

LOS ALAMOS COMMUNITY SERVICES DISTRICT

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Post Office Box 675

LOS ALAMOS, CALIFORNIA 93440

MINUTES

Board of Directors Regular Board Meeting

Located at the District Office

August 28, 2019

Call to Order The Regular Meeting of the Los Alamos Community Services District was held Wednesday, August 28, 2019. President-Len Bileti called the meeting to order at 6:31 p.m.

Roll Call Members in attendance were Len Bileti, Craig Snell and Susie Gregg, Member-Jimmy Solis was absent. Staff in attendance was Candyce Clark-Office Manager /Treasurer.

Public Comments There were no public comments.

Consideration and Approval of Minutes for July 31, 2019 Meeting Candyce Clark presented the Board Meeting Minutes for July 31, 2019 to the Board. After discussion, Susie Gregg moved and Craig Snell seconded to approve the minutes for July 31, 2019, as written. Len Bileti, Craig Snell and Susie Gregg voted in favor of the motion.

Discussion and Action Regarding Unaudited Financial Statements for July 2019 Candyce Clark presented the Unaudited Financial Statements for July 2019 to the Board. After discussion, Susie Gregg moved and Craig Snell seconded to approve the Unaudited Financial Statements for July, 2019, as written. Len Bileti, Craig Snell and Susie Gregg voted in favor of the motion.

Discussion Regarding Board Member Vacancy Candyce Clark presented the options to fill or not fill the Board Vacancy due to Director Larry Torres resignation on July 31, 2019. After discussion, Craig Snell moved and Susie Gregg seconded to direct Candyce Clark to begin the process and post the Notice of Board Vacancy, including the Application for those Community Members that may be interested in serving on the Board of Directors for the Los Alamos Community Services District. This will be an appointed position with the term expiring on December 2020. The interviews will take place at the next Board Meeting to be held on Wednesday, September 25, 2019. Len Bileti, Craig Snell and Susie Gregg voted in favor of the motion.

Discussion and Action Regarding Ferrini Park User Agreement and Revisions Candyce Clark presented the revisions to the Ferrini Park User Agreement as previously discussed with the Board. Kevin Barnard and Candyce Clark had worked on using some of the verbiage in the Santa Barbara County Parks User Agreements with much more detail than the previous Ferrini Park User Agreement, The main reason for a lot of the revisions was due to more requested and varying reasons to use Ferrini Park for Special Events. After discussion, Susie Gregg moved and Craig Snell seconded to approve the Ferrini Park
*****FULL MINUTES ARE AVAILABLE AT THE DISTRICT OFFICE*****

User Agreement with all the revisions presented. Len Bileti, Craig Snell and Susie Gregg voted in favor of the motion.

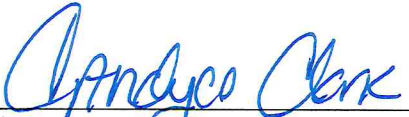
Discussion and Action Regarding Revisions to Employee Job Description and Pay Scale Handbook Candyce Clark presented the proposed new Pay Rate Scale for the Customer Service Representative 1 position that will be posted soon. Candyce did a market survey with other like sized agencies for this position. This position has not been filled for approximately nine years so the pay scale needed to be updated. Also, Candyce updated the job description for this position to reflect today's standards. After discussion, Susie Gregg moved to implement the amendments to the pay scale for the Customer Service Representative position as this has been a vacant position for the past nine years. The pay scale was based on a market survey of other like sized agencies with the starting pay to be at \$16.77 per hour, which is an increase of 18% from the current pay scale. The Board also approved for Candyce Clark to make the necessary revisions to the job description for this position. Len Bileti, Craig Snell and Susie Gregg voted in favor of the motion.

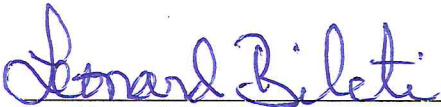

Discussion and Action Regarding Water Conservation within the LACSD Boundary
This item was tabled.

Reports from Staff/Directors

Candyce Clark reported on the 18/19 Fiscal Year Audit which is to be completed soon.

ADJOURNMENT President, Len Bileti adjourned the meeting at 7:50 p.m.


Secretary to the Board
Posted: District Office / U.S. Post Office


President of the Board
By:  Date: 