



Madison Service District

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**BOARD OF DIRECTORS MEETING
MADISON COMMUNITY SERVICE DISTRICT**

REGULAR MEETING
February 14, 2018
MINUTES

1. CALL TO ORDER

Chair Steve Gomez called the meeting to order at 6:03 pm.

2. ROLL CALL

Present:

- Directors: Steve Gomez, Bonnie Stormont, Lewis Phillips, Andrew Wells
- District Counsel: Not present
- General Manager: Leo Refsland
- Board Clerk: Leo Refsland

Absent:

- Director Dan Barnett

Public: No public present

3. APPROVAL OF AGENDA

Chair Steve Gomez called for a motion to approve the agenda.

Motion by: Director Bonnie Stormont to approve the agenda as presented

Second by: Director Lewis Phillips

Discussion: None

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

4. PUBLIC COMMENTS

Chair Steve Gomez opened public comments – none

5. CORRESPONDENCE

Chair Steve Gomez called for correspondence – no correspondence

6. FINANCIAL REPORT

General Manager indicated he was working on the report and should have it by the next meeting. Our income for January was \$20,445.90 to which a check has been written and signed by the General Manager it now needs the Chairs signature. There was one return check for \$94.60 and the customer has been notified and is getting it replaced. Our deposits are being made quickly.

Question on Ditch Witch, General Manager explained.

General Manager explained the process of the accounting and areas he would like to change in the future. This new process allows are vendors to be paid faster.

7. APPROVAL OF MINUTES

Chair Steve Gomez called for a motion to approve the minutes of 1-10-18

Motion by: Director Andrew Wells to approve the minutes of 1/10/18

Second by: Director Lewis Phillips

Discussion: None

Vote: **Ayes:** 4 **No:** **Abstain:** 0 **Motion:** Passed

8. APPROVAL OF CLAIMS

Chair Steve Gomez asked for a motion to approve the claims for 1/21 and 2/12/18

Motion by: Director Bonnie Stormont to approve the claims for 1/21 and 2/12/18

Second by: Director Lewis Phillips

Discussion: None

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

9. DISCUSSION

Rate Increase for 2018/2019 Budget Year:

If we get this accomplished in March we will meet the July deadline for the increase to go into effect. General Manager proposed a \$3.00 per month increase overall for the majority of homeowners. He indicated there were still a couple to be worked out regarding their increase. He referenced the repair cost for last year and the coming year. If the Board wishes to move forward we can put this on the next meeting as an action item. Add to next agenda as an action item.

10. ACTION ITEM

a) Assign a Chair and Vice Chair for remainder of terms

Discussion on terms preceded the decision to ask Steve Gomez to continue as Chair until Dec. 2018 and to add Andrew Wells as Vice Chair until Dec. 2018

Motion by: Director Bonnie Stormont to have Steve Gomez continue as Chair until Dec. 2018 and to add Andrew Well as Vice Chair until Dec. 2018.

Second by: Director Lewis Phillips

Discussion: None

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

11. GENERAL MANAGERS REPORT

General Manager indicated we gone mostly to electronic processing eliminating a lot of paper work. He mentioned the use of a drop box process and went on to explain all of the benefits. The cost for this service is about \$100.00 but the benefits far out way the cost. He explained about the documentation on the pictures and the tracking capabilities. Everything we do now is on files and easy to locate.

General Manager indicated his focus is now on Madison and the Madison Community Service District, therefore he has resigned from the Capay Valley Vision Board, the term for the committee he is on ends in April and he will not renew and asked the Yolo County Flood Control Board for some time off. They had no problem allowing me a leave of absence so as to focus more on MCSD.

12. FUTURE AGENDA ITEMS

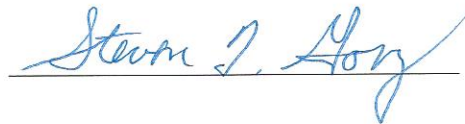
None at this time

12. ADJOURNMENT

Meeting adjourned at 6:39 pm by Chair Steve Gomez

NEXT MEETING DATE: Wednesday, March 14, 2018 @ 6:00 pm

Chair Steve Gomez



Date: 3/14/18

Board Clerk Leo Refsland



Date: 3/14/18