

**HAMILTON BRANCH COMMUNITY SERVICES DISTRICT BOARD MEETING
MINUTES – MAY 19, 2020**

MEMBERS PRESENT: Mike Saitone, Jay Williams, Bud Bosworth, Jim Lee, Brett Hurff

MEMBERS ABSENT: None

OTHERS PRESENT: Mark Melcon, J.D. Hackett, Jan Hammill

CALL TO ORDER: President Mike Saitone called the meeting to order at 6:03 pm.

PREVIOUS MINUTES APPROVAL: The minutes of the April 21, 2020 meeting were approved with a motion from Jay and a second from Brett.

PUBLIC COMMENT: None

REPORTS:

• **Manager's Report:**

- Financials: With 2 months left in the fiscal year of the 2019-2020 Budget, we are 88% Total Revenue, 93% Operating Expense and 80% G & A Expense. LAIF balance is \$231,534.18.
- Business Update: With the passing of General Manager Mike Roarty, there are many forms, reports and procedures that need updating. Maintenance issues need to be discussed in the future.

• **Field Manager's Report:**

- J.D. reported to the Board a very informative month of activities he has performed for the District from repairing water main leaks to dealing with customers on a one to one basis with water problems.

OLD BUSINESS:

- Update on Church Property: Joe Waterman has reached out to Brett via phone to see where we are in the purchasing of the church property for our well site. Mike Saitone will call Joe to let him know we are exploring our options at this time.
- HBMW Annexation: Jay spoke with Norm. Their Board is all in favor of the annexation. Mike Saitone will reach out to Norm for reports, maps and financials that we need to proceed with LAFCO.

NEW BUSINESS:

- Mike Saitone's letter of resignation was accepted by Brett and a second by Bud. All were in favor.
- Consultation with legal counsel determined we do not have to advertise for the General Manager position. With that piece of information, Brett made a motion to fill the General Manager position with Mike Saitone. Bud seconded the motion and all were in favor.
- Officer transition will be President, Jay Williams – Vice President, Brett Hurff – Secretary, Bud Bosworth.
- We will post Board Member Vacancy on our Website and at 3 local businesses as usual.

CORRESPONDENCE: Letter of Interest to become Board Member from Christine Delucchi.

EXECUTIVE SESSION: None

MEETING ADJOURNED: President Jay Williams adjourned the meeting at 7:05

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Bud Bosworth", with a long horizontal flourish extending to the right.

Bud Bosworth, Secretary