

**MONO COUNTY SERVICE AREA NO. 1 & RPAC
JOINT REGULAR BOARD MEETING
TUESDAY, MARCH 28, 2023
5:30 P.M.
CROWLEY LAKE COMMUNITY CENTER
58 Pearson Road, Crowley Lake, California**

Members of the public will have the opportunity to directly address the Board of Directors concerning any item listed on the Agenda below before or during consideration of that item. In order to better accommodate members of the public, specific times for Agenda Items will be heard at the specified time or soon thereafter. Agenda Items without specific times may be rearranged to accommodate the Board's schedule. All public comments will be limited by the President of the Board to a speaking time of five minutes.

AGENDA

1. Call the meeting to order
2. Public Comment – the public may speak on any item not appearing on the agenda
3. Board Member Reports
4. Additions to the Agenda
5. Clean Projects Grant
6. CIP Updates
7. Community Improvement Projects
 - A. Tennis Courts
 - B. Skate Park Shade Structure
 - C. Community Center Shade Structure/Pergola
 - D. Hiking/Biking Trails
 - E. Ball Field
 - F. Vacant Area – Community Center
8. Community Programs
 - A. Wellness Programs
 - B. Seasonal Programs
 1. Spring Runoff – Public Information & Notices
9. Approve the Minutes of February 28, 2023 Regular Board Meeting
10. Financial Report – February 28, 2023
11. Fiscal Year 2023-2024 Budget
12. Disbursements
13. Unfinished Business from Prior Meetings
14. Business Initiated by Board Members or Secretary of the Board
15. Set Next Meeting Date April 25, 2023
16. Adjourn the Meeting

Documents and materials relating to an open session agenda item that are provided to the Board of Directors less than 72 hours prior to a regular meeting will be available for public inspection and copying at the District Office, by arrangement, by calling the District Secretary at (760) 965-9696

**MONO COUNTY SERVICE AREA NO. 1
BOARD OF DIRECTORS REGULAR MEETING
ZOOM**

FEBRUARY 28, 2023

MINUTES

1. ROLL CALL: Denise Perpall called the meeting to order at 5:32 p.m.

Board Members Present: Rick Laborde, Haislip Hayes Dave Titus and Denise
Perpall & John Connolly

Board Members Absent: None

Staff: Lorinda Beatty

Guests: Supervisor Rhonda Duggan

2. PUBLIC COMMENT – None

3. BOARD MEMBER REPORTS – None

4. ADDITION TO AGENDA –Authority: Govt. Code SS 54954.2(b)(2). - None

5. APPROVE MINUTES – Dave Titus made a motion to approve the January 24, 2023, Regular Board Meeting Minutes Rick Laborde seconded the motion. Connolly, Laborde, Hayes, Titus and Perpall all voted yes.

6. FINANCIAL REPORT- Denise Perpall made a motion to approve the January, 2023 financial reports. John Connolly seconded the motion, Connolly, Laborde, Hayes, Titus and Perpall all voted yes.

7. BUDGET ADJUSTMENT- Lorinda Beatty presented budget adjustments for the current fiscal year to be submitted to the Mono County Finance Department. Denise Perpall made a motion to approve the FY 2022/2023 budget adjustments for submittal to Mono County Finance Department. John Connolly seconded the motion, Connolly, Laborde, Hayes, Titus and Perpall all voted yes.

8. CLEAN PROJECTS GRANT- Supervisor Duggan presented the Board with a potential grant for the CSA1 projects. Supervisor Duggan will check back with the Board in March.

9. PRIORITIZE PROJECTS LIST – The board agreed that the Tennis Courts are in desperate need of replacement, then shade structures for the skate park and Community Center. The vacant area in the Community Center Parking lot will be the last item on the priority list.

7. COMMUNITY / IMPROVEMENT PROJECTS AND PROGRAMS

A. CIP UPDATES – Supervisor Duggan shared information regarding the County’s CIP update and shared a worksheet. Supervisor Duggan will work with Lorinda Beatty and the budget process to bring this worksheet up to date for the Crowley Lake area.

B. RPAC JOINT MEETING – MARCH – Haislip Hayes reached out to the Regional Planning Advisory Committee (RPAC) regarding similar projects and would like to have a joint meeting in March.

C. HIKING/BIKING TRAILS – No Updates.

D. SKATE PARK – SHADE STRUCTURE – No Updates

E. COMMUNITY PROGRAMS – Denis Perpall reported there is a new spring schedule out and was happy to see so many things happening on a weekly basis.

F. TENNIS COURTS –No Update

G. BALLFIELD

1) **Maintenance Infield Upgrade** – No Updates

H. WINTER/SPRING PROGRAMS – Denise Perpall reported there is nothing planned yet. We will see how spring unfolds and thinks we should still plan on doing the yard sale later in the year.

I. VACANT AREA AT COMMUNITY CENTER – No Updates

J. SPRING RUN-OFF FLYERS / ADVERTISING – Lorinda Beatty reported that the Hilton Creek Community Services District had some discussion regarding runoff for this year and concerns with the heavy snowpack. Lorinda Beatty suggested some sort of outreach to the community about safely keeping creeks clear of debris. John Connolly suggested posting photos and tips on the Crowley Lake Neighborhood Facebook. Denise Perpall stated that we should put the information out at the right time because if we do it too early people will forget. Rick Laborde stated that in the past Mono County has provided sandbags and we can mention that in the flyer if it is available. Haislip Hayes suggested that we work with other groups to get the information out and possibly have a link on CMS. Supervisor Duggan suggested contacting public works as well.

8. BILLS TO BE PAID – John Connolly made a motion to pay the bills as Presented, Dave Titus seconded the motion. Connolly, Laborde, Hayes, Titus and Perpall all voted yes.

9. BOARD APPOINTMENTS – VICE CHAIR

Denise Perpall made a motion to appoint John Connolly as Vice Chair, Haislip Hayes seconded the motion. Connolly, Laborde, Hayes, Titus and Perpall all voted yes.

- 10. UNFINISHED BUSINESS** – Haislip Hayes suggested that we push the information out to social media when we have the joint meeting with RPAC to develop more community interest. Supervisor Duggan suggested that once the information is set we can send it to Justin Caporusso for a press release on Mono County’s social media.

- 11. BUSINESS INITIATED BY BOARD MEMBERS OR SECRETARY OF THE BOARD** – Lorinda Beatty advised the Board that she is working on a low income family assistance with their sewer bills and would like the Board to share that information if they have the opportunity.

- 12. SET NEXT MEETING DATE** – Regular Meeting, Tuesday, March 28, 2023, at the Crowley Lake Community Center.

- 13. ADJOURN THE MEETING** – John Connolly made a motion to adjourn the meeting, Rick Laborde seconded. Connolly, Laborde, Hayes Titus and Perpall all voted yes.

Meeting was adjourned at 6:37 p.m.

MONO COUNTY SERVICE AREA #1
 FINANCIAL REPORT
 For the Period Ending
 February 28, 2023

Previous Balance **\$ 810,141.97**

Income

2/21/2023 Schat Communications	264.00	
12/31/2023 Interest Income (Dec 2022)	4,007.56	

Total Income **4,271.56**

Expenses

2/28/2023 Board - John Connolly	50.00	
2/28/2023 Board - Rick Laborde	50.00	
2/28/2023 Board - Haislip Hayes	50.00	
2/28/2023 Board - Denise Perpall		
2/28/2023 Board - Dave Titus	50.00	
2/10/2023 I. Connolly -Wellness Director	874.40	
2/24/2023 I. Connolly -Wellness Director	381.39	
2/28/2023 Lorinda Beatty - Secretarial	340.00	

Total Expenses **1,795.79**

Balance Subtotal **812,617.74**

Less Reserves		
Community Center Improvements	(120,000.00)	
Skate Park Structural Maintenance	(43,674.72)	
Community Projects	(150,000.00)	
Subtotal Reserves		(313,674.72)
2/28/2023	AVAILABLE BALANCE IN ACCOUNT	498,943.02

MONO COUNTY SERVICE AREA #1
ACTUAL TO BUDGET REPORT FISCAL YEAR 2022/2023
Tuesday, January 31, 2023

GL ACCT #	REVENUES:	BUDGETED	December	January	February	County Adjust	Adjusted Year to Date	(OVER) or UNDER
		2022/2023						
160-10-225-10020	Total Property Tax	210,800.00	124,343.98	-	-		136,642.16	74,157.84
	Secured Property Tax	190,000.00	120,899.06				120,899.06	69,100.94
	Unsecured Property Tax	13,300.00	244.92				12,543.10	756.90
	Misc, HOPTR & Excess ERAF	7,500.00					-	7,500.00
	Redemption Penalties	0.00					-	0.00
	Unitary Taxes	0.00	3,200.00				3,200.00	(3,200.00)
160-10-225-14010	Interest Income	2,000.00	4,007.56			25.48	4,007.56	(2,007.56)
160-10-225-14080	Rents	0.00	264.00	-	264.00		2,112.00	(2,112.00)
	Schat Net	0.00	264.00		264.00		1,848.00	(1,848.00)
	KRSW	0.00					-	0.00
160-10-225-15601	FED: FCC Grant	0.00					-	0.00
160-10-225-16055	Special Assessments	0.00					-	0.00
160-10-225-16215	Community Garden Fees	100.00					-	100.00
160-10-225-16216	Commnity Wellnes Program Fees	0.00					-	0.00
160-10-225-17050	Donations and Contributions	0.00					-	0.00
160-10-225-17010	Fund Raisers	0.00	-	-	-		11,165.00	(11,165.00)
	Garage/Yard Sale Fees	-					95.00	(95.00)
	Crowley Lake Trail Run	-					11,070.00	(11,070.00)
	Skate Park Fundraisers	0.00					-	0.00
	Transfers from Reserves	153,100.00					-	153,100.00
	TOTAL REVENUES:	366,000.00	128,615.54	-	264.00	25.48	153,926.72	212,073.28
160-10-225-21100	Wellness Director	14,517.18	1,209.28	455.81	1,255.79	-	14,041.45	475.73
160-10-225-21100	Salary & Wages	12,312.50	1,111.87	419.10	1,154.64		10,152.13	2,160.37
160-10-225-22100	Employee Benefits	2,204.68	97.41	36.71	101.15		889.32	1,315.36
160-10-225-30280	Telephone Communicaitons	0.00					-	0.00
160-10-225-31200	Equipment Maintenance & Repairs	0.00					-	0.00
160-10-225-31400	Building /Land Maint & Repairs	50,000.00	-	-	-		163,500.00	(113,500.00)
	Ballfield	0.00					-	-
	Community Center	10,000.00					-	-
	Landscape	0.00					-	-
	Skate Park	10,000.00					-	-
	Tennis Courts	30,000.00					-	-
	Land & Improvements	0.00					-	-
	Other	0.00					5,000.00	-
160-10-225-32000	Office	600.00				(215.76)	505.44	94.56
160-10-225-32010	Technology Expense	0.00					-	0.00
160-10-225-32030	Copier Pool Expense	0.00					-	0.00
160-10-225-32450	Contract Services	10,000.00	1,040.00	-	-	(200.00)	1,640.00	8,360.00
	Wellness Instructors	10,000.00	1,040.00			(200.00)		
	Other	0.00						
160-10-225-32500	Professional & Specialized Services	20,000.00	797.93	300.45	340.00	(1,131.10)	4,238.65	15,761.35
	Secretarial	12,000.00	797.93	244.95	340.00		5,314.25	
	Legal	0.00					-	-
	Property Tax Admin Fee	5,000.00					-	-
	Other	3,000.00		55.50			55.50	-
160-10-225-32860	Rents & Leases - Other	0.00					-	0.00
160-10-225-32950	Rents & Leases - Real Property	1,200.00					1,200.00	-
160-10-225-33120	Special Department Expense	5,000.00	556.11	200.00	200.00	50.00	2,275.09	2,724.91
	Board Fees	3,000.00	100.00	200.00	200.00	50.00	1,650.00	1,350.00
	CL Trail Run							
	Event Expenses	2,000.00	456.11				575.09	
160-10-225-33600	Utilities	1,000.00	-	560.16	-	(161.92)	1,960.70	(960.70)
	Electric			42.46				
	Sewer			512.70		(161.92)	1,187.32	
	Water			5.00				
160-10-225-52010	Land & Improvements	7,500.00					-	7,500.00
160-10-225-53030	Capital Equipment >\$5,000	250,000.00					-	250,000.00
	New Tennis Courts	150,000.00					-	150,000.00
	Skate Park Shade Structure	100,000.00					-	100,000.00
160-10-225-60100	Operating Transfers Out	0.00					-	0.00
	Community Projects							
	Other							
160-10-225-91010	Contingency	10,000.00					2,246.10	7,753.90
	Miscellaneous	0.00					-	0.00
	SUBTOTAL:	369,817.18	3,603.32	1,516.42	1,795.79		191,607.43	178,209.75
	CAPITAL EXPENDITURES:							
	Community Ctr. Landscape Improv.	0.00					-	0.00
	Reserve for Community Center Improv.	10,000.00					-	55,000.00
	Reserve for Skate Park Structural Maint.	5,000.00					-	45,000.00
	Reserve for Community Projects	150,000.00					-	-
	TOTAL CAPITAL EXPENDITURES:	165,000.00	-	-	-		-	165,000.00
	TOTAL EXPENDITURES:	534,817.18	3,603.32	1,516.42	1,795.79		31,266.21	-

CSA1 PRELIMINARY BUDGET 2023-2024 WORKSHEET

REVENUE ESTIMATES 2023-2024

PROPERTY TAXES <i>Per Est</i>	232,748.00
RENTS	3,168.00
DONATIONS	11,000.00
INTEREST	4,000.00
OTHER	
<i>3/24/2023</i> Current Cash on Hand	812,377.74
 Total Anticipated Revenue as of <i>3/24/2023</i>	 1,063,293.74

EXPENSE ESTIMATES 2023-2024

HUMAN

WAGES - WELLNESS DIR	20,000.00
CONTRACT SVCS - INSTRUCT	10,000.00
PROFESSIONAL SERV	20,000.00
BOARD	5,000.00

MISC

OFFICE	1,000.00
UTILITIES	6,800.00
RENTS LEASES	1,200.00

SPECIAL EVENTS

GARDEN BOXES	500.00
YARD SALE	500.00
TRAIL RUN	3,000.00
SUMMER COMMUNITY EVENTS	500.00
WINTER COMMUNITY EVENTS	500.00
OTHER	500.00

PROJECTS

BUILDING/LAND MAINT & REPAIRS	280,000.00	Maintenance on existing
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CAPITAL PROJECTS

TENNIS COURT REPLACEMENT	150,000.00	NEW
SKATE PARK SHADE STRUCTURE	100,000.00	NEW
COMM. CTR PERGOLA	100,000.00	NEW
HIKING BIKING TRAILS	100,000.00	NEW
VACANT AREA - COMM CTR	100,000.00	NEW
WATER FOUNTAINS	50,000.00	

CONTINGENCY	113,793.74
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Total Expenses 1,063,293.74

Total Revenue 1,063,293.74

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MONO COUNTY SERVICE AREA #1
DRAFT PRELIMINARY BUDGET REPORT FISCAL YEAR 2023/2024
Tuesday, January 31, 2023

GL ACCT #	REVENUE:	Project#	Grant#	BUDGETED 2022/2023
160-10-225-10020	Total Property Tax			232,748.00
	Secured Property Tax			212,748.00
	Unsecured Property Tax			11,000.00
	Misc, HOPTR & Excess ERAF			9,000.00
	Redemption Penalties			0.00
	Unitary Taxes			0.00
160-10-225-14010	Interest Income			4,000.00
160-10-225-14080	Rents			3,168.00
	Schat Net			3,168.00
	KRSW			0.00
160-10-225-15601	FED: FCC Grant			0.00
160-10-225-16055	Special Assessments			0.00
160-10-225-16215	Community Garden Fees		2257255	0.00
160-10-225-16216	Commnity Wellnes Program Fees		2257254	0.00
160-10-225-17050	Donations and Contributions			0.00
160-10-225-17010	Fund Raisers			11,000.00
	Garage/Yard Sale Fees			-
	Crowley Lake Trail Run			11,000.00
	Skate Park Fundraisers			0.00
	Cash Reserves			812,377.74
TOTAL REVENUE:				1,063,293.74

GL ACCT #	EXPENDITURES:		
160-10-225-21100	Wellness Director		20,000.00
160-10-225-21100	Salary & Wages	2257254	17,000.00
160-10-225-22100	Employee Benefits	2257254	3,000.00
160-10-225-30280	Telephone Communicaitons		0.00
160-10-225-31200	Equipment Maintenance & Repairs		0.00
160-10-225-31400	Building /Land Maint & Repairs		280,000.00
	Ballfield	2257250	40,000.00
	Community Center	2257256	40,000.00
	Landscape		40,000.00
	Skate Park	2257251	40,000.00
	Tennis Courts		40,000.00
	Land & Improvements		40,000.00
	Other		40,000.00
160-10-225-32000	Office		1,000.00
160-10-225-32010	Technology Expense		0.00
160-10-225-32030	Copier Pool Expense		0.00
160-10-225-32450	Contract Services		10,000.00
	Wellness Instructors	2257254	10,000.00
	Other		0.00
160-10-225-32500	Professional & Specialized Services		20,000.00
	Secretarial		12,000.00
	Legal		0.00
	Property Tax Admin Fee		5,000.00
	Other		3,000.00
160-10-225-32860	Rents & Leases - Other		0.00
160-10-225-32950	Rents & Leases - Real Property		1,200.00
160-10-225-33120	Special Department Expense		10,500.00
	Board Fees		5,000.00
	CL Trail Run		3,000.00
	Event Expenses		2,500.00
160-10-225-33600	Utilities		6,800.00
	Electric		300.00
	Sewer	2257256	5,000.00
	Water	2257250	1,500.00
160-10-225-52010	Capital Porjects Inc. Equip, Labor, Land Imp.		600,000.00
	Tennis Court Replacement		150,000.00
	Skate Park Shade Structure	2257251	100,000.00
	Community Center Pergola	2257256	100,000.00
	Hiking Biking Trails		100,000.00
	Vacant Area - Community Center		100,000.00
	Water Fountains		50,000.00
	Library	2257252	
160-10-225-53030	Capital Equipment >\$5,000		-
	<i>To Be allocated from Land Improvement as realized</i>		
160-10-225-91010	Contingency		113,793.74
TOTAL EXPENDITURES:			1,063,293.74

**Mono County Service Area One
Warrant Request Distribution List
Presented to Board
March 28, 2023**

Vendor	Description	Amount
Connolly, John	Board Fees - Meeting x 1	50.00
Hayes, Haislip	Board Fees - Meeting x 1	50.00
Laborde, Rick	Board Fees - Meeting x 1	50.00
Perpall, Denise	Board Fees - Meeting x 2	100.00
Titus, Dave	Board Fees - Meeting x 1	50.00
Beatty, Lorinda	Secretarial Services - August	567.53
S. Nottingham	Wellness Instructor	240.00
Irvine-Alliant Insurance Services	Crowley Lake Trail Run 2023	510.00
SCE	Prepaid	50.00
Mountain Meadows Mutual Water	April, May & June	300.00
Hilton Creek CSD	Jan & Feb Sewer	512.70
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Total		2,480.23