

# Independence Ranch

## Community Services District

6289 Hawk Ridge Place, San Miguel, CA 93451

[www.iranch.org](http://www.iranch.org)

### REGULAR BOARD MEETING MINUTES

**Thursday, July 9, 2015 7:00 PM**

Warbirds Meeting Hall

4251 Dry Creek Rd., Paso Robles, CA 93446

#### **1. 7:00 PM OPEN SESSION/PLEDGE OF ALEGIANCE/ROLL CALL**

Board members present: Terry Leezer, George Tracy and Carol Noe. Bill Mulcahy and Don Duke absent.

#### **2. PUBLIC COMMENT:**

Public Present: Brad Hagemann

#### **3. APPROVAL OF AGENDA:**

Motion to approve: Motion by Carol Noe, seconded by Terry Leezer, motion carried.

#### **4. APPROVAL OF MINUTES: Regular Meeting, June 11, 2015**

Motion to approve: Motion by Terry Leezer, seconded by Carol Noe, motion carried.

#### **5. MANAGER'S REPORT: Mr. Eulberg reported that he will be leaving as of July 15<sup>th</sup> but will be available for consult via phone or e-mail.**

#### **6. TREASURER'S REPORT AND APPROVAL OF FINANCIALS:**

See addendums A & B: The G/M reported that we have a total of \$32,997.58 in cash & savings after today's checks and that the beginning budget carryover amount is what we have to start with at the beginning of the fiscal year.

George Tracy moved to approve the financials and warrant register, Carol Noe seconded, motion carried.

#### **7. DISCUSSION ITEMS:**

**A. BY-LAWS CHANGE:** The board reviewed Resolution #070915/2 revising the by-laws to reflect changing the meeting schedule to every two months. George Tracy moved to approve, Carol Noe seconded, and motion carried.

**B. RESOLUTION #070915/1:** Yearly resolution to adopt the annual assessment of \$500.00 per parcel. Carol Noe moved to approve, Terry Leezer seconded, motion carried.

**C. GENERAL MANAGER:** Terry Leezer reported that the ad-hoc committee had interviewed Mr. Brad Hagemann for the position of Interim General

Manager and had found him acceptable. George Tracy moved to approve, Terry Leezer seconded, and motion carried. The board will now post the position as available and will make a decision on a permanent G/M at a later date.

- D. BUDGET FOR FISCAL YEAR 2015/2016:** The G/M presented the finalized budget for the 2015/2016 fiscal year. George Tracy moved to approve, Carol Noe seconded, and motion carried.
- E. ROAD MAINTENANCE:** Director Tracy provided a detailed report on some of the issues which developed during the last storm along with proposed repairs. After discussion, this item was tabled pending further investigation and consideration of additional issues. The interim G/M was instructed to try to find a road sweeper to remove the debris from the last storm.
- F. SOLID WASTE POWERS:** After discussion, the board tabled this item until next meeting with more board members present.
- G. MEETING PLACE:** Carol Noe moved to continue meeting at the Warbirds Meeting Hall, Terry Leezer seconded, and motion carried.
- H. CSDA ELECTION:** After discussion, Carol Noe moved to cast the district's vote in favor of Robert Blair for CSDA seat A. Terry Leezer seconded, and motion carried.

**8. DIRECTOR/MANAGER COMMENTS:** George Tracy reported that there had been an incident on Cerros Pioneros involving a trailer being towed with a flat tire allowing the rim to damage the road. This was witnessed by a homeowner and was possibly reported to the CHP. The interim G/M was instructed to contact the CHP and see if a report had been filed so that the district may seek redress from the motorist involved. Directors also discussed and decided that they wanted to move ahead with the kiosk project. Director Tracy would take the lead.

**9. ADJOURNMENT:** Terry Leezer moved to adjourn at 8:30, Carol Noe seconded, and meeting was adjourned. Next meeting is September 10, 2015 at Warbirds Meeting Hall, 4251 Dry Creek Road, Paso Robles.

**Note:** These minutes are to be considered as a draft only until approved by the board at the next regular meeting and signed.

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Submitted by Brad Hagemann, Interim General Manager

Independence Ranch CSD  
**Revenues & Expenditures Report**  
 June 2015

	Jun 15
<b>Income</b>	
4000 - Income Summary	
4010 - Road Assessment Fees	502.00
<b>Total 4000 - Income Summary</b>	502.00
<b>Total Income</b>	502.00
<b>Expense</b>	
5100 - General Overhead Expenses	
5105 - General Administrative Services	
5105.01 - General Manager	500.00
5105.02 - Secretarial	37.50
<b>Total 5105 - General Administrative Services</b>	537.50
5110 - Insurance	931.43
5120 - Office Supplies	14.42
<b>Total 5100 - General Overhead Expenses</b>	1,483.35
5200 - Operating Expenses/Road Work	
5220 - Weed Control	2,500.00
5215 - Road Signs/Material	64.80
<b>Total 5200 - Operating Expenses/Road Work</b>	2,564.80
5400 - Professional Fees	
5401 - Legal Fees	158.40
<b>Total 5400 - Professional Fees</b>	158.40
5500 - Utilities	12.80
<b>Total Expense</b>	4,219.35
<b>Net Income</b>	-3,717.35

ADDENDUM A

**Independence Ranch CSD**  
**Balance Sheet**  
As of June 30, 2015

	<u>Jun 30, 15</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 - Cash Summary	
1020 - Checking-Heritage Oaks Bank	30,876.55
1040 - HOB Savings RESTRICTED-USDA	<u>3,502.49</u>
<b>Total 1000 - Cash Summary</b>	<u>34,379.04</u>
<b>Total Checking/Savings</b>	<u>34,379.04</u>
<b>Total Current Assets</b>	<u>34,379.04</u>
<b>TOTAL ASSETS</b>	<u><u>34,379.04</u></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
2700 - USDA Rural Development Loan	<u>482,000.00</u>
<b>Total Long Term Liabilities</b>	<u>482,000.00</u>
<b>Total Liabilities</b>	482,000.00
<b>Equity</b>	
3010 - Opening Bal Equity	29,311.99
3020 - Retained Earnings	-388,452.84
Net Income	<u>-88,480.11</u>
<b>Total Equity</b>	<u>-447,620.96</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>34,379.04</u></u>

**ADDENDUM B**

**Independence Ranch CSD**  
**Warrant Register**  
June 12 through July 9, 2015

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Paid Amount</u>
1424	06/12/2015	PG&E	1020 - Checking-Heritage Oaks Bank	
			1310 - Prepaid Expenses	-2.49
TOTAL				-2.49
1425	06/12/2015	SDRMA	1020 - Checking-Heritage Oaks Bank	
			5110 - Insurance	-931.43
TOTAL				-931.43
1426	06/12/2015	Shipsey & Seitz, Inc.	1020 - Checking-Heritage Oaks Bank	
			5401 - Legal Fees	-158.40
TOTAL				-158.40
1427	06/19/2015	Ant's Tractor Mowing	1020 - Checking-Heritage Oaks Bank	
			5220 - Weed Control	-2,500.00
TOTAL				-2,500.00
1428	07/09/2015	John Eulberg SBS	1020 - Checking-Heritage Oaks Bank	
			5105.01 - General Manager	-750.00
			5105.02 - Secretarial	-200.00
			5120 - Office Supplies	-21.46
TOTAL				-971.46
1429	07/09/2015	Estrella Warbird Museum	1020 - Checking-Heritage Oaks Bank	
			5126 - Rent-Meeting Facilities	-250.00
TOTAL				-250.00
1430	07/09/2015	PG&E	1020 - Checking-Heritage Oaks Bank	
			1310 - Prepaid Expenses	-160.00
TOTAL				-160.00

ADDENDUM C

**Independence Ranch CSD**  
**Revenues & Expenditures Report**  
Fiscal Year July 2014 through June 2015 Unaudited

	<b>Jul '14 - Jun 15</b>
<b>Income</b>	
4000 · Income Summary	
4010 · Road Assessment Fees	62,500.00
4050 · Interest Income	7.38
	62,507.38
<b>Total 4000 · Income Summary</b>	<b>62,507.38</b>
<b>Total Income</b>	<b>62,507.38</b>
<b>Expense</b>	
5000 · Fees and Dues	
5001 · LAFCO Fees	218.28
5005 · CSDA Dues	211.00
5010 · Election Costs	442.78
	872.06
<b>Total 5000 · Fees and Dues</b>	<b>872.06</b>
5100 · General Overhead Expenses	
5105 · General Administrative Services	
5105.01 · General Manager	6,000.00
5105.02 · Secretarial	1,175.00
	7,175.00
<b>Total 5105 · General Administrative Services</b>	<b>7,175.00</b>
5110 · Insurance	931.43
5111 · Internet Expense	183.98
5115 · Interest Expense	12,259.44
5120 · Office Supplies	178.28
5125 · Printing and Reproduction	135.00
	20,863.13
<b>Total 5100 · General Overhead Expenses</b>	<b>20,863.13</b>
5200 · Operating Expenses/Road Work	
5220 · Weed Control	2,500.00
5210 · Road Work, Materials & Services	118,774.85
5215 · Road Signs/Material	766.71
	122,041.36
<b>Total 5200 · Operating Expenses/Road Work</b>	<b>122,041.36</b>
5400 · Professional Fees	
5401 · Legal Fees	1,302.40
5405 · Accounting	4,250.00
	5,552.40
<b>Total 5400 · Professional Fees</b>	<b>5,552.40</b>
5500 · Utilities	152.54
	149,481.49
<b>Total Expense</b>	<b>149,481.49</b>
<b>Net Income</b>	<b>-86,974.11</b>

ADDENDUM D

**Independence Ranch CSD**  
**EOY Balance Sheet-Unaudited**  
As of June 30, 2015

	<b>Jun 30, 15</b>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 - Cash Summary	
1020 - Checking-Heritage Oaks Bank	30,876.55
1040 - HOB Savings RESTRICTED-USDA	3,502.49
<b>Total 1000 - Cash Summary</b>	<b>34,379.04</b>
<b>Total Checking/Savings</b>	<b>34,379.04</b>
<b>Other Current Assets</b>	
1300 - Current Assets	
1315 - Receiveable from County of SLO	1,506.00
<b>Total 1300 - Current Assets</b>	<b>1,506.00</b>
<b>Total Other Current Assets</b>	<b>1,506.00</b>
<b>Total Current Assets</b>	<b>35,885.04</b>
<b>TOTAL ASSETS</b>	<b>35,885.04</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
2700 - USDA Rural Development Loan	482,000.00
<b>Total Long Term Liabilities</b>	<b>482,000.00</b>
<b>Total Liabilities</b>	<b>482,000.00</b>
<b>Equity</b>	
3010 - Opening Bal Equity	29,311.99
3020 - Retained Earnings	-388,452.84
Net Income	-88,974.11
<b>Total Equity</b>	<b>-448,114.98</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>35,885.04</b>

ADDENDUM E

INDEPENDENCE RANCH CSD BUDGET 2015/2016

Carryover From Previous Year 7/1/15	Estimated	30876.55
<b>Anticipated Income</b>		
Road Assessments		62500
Interest		10
<b>Administrative and Fixed Expenses</b>		
LAFCO Fees	250	
CSDA Dues	225	
Rent for Meeting Space	250	
Biennial Audit	0	
Bank Charges	0	
Legal	500	
Election Costs	0	
Trade Shows and Seminars	0	
General Manager	6000	
Secretary	1000	
Insurance	1000	
Internet Expense	200	
Utilities	160	
Weed Abatement	1750	
Office Expenses	300	
Totals	<u>11635</u>	<u>93386.55</u>
Restricted Reserve-Loan Pmt.	3500	
Reserve For Future Audit	1750	
Debt Service P&I Inc. Interim Interest	34980	
Funds Available		<u>46771.55</u>
<b>Expenditures To Consider</b>		
Previously Approved Road Repairs	3000	
Reconstruct Kiosk	1000	
Activate Solid Waste Powers	3000	
Total To Consider	<u>7000</u>	
Funds To Carry Forward		<u>39771.55</u>



