

MINUTES OF THE REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
SANTA LUCIA COMMUNITY SERVICES DISTRICT
April 28, 2020

The regular meeting of the Board of Directors of the SANTA LUCIA COMMUNITY SERVICES DISTRICT was held at 9:00 A.M. on Tuesday, April 28, 2020. Pursuant to Executive Order N-25-20, by the State of California, this meeting was held via teleconference.

Call to Order. The meeting was called to order at 9:03 A.M. by Board Chairman, Mark BOITANO.

Roll Call. The following Directors were present: Mark BOITANO, Barbara SANTRY, Allen FINLEY, Melissa THORME, and Carl EKLUND. Also present were Forrest ARTHUR, District General Manager; Karen BAXTER, Chief Executive Officer of the Santa Lucia Preserve Company; Joe KONTUR, Interim District Finance Officer; Leif UTEGAARD, Water Department Manager; Bill DOREY, Advisory Member; David RINALDO, Advisory Member; Scot SMYTHE, Advisory Member; Robert WELLINGTON, Legal Counsel for the District; and Aimee DAHLE, District Executive Assistant.

Public Comment. None.

Approval of Minutes. After review of the January 28, 2020, and March 26, 2020 minutes, with no corrections, a motion by Director THORME and second by Director SANTRY, the minutes were unanimously approved.

General Manager's Report.

Security Report. Mr. ARTHUR informed the Board that the Preserve Emergency Operations Committee continues to meet via teleconference daily, and will continue to monitor the COVID-19 situation closely. Mr. ARTHUR then noted that a majority of Preserve hourly staff had been furloughed, with the District employees currently being allowed to continue as essential workers. Mr. ARTHUR went on to present the Security Report, stating that average speeds along Rancho San Carlos Road had remained within posted limits. Owner requests have increased with the number of homes occupied during the current shelter in place order.

Financial Report. Mr. KONTUR opened the discussion of the financial report, which included a Balance Sheet, a Statement of Cash Flow, and a Statement of Revenues & Expenses, all through the end of March 2020. Mr. KONTUR made note that overall expenses were lower than budget, mostly due to delay in project starts.

Business Matters.

Mr. UTEGAARD opened discussion on the status of water development, stating that staff continues to move forward with the drilling of new wells in the lower section of the District. Three well sites have been identified, with plans to drill on two of the sites once the biological studies have been completed. Drilling at the third site would be dependent on the success of the drilling on the first two sites. Mr. UTEGAARD stated that the well development would likely occur in the next fiscal year.

Mr. ARTHUR presented Resolution 20-03, to enter into contract to move forward with the slurry construction. Mr. ARTHUR explained that a public bid went out with two responsive bids. Mr. ARTHUR informed the board that Graham Construction came in with the lowest bid of \$159,500. A second bid was received by Dryco Construction Inc. at \$211,618. After a brief discussion, a motion was made by Director THORME, and seconded by Director EKLUND, to approve Resolution 20-03, awarding the contract to Graham Construction. After a roll call and vote, the Resolution passed unanimously.

CEO Report. Ms. BAXTER informed the Board about potential changes to her position as it relates to sharing the position with a Chief Operating Officer (COO). After full discussion, the Board supported the recommendation.

Ms. BAXTER went on to inform the Board of the Preserve Foundation request for an emergency relief fund for the staff during the pandemic. It was noted that the Foundation raised approximately \$450,000. Mr. ARTHUR stated that the initial monies were distributed based on a matrix provided by the Foundation, with additional monies to be distributed based on an application process for those in need.

Citizen Advisory. None

Adjournment. There being no further business to come before the Board, upon motion and second by Directors SANTRY and FINLEY, and a subsequent unanimous vote, the meeting was adjourned at 10:31 A.M.