

**Yosemite Alpine Community Services District  
P. O. Box 31, Fish Camp, CA 93623**

**Minutes of Board Meeting of April 28, 2019**

**CALL TO ORDER.** Chair Dick Ryon called the meeting to order at 10:04 am in the Tenaya Lodge of Fish Camp.

**INTRODUCTIONS AND ROLL CALL.** Board members in attendance: Chair Dick Ryon, Patti Frey, Karen Green, Tim McGinty, Karen Glendenning. A quorum is established. Public in attendance: Barry Green, Doris Ryon, Brenda McGinty, Brian Johnson, Erin Johnson, Stan Muscio, Louise Hastrup and Mike Mion. Self-introductions were performed this morning. Bob Keller arrived at 10:14 am.

**PUBLIC FORUM.** Barry Green said there are potholes need to be addressed. Tim McGinty suggested that the meters be marked with poles. It would have helped with the leaks from this past winter. Barry suggested that PVC pipe with caps be placed adjacent to meters. Karen Green suggested that volunteers be found to help in this matter. Patti Frey read aloud a letter that was placed on her doorstep this past winter by an anonymous long time YACSD property owner. The letter will be attached at the end of the Minutes. Patti also read aloud an email that was recently sent to Chair Ryon and board members from YACSD property owner Dale Wohlgemuth. The letter will be attached at the end of the Minutes..

**SWEARING IN BOARD MEMBER PATRICIA FREY.** Recently reelected board member Patricia Frey was sworn in by Karen Glendenning, who is an officially deputized clerk by County Clerk Keith Williams. Paperwork will be signed and forwarded to the County Clerk's office.

**APPROVE MINUTES OF JANUARY 2019.** **Motion:** To approve the Minutes of January 19, 2019. Motion: McGinty, 2<sup>nd</sup>: Green, Passed 4-0, with Frey abstaining.

**APPROVED TREASURER'S REPORT OF APRIL 28, 2019.** Karen Glendenning reviewed the Treasurer's report. Question came up about the formula for the disbursement of county funds to the district. Dick Ryon said he would contact Supervisor Miles Menetrey to get an official breakdown and reasons for the formula used. District costs are spread over the property owners by vacant lots paying 1/3 of the fees that lots with domiciles pay. **Motion:** to accept the financial report. Motion: Frey, 2<sup>nd</sup>: McGinty, Passed 5-0. Barry Green commented that during the Camp Fire the town of Paradise was wiped out. Benzene has been found in the water. Barry said that when folks leave town they should turn off the water to their home, winter or summer. Barry reported that Kirk Helland found an open valve on the Keller log cabin this winter. Karen Glendenning said that folks need to turn off their water at their turn off, not at the district curb stop.

**BYLAWS.** Mike Mion asked if no one want to do the job, how do you elect officers? Patti suggested that Secretary and Treasurer be possibly split apart and that the district hire a bookkeeper. Tim McGinty said there are financial software programs that do automatic billing. Tim has been suggesting doing monthly billing. Karen Glendenning was asked how many hours a month does she spend on district paperwork. She replied usually about 10 hours, with more during the annual billing period. Patti asked about the hours need for getting records together, Karen replied about 10-20 hours per month. Some PRA requests take many hours to gather the info, redact and transmit to the requester. Establishing a Nominating Committee for officers was discussed. With a district this small, the available pool of candidates is finite, as stated by Dick Ryon. He reported that the board usually works through consensus to establish the officers of the board.

**BOARD REORGANIZATION.** Discussion was held to define the positions of the offices of the board. Following discussion the officers will be: Chair, Vice Chair, and Secretary/Treasurer. **Motion:** To have Karen Green serve as the Chair. Motion: Ryon, 2<sup>nd</sup>: Glendenning. Passed 5-0. **Motion:** To have Dick Ryon serve as Vice Chair. Motion: Green, 2<sup>nd</sup>: McGinty. Passed 5-0. **Motion:** To have Karen Glendenning serve as Secretary/Treasurer. Motion: Frey, 2<sup>nd</sup>: Green. Passed 5-0. Karen Glendenning noted that she will use her personal computer, personal phone, personal stapler and personal staples to complete district tasks. Doris Ryon said that expenses will rise if the district has to hire outside help to complete the tasks done by the volunteer board members. Patti wanted to recognize Dick for the many hours he has spent in dealing with district issues. It was decided that Dick Ryon would continue to Chair the meeting that he began. Karen Green will take over at the next YACSD meeting.

**DISTRICT WEBSITE.** Tim McGinty has volunteered to be the webmaster. He has been exploring options and has found a company/program that will help him develop and website and give a 15 month scholarship for hosting the website. The fee paid is based on the district annual budget. The cost to YACSD would be \$25.00 per month or \$600 per year. He gave a demonstration for all to see a mockup of the potential website. The site would have a repository of documents, available to all constituents. It would have links to all the information required by state laws. He has been working with Maria Lara at Streamline, a preferred business partner with California Special Districts Association, CSDA. Tim said the board will be able to have district emails linked to website. Brenda McGinty asked how folks would know about website. Tim said he'd give the property owners the URL for the website. Property owners would be able to leave notes for the district. Karen Green suggested that Tim establish one day a week to update info on the website, more efficient that way. Those in attendance liked the presentation and are in favor of establishing a website.

**Motion:** To proceed with the application and to file with the Special District Leadership Foundation (a part of the California Special Districts Association) for a website through Streamline. Motion: Green, 2<sup>nd</sup>: McGinty, Passed 5-0.

**LATE PAYMENT POLICY.** Dick Ryon recommends a 10% initial penalty with 1% interest per month on outstanding bill. Karen Green recommends stopping action at a Lien on the property and not turning off water for non-payment. Karen Glendenning reported that deficit/non-payment is reported via the State Controller report and the State Drinking Water report. Tim McGinty reported that fire sprinklers in homes are designed for people to get out, not for putting out the fire. Patti Frey said in the bylaws that a lien is recorded with the county and the bill. There are currently 5 property owners that have double lots. *Consensus decision* – to continue with current policy of filing a lien on the outstanding bill, for amounts owed over one year, and to add recording fees into the amount owed by the delinquent property owner. The current outstanding bill has \$93.50 owed from 2017-18. This property owner has also not paid current assessments that were due September 2018. Karen Glendenning reported that liens need to be filed with the county in July to be included in the August Board of Supervisors action for including outstanding fees onto the county property tax bills that go out in September.

**811 MEMBERSHIP.** Dick reported that membership is \$150.00 per year. State law requires districts to register with *Call 811*. Tim McGinty offered to be the contact person – internet and phone. Dick Ryon will be handling the application process. **Motion:** to proceed with Call 811 application. Motion: Frey, 2<sup>nd</sup>: Green. Passed 5-0.

**REQUEST TO COMBINE LOTS 41 and 47.** Tim and Brenda McGinty have applied to the county to combine lots 41 and 47 into one lot. He plans to build a shed and it would have gone into the 10' setback on Lot 41. County Planning sent comment requests out to various agencies. After they were received back, Planning contacted YACSD for approval. They were told it would need to be at a regularly scheduled meeting, which was coming up on April 28, 2019. Once this item was announced, Karen Glendenning asked Tim to recuse himself and leave the room, as he is a board member. The rest of the board said he could stay in the room, which he did. Discussion continued in that the district receives about \$400 per year in income from a vacant lot. The loss of income would be minimal. Karen Glendenning pointed out that expenses are spread out to all properties and that removing one lot, even a vacant one, would increase the expenses to other property owners. Tim said the County Planning told him he would never be able to reparcel out the lots once he combines them. Glendenning stated that the county has been asked to notify the district of the new address and the new dimensions of the lot when it gets the final approval from the county. **Motion:** To grant Mr. McGinty's request to combine lots 41 and 47. Motion: Frey, 2<sup>nd</sup>: Green. Passed 3-1, with Glendenning Nay, and McGinty recused.

**Motion:** The board examine at the next meeting if lots that have been combined be assessed at 1 or 2 lot fees. Item TABLED to next meeting.  
Tim McGinty rejoined the board at the front table.

#### **OLD BUSINESS**

– **PURCHASE ACCOUNTING PROGRAM FOR DISTRICT.** Tim McGinty reported that an accounting program would allow for more frequent billing. He said he had been asked by constituents about this idea. Glendenning was asked if that would be easier to have monthly billings. She said that now she does 47 billings a year with maybe one more billing when a property closes escrow. Going monthly would create roughly 500 billings annually. At that point, district would need a billing service. She has had one or two property owners ask for extra time and they have been granted extra time. *Consensus decision* – continue with annual billing for the district, those with hardships should contact the board secretary. SURVEY MONKEY – this will not be done as the board decided to stay with the annual billing.

**NEW BUSINESS.** Karen Green asked that the letter, that Patti Frey read aloud, that was sent from Dale Wohlgemuth be included in the minutes.

**NEXT MEETING.** Tentatively set for July 20 or July 21, 2019, at the Tenaya Lodge of Fish Camp. Meeting may be after FCPAC meeting on July 20 at 1:00 pm or at 10:00 am on July 21.

**ADJOURNMENT.** Motion: To adjourn the meeting. Motion: Frey, 2<sup>nd</sup>: McGinty. Passed 5-0, at 1:13 pm.

Respectfully submitted,

Karen Glendenning  
YACSD Secretary

#### **Attachments:**

Letter to Patricia Frey from YACSD property owner, read aloud

Email from Dale Wohlgemuth to Dick Ryon and rest of YACSD board of director, read aloud