

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 14, 2023 – Crystal moved to approve the minutes, Cheryl seconded, motion carried.

Public comment – no public present.

Legal – Ordinance to set public hearing on Increased Compensation for Board Members – Ed explained Ordinance No. 363 “...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.” Ed recommended adoption of the ordinance. Crystal moved to adopt Ordinance No. 363, Brenda seconded, and the motion was carried.

Engineering –
Sam reviewed district projects and development projects as set forth in the Engineering Report of January 23, 2024

Financial report – November and December 2023 – Jessica talked to the board about the financial statements. November 2023 - She noted that on the Balance Sheet account 1080 – Accounts Receivable shows all the direct billings are now paid. She also explained that the amount in Profit & Loss by Class account 4940 – Other Revenue – Hook Up Fees was for a spa project in The Quarter; due to the expected water usage additional connection fees were needed. She also noted that the amount in 5230 – District Special Expense is for the annual permits for the State Water Control Board. December 2023 - She noted that the amount on the Profit and Loss by Class in 5230 – Special District Expense is the annual membership for the California Special District Association. She also noted that the interest income continues to be much better than last year, as shown on each of the Profit & Loss reports for each class, accounts 4191 – Interest Income – ACO, 4190 – Interest Income – General and 4192 – Interest Income – Illumination. On the Profit & Loss – Sewer, Jessica noted that the amounts in 4940 – Other Revenue – Hook Up Fees and 4945 – Other Revenue – Plan check, Etc. are down substantially from last year because the volume of customer projects and requests has decreased. This can also be seen in 5180 – Professional Services. She noted that 5275 – Contracted Services is up primarily due to the cost of the sewerline videos, which are not done every year.

Journal transfer of funds – approval – Crystal moved to approve the journal transfer of funds from the general fund in the amounts of \$3,011.66 to illumination and \$215,878.00 to sewer. Cheryl seconded. Motion carried.

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

Board education policy – Discussion of possible guidelines for a draft policy – The board decided it will not create a detailed education policy for the board but will address educational approval upon each request.

Discussion of possible sewer rate increase for FY24-25 – Jessica passed out financial information about the general, illumination and ACO funds for the last five years. Jessica explained how the reports were compiled. Sam noted that upgrades to the sewer system will be needed going forward, which will be very costly. Ed also noted that to date the District has been able to cover the current expenses.

Monthly update – other items –

Jessica thanked the board for getting their Form 470s completed in a timely manner.

Jessica noted that there was a notice from the Underground Safety Board stating that there was a new reporting requirement with Dig Alert requests that had not been complied with by many agencies, including Edgemont CSD. Webb Associates provided a response to the District acknowledging that there had been a lapse in relation to the new policy, but that they had a process in place now to address it going forward.

Jessica also noted that she had received the lease renewal for the office after the required agenda posting date, so she will be requesting approval of the renewal next month. She said that the location has been a great place for a single person office because of the central reception area with staffing provided as part of the lease. She also noted that the lease renewal is a 3% increase, so seems reasonable.

Adjourned: 8:46 p.m.

Respectfully Submitted,



Jessica Pfalmer
Secretary