

# **East Garrison Community Services District**

*Monterey County Regional Fire District  
East Garrison Station  
Community Meeting Room  
13630 Sherman Blvd.  
East Garrison, CA 93933*

## **Action Minutes - Final**

**Tuesday, September 17, 2019**

**6:00 PM**

### **Advisory Committee**

*Teri Short, Chair  
Brian Nelson, Vice Chair  
Richard Nieuwstad, Secretary  
Phil Sakakihara, Member  
Efrem Valentin, Member*

*Neil Poling, Alternate  
Kadidia Cooper, Alternate  
Ray Brown, Alternate*

**6:00 P.M. - CALL TO ORDER**

The meeting was called to order at 6:03 PM

**ROLL CALL**

Present:

Teri Short, Chair

Brian Nelson, Vice Chair

Richard Nieuwstad, Secretary

Phil Sakakihara, Member

Efrem Valentin, Member

Neil Poling, Alternate

Ray Brown, Alternate

Kristi Markey, District 4 – Supervisor Jane Parker’s office

Nick Chiulos, CAO Office

Melanie Beretti, RMA Service Manager

Bryan Flores, RMA Special Districts Management Analyst II

Absent:

None

**ADDITIONS & CORRECTIONS TO THE AGENDA**

None.

**ANNOUNCEMENTS**

RMA staff informed committee Management Analyst II decided to return to prior employer and will be recruiting as soon as possible.

**1. APPROVAL OF MINUTES**

a. Approve the EGCSD Advisory Committee Draft Action Minutes.

*Attachment 1 – EGCSD Advisory Committee Draft Action Minutes for May 21, 2019*

*Attachment 2 – EGCSD Advisory Committee Draft Action Minutes for May 28, 2019*

*Attachment 3 – EGCSD Advisory Committee Draft Action Minutes for July 19, 2019*

**It was moved by Vice Chair Nelson, seconded by Member Sakakihara and passed by the following vote to approve the May 21, 2019 EGCSD Advisory Committee Regular Meeting Minutes as written.**

**AYES: Short, Nelson, Nieuwstad, Sakakihara and Valentin**

**NOES: None**

**ABSENT: None**

**ABSTAIN: None**

**It was moved by Vice Chair Nelson, seconded by Member Sakakihara and passed by the following vote to approve the May 28, 2019 EGCSD Advisory Committee Special Meeting Minutes as written.**

**AYES:** Short, Nelson, Nieuwstad, Sakakihara and Valentin  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

**It was moved by Vice Chair Nelson, seconded by Member Sakakihara and passed by the following vote to approve the July 19, 2019 EGCSD Advisory Committee Regular Meeting Minutes as written.**

**AYES:** Short, Nelson, Nieuwstad, Sakakihara and Valentin  
**NOES:** None  
**ABSENT:** None  
**ABSTAIN:** None

## **2. PENDING ISSUES AND FUTURE AGENDA ITEMS**

- a. Receive a status update on items requested from Advisory Committee members and future agenda items; and
  - b. Provide input to staff, as appropriate.
- Attachment 1 – Agenda and Tasks Tracking Sheets*

**It was requested to add date requested to Pending Issues/Request.**

**It was requested to add single sheet of all taxes, revenue and expenditures to Pending Issues/Request.**

**It was requested to have a Successor Agency Redevelopment of the County of Monterey overview at November 2019 meeting after scope was discussed with Chair Short and Melanie Beretti.**

## **3. EGCSD ADVISORY COMMITTEE MEETING SCHEDULE**

- a. Consider adopting a revised 2019 schedule of EGCSD Advisory Committee meetings; and
- b. Consider amending the EGCSD By-Laws regarding meeting frequency; and
- c. Provide input to staff, as appropriate.

**It was request for Staff to provide a cost estimate to increase meetings to monthly.**

**Advisory Committee determined no amended to the By-Laws is needed.**

**Advisory Committee open to monthly meetings starting in 2020.**

#### 4. FINANCIAL UPDATE

- a. Receive status update regarding Mello-Roos taxes and the East Garrison Community Services District (Fund 181) annual revenues and expenditures to date, and budget for Fiscal Year 19/20, updated September 6, 2019; and
- b. Provide input to staff, as appropriate.

*Attachment 1 – Fund 181 Financial History*

*Attachment 2 – Expenditure Detail by Fiscal Year*

*Attachment 3 – FY2019-20 Adopted Budget*

**Staff provided Fund 181 Financial History, Expenditure Detail by Fiscal Year, and FY2019-20 Adopted Budget.**

**Advisory Committee requested status of Sheriff calculation for past FFYs and future ones.**

**Advisory Committee asked if they can be part of the budget process. Staff provided information that the Budget process will begin looking at past costs in November/December to provide to budget staff to help build FFY2020-21 Budget. Staff stated that information can be provided to Advisory Committee meetings starting in January/February, a couple of months before March date, if meetings evolve to monthly, for input.**

**Staff mentioned they will provide the Special Elections breakdown at the next meeting.**

#### 5. PARK RULES UPDATE

- a. Receive a verbal status update from the Parks Rules Ad Hoc Committee.
- b. Provide input to staff, as appropriate.

**No update.**

#### 6. CREATION OF SPECIAL EVENTS AD HOC SUBCOMMITTEE

- a. Consider establishing an Advisory Committee Special Events Ad hoc or subcommittee;
- b. Provide input to staff, as appropriate.

**It was moved by Vice Chair Nelson, seconded by Member Sakakihara and passed by the following vote to create a Special Events Ad Hoc Subcommittee.**

<b>AYES:</b>	<b>Short, Nelson, Nieuwstad, Sakakihara and Valentin</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**SubCommittee Members Appointed: Teri Short and Efrem Valentin**

**7. EGCSD SPONSORED COMMUNITY GARAGE SALE**

- a. Consider EGCSD-sponsored Community Garage Sale event plans and staff analysis; and
- b. Provide direction to staff, as appropriate.

*Attachment 1 – Event application*

*Attachment 2 – EGCSD Resolution No. 19-256*

**Staff provided Health requirement for restrooms for each gender and hand washing stations. Based on maximum attendance of 100 people it is suggested four portables with one ADA compliant.**

**It was moved by Vice Chair Nelson, seconded by Member Nieuwstad and passed by the following vote for Garage Sale for September 28, 2019 at Cordell Hall Park.**

<b>AYES:</b>	<b>Short, Nelson, Nieuwstad, Sakakihara and Valentin</b>
<b>NOES:</b>	<b>None</b>
<b>ABSENT:</b>	<b>None</b>
<b>ABSTAIN:</b>	<b>None</b>

**8. EAST GARRISON TRAFFIC UPDATE**

- a. Receive status update regarding East Garrison traffic ordinances for all phases and current Public Works engineering and traffic study (Continued from July 16, 2019 EGCSD Advisory Committee meeting); and
- b. Provide input to staff, as appropriate.

**Moved to 11/19/2019 Meeting Agenda.**

**9. EGCSD DEPARTMENTAL UPDATE**

- a. Receive a departmental update regarding EGCSD staffing and facilities operations and maintenance; and
- b. Provide input to staff, as appropriate.

**Staff provided update: Basin 1A Percolation Pit complete; Basin 3 pending shortly; Dog Park surfacing – Staff has not received any complaints. Staff will request quotes.**

**10. ADJOURNMENT**

**Meeting adjourned at 8:30 PM.**