

Arrowbear Park County Water District

REGULAR MEETING OF THE BOARD OF DIRECTORS

AGENDA

DATE: January 16, 2020
TIME: 6:30 pm Open Session

APCWD BOARD OF DIRECTORS
P.O. Box 4045
Arrowbear Lake, CA 92382-4045

POSTING: This agenda was
posted prior to 5:00 p.m. on
January 10, 2020 per Policy #5020.40

MEETING LOCATION
Water District Office
2365 Fir Drive
Arrowbear Lake, CA 92382

OPEN SESSION

A. CALL TO ORDER – Mark Bunyea, President

B. PLEDGE OF ALLEGIANCE TO THE FLAG

C. AGENDA POSTING CERTIFICATION

D. ROLL CALL

E. CONSENT AGENDA

The following consent items are expected to be routine and non-controversial and will be acted on at one time without discussion, unless an item is withdrawn by a Board member for questions or discussion. Any person wishing to speak on the Consent or Open agenda may do so by raising his/her hand and being recognized by the President.

A) Minutes of Regular Meeting, November 21, 2019

B) Summary of Bank Balances / Income & Expense Summary (Nov/Dec)

C) Expense & Budget Reports (Nov/Dec)

D) Vacation and Sick Leave Balances (Nov/Dec)

F. PUBLIC COMMENT

This portion of the agenda is reserved for the public to discuss matters of interest, within the District's jurisdiction, which are *not on the agenda*. For public comment on items not on the agenda, no action may be taken by the Board, except to refer the matter to staff and/or place it on a future agenda. It is in the best interest of the person speaking to the Board to be concise and to the point. *A time limit of five minutes per individual will be allowed.* Visitors are reminded to please refrain from making comments or talking amongst themselves while the meeting is in progress. Public comments may be made when a Discussion/Action Item is being discussed, provided the visitor raises his/her hand *and* is recognized by the President.

G. STAFF REPORTS

A) Water & Sewer Field Operations Supervisor Miller

1. Monthly Report

B) Chief Ozias

1. Calls for the previous month.
2. Work in Progress.

C) General Manager Huff

1. Administrative Highlights.

Excuse Staff not needed for Action Items

H. DISCUSSION / ACTION ITEMS

A) Board

1. Annual election of Board Officers, Arrowbear Park County Water District. Call for nominations by way of motion for Officers of the Board for 2020 (President and Vice-President).
2. Motion to appoint Caroline Rimmer as Secretary to the Board of Directors for 2020.
3. Motion to appoint General Manager Huff, Secretary Rimmer and two Board Members as signers on District bank account.
4. Discussion with motion to affirm regular Board Meeting time for 2020.
5. Adjourn Regular Meeting to the Annual Meeting of the Finance Corporation. Motion to appoint newly sustained officers of board to be same positions for the Financing Corporation for the year 2020. Close Annual Meeting of Financing Corporation and return to regular meeting. Re-open regular meeting.
6. Consider request from Account #0593 for adjustment to account balance.
7. Discussion with motion to change accounting software to accommodate segregated Water, Sewer, and Fire fund accounting as required by GASB and recommended by District auditors and allocate necessary funds for purchase of software with first year's annual maintenance and support fees (\$5,613.00) **or** monthly cloud based subscription services (\$249.00) as well as one-time, up-front costs for customized database creation, implementation, and training (\$7,420.00 - \$8,055.00).
8. Discussion with motion to purchase asset tracking and depreciation calculating software as recommended by District auditors and allocate necessary funds for purchase of software (\$499.00).
9. Discussion with motion to approve Resolution #2020-1-16 to renew cooperative agreement with CAL FIRE for federal excess personal property (FEPP) program.

Staff Recommendation: Approve

ANNOUNCEMENTS

A) President

B) Board Members

C) Staff

1. Statement of Economic Interest (Form 700) needs to be completed and turned in by the March Board meeting.
2. Required ethics and harassment prevention training needs to be completed by staff and Board Members by March 1, 2020.

The next Regular Board Meeting will be February 20, 2020 at 6:30 p.m.

ADJOURNMENT

Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Caroline Rimmer, Board Secretary at (909) 867-2704 at least 48 hours before the meeting, if possible.

Materials related to an item on this agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection in the District's office located at 2365 Fir Dr., Arrowbear Lake, during normal business hours.