

Wallace Community Services District

Board of Directors Meeting Minutes

December 21st, 2022

Attendees: Eric Baysinger, Steve Martin, Mike Jones
 Absent: None
 Staff: None

AGENDA ITEM	DISCUSSION	ACTION	OWNERSHIP
1. Call to Order	Call to order at: 7:03pm	Quorum established.	Eric Baysinger
2. Public Comment	No public present	None	
3. Nominate officers – President and Vice President. (Action)	Steve Martin was nominated as President and Mike Jones was nominated as Vice President.	AYES: 3 NOES: 0 ABSENT: 0	Eric Baysinger
4. Approval of Minutes (Action)	General Manager wasn't able to attend. Approval of the minutes was postponed until the next general meeting.	No vote.	Steve Martin
5. Approval of Bills (Action)	General Manager wasn't present but said there were no outstanding bills to pay. Board will address at next regular meeting.	No vote.	Steve Martin
6. Update on the WCSD audit. (Added agenda item-Action)	Steve Martin gave an update on how the audit is going. 4 years have been completed and the audit is looking good. We will have a hard copy of the results to review and approve for filing at our next meeting.	Added agenda item vote AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
7. Bank Signing Authority Resolution, (Added agenda item-Action)	Bank needs a resolution passed by the board to update the WCSD Bank account signing authority. Added Steve Martin and removed Larry Howen.	Added agenda item and approved resolution. AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
8. Convert accounting program from desktop to a cloud-based solution. (Action)	Steve Martin discussed the advantages of moving our accounting software from the desktop to a cloud-based solution. The board agreed that having more visibility to reports without having to wait for our regular meeting would be a benefit and having the latest software on a subscription bases made sense since it wouldn't increase costs. We would migrate to the updated software when our license was up later this year.	AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
9. WCSD Online Banking Discussion	Steve Martin would like to discuss with the bank that we move to an online solution. The benefits would be reports of transaction would be transparent without having to wait for monthly meetings. Mike Jones stated that public agencies in the past were not allowed to create an online account but it would make sense to look into if the rules have	No vote.	Steve Martin

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	changed. Steve Martin will follow-up with the bank to see what our options are.		
10. Approve 180k transfer from Bank of the West to CLASS (Action)	Steve Martin discussed that the CLASS investment account was setup and was waiting for an update on the fund transfer from the County to our bank. The board vote on transferring \$180k from Bank of the West to our Class account once the money was transferred.	AYES: 3 NOES: 0 ABSENT: 0	Steve Martin
11. Fencing Contract discussion/approval. (Action)	The board received two contract bids for fencing between the spill-way and release culvert, the fence from there across 100 S. Wallace Lake Drive, and from the Campora Propane site for 120' across the dirt road access. Both will have 16' gates. Board voted to go with KLR Construction.	AYES: 3 NOES: 0 ABSENT: 0	Mike Jones
12. Catch Basin Installation on South Wallace Lake Drive discussion/approval.	The board reviewed and approved a proposal from KLR to fill in the catch basin on S. Wallace Lake drive and bring it up to the standard of the other catch basins installed on Wallace Lake Drive.	AYES: 3 NOES: 0 ABSENT: 0	Mike Jones
13. Picnic Table Installation discussion/approval.	Mike Jones presented a proposal from Ken Reed to install a picnic table that would be donated by Ken and the pad would be paid for by the WCSD. Estimated \$900 in materials with the labor coming from Ken and other volunteers from the neighborhood. Most likely site would be	None	Mike Jones
14. Correspondence	None	None	
15. Directors Comments	None	None	
16. Adjourn	Adjourned at: 7:52 pm Next meeting scheduled for January 18th, 2023	Motion to adjourn	Consensus

Recorded by: Mike Jones Date: December 21, 2022

Approved