

A meeting of the Board of Directors of the Edgemont Community Services District, held at the Edgemont Community Center, was called to order at 7:00 p.m. by Mike Addie, President. Those board members present were Brenda Addie, Mike Addie, Cheryl Franklin, Crystal Smith and Moses Taylor Jr. Also present were Sam Gershon, engineer, Edward Mackey, attorney, Sandra Leer, attorney, and Jessica Pfalmer, general manager.

Approve Minutes of December 8, 2022 – Brenda moved to approve the minutes, Crystal seconded. Motion carried.

Public comment – no public present.

Legal

Ordinance to set public hearing on Increased Compensation for Board Members – Ed explained the ordinance and recommended the board adopt it. Crystal moved to adopt Ordinance No. 353 “...fixing a time and place of hearing on the subject of increasing the amount of compensation to members of the board of directors of the District,” Moses seconded, motion carried.

Engineering –

Sam reviewed district projects and development projects as set forth in the Engineering Report of January 13, 2023.

Administration

Financial reports – November and December 2022 – When transitioning to the Paychex payroll service, Jessica changed the method of entry into QuickBooks which resulted in that information not showing up on the cash disbursements report provided to the Board. Jessica provided payroll information for the board from January 2022 until last month. Going forward she will provide that information with each month’s financial statements. The board felt that the proposed format provided more detail than necessary; it was agreed that going forward Jessica would provide summarized payroll for each month, noting the total of direct deposit/checks issued, payroll taxes paid and payroll fees paid. On the Profit & Loss by Class - November 2022, Jessica noted that there continues to be plan check revenue because of the increased development activity. On the December Profit & Loss statements, she noted that interest income increased significantly due to market changes and also noted that the health insurance amounts had decreased overall because of some health insurance premiums decreasing. She also noted that property tax receipts have increased over last year.

Journal transfer of funds – approval – Crystal moved to approve a journal transfer in the amount of \$2,776.98 to Illumination Fund and \$119,145.94 to Sewer Fund from the General Fund, Brenda seconded, motion carried.

Submission of “No Spill Report” to State Water Resources Control Board – Report was submitted as required.

Audit – approval of final report – Brenda moved to approve the final audit, Crystal seconded, motion carried.

Office lease renewal – Approval of annual lease, rent increase from \$854 to \$888 – Cheryl moved to approve the office lease renewal, Crystal seconded, motion carried.

Monthly update – other items – Jessica told the board that she continues to work on prepping documents to be scanned.

Adjourned: 7:49 p.m.

Respectfully Submitted,



Jessica Pfalmer
Secretary