

A meeting of the Board of Directors of the Edgemont Community Services District, held at the Edgemont Community Center, was called to order at 7:18 p.m. by Mike Addie, President. Those board members present at the Edgemont Community Center were Brenda Addie, Mike Addie, Crystal Smith and Moses Taylor Jr. Also, present were Edward Mackey, attorney, Sandra Leer, attorney, and Jessica Pfalmer, general manager. Those attending via Zoom app were Cheryl Franklin, board member, and Sam Gershon, engineer. The meeting started later than usual because there were some Zoom app connection issues.

For roll call: Brenda Addie (Br), Mike Addie (Mi), Cheryl Franklin (Ch), Crystal Smith (Cr), Moses Taylor, Jr. (Mo), Yea (Y), Nay (N).

Approve Minutes of February 27, 2020 – Crystal moved to approve the draft minutes, Moses seconded. Roll call Ch Y, Cr Y, Mo Y, Br Y, motion was carried.

Public comment – There was no public present.

Legal – No open session legal items.

Engineering – Sam provided a memo regarding several of the engineering items.

District sewer repair and replacement project – status – Webb submitted Mylars of the District's plans to the City of Moreno Valley for approval. Sam anticipated that the plans would be returned to the District by 03/27/20.

Recap of cleanout spill - Bravos California Fresh – Box Spring MWC notified the District at 10:50 a.m. of the spill. Montgomery Plumbing arrived and found a blockage that they were unable to clear, so Houston & Harris was dispatched. The line was cleared and the restaurant's water was turned back on at 3:45 p.m. The district filed a voluntary report about the spill from a private lateral. Photos taken at the scene document that the spill was from the cleanout on the restaurant property.

Sewer availability letter – 21960 Alessandro Blvd. – Yum Yum Donuts – Sam provided a letter regarding the request for sewer availability. The engineers recommend issuing the sewer availability subject to: payment of a connection fee based on initial calculation of the EDUs required. Any additional EDUs required through plan check process will require additional connection fee payment. Plan check, inspection and deposits are also required. Crystal moved to issue a sewer availability letter, Brenda seconded that motion. Crystal asked why Yum Yum and Winchell's were both referenced. Jessica explained that Winchell's and Yum Yum Donuts are one company. Roll call Ch Y, Cr Y, Mo Y, Br Y, motion carried.

Sewer availability letter – Industrial buildings at Old 215 Frontage Road and Bay – Sam provided a letter regarding the request for sewer availability. The engineers recommend issuing the sewer availability subject to: payment of a connection fee based on initial calculation of the EDUs required. Any additional EDUs required through plan check process will require additional connection fee payment. Plan check, inspection and deposits are also required. Crystal moved to issue a sewer availability letter, Moses seconded the motion. Roll call Ch Y, Cr Y, Mo Y, Br Y, motion carried.

Development projects update – update per memo – Freeway Business Center: construction 75% completed. Horizons at Moreno Valley: feasibility memo issued.

Administration

Financial report – February 2020 – Jessica pointed out that there were some deposits to the sewer fund for connection and plan check fees. There were additional connection fees paid for a building that was being converted from one unit to two commercial units. Also, there were plan check and inspection fees paid for an 18-unit apartment house, additional inspection fees for the Freeway Business Center and for a project on Alessandro.

Journal transfer of funds – approval – Jessica summarized the activity that the general fund paid on behalf of the illumination fund. She also noted that the sewer fund continues to be able to cover its own costs. Jessica recommends the board authorize a journal transfer of \$1,095.29 from the general fund to the illumination fund to cover those expenses. Crystal moved to authorize a journal transfer in the amount of \$1,095.29, Brenda seconded the motion. Roll call Ch Y, Cr Y, Mo Y, Br Y, Mi Y, motion carried.

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

CalPERS

Adoption of Salary Schedule as required for defined benefit plan – Jessica explained that CalPERS requires a “Salary Schedule” in a specific format and signed by the board members to be posted in the District office and available for public review. Jessica provided the board meeting minutes and the required memo for use by the board in its determination of Jessica’s current pay rate (FY 2019-2020). The four board members who were on the board at the time the salary was determined are required to sign the CalPERS required salary schedule as soon as is feasible given the COVID-19 contact restrictions. Brenda moved to approve the Salary Schedule, Crystal seconded the motion. Roll call Ch Y, Cr Y, Mo Y, Br Y, Mi Y, motion carried.

Adoption of Resolution to Tax Defer Member Paid contributions – This resolution was provided by CalPERS. It provides that the amounts paid by both employees and employer into a defined benefit plan will be tax deferred. Crystal moved to adopt this resolution, Moses seconded the motion. Roll call, Ch Y, Cr Y, Mo Y, Br Y, Mi Y, motion carried.

Authorization of amounts paid to CalPERS to be paid by EFT, rather than by written check – Jessica stated that she was unable to move forward on this item at this time. On Monday at a CalPERS training session she learned that all payments to CalPERS must be paid by EFT debit or ACH. It is possible to get a variance to issue checks, but the District would have to show that the County of Riverside would not issue payments in one of the required forms. Jessica is waiting to hear from the County if it will issue payments as required by CalPERS.

Approval of CalPERS health insurance contract and Adoption of Resolution Authorizing a Contract – Ed explained that this resolution was prepared and required by CalPERS in order for the District to join CalPERS health insurance program. Crystal moved to adopt Resolution No. 331 “Electing to be Subject to the Public Employees’ Medical and Hospital Care Act at an Unequal Amount for Employees and Annuitants,” Moses seconded the motion. Roll call Ch Y, Cr Y, Mo Y, Br Y, Mi Y, motion carried.

COVID-19

Discussion of precautions needed – Jessica explained that when she first prepared the draft agenda for this meeting, she thought there would be time to figure out how to deal with COVID-19 and to determine what changes would need to be put in place. None of the Governor’s Executive Orders had been issued. She has been working to make it possible for board members and the District contractors to attend remotely using the Zoom app for the current meeting. She set up the meeting room today to maintain social distancing. She also worked to sanitize the areas of contact by the meeting attendees. She is also working to make it possible for members of the public to attend remotely the public hearings on sewer and lighting user rates at the April board meeting. There is no guarantee that the COVID-19 risks will be resolved by then. In addition, we do not know the extent of the restrictions on personal mobility that will be put in place. For this reason she is working with Webb Associates to produce badges for Jessica, Ed, the engineers and Montgomery Plumbing’s two plumbers designating them as essential workers. Jessica suggested that Mike should be added to that badges list. Mike agreed. Several board members said that they should also have badges.

Jessica told the board that Mark Montgomery called to let her know that there has been a substantial amount of debris at the four barrels for the last three visual checks on the four-barrels. He said that it consists of baby wipes, disinfecting wipes and other, non-toilet paper items. Jessica authorized Montgomery Plumbing to check the four barrels twice per week for the

next month to try to avoid an emergency caused by a blockage at the four barrels. Jessica said that she would like to send out a notice to the residents of the District reminding them to please only put toilet paper and flushable wipes down the toilet and to dispose of all other types of wipes in a trash can. She was asked about having that notice be in Spanish as well as English because many of the District's residents would do better with Spanish. She said that she would look into that. Jessica also said that she would like to provide contact information for the residents if they are experiencing a backup to make sure that we catch any backup before the District has a spill.

Jessica will also coordinate with the engineers about areas of greatest concern with respect to backups caused by this debris.

Emergency Powers for General Manager and Emergency Ordinances and Resolutions – Ed explained Ordinance No. 324 "...regarding powers of the General Manager or her designee during the COVID-19 emergency." Ed recommends adoption. Crystal moved to adopt Ordinance No. 324, Moses seconded the motion. Roll call Ch Y, Cr Y, Mo Y, Br Y, Mi Y, motion carried.

One of the Governor's executive orders specifically allows board members to receive information about COVID-19. It also allows board members to ask questions about the information for clarification. This is only for the transmitting of updates related to COVID-19 and does not allow board members to make any decisions or have extended discussion of actions that might be taken.

Monthly update – other items – Jessica said the combination of COVID-19 virus and joining CalPERS made for a difficult month. She said that she has been working extra hours and been in contact with Ed many times. She said that she is not aware of any reason why the board would need a meeting on the second Thursday of April. Because things are changing so quickly, the board should be aware that she might be calling to check on their availability for such a meeting. She also asked the board members to let her know if they wished to have a badge made to be used for official District business. Moses, Crystal, Mike and Cheryl indicated that they would. They will provide pictures to Jessica.

(Break to allow Mike to get charger to keep his phone working. His phone is connected to the speaker used during this meeting.)

Closed session opened at 8:15 p.m.

Closed Session – Claim against the City of Riverside –

Closed session ended at 8:17 p.m. with nothing to report.

Adjourned: 8:19 p.m.

Respectfully Submitted,



Jessica Pfalmer
Secretary

Note: Due to the COVID-19 outbreak, California Governor Gavin Newsom issued Executive Order Nos. N-25-20, N-29-20 and N-35-20. These three orders in combination allow the District to have its meetings via teleconference without the other teleconference locations be accessible to the public, board members to attend and be full participants with voting powers via teleconference, and to have the public attend via remote teleconference means.

For the current meeting, the District offered board members and attendees the ability to attend via Zoom app, which allows for audio connection