MONO COUNTY SERVICE AREA NO. 1 REGULAR BOARD MEETING TUESDAY, NOVEMBER 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
 - A. Roll Call
- 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. Board Vacancy Update
- 6. Trails Tom's Place Connector Proposal
- 7. Community Center
- 8. 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
- 9. Community Programs
 - A. Wellness Programs
 - B. Seasonal Programs
 - 1. Tree Lighting Event Update
- 10. Approve the Minutes of October 24, 2023
- 11. Financial Report –October, 2023
- 12. Disbursements
- 13. Unfinished Business from Prior Meetings
- 14. Business Initiated by Board Members or Secretary of the Board
- 15. Special Meeting Date, Sunday December 3, 2023 Special Event Meeting Date December 26, 2023 Cancelled
- 16. Adjournment

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 REGULAR BOARD MEETING TUESDAY, OCTOBER 24, 2023 5:30 P.M.

CROWLEY LAKE COMMUNITY CENTER 58 Pearson Road, Crowley Lake, California

MINUTES

- 1. ROLL CALL: Denise Perpall called the meeting to order at 5:32 p.m.
 - A. Board Members Present: Denise Perpall, Rick Laborde & John Connolly.

Absent – Haislip Hays and 1 Vacancy

Staff: Lorinda Beatty

Guest: Chair Supervisor, Rhonda Duggan

- **2. PUBLIC COMMENT:** Supervisor Duggan reported that there was a joint Board of Supervisors / Town of Mammoth Lakes session and discussion included funding. A special election is being held for Tri-Valley residents only (Benton, Hammil Valley and Chalfant).
- **3. BOARD REPORTS:** No Updates.
- **4. ADDITION TO AGENDA** –Authority: Govt. Code SS 54954.2(b)(2). None
- 5. BOARD VACANCY UPDATE None
- **6. COMMUNITY CENTER** The glass door was repaired.
- 7. COMMUNITY IMPROVEMENT PROJECTS
 - A. TENNIS COURTS No Update
 - B. SKATE PARK SHADE STRUCTURE-No Update
 - C. COMMUNITY CENTER SHADE STRUCTURE/PERGOLA-No Update
 - **D. HIKING/BIKING TRAILS** John Connolly reiterated last month's report of meeting with the White Mountain Ranger Unit, Gerry LaFrancois, and Marcella Rose. The White Mountain Ranger Unit is supportive of the idea and suggested making an alternative easier trail for some difficult areas.

Denise Perpall noted that while on vacation she was biking in Bend Oregon and all of the trails were on U.S. Forest Service Land. The trails were very well marked and very well maintained.

- **E. BALL FIELD** Supervisor Duggan requested more information about the ballfield property. Ms. Beatty stated she will research.
- F. VACANT AREA COMMUNITY CENTER- No Update
- 7. COMMUNITY PROGRAMS
 - A. WELLNESS PROGRAMS No Updates

- B. Crowley Lake Trail Run Rough estimate of proceeds was \$4,000B. SEASONAL PROGRAMS
 - 1. Tree Lighting Date Will be held on December 3rd, 2023 and will start at 5:30. Volunteers will be needed to set up the night before as well as a volunteer for Santa. Flyers to be developed and distributed. Ms. Beatty will include a flyer with the Hilton Creek billing and translator for Spanish. CSA1 will reimburse Hilton Creek CSD. Denise Perpall suggested that instead of purchasing lights for the tree we purchase a light projector which would eliminate the need for an outlet installation. It was the consensus of the Board to purchase an outdoor projector for the tree lighting event as well as other items needed for the event's success.
- **8. APPROVE MINUTES** John Connoly made a motion to approve the September 26, 2023, Regular Board Meeting Minutes, Rick Laborde seconded the motion. Connolly, Perpall and Laborde all voted yes. Hayes was absent and one vacancy.
- **9. FINANCIAL REPORT** John Connolly made a motion to accept the September 2023 Financial Reports as presented; Denise Perpall seconded the motion. Connolly, Perpall and Laborde all voted yes. Hayes was absent and one vacancy.
- **10. DISBURSEMENTS (BILLS TO BE PAID)** John Connolly made a motion to approve the disbursements as presented, Denise Perpall seconded the motion. Connolly, Perpall and Laborde all voted yes. Hayes was absent and one vacancy.
- 11. UNFINISHED BUSINESS None
- 12. BUSINESS INITIATED BY BOARD MEMBERS OR SECRETARY OF THE BOARD None
- 13. SET NEXT MEETING DATE Crowley Lake Community Center Regular Meeting, Tuesday, November 28, 2023 5:30 pm Special Meeting, Sunday, December 3, 2023 5:30 pm Regular Meeting Tuesday, December 26, 2023 Cancelled
- **14. ADJOURN THE MEETING** Denise Perpall made a motion to adjourn the meeting, John Connolly seconded.

 Connolly, Perpall and Laborde all voted yes. Hayes was absent and one vacancy.

The meeting was adjourned at 6:30 p.m.

MONO COUNTY SERVICE AREA #1 FINANCIAL REPORT 10/31/2023

Income 9/30/2023 Interest Apportionment 7,195.24	
9/30/2023 Interest Apportionment 7,195.24	
10/12/2023 Schat Communications 264.00	
Pending adjustments FY 2022/2023 6.36	
Total Income	7,465.60
Expenses	
10/24/2023 John Connolly 50.00	
Haislip Hayes	
10/24/2023 Denise Perpall 50.00	
10/24/2023 Richard Labord 50.00	
10/24/2023 Lorinda Beatty Sec Services August 847.50	
10/6/2023 I. Connolly Payroll 3,042.28	
10/12/2023 I. Connolly Payroll 679.18	
10/26/2023 I. Connolly Reimbursement CLTR 2,768.57	
Total Expenses	7,487.53
Balance Subtotal	925,278.64
Project Funding	
Tennis Court (FY 2022/23 Carry Over \$200K) (250,000.00)	
Skate Park Shade Structure (75,000.00)	
Community Center Pergola (75,000.00)	
Hiking Biking Trails (100,000.00)	
Vacant Area - Community Center (50,000.00)	
Water Fountains (50,000.00)	
Subtotal Reserves	(600,000.00)

AVAILABLE BALANCE IN ACCOUNT

325,278.64

10/31/2023

MONO COUNTY SERVICE AREA #1 BUDGET to ACTUAL REPORT FISCAL YEAR 2023/2024

Tuesday, October 31, 2023

Pending Adjustments from Prior Year

	BUDGETED			Year	OVER or
	2023-2024	September	October	To Date	(UNDER)
REVENUE:					
Total Property Tax	204,000.00	12,263.95	-	25,478.49	(178,521.51)
Secured Property Tax	204,000.00			-	(204,000.00)
Unsecured Property Tax	-	12,263.95		12,263.95	12,263.95
Misc, HOPTR & Excess ERAF	-			13,214.54	13,214.54
Redmeption Penalties	0.00			-	(0.00)
Unitary Taxes	0.00			- 1	(0.00)
Interest Income	4,000.00		7,195.24	7,195.24	3,195.24
Rents	3,000.00	264.00	264.00	1,056.00	(1,944.00)
Schat Net	3,000.00	264.00	264.00	1,056.00	(1,944.00)
KRSW	0.00			· -	(0.00)
FED: FCC Grant	0.00			-	(0.00)
Special Assessments	0.00			-	(0.00)
Community Garden Fees	0.00			-	(0.00)
Commnity Wellnes Program Fees	0.00			-	(0.00)
Donations and Contributions	0.00			-	(0.00)
Fund Raisers	0.00	-	-	-	(0.00)
Garage/Yard Sale Fees	-			-	-
Crowley Lake Trail Run	-			-	-
Skate Park Fundraisers	0.00			-	(0.00)
FUND BALANCE Forward	-			910,076.26	
TOTAL REVENUE:	211,000.00	12,527.95	7,459.24	943,805.99	(177,270.27)

EXPENDITURES:					(OVER) or UNDER
Wellness Director	20,000.00		3,721.46	6,698.62	13,301.38
Salary & Wages	17,000.00		3,421.09	6,157.96	10,842.04
Bilingual Pay	,		0, 121100	11.16	70,012.01
Out of Class Pay				2.85	
Medicare Taxes			49.60	258.97	
State Disability			30.79	34.23	
Employee Benefits	3,000.00		219.98	233.45	2,766.55
Employee Benefits	3,000.00		219.90	200.40	2,700.00
TelePhone Communicaitons	0.00			-	0.00
Equipment Maintenance & Repairs	0.00			-	0.00
Building /Land Maint & Repairs	280,000.00		-		280,000.00
Ballfield	40,000.00			-	
Community Center	40,000.00			_	
Landscape	40,000.00			_	
Skate Park	40,000.00			_	
Tennis Courts	40,000.00			_	
Land & Improvements	40,000.00			_	
Cand & Improvements Other	40,000.00			-	
Other	40,000.00			•	
Office	1,000.00			-	1,000.00
Technology Expense	0.00			-	0.00
Copier Pool Expense	0.00			-	0.00
Contract Services	10,000.00	760.00		760.00	9,240.00
Wellness Instructors	10,000.00	760.00		760.00	3,240.00
Other	0.00	700.00		700.00	
Otner	0.00			•	
Professional & Specialized Services	20,000.00	816.75	847.50	2,342.33	17,657.67
Secretarial	12,000.00	816.75	847.50	2,342.33	
Legal	0.00			-	
Property Tax Admin Fee	5,000.00			-	
Other	3,000.00			-	-
Rents & Leases - Other	0.00			-	0.00
Rents & Leases - Real Property	1,200.00	1,200.00		1,200.00	- 4
Special Department Expense	10,500.00	200.00	2,918.57	3,792.56	6,707.44
Board Fees	5,000.00	150.00	150.00	800.00	4,200.00
CL Trail Run	3,000.00	50.00	2,768.57	2,992.56	
Event Expenses	2,500.00			<u>-</u>	
Utilities	6,800.00	880.68		1,180.68	5,619.32
Electric	300.00			-	
Sewer	5,000.00	580.68		580.68	
Water	1,500.00	300.00		600.00	
Capital Porjects Inc. Equip, Labor, Land Imp.	400,000.00				400,000.00
Tennis Court Replacement	50,000.00			-	
Skate Park Shade Structure	75,000.00				
Community Center Pergola	75,000.00				
Hiking Biking Trails	100,000.00				
Vacant Area - Community Center	50,000.00				
Water Fountains	50,000.00				
Library	00,000.00			-	
Capital Equipment >\$5,000					
De allocated from Land Improvement as realized				-	
Contingency	61,500.00			0.02	61,499.98
TOTAL EXPENDITURES:	811,000.00	3,857.43	7,487.53	15,974.21	795,025.79

COUNTY OF MONO G/L TRANSACTION DETAIL

From Date: 07/01/2023 To Date: 06/30/2024 From Account: 160

To Account: 161
Exclude Accounts With No Activity
Run Date: 11/22/2023
User: kramirez

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G/L#	EFFECTIVE DATE	DESCRIPTION	STPS	OURCE	JE#	DEPOSIT	CHECK	VENDOR	VENDOR INVOICE#	РО	PROJECT	DEBIT	CREDIT	BALANCE
160-00-000-00100	07/07/2023	CASH - CSA #1 (CROW D Perpall REGULAR BOARD MEETING 6/27/2023		AP	591890		14262	DENISE PERPALL	62723			Balance	Forward 50.00	910,082.62 910,032.62
	07/07/2023	H Hayes REGULAR BOARD MEETING 6/27/2023	SYS	AP	591900		195462	Haislip Hayes	62723				50.00	909,982.62
	07/07/2023	J Connolly REGULAR BOARD MEETING 6/27/2023	SYS	AP	591905		195467	JOHN CONNOLLY	62723				50.00	909,932.62
	07/07/2023	R Laborde REGULAR BOARD MEETING 6/27/2023	SYS	AP	591919		14264	Richard P. LaBorde	62723				50.00	909,882.62
	07/07/2023	22-23 CSA#1 Secretaria Services May 2023	ISYS	AP	591941		14268	Lorinda Beatty Administrative Services	35	23-0000 53			1,087.92	908,794.70
	07/14/2023	Payroll Cycle 14 (06/25/2023-07/08/2023	SYS	PR	593896								623.34	908,171.36
	07/17/2023	Schat Communications CSA #1 Leased Site Agreement 7/1/23- Misc-Schat Communications-2023-0 3102	SYS	CR	594244							264.00		908,435.36
	07/19/2023	Act#MMH2011811 CSA 1 - July Aug Sept	SYS	AP	594980		14413	Mountain Meadows Mutual Water Co.	070123		2257250		300.00	908,135.36
	07/21/2023	Acct 028-087114 CY 2023 2Q Sales Tax Remittance	SYS	AP	595122		195812	California Department of Tax and Fee Admin.	0-035-200-99 8				0.02	908,135.34
	07/28/2023	Payroll Cycle 15 (07/09/2023-07/22/2023	SYS	PR	596031			, carriiri.					725.68	907,409.66
	08/01/2023	D Perpall REGULAR BOARD MEETING 7/25/2023	SYS	AP	596432		14490	DENISE PERPALL	7252023				50.00	907,359.66
	08/01/2023	H Hayes REGULAR BOARD MEETING 7/25/2023	SYS	AP	596447		195942	Haislip Hayes	7252023				50.00	907,309.66
	08/01/2023	Isabel Connolly - Reimbursement Wellness Program Expenses	SYS	AP	596450		195945	Isabel S. Connolly	7252023				173.99	907,135.67
	08/01/2023	J Connolly REGULAR BOARD MEETING 7/25/2023	SYS	AP	596453		195946	JOHN CONNOLLY	7252023				50.00	907,085.67

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EFFECTIVE DATE	DESCRIPTION	STPS	OURCE	JE#	DEPOSIT	CHECK	VENDOR	VENDOR INVOICE#	РО	PROJECT	DEBIT	CREDIT	BALANCE
08/01/2023	CSA#1 Sewer Fees HILTON CREEK CSD MAY & JUNE 2023	SYS	AP	596533		14504	HILTON CREEK COMMUNITY SERVICES DISTRICT	2013-20345		2257251		512.70	906,572.97
	PC-Excess ERAF 22-23 CSA#1 Secretaria Services June 2023	AJ ISYS	GL AP	602363 596537		14507	Lorinda Beatty Administrative Services	38	23-0000 53		13,214.54	758.88	919,787.51 919,028.63
08/08/2023	Schat Communications CSA #1 Leased Site Agreement Aug'23 ck#70801 dtd 8/1/23- Misc-Schat Communications-2023-0 3583		CR	597094			Services				264.00		919,292.63
08/11/2023	Payroll Cycle 16		PR	597955								1,023.39	918,269.24
08/25/2023	(07/23/2023-08/05/2023) Payroll Cycle 17	SYS	PR	601519								604.75	917,664.49
08/31/2023	BOARD MEETING		AP	602253		14734	DENISE PERPALL	8222023				50.00	917,614.49
08/31/2023	8/22/2023 J Connolly REGULAR BOARD MEETING 8/22/2023	SYS	AP	602258		196473	JOHN CONNOLLY	8222023				50.00	917,564.49
08/31/2023		SYS	AP	602261		14737	Richard P. LaBorde	8222023				50.00	917,514.49
08/31/2023	23-24 CSA#1 Secretaria Services	ISYS	AP	602289		14741	Lorinda Beatty Administrative Services	40	23-0000 53			678.08	916,836.41
09/06/2023	Schat Communications CSA #1 Leased Site Agreement Sept'23- Misc-Schat Communications-2023-0 4146		CR	602565							264.00		917,100.41
09/25/2023	22-23 CSA#1 Crowley Lake Community Center Wellness Class Instructo June 7, 26, 28		AP	605893		14909	Suzanne Nottingham	060723	23-0001 35	2257254		200.00	916,900.41
09/26/2023	23-24 CSA#1 Crowley Lake Community Center Wellness Class Instructo July 2023		AP	605994		14927	Suzanne Nottingham	071023	23-0001 35	2257254		400.00	916,500.41
09/26/2023	23-24 CSA#1 Crowley Lake Community Center Wellness Class Instructo August 2023		AP	605995		14927	Suzanne Nottingham	080423	23-0001 35	2257254		360.00	916,140.41
09/30/2023	PC-Sept. 2023 Cur Unsecured FY 2023-24	AJ	GL	608460							12,263.95		928,404.36
09/30/2023	PC-1Q 23-24 Interest	AJ	GL	612885							7,195.24		935,599.60
10/06/2023	Appt Payroll Cycle 20	SYS	PR	607463								3,042.28	932,557.32
10/06/2023	(09/17/2023-09/30/2023) H Hayes REGULAR BOARD MEETING 9/26/2023	SYS	AP	607742		196995	Haislip Hayes	9262023				50.00	932,507.32

G/L#

9/26/2023

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G/I #	FEFECTIVE DESCRIPTION	STPSOURCE	JF#	DEPOSIT	CHECK VENDOR	VENDOR	PΩ	PROJECT	DERIT	CREDIT	BALANCE

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EFFECTIVE DATE	DESCRIPTION	STPS	OURCE	JE#	DEPOSIT	CHECK	VENDOR	VENDOR INVOICE#	РО	PROJECT	DEBIT	CREDIT	BALANCE
10/06/2023	J Connolly REGULAR BOARD MEETING 9/26/2023	SYS	AP	607744		196997	JOHN CONNOLLY	9262023				50.00	932,457.32
10/06/2023	J Connolly Special Even 9/24/2023	t SYS	AP	607744		196997	JOHN CONNOLLY	9262023				50.00	932,407.32
10/06/2023	R Laborde REGULAR BOARD MEETING 9/26/2023	SYS	AP	607748		15000	Richard P. LaBorde	9262023				50.00	932,357.32
10/06/2023	HILTON CREEK COMMUNITY SERVICES DISTRICT - JULY & AUG CSA1 Act#6021020	SYS	AP	607763		15003	HILTON CREEK COMMUNITY SERVICES DISTRICT	2013-20748		2257251		580.68	931,776.64
10/06/2023	Mountain Meadows Mutual Water Company CSA#1 MMH2011811 OCT,NOV,DEC	SYS	AP	607765		15005	Mountain Meadows Mutual Water Co.	9262023		2257250		300.00	931,476.64
10/06/2023	23-24 CSA#1 Sunny Slopes Lease Oct 15, 2023-Oct 15, 2024	SYS	AP	607747		196999	Olsen Trust 08-17-20	FY 2023-2024	21-0000 45			1,200.00	930,276.64
10/06/2023	23-24 CSA#1 Secretaria Services August 2023	al SYS	AP	607764		15004	Lorinda Beatty Administrative Services	44	23-0000 53			816.75	929,459.89
10/12/2023	Schat Communications CSA #1 Leased Site Agreement October 2023- Misc-Schat Communications-2023-0 4815		CR	608126							264.00		929,723.89
10/20/2023	Payroll Cycle 21 (10/01/2023-10/14/2023	SYS)	PR	609936								679.18	929,044.71
10/26/2023	D Perpall REGULAR BOARD MEETING 10/24/2023	SYS	AP	611153		15177	DENISE PERPALL	10242023				50.00	928,994.71
10/26/2023	I. Connolly - Reimbursement 2023 Crowley Lake Trail Run	SYS	AP	611156		197320	Isabel S. Connolly	10252023		2257254		2,768.57	926,226.14
10/26/2023	7.25% Sales Tax Adjustment	SYS	AP	611156		197320	Isabel S. Connolly	10252023		2257254		94.83	926,131.31
10/26/2023	7.25% Sales Tax	SYS	AP	611156		197320	Isabel S. Connolly	10252023			94.83		926,226.14
10/26/2023	J Connolly REGULAR BOARD MEETING 10/24/2023	SYS	AP	611157		197321	JOHN CONNOLLY	10242023				50.00	926,176.14
10/26/2023	R Laborde REGULAR BOARD MEETING 10/24/2023	SYS	AP	611158		15178	Richard P. LaBorde	10242023				50.00	926,126.14
10/26/2023	23-24 CSA#1 Secretaria Services September 2023	al SYS	AP	611162		15179	Lorinda Beatty Administrative Services	45	23-0000 53			847.50	925,278.64
	CSA 1 Crowley Lake Trail Run Fundraiser - Donations- Misc-CSA #1-2023-05279	SYS		612064							10,225.24		935,503.88
11/02/2023	CSA# 1 Community Garden Fees- Misc-CSA #1-2023-05280	SYS	CR	612097							50.00		935,553.88
11/14/2023	Schat Communications CSA #1 Leased Site	SYS	CR	614372							264.00		935,817.88

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

Vendor	Description	Amount	
Connolly, John	Board Fees - Meeting	50.00	
Rick Laborde	Board Fees - Meeting	50.00	
Denise Perpall	Board Fees - Meeting	50.00	
Haislip Hayes	Board Fees - Meeting	50.00	
Beatty, Lorinda	Secretarial Services	927.73	
Beatty, Lorinda	Reimbursement - Postage	9.44	
Hilton Creek CSD	Sewer Services	580.68	
Hilton Creek CSD	Reimbursement - Translator Svc Tree Lighting	80.00	
Isabel Connolly	Payroll Cycle #21	679.18	*
Isabel Connolly	Reimbursement - CLTR Expense	2,768.57	*
Isabel Connolly	Payroll Cycle #23	511.69	*
Suzanne Nottingham	Wellness Instrutcor	320.00	*
	Total	6,077.29	_

^{*} Payment Issued