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Minutes
REGULAR MEETING
Wednesday, August 20, 2014
4:00 p.m.

District Office, 11545 Brentwood Blvd., Brentwood, CA

CALL TO ORDER – The meeting was called to order at 4:04 p.m. by Chair Barbara Guise.

PLEDGE OF ALLEGIANCE

ROLL CALL – *Present:* Chair Barbara Guise and Trustees Sharon Marsh and Patricia Bristow. *Staff Members present:* District Manager Barbara Fee and Assistant Manager Cecilia Goff.

PUBLIC COMMENTS – None.

ADOPTION OF AGENDA – It was moved by Marsh, second by Bristow to adopt this agenda as presented. *Vote:* Ayes – Guise Marsh and Bristow. Noes – 0.

CORRESPONDENCE – None.

CONSENT CALENDAR

Minutes for Approval – It was moved by Marsh, second by Bristow to approve these minutes as corrected. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.

Financial

1. **Approval of Warrants**- It was moved by Marsh, second by Guise to approve these warrants as presented. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.
2. **Report From Auditor** - It was moved by Bristow, second by Marsh to approve the Auditor's report with the changes listed below. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.
 - a. Include in the Auditor's Report the date it was presented to the Board of Trustees
 - b. Page 19, line 3 - Change "elected" to "appointed"
 - c. Page 29, Board Members – Correct dates of Trustees term expirations
3. **Budget Review** - It was moved by Marsh, second by Bristow to approve the Budget as presented. *Vote:* Ayes – Guise, Marsh and Bristow. Noes – 0.

Manager's Updates/Report

Foreman Garcia mows the lawns about twice per week. The lawn is very lush and thick especially in certain areas and it makes it difficult for Garcia to mow, even when the mower is adjusted to its highest setting. District may want to purchase a vacuum system.

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UNFINISHED BUSINESS

1. **LAFCO Municipal Service Review/City of Oakley** – District Manager is scheduled to meet with Lou Ann Texeira, of LAFCO next week.

NEW BUSINESS

1. **Incident with disgruntled family** – It was moved by Bristow, second by Marsh to contact the Attorney to obtain a restraining order against the Moss family, extended family and associates so that they are not allowed to talk to office staff and all District employees. *Vote: Ayes – Guise, Marsh and Bristow. Noes – 0.*
**Note – Although this was a board motion, it was decided after the meeting, before we take legal action against the family, a letter would be sent from the District’s attorney requesting their cooperation.*

PERSONNEL

1. **Foreman Retirement** - Foreman Spearman has officially retired. He was supposed to return, seasonally, to help mow, but with new California laws on retirement he will have to wait six months before resuming work at the District again. He will return temporary/seasonal for the next mowing season.
2. **D. Spearman requests to keep and pay District dental and vision insurance** - It was moved by Marsh, second by Bristow Former Foreman Spearman be allowed to buy his own insurance through the District. *Vote: Ayes – Guise, Marsh and Bristow. Noes – 0.*

COMMENTS FROM TRUSTEES – None.

SETTING AGENDA OF NEXT REGULAR MEETING –The next regular Board meeting is scheduled for Wednesday, October 15, 2014, at 4:00 p.m.

ADJOURN: 5:45 p.m.