER UPDATE

John Houghton- none

DIRECTOR OF FINANCE UPDATE

Brad Rockabrand, CPA- update provided

DIRECTOR OF PUBLIC WORKS UPDATE

Brach Smith- none

DIRECTOR OF ADMINISTRATION/BOARD SECRETARY UPDATE

Lizette Guerrero, CMC- none

ADJOURNMENT – Without objection, the meeting was adjourned at 8:16pm.

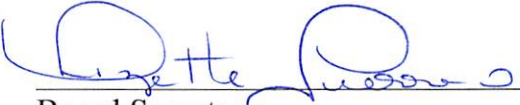
Requirements Regarding Disabled Access: In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary/Assistant at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary/ Assistant by telephone at (661) 256-5808, Email: lguerrero@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary/Assistant; 3179 35th Street West, Rosamond, CA 93560.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at [3179 35th Street West, Rosamond, CA 93560](#). In addition, any such writing may also be posted on the District's web site.

Respectfully submitted:



President, Board of Directors
Rosamond Community Services District



Board Secretary