

**GREATER GOLDEN HILL CLEAN, GREEN, AND SAFE
MAINTENANCE ASSESSMENT DISTRICT OVERSIGHT COMMITTEE**

MINUTES MONDAY, July 14, 2008 - APPROVED

I. Call to Order

The meeting was called to order by the Chairman, David Skillman at 6:35 pm at the Balboa Golf Course Club House

II. Roll Call

All members were present except for Carole Caffey, Norm Starr, Curtis Niedert and Michelle Dullea.

Present were: Barbara Houlton, Ben Nicholls, Chris Blatt, David Skillman, John Kroll, Lisa Vella, Robert Hansen, Bill Hilsdorf, and Laura Stansell.

III Public Announcements – None

IV. Old Business – Action Items

a. Approval of Minutes

Chris Blatt moved and Robert Hanson seconded the approval of the June 14 2008 minutes. The motion passed 8-0, 2 abstentions. This item was taken out of order.

V. New Business Info-Only Items

a. Subcommittee Reports

RFPs/Contracts approved and posted – Ben Nicholls and Alia Kanani

Alia Kanani discussed the request for dog waste management. She reported that the Neighborhood Cleanup was a success, with the Urban League volunteering ten trucks in assistance. Bill Hilsdorf requested watering for trees that have been planted. Alia Kanani also reported that the contract for banners would be delayed until the banner district was formed.

City Contacts – Toni Atkins call for Mediation

April Chesebro, from City Council Member Toni Atkins office, announced the planning of mediation for the Oversight Committee, the CDC, and City Staff. This mediation will be performed by an independent professional mediation consultant, possibly National Conflict Resolution Center. Scott Kessler was present from the city and noted that funds were being made available for this purpose.

CDC Board – Laura Stansell and Bill Hilsdorf

There will be a Hot Dog Social for the CDC and the Oversight Committee on the 29th of July from 6 to 8 pm at the Moose Lodge, organized by Laura Stansell and Bill Hilsdorf.

Public Communication – David Skillman

David Skillman addressed the necessity of an archive for MAD documents. John Kroll asked if the CDC had veto power over the letter for the public, and the response was that the CDC is responsible for what is appropriate to go out.

VI New Business – Action Items

a. RFPs and Contracts ready for Approval

The banner contract is being deferred until the banner district is formed. The final bids for the Cleaning RFP are due the day after the meeting, July 15. A motion was originally made to endorse the RFP by Ben Nicholls and seconded by Bill Hilsdorf, but the motion was withdrawn because nobody had received and read the final RFP.

b. Rollover funds – lists and priorities

Bob Hansen presented the Budget committee's recommendations for the expenditure of rollover funds. This recommendation had been distributed prior to the meeting and is provided as Attachment A. Ben Nicholls moved to approve the committee report with Laura Stansell seconding. Ben Nicholls modified his motion to approve prioritization list with the caveat that item 5, 6, and Golf Course Drive Sidewalks to see that they are applicable, and vet the list to the city to see if they are feasible and that the entire list is appropriate. The motion passed 8-1. The opposition is documented in Attachment B.

c. GHCGS website- official or independent (deferred to Item f).

d. Subcommittee membership and member contact list update

David Skillman requested up to date contact information.

e. Oversight group e-mail – Bcc or CC

There was a discussion on whether to use Bcc or CC for email. It was left to personal preference for the moment; no action was taken.

f. Several internal Oversight matters – not under Brown Act.

Holding the meeting on a date before the CDC meeting during any given month was discussed. This would result in a meeting change date for 2008 only in October. A

motion was made to amend the meeting date to October 13 by Bob Hansen and seconded by Laura Stansell. The motion passed 9-1.

Lisa Vella addressed the organizing and running of oversight meetings. She would like more structure and clearer communications. She requested that the first half-hour of the next meeting be taken up with how to run the meetings. Laura asked that the mediator also mediate with the group separate from the city and the CDC to help improve the structure. Laura asked Scott Kessler and April Chesbro if they thought it was appropriate to use the mediation resources for this and they indicated that they thought it was. Lisa will provide more detail so that mediation/facilitation can be pursued.

The bylaws were reviewed to see that Michelle was still eligible to serve and the committee and it was determined that she is still eligible. The bylaws committee will meet to determine what changes need to be made to the bylaws.

A motion was made by Barbara Houlton and seconded by Lisa Vella to declare the GGHCDC web site as the official MAD oversight web site, and to commend Carole Caffey and Chris Blatt for their outstanding web site work. The motion passed unanimously.

A motion was made by Chris Blatt and seconded by Laura Stansell to adjourn the meeting. The meeting was adjourned at 8:07.

ATTACHMENT A – BUDGET COMMITTEE RECOMMENDATIONS –

JULY 14, 2008

An action item on the agenda will be to approve the rollover funds list as amended/revised so we can go forward with planning to accomplish the work. Please give some thought to propose additional types of work or services that we could fund with the rollover funds.

Proposed list/priorities:

- 1 Additional trash containers
- 2 Electronic/hazardous waste pickup
- 3 Parkway weeds/landscaping
- 4 Tree wells/grates
- 5 Broken curbs/sidewalks
- 6 Alley repairs

Fountain repair, 26th St/Pershing Dr trail, Golf Course Drive sidewalk, accumulate funds in reserves for future consideration.

We have changed our focus from allocating funds to prioritize work contained in the engineers report because it just was not possible to work from the format of the engineers report required services and budget numbers. The way work was lumped together by zone rather than by type of work made it nearly impossible to separate by cost and our priorities. Once we have cost info from the response to RFP's we will have more data to work with.

OPPOSITION TO SPENDING ALL CARRYOVER MONEY DURING FY09
Barbara Houlton

Although the projects prioritized by the budget committee contain valid projects, I am opposed to spending money which should carry over to FY 2010. Both the State Lighting Code and the City Municipal Code address the issue of money carrying over from a previous year. This is the reason I voted against the budget presented to the City in April by the CDC.

Reserves. \$488,000 is available each tax year. No money comes in after April and before December 10, the dates when taxes are collected. Money must be set aside to spend in 2009 when no assessments are being collected. The city fiscal year is July 1- June 30. Assessments are collected in December and April. There is a mismatch between when the assessments are collected and the dates of the fiscal year. Funds must be planned for the time from the start of the FY (July) through December, because funds are collected in the prior (fiscal) year. Each year, a reserve must be set aside for the following year from the money that is collected in April.

The CDC refused to set aside these reserves in the budget. They will spend it all this year. If the CDC needs money before December FY10, they stated that they will borrow it from other CDC projects or the City will advance it. Luis Ojeda did not recognize the direction in the state law which encourages a carryover funds for a six month, \$244,0000 reserve for the following year be integrated into the budget.

The State permits:

“a reserve which shall not exceed the estimated cost of maintenance and servicing to December 10 of the fiscal year or whenever the city expects to receive its apportionment...”

The state code recognizes this difference between the times taxes are collected and the fiscal year. As a result of not spending any money in 2007-2008 this is a side effect for the upcoming fiscal year. This is not true for the next year. There is no money for July 1, 2009 through December 30, 2009. The CDC budget for spending should be reduced by \$244,000 in a reserve account.

The CDC needs to gain some experience in providing maintenance. As their unaudited figures for FY08 show \$42,840 in expenditures, with only \$951.94 for maintenance. The rest were for in office-expenses. Of the maintenance performed, \$951.94, \$800 was for labor and the rest for gloves, trash bags, supplies, pruning shears, and a broom.