

EAST QUINCY SERVICES DISTRICT BOARD OF DIRECTORS
REGULAR MEETING ON TUESDAY AUGUST 23, 2016 at 6:30pm
TO BE HELD AT 179 ROGERS AVENUE, QUINCY, CA

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1. **CHAIRMAN TO CALL REGULAR MEETING TO ORDER**-Chairman will call the meeting open At 6:30 pm.
2. **PUBLIC COMMENT** other than an Agenda item. Any person may address the Board at this time on any matter within the jurisdiction of the Board. The Chairman requests a five (5) minute limit for each person addressing the Board.
3. **ADDING OR REMOVING ITEMS ON AGENDA**
4. **MINUTES** –of the Regular Meeting of July 12, 2016 will be presented for review and approval.
Action Item
5. **DISTRICT CORRESPONDENCE**- Present, review and act on any district correspondence received within the last month.
6. **CONSOLIDATION OF DISTRICTS:** The board will have a discussion of the consolidation issue and appoint a committee to do further research on the subject.
Action Item
7. **INCOME SURVEY**-Staff will present the results of the income survey. A discussion will take place on what the next steps will be.
Discussion Item
8. **WASTE WATER TREATMENT PLANT COMMITTEE**-The Committee will report on the progress of the meetings that have taken place regarding the upgrade of the treatment plant and the new state standards.
9. **LOAN REFINANCE**-Manager Green will present a proposal for paying down the USDA Loan.
Possible Action Item
10. **SOLAR FARM**- There will be an update on the Solar Farm project. *Possible Action Item*
11. **FAIR BOOTH**- Staff will present the board with a report on the success of the fair booth.
12. **RESOLUTION No 292 & 293 SYSTEM FACILITY FEES**-Staff will present Resolution #292, Water System Facility Fees for 2016-2017 and Resolution No 293, Sewer System Facility Fees for 2016-2017 for their review and approval.
Action Item
13. **RESOLUTION #294, REQUESTING COLLECTION OF CHARGES ON TAX ROLL**-Staff will present the board with Resolution #294, Requesting Collection of Charges on Tax Roll for their review and approval. This resolution giving the tax collector's office permission to collect special assessments for the district along with the property taxes.
Action Item
14. **FINAL BUDGET**-Staff will present the board with the final budget for the 2016-2017 Fiscal year for their review and approval.
Action Item
15. **CAPITAL IMPROVEMENT PROGRAM**-The board will be presented with the revised capital improvement program for their review and approval.
Action Item
16. **PERSONNEL MANUAL**-The Personal Committee will present the board with a progress report of the revised Personal Manual.
Possible Action Item
17. **GENERAL MANAGER'S REPORT**
 - (a) **Property Sale**-Manager will present a bid for property being sold by Wilburn construction located on Peppard Flatt Rd.
Action Item
 - (b) **LEC Corp**-Manager will present a bid for a service inspection of both the district tanks by LEC Corp. *Action Item*.
 - (c) **Change Order Well #8**-Manager will inform the board of the change order that was authorized for Kuariac Construction to complete the project.
Information Only

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17. GENERAL MANAGER'S REPORT cont'd

- (d) **Western Nevada Quote**-A quote will be presented to purchase an altitude valve for tank one from Western Nevada Supply in the amount of \$5,843.98. *Action Item*
- (e) **Almanor Energy Plus**-A bid will be presented for a new heat/air condition unit for the office in the amount of \$7,304.00. *Action Item.*
- (f) **Manager Contract**-Manager Green will be requesting a change to his contract. *Action Item*
- (g) **On Going Projects**-Manager Green will report on any on-going projects.

18. STAFF REPORT

- (a) **Water Report**-Gallons Pumped and Metered in July 2016.
- (b) **Wastewater Flow**-Effluent flows to QCSD in July 2016.
- (c) **Quincy Community Services District Agenda**-Present the latest agenda.
- (d) **WWT Capital Expenditure Account**-Staff will present the board with the monthly reconciliation of the QCSD WWT Capital Expenditure account held at Plumas Bank.

19. FINANCE REPORT-Staff to report the fund balances and propose a transfer of funds.

Action Item

20. DIRECTOR'S & MANAGER'S COMMENTS-Present an opportunity for any member of the board or the manager to share thoughts or ideas with the board as a group.

Discussion Item

21. APPROVE MONTHLY PAYMENTS- The board to review approve and sign the checks for the monthly expenses and direct the staff to issue the payments.

Action Item

22. CLOSED SESSION – Pursuant to Code 54957.6.(b)

- (a) Employee Wage Negotiations

23. ADJOURNMENT

Action Item

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need disability-related modifications or accommodation to participate in this meeting, and then please contact Shawneen Howe, District Secretary at (530) 283-2390.

Requests must be made as early as possible, and at least one-full business day before the start of the meeting

POSTED 8/19/2016