A meeting of the Board of Directors of the Edgemont Community Services District, held at the Edgemont Community Center, was called to order at 7:00 p.m. by Mike Addie, President. Those board members present were Brenda Addie, Mike Addie, Cheryl Franklin, Crystal Smith and Moses Taylor Jr. Also present were Sam Gershon, engineer, Edward Mackey, attorney, Sandra Leer, attorney, and Jessica Pfalmer, general manager.

Approve Minutes of September 22, 2022 – Mike and Brenda noted that the minutes stated that Sinnaro was in attendance, when Sam was the engineer in attendance for this meeting. Crystal moved to approve the draft minutes, with the engineer in attendance recorded correctly, Brenda seconded. Motion carried.

Public comment – no public present.

Engineering –
Sam reviewed district projects and development projects as set forth in the Engineering Report of October 20, 2022.

Houston & Harris updated rates – approval – Sam stated that Houston & Harris's rates have increased since the contract was signed in 2015. There have also been some changes to the equipment that is available for Houston & Harris to use on the district's behalf. Sam recommends that board approve the three exhibits provided documenting the current rates and equipment available to be incorporated into the 2015 contract and the SSMP. Crystal moved to approve the updated exhibits, Cheryl seconded, motion carried.

Administration
Financial reports – September 2022 –
Balance Sheet – Ed asked about the accounts 1065 Deferred Pension outflows, 2245 Deferred Pension Inflows and 2250 Net Pension Asset (Liability). Jessica said that these relate to the CalPERS pension and were updated for the audit. She also stated that these accounts are only adjusted at year-end.

Profit & Loss – ACO – Jessica noted that account 4191 Interest Income – ACO is negative because it includes the reversal of the interest accrual from the PY. The County has not paid the interest yet. This comment applies to the General and Illumination Funds as well. If the interest has not been recorded on the County reports in October, she will follow up with them. Profit & Loss – General – 5020 Defined Benefit Plan – Jessica noted that the amount is much less this year because the district paid all of the Unfunded Accrued Liability mid-year last year, not just the annual billing. 5012 Legal and Accounting is more this year because the audit started earlier than in the prior year, resulting in the audit being billed in the first quarter. 4150 Land Lease Income is less this year than last because only two months had been paid in the first quarter of this year due to a late payment. Profit & Loss - Sewer – Jessica noted that 4937 Sewer User Charges – Direct Bill was less this year because the direct billings were sent out in October rather than September. Jessica also observed that there was substantially more development at the beginning of this year as shown in 4945 Other Revenue – Plan Check, etc.

Journal transfer of funds – approval – Crystal moved to approve a journal transfer of funds of $8.344.39.00 to Illumination Fund and $18,077.46 to Sewer Fund from the General Fund, Moses seconded, motion carried.

Submission of "No Spill Report" to State Water Resources Control Board – Report was submitted as required.

District Engineer services – Discussion and approval of special projects billed separately from District Engineer services - Jessica explained that the District receives District Engineer Services from Albert A. Webb Associates on a retainer basis, since January 2022. She noted that the calculation of a reasonable retainer was based on the average billing over the last two years, not taking into account projects that come along on a periodic basis (years apart). During the current year, there have been two projects that are estimated to happen every five to seven years, review of the City of Riverside Update of the Integrated Master Plan for Wastewater Collection (IMPWC) and the update of both the ECSD Design and Construction Manual (DCM) and Sewer System Management Plan (SSMP). They are labor intensive and are outside the regular district engineer work. Brenda moved to retroactively approve the IMPWC review and the updates of the DCM and SSMP to be classified as special projects, not included in the District Engineer services that are paid on retainer, and to require that future special projects be authorized in advance to be billed separately, with those projects that are approved by the General Manager (projects expected not to exceed $15,000) to be reported to the board at the next board meeting after approval, Crystal seconded. Motion carried.

Records management – discussion of process and approval of destruction listing – Jessica told the board she has been compiling the records to be scanned into the Laserfiche software, the records to be destroyed under the provisions of the ECSD Records Retention Policy and some that will be neither destroyed nor scanned. She provided a listing of the records that she had collected so far that can be destroyed with Board approval under the policy. Crystal moved to approve the destruction of the records on the provided listing, Moses seconded, motion carried.

Monthly update – other items –
There was a new state law signed, effective January 2023, that will allow board members to attend meetings remotely in specific circumstances. The district will need some equipment to fulfill the requirements.

Mike let Jessica know that the streetlight on the SW corner of Dracaea and Edgemont corner comes on for a minute or two and then turns off. Jessica said that she will report it to SCE.

Adjourned: 8:27 p.m.

Respectfully Submitted,

Jessica Pfalmer

Jessica Pfalmer
Secretary