

SPECIAL BOARD MEETING ROSAMOND COMMUNITY SERVICES DISTRICT

6:40PM Closed Session
6:50PM Special Board Meeting Open Session
Tuesday, September 1, 2015
District Board Room
3179 35th Street West
Rosamond, CA 93560

AGENDA

I. 1. Call to Order

2. Flag Salute/Roll Call

President Ed MacKay
Vice President Alfred Wallis
Director Byron Glennan
Director Olaf Landsgaard
Director Dennis Shingledecker
Assistant General Manager/Public Works Superintendent John Houghton
District Accountant, Brad Rockabrand, CPA
Legal Counsel, Allison Burns
Board Secretary, Lizette Guerrero

II. 1. Public Comments

(At this time, any person may address the Board on any subject within the District's jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

6:40 PM

III. CLOSED SESSION

1. A. Conference with Real Property Negotiators
Property: APN 251-120-15 25th West at Orange Street
District Negotiators: John Houghton, Allison Burns
Negotiating Parties: The Epic Companies
Under negotiation: price and terms of payment

Vote:
In at : (time)

Vote:
Out at : (time)

2. Public Report on Action Taken in Closed Session

6:50 PM

IV. OPEN SESSION

V. Public Comments

(At this time, any person may address the Board on any subject within the District's jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

VI. Discussion and Action Items

- A. Discussion and action of 2015-2016 budget adjustment for the Interim General Manager salary and related benefits.

Public Discussion

Vote

VII. Adjournment

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.

STAFF REPORT

Rosamond Community Services District

DATE: September 01, 2015
TO: Board of Directors
FROM: Brad Rockabrand, District Accountant *BR 8/31/15*
SUBJECT: Interim General Manager salary and related benefits Budget Adjustment

RECOMMENDATION:

By motion, discuss and approve 2015/2016 Budget Adjustment for Interim General Manager salary and related benefits.

EXECUTIVE SUMMARY:

The Rosamond Community Services District has begun negotiations to hire an Interim General Manager. This position was not included in the recently approved 2015/2016 Final Budget. This staff report and attached Budget Adjustment was prepared and presented pursuant to Budget Policy section 3010.5.3 which states:

“Budget modifications above \$125,000 within a Fund and Expenditure Code shall be proposed and prepared at the discretion of the manager overseeing that budget line item, must be reviewed by the Accountant or Managerial member of the finance department, approved by the General Manager or his/her designee and taken to the Board of Directors for final approval.”

The additional salary and related benefits, when prorated for the remaining pay periods of the fiscal year total \$146,303.52 comprised of:

Salary:	\$101,538.36
Benefits:	17,300.58
Workers Compensation Insurance:	2,000.24
Taxes:	8,134.72
Retirement:	<u>17,329.62</u>
Total:	<u>\$146,303.52</u>

DISCUSSION/ANALYSIS:

Due to the nature of double entry budgeting and accounting, any Budget Adjustment requiring a line item increase must have a commensurate offsetting decrease. Typically, Budget Adjustments take from one account and give to another. In this case, there is no account to take the necessary funds from. As a result, Unreserved Fund Balance (Reserves) will be used to pay for this additional expense.

FISCAL IMPACT:

1. Increase to 01-60100: \$50,769.18
2. Increase to 02-60100: \$50,769.18
3. Increase to 01-60410: \$ 3,147.65
4. Increase to 02-60410: \$ 3,147.65
5. Increase to 01-60420: \$ 736.12
6. Increase to 02-60420: \$ 736.12
7. Increase to 01-60430: \$ 183.59
8. Increase to 02-60430: \$ 183.59
9. Increase to 01-60500: \$ 8,664.81
10. Increase to 02-60500: \$ 8,664.81
11. Increase to 01-60700: \$ 8,650.29
12. Increase to 02-60700: \$ 8,650.29
13. Increase to 01-60800: \$ 1,000.12
14. Increase to 02-60800: \$ 1,000.12
15. Decrease to 01-10160: \$(73,151.76)
16. Decrease to 02-10160: \$(73,151.76)

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICIATION:

Not applicable

ATTACHMENTS:

Attachment 1 – Budget Transfer Request Form

