

Minutes of the REGULAR Board Meeting for the
Scotia Community Services District
Thursday, May 18, 2017 at 5:30 P.M.

A. CALL TO ORDER/ ROLL CALL/ PLEDGE OF ALLEGIANCE

The regular meeting of the Board of Directors of the Scotia Community Services District convened at 5:32 pm with the following directors in attendance:

Diane Bristol	Director - present
Gayle McKnight	Director – present
Paul Newmaker	Director – present
Susan Pryor	Director – present
Rick Walsh	President – present

Staff: S. Davidson, L. Marshall, T. Boobar

B. SETTING OF AGENDA

No changes

C. CONSENT CALENDAR

C1. Approval of Minutes from Previous Meetings

April 20, 2017

April 27, 2017

Motion: Motion to approve minutes from previous meetings

Motion: McKnight **Second:** Pryor

Motion Vote: Ayes - Bristol, McKnight, Newmaker, Pryor, Walsh **Opposed – 0**
Absent - 0 Abstain - 0

D. PUBLIC COMMENT & WRITTEN COMMUNICATION

Dave Rodrigues introduced himself to the Board.

Office of Elections sent candidacy filing notifications and information on moving elections to even year cycles.

E. PUBLIC HEARING – NONE

F. BUSINESS

1. New Business –

- a. Consider adoption of Ordinance 2017-3 Scotia Community Services District
Cross Connection Control Ordinance**

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First Reading. T. Boobar introduced. Board Discussed. No public comment.

- b. Consider adoption of Resolution 2017-5: A Resolution of the Board of Directors of the
Scotia Community Services District to Adopt FY 2016-2017 Fee Schedule**

S. Davidson introduced. Costs reflect actual costs necessary. Document is reviewed annually. Public Comment included:

Nina Sellen asked about annual vs. monthly changers for fees and benefit assessments. Dave Rodrigues asked about wastewater flows, if they are based off of winter rates. They are not, as the district does not

have historic winter usages to base off. District may consider in the future. Flows are based off monthly flows.

Motion: Motion to adopt Resolution 2017-5: A Resolution of the Board of Directors of the Scotia Community Services District to Adopt FY 2016-2017 Fee Schedule

Motion: Pryor **Second:** Newmaker

Motion Vote: Ayes - Bristol, McKnight, Newmaker, Pryor, Walsh **Opposed – 0**
Absent - 0 Abstain - 0

c. Appoint District Treasurer

Introduced by T. Boobar and S. Davidson. District must, by law, have a treasurer for funds not kept by the County. Item further addressed in item “e. Consider adoption Resolution 2017-6 Establishing an Alternative Depository of District Funds in addition to County Treasury”.

d. Review accounting proposals and select District Accountant

L. Marshall introduced. Staff and Board discussed. No public comment.

Motion: Motion to hire accounting firm Anderson, Lucas, Somerville and Borges for start-up and FY 2017-2018 accounting services

Motion: Pryor **Second:** Bristol

Motion Vote: Ayes - Bristol, McKnight, Newmaker, Pryor, Walsh **Opposed – 0**
Absent - 0 Abstain - 0

e. Consider adoption Resolution 2017-6 Establishing an Alternative Depository of District Funds in addition to County Treasury

Staff working with Umpqua bank, but may consider other banks considering timing. GM or his/her designee will be Treasurer.

Motion: Motion to adopt Resolution 2017-6 Establishing an Alternative Depository of District Funds in addition to County Treasury with suggested changes

Motion: Newmaker **Second:** McKnight

Motion Vote: Ayes - Bristol, McKnight, Newmaker, Pryor, Walsh **Opposed – 0**
Absent - 0 Abstain - 0

f. Consider SCSD Start-up business – bank account, software

L. Marshall introduced software and banking. Staff and Board discussed. No public comment.

Motion: Motion to set up account with Umpqua and approve staff drafting Umpqua Authority Letter and authorize President Walsh to sign.

Motion: McKnight **Second:** Newmaker

Motion Vote: Ayes - Bristol, McKnight, Newmaker, Pryor, Walsh **Opposed – 0**
Absent - 0 Abstain - 0

2. Old Business –

a. Draft FY 2017-2018 Budget

Introduced by S. Davidson, Acting General Manager. Board discussed. No action was taken.

G. REPORTS

No specific action is required on these items, but the Board may briefly discuss any particular item raised.

1. President’s Report: None.


2. **Board Director Reports:** None.
3. **Interim Manager's Report:** (Acting GM S. Davidson) District in escrow, closing projected for the 19th. Billing will commence soon. District may want to consider shared utilities with Rio Dell in the future.
4. **Special Counsel's Report:** Contract ending in June, new one at June meeting. Should consider scheduling an ethics and Brown Act refresher.
5. **Engineer's Report:** Phase 2 will be complete by end of summer, then construction will begin on Corridor, with Phase 3 following.
6. **Fire Chief's Status Report:** June
7. **Board Clerk Report:** Elections Office materials (covered in written communication)

H. ADJOURNMENT

Meeting adjourned at 7:31 pm by Board President Rick Walsh.

These minutes were approved by the Board of Directors of the Scotia Community Services District on June 15, 2017 at its duly-noticed regular meeting in Scotia, CA.

APPROVED:



Rick Walsh, President
Board of Directors
Scotia Community Services District

6-15-17

Date

ATTEST:



Leslie Marshall, Board Clerk
Scotia Community Services District

6-15-17

Date

