

Independence Ranch Community Services District

REGULAR BOARD MEETING

Thursday, October 15, 2020

6:30 PM, Warbirds Meeting Hall

4251 Dry Creek Rd., Paso Robles, CA 93446

www.iranchcsd.org

PURSUANT TO THE GOVERNOR'S EXECUTIVE ORDER N-29-20, MEMBERS OF THE BOARD OF DIRECTORS AND PUBLIC MAY PARTICIPATE IN THIS MEETING VIA TELECONFERENCE AND/OR ELECTRONICALLY. THE PUBLIC IS ENCOURAGED TO ACCESS VIA ZOOM MEETING OR PHONE.

Join Zoom Meeting

<https://us02web.zoom.us/j/8347246822>

Meeting ID: 834 724 6822

BY PHONE CALL: +1 669 900 6833 US No Password Required

Meeting ID: 834 724 6822

A G E N D A

- 1. 6:30 PM OPEN SESSION / PLEDGE OF ALLEGIANCE / ROLL CALL**
- 2. PUBLIC COMMENT**

Members of the public may address the Board on items other than those scheduled on the agenda. PLEASE BEGIN BY STATING YOUR NAME AND ADDRESS. **EACH PERSON AND SUBJECT IS LIMITED TO A 3-MINUTE DISCUSSION.** Any person or subject requiring more than three minutes or action by the Board may be scheduled for a future Board meeting. Those persons wishing to speak on any item scheduled on the agenda will be given an opportunity to do so at the time that item is being considered.
- 3. APPROVAL of AGENDA**
- 4. APPROVAL of MINUTES: [Special Meeting September 18, 2020](#)**
- 5. MANAGER REPORT – Oral Report**
- 6. APPROVAL OF TREASURER'S REPORT AND FINANCIALS: See addendums A & B**
- 7. APPROVAL OF WARRANT REGISTER: Addendum C**

Independence Ranch Community Services District

8. DISCUSSION ITEMS

A. **Road Maintenance**: On-going item to determine and prioritize road maintenance tasks and report on tasks completed to date. **Possible Board Action.**

B. **Recruitment for New General Manager**: **Possible Board Action.**

9. **DIRECTOR / MANAGER COMMENTS**: This is the opportunity for board members or staff to make brief comments or suggestions.

10. **ADJOURNMENT**: The next regular board of directors meeting is scheduled for Thursday, November 12, 2020.

Independence Ranch
Community Services District
6289 Hawk Ridge Place, San Miguel, CA 93451
www.iranchcsd.org

SPECIAL BOARD MEETING MINUTES

Friday, September 18, 2020 6:00 PM

Pursuant to State and Local Orders the Directors and Public Members participated in the meeting via teleconference and/or electronically

1. 6:00 PM OPEN SESSION/ROLL CALL/PLEDGE OF ALLEGIANCE

The meeting was called to Order at approximately 6:04 PM. Board members present: President Carol Noe, Vice President Danny Meehan, Director Mark Kenyon, Director Terry Leezer and Director John Hunter.

Members absent: None

2. PUBLIC COMMENT: No Public Comment

3. APPROVAL OF AGENDA: Director Noe made a motion to approve the agenda. Motion was seconded by Director Meehan and motion passed 5-0.

4. APPROVAL OF MINUTES: Regular Meeting July 9, 2020

Motion to approve the July 9, 2020 meeting minutes by Director Noe, seconded by Director Meehan, motion passed 5-0.

5. MANAGER'S REPORT: Nothing to Report

6. TREASURER'S REPORT AND APPROVAL OF FINANCIALS:

GM Hagemann provided an updated Balance Sheet dated September 18, 2020, and the Profit and Loss statement for July 10, through September 18, 2020. **Motion to approve the Financial Reports by Director Kenyon, seconded by Director Meehan, motion carried 5-0.**

7. APPROVAL OF WARRANT REGISTER: Director Noe made a motion to approve the Warrant Register, the motion was seconded by Director Meehan. The motion carried 4-1, with Director Leezer voting No.

8. DISCUSSION ITEMS:

A. Agreement to Retain Adamski Moroski Madden Cumberland & Green LLP (Firm) to Perform Legal Services for the Board. Motion to retain Adamski, Moroski, Madden, Cumberland & Green by Director Kenyon, seconded by Director Noe, motion carried 5-0.

- B. **Recommendation to the County Board of Supervisors to Fill TWO four-year Positions on the Governing Board of Directors:** Director Meehan and Director Noe expressed an interest in continuing to serve on the Board of Directors. There were no other persons at the meeting or who sent correspondence to the Board expressing an interest in serving on the Board of Directors. Motion to recommend that the Board of Supervisors appoint Danny Meehan to the CSD Board of Directors by Director Hunter, seconded by Director Kenyon, motion carried 4-0 with Director Meehan not voting;

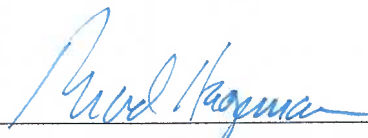
Motion to recommend that the Board of Supervisors appoint Carol Noe to the CSD Board of Directors by Director Hunter, seconded by Director Kenyon, motion carried 3-1 with Director Leezer voting No and Director Noe not voting.

- C. **Road Maintenance:** Director Noe made a motion to hire Ramsey Asphalt to repair potholes as described in their Proposal #17569, dated 6/8/2020, with the caveat that the price of the contract and corresponding square foot quantity of road repair be revised to a not to exceed amount of \$14,996 and 2,300 square feet, respectively. Motion was seconded by Director Meehan. After considerable discussion and an opportunity for public comment, the motion passed 4-1 with Director Leezer voting No.

9. DIRECTOR/MANAGER COMMENTS: No Additional Comments

10. ADJOURNMENT: At the consensus of the Board, the meeting was adjourned at approximately 7:35 PM. The next regular meeting is scheduled to be on October 8th, 2020. (Meeting was moved to October 15th)

Note: These minutes are to be considered as a draft only until approved by the Board at the next regular meeting and signed.



Submitted by Brad Hagemann, General Manager

Independence Ranch CSD
Profit & Loss
September 19 through October 15, 2020

	<u>Sep 19 - Oct 15, 20</u>
Income	
4000 · Income Summary	
4010 · Road Assessment Fees	1,757.00
Total 4000 · Income Summary	<u>1,757.00</u>
Total Income	1,757.00
Expense	
5100 · General Overhead Expenses	
5105 · General Administrative Services	
5105.01 · General Manager	500.00
Total 5105 · General Administrative Services	500.00
5111 · Internet Expense	137.50
Total 5100 · General Overhead Expenses	<u>637.50</u>
Total Expense	<u>637.50</u>
Net Income	<u><u>1,119.50</u></u>

Independence Ranch CSD
Balance Sheet
As of October 15, 2020

	<u>Oct 15, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Cash Summary	
1020 · Checking-Heritage Oaks Bank	31,421.48
1040 · HOB Savings RESTRICTED-USDA	3,507.74
Total 1000 · Cash Summary	<u>34,929.22</u>
Total Checking/Savings	34,929.22
Other Current Assets	
1300 · Current Assets	
1310 · Prepaid Expenses	109.46
Total 1300 · Current Assets	<u>109.46</u>
Total Other Current Assets	<u>109.46</u>
Total Current Assets	<u>35,038.68</u>
TOTAL ASSETS	<u><u>35,038.68</u></u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
2700 · USDA Rural Development Loan	385,000.00
Total Long Term Liabilities	<u>385,000.00</u>
Total Liabilities	385,000.00
Equity	
3020 · Retained Earnings	-340,605.33
Net Income	-9,355.99
Total Equity	<u>-349,961.32</u>
TOTAL LIABILITIES & EQUITY	<u><u>35,038.68</u></u>

Independence Ranch CSD
Warrant Register
September 19 through October 15, 2020

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
1525	10/15/2021	Nikki Engle	1020 · Checking-Heritage Oaks...	
			5111 · Internet Expense	-55.00
			5111 · Internet Expense	-27.50
			5111 · Internet Expense	-27.50
			5111 · Internet Expense	-27.50
TOTAL				-137.50
1526	10/15/2021	Hagemann & Associates	1020 · Checking-Heritage Oaks...	
			5105.01 · General Manager	-500.00
TOTAL				-500.00

Statement

Nikki Engle Bookkeeping & Teaching

9352 Bocina Ln. # D
Atascadero, CA 93422

Date
10/8/2020

(805) 441-8148

nikki@nikkisbookkeeping.com

www.nikkisbookkeeping.com

To:
Hagemann & Associates RE: Independence Ranch 9372 Carmel Rd. Atascadero, CA 93422

		Amount Due	Amount Enc.		
		\$137.50			
Date	Transaction	Amount	Balance		
06/30/2020	Independence Ranch- INV #2466. Due 06/30/2020. Orig. Amount \$55.00. ✓	55.00	55.00		
07/26/2020	INV #2485. Due 07/26/2020. Orig. Amount \$27.50. ✓	27.50	82.50		
09/15/2020	INV #2538. Due 09/15/2020. Orig. Amount \$27.50. ✓	27.50	110.00		
10/08/2020	INV #2556. Due 10/08/2020. Orig. Amount \$27.50. ✓	27.50	137.50		
CURRENT	1-30 DAYS PAST DUE	31-60 DAYS PAST DUE	61-90 DAYS PAST DUE	OVER 90 DAYS PAST DUE	Amount Due
27.50	27.50	0.00	27.50	55.00	\$137.50

Hagemann and Associates

9372 Carmel Road
Atascadero, CA 93422

Invoice

Date	Invoice #
10/15/2020	1114

Bill To
Independence Ranch CSD 6285 Hawk Ridge Place San Miguel, CA 93451

Terms
Net 15

Item	Service date	Description	Quantity	Rate	Amount
General Manager	10/15/2020	General Manager October 2020		500.00	500.00

Thank you for your business.			Total		\$500.00
Phone #	(805) 835-3163	E-mail	hagemann.associates@gmail.com		