

# Minutes

**Buzztail Community Services District Open Board Meeting  
Wednesday, October 21, 2015 at 6:30 PM  
Location: Terry Born's home, 4541 Wilder Dr**

The meeting was called to order at 6:45 PM.

## Consent Agenda

1. Meeting minutes from August 4, 2015 were reviewed. Jason Sebrian motioned for approval, Robin Wilder seconded, and the minutes were unanimously approved.
2. Financial Statements As of October 19, 2015 were reviewed. Balances are \$104,633.62 in the road fund and \$39,353.10 in the water account. Questions regarding the cost and revenues associated with the trash service were raised, as well as a \$526.09 note payable that was not defined. Because of this, the financials were not approved. Robin Wilder volunteered to talk to A+ accounting to get the answer to those questions and advise the board members via email before the next board meeting.

## Old Business

1. Resident William Ward was to provide a budget and report on the status of the project to redesign and rebuild the rock wall at the entrance on Highway 32, but did not attend the meeting. The subject was tabled until the next meeting.
2. Resident Ron Gunn was to report on the status of the project to resurface Wilder Drive and other roads within the community, but did not attend the meeting. The subject was tabled until the next meeting.
3. Discussed ongoing funding for gate repairs. Resident Jim McCrossin, who is voluntarily in charge of the gate, reviewed approximately \$400.00 in expenditures since the last meeting. The board voted to replenish his pre-approved spending by \$400, to make sure emergency funds are available for gate repairs when needed without further board action. Jim also asked for volunteers to back him up when he is not available. Both Ray Phillips and Noah Carini volunteered to assist him.
4. Richard Tooker reviewed the status of the sale of the Buzztail Water Company to Del Oro Water Company (DOWC). The final regulatory step is approval from the California Public Utilities Commission (PUC), which DOWC has applied for, and it is awaiting approval. Estimated time for approval is in November sometime, perhaps later, but very likely before the end of the year. Once PUC approval is gained, the sale is complete. There are no other known obstacles to finalization of the sale.

### New Business:

1. Richard Tooker presented a budget for fiscal year 2015-2016 (attached at the end of these minutes). Robin Wilder motioned to approve and accept the budget, and Jason Sebrian seconded. The motion was unanimously approved.
2. The board voted to approve 50% reimbursement of \$900 cost to Bruce Hall for gravel for Al Road, and 50% of the \$320 cost of gravel to Jason Sebrian for Batt Road. As a part of the motion, the board will require advance authorization for such expenditures by Residents in the future. Richard Tooker made the motion to approve the expenditure and requirement, and Robin Wilder seconded. The motion passed unanimously.
3. Discussed setting up an emergency text messaging service through Nextdoor.com, which has already been initiated by Jim McCrossin. Since the service is free, no board vote was required. More than 20 residents have already signed up for the service. Richard Tooker volunteered to send an email explanation to the residents regarding the service, including what it should and should not be used for.
4. Briefly discussed how to get the work of the District Manager, Scott Armstrong, done in the future, since Scott is moving to Arizona in November. Consensus was that we will have to hire a replacement manager. Richard Tooker volunteered to send an email to the residents asking who might want to take the job on.

The board officially thanked Scott for more than 10 years' work on behalf of the community with a commemorative plaque and a \$500 bonus for a job well done.

Board members attending were Richard Tooker, Robin Wilder, and Jason Sebrian, establishing a quorum. Board members William Ward and Matt Wallen were not present.

Others attending were residents Scott Armstrong Bruce Hall, Ron Martine, , Jim McCrossin, Jacquie McCrossin, Gina Burris, Rodman Burris, Pat Hightower, Leonard Lutz, Bruce Hall, Dawn Carini, Noah Carini, Ray Phillips, Jane Haberman, Terry Born, and Julie Welty.

The Board's business having been concluded, the meeting ended at 7:40 PM.

**Buzztail Community Services District  
General Fund Preliminary Budget for FY 2015/2016**

**Buzztail CSD GENERAL FUND (account F-2130)**

**Estimated Expenditures**

Election/Operating Expenses	894
ACO Reserve	500
Audit Fees	2,000
Bookkeeping Fees	1,125
Insurance	4,487
Project Manager	1,350
Weed Abatement	3,500
Gate repairs	900
Wilder Drive Road Repair	25,000
<b>Total:</b>	<b>38,862</b>

**Estimated Income**

Balance in Gen Fund 2014/2015 fund.	113,236
Less Outstanding Warrants	0
Tax Assessments	31,744
Misc. Rev. & Interest - Cty	850
Treasury(est.)	
Miscellaneous Revenue (est.)	1,700
<b>Total:</b>	<b>147,530</b>

**Difference between Estimated Expenditures & Income goes to  
Capital Fund for future road repairs and maintenance.**

**BCSD is currently analyzing the cost of a  
chip seal of Wilder Drive, and grading and chip seal  
of Zinfandel Drive and Blue Shirt/Doe Mill Rd.**

**This may require a bank loan.**

Approx Expenditure = \$160,000 or more

**BCSD is also considering a redesign/rebuild of the entrance wall at  
Wilder Drive and Highway 32.**

Approx Expenditure = \$3,500

**Buzztail Community Services District  
General Fund Preliminary Budget for FY 2015/2016**

**Buzztail Water Company**

**Estimated Expenditures**

Outstanding Payable FYE 6/30/15	0
Administrative Costs	1,300
Audit Fees	2,000
Chlorinator & Testing service	733
Health Permit	710
Garbage Service	5,486
Insurance	675
Legal Fees/Consulting	5,000
Meter reading Fees	400
Misc. Expenses	965
PG&E	1,605
Project Manager	1,200
Repair Services	685
Weed Control	1,300
<b>Total:</b>	<b>22,059</b>

**Estimated Income**

Checking Acct. Balance 6/30/15	34,887
Accounts Receivable balance 6/30/14	3,933
Estimated Income Garbage Service Payments	5,486
Estimated Income Sale of Water Company	70,000
Estimated Water Service Fees for FY 2015/2016	9,643
<b>Total:</b>	<b>123,949</b>

With the sale of the Buzztail Water Company to Del Oro Water Company, we  
Expect to receive a net benefit of approx \$70,000.  
The sale should be finalized before the end of the year 2015.