

# **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, January 21, 2020**

**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 6:07 PM

**ROLL CALL**

Present:

Teri Short, Chair

Phil Sakakihara, Member

Efrem Valentin, Member

Kadidia Cooper, Alternate

Neil Poling, Alternate

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

Dawn Yonemitsu, RMA Special Districts Management Analyst I

Jessica Cordiero-Martinez, RMA Finance Manager II

Lori Woodle, RMA Finance Manager I

Absent:

Brian Nelson, Vice Chair

Richard Nieuwstad, Secretary

**ADDITIONS & CORRECTIONS TO THE AGENDA**

It was moved by Chair Short, seconded by Member Valentin and passed by the following vote to remove Agenda Items #5 - #7 and request a Special Meeting.

**AYES:** Short, Sakakihara, Valentin, Cooper, and Poling

**NOES:** None

**ABSENT:** None

**ABSTAIN:** None

**ANNOUNCEMENTS**

Supervisor Parker presented proclamation to Phil Sakakihara for his service on the East Garrison Community Services District Advisory Committee.

Proclamation for Richard Nieuwstad kept by District 4 staff to give him later.

Staff provided information regarding the Sierra Club Service Trip Work Plan Ice Plant removal at the Former Fort Order Travel Camp in March 2020.

**PUBLIC COMMENT**

Public comment regarding financials of CSD, open space between West Camp and Lincoln Park appears unfinished, HOA Social Committee created, HOA Landscape Committee created, Park maintenance and HOA fees, Parking issue/Signs and no response from Public Works and compare agenda with questions remaining.

**COMMENTS, REQUESTS & ITEMS FROM COMMITTEE MEMBERS**

None

## 1. APPROVAL OF MINUTES

a. Approve the EGCSD Advisory Committee Draft Action Minutes.

*Attachment 1 – EGCSD Advisory Committee Draft Action Minutes for Nov. 19, 2019*

**It was moved by Alternate Cooper, seconded by Member Sakakihara and passed by the following vote to approve the November 19, 2019 EGCSD Advisory Committee Regular Meeting Minutes.**

**AYES:** Short, Sakakihara, Cooper and Poling

**NOES:** None

**ABSENT:** Nelson, Nieuwstad

**ABSTAIN:** Valentin

## 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 – Pending Issues/Request Tracking Sheet*

*Attachment 2 – Future Agenda Tracking Sheet*

**Advisory Committee would like the Pending Issues/Request Tracking Sheet to be numbered. Update Park Rules “Cheat Sheet” to include 1) Post Signs on adopted rules; 2) Develop rules for Lincoln Park, Ph3, and Dog Parks; 3) Summary of rules for posting. Correct date in bond subject from 2006 to 2016.**

Discussion regarding Mello-Roos calculations.

Discussion regarding Special Meeting to be scheduled either February 5, 2020 or February 13, 2020. Small group meeting on January 27, 2020 with RMA staff regarding budget issues.

## 3. EGCSD ADVISORY COMMITTEE MEETING SCHEDULE

a. Adopt the 2020 calendar of EGCSD Advisory Committee meetings.

*Attachment 1 – 2020 Calendar*

**Staff mentioned that the November 11, 2020 meeting can be changed to November 10, 2020. November 11, 2020 is a holiday.**

**It was moved by Member Poling, seconded by Member Valentin and passed by the following vote to adopt the 2020 meeting calendar for EGCSD Advisory Committee with the November date changed to November 10, 2020.**

**AYES:** Short, Sakakihara, Valentin, Cooper and Poling

**NOES:** None

**ABSENT:** Nelson, Nieuwstad

**ABSTAIN:** None

**4. AD HOC COMMITTEE VERBAL UPDATES**

- a. Receive update from the Special Events Ad Hoc Committee; and
- b. Receive update from the Parks Ad Hoc Committee.

**Special Events Ad Hoc Committee Report postponed to March 2020.  
Parks Ad Hoc Committee Report postponed to March 2020.**

**5. SHERIFF CALCULATION, METHODOLOGY AND COSTS**

- a. Receive a report regarding the Sheriff Calculation, Methodology and Costs; and
- b. Provide input to staff, as appropriate.

*Attachment 1 – Sheriff Calculation Comparative Analysis*

**Postponed to February 2020 Special Meeting.**

**6. FINANCIAL UPDATE**

- a. Receive status update regarding Mello-Roos taxes Annual Revenues and Expenditures as of December 31, 2019 for East Garrison Community Services District (Fund 181) and East Garrison Community Facility District (Funds 180 & 510);
- b. Receive report from staff regarding FY20 Current Year Estimates for Funds 181, 180 and 510;
- c. Consider support that the EGCSD Board of Directors approve budget appropriations to cover the estimated Fund 181 FY20 budget shortfall of approximately \$1,300,000; and
- d. Provide input to staff, as appropriate.

*Attachment 1 – Balance Sheet*

*Attachment 2 – Income Statement*

*Attachment 3 – Year to Date Revenue*

*Attachment 4 – Year to Date Expenditure Detail*

*Attachment 5 – FY20 Current Year Estimates*

**Postponed to February 2020 Special Meeting.**

**7. EGCSD THREE-YEAR FORECAST AND FY21 BASELINE BUDGET**

- a. Receive report from staff regarding three-year forecast;
- b. Consider FY21 baseline budget; and
- b. Provide input to staff, as appropriate.

*Attachment 1 – Budget Three-Year Forecast*

*Attachment 2 – FY21 Draft Baseline Budget*

*Attachment 3 – Operation and Maintenance Summary*

**Postponed to February 2020 Special Meeting.**

## 8. DOG PARK SUBSTRATE

- a. Receive the results of the Community Dog Park Substrate Survey; and
- b. Provide input to staff, as appropriate.

**Advisory Committee provided survey results from Survey Monkey: 172 Responses, Pea Gravel 39.46%, Decomposed Granite 41.5%, and Playground Mulch 21.77%.**

**Discussion regarding survey and development of dog park. Chair Short provided verbal update of 180 Responses (including written ones), Pea Gravel 39.11% Decomposed Granite 39.11%, and Playground Mulch 21.77%.**

**Staff gave recommendation of pea gravel based on cleanliness, drainage and soft on dog paws.**

**It was moved by Member Sakakihara, seconded by Alternate Poling and passed by the following vote to recommend replacing the material with Pea Gravel.**

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

## 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.

**Advisory Committee asked about Reservation Road guard rail repair and stop sign down at Sherman and Inter-Garrison. Staff will look into these.**

## 10. ADJOURNMENT

**It was moved by Chair Short, seconded by Member Sakakihara and passed by the following vote to adjourn the meeting at 8:13 PM.**

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

### **Attachments:**

**Sierra Club Service Trip Work Plan Ice Plant removal at the Former Fort Order Travel Camp in March 2020**

**East Garrison Community Services District Dog Park Survey**