

MINUTES OF THE REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
SANTA LUCIA COMMUNITY SERVICES DISTRICT  
November 30, 2021

The regular meeting of the Board of Directors of the SANTA LUCIA COMMUNITY SERVICES DISTRICT was held at 9:00 A.M. on Tuesday, November 30, 2021. Pursuant to Executive Order N-25-20, by the State of California, and with the Recommendation of the Monterey County Health Official dated September 22, 2021, regarding social distancing including remote meetings of legislative bodies, which together allow local legislative bodies to hold public meetings electronically, this meeting was held via video conferencing.

Call to Order. The meeting was called to order at 8:59 A.M. by Board President Mark BOITANO.

Roll Call. The following Directors were present: Mark BOITANO, Barbara SANTRY, Melissa THORME, Scot SMYTHE, and Cary WHITFIELD. Also present were Bob LATTA, Advisory Member; Forrest ARTHUR, District General Manager; Aimee DAHLE, District Executive Assistant; Mike SAEIDI, District Finance Officer; Karen BAXTER, Preserve Company Chief Executive Officer; and Rob WELLINGTON, District Legal Counsel.

Public Comment. None.

General Manager's Report.

Approval of Minutes. Meeting minutes for July 20, 2021, and the Special Meeting of August 27, 2021, were presented and discussed. With corrections to both sets of minutes noted, a motion was made by Director SANTRY and seconded by Director THORME to approve as amended. After a roll call and by unanimous vote, the Board Meeting Minutes were approved.

General Manager's Report Continued.

Financial Report. Mr. SAEIDI discussed the Balance Sheet and variance reports with attention being brought to water service, which came in at higher than budgeted through September primarily due to the need to operate wells in the drought condition. After a brief discussion on the presented materials, the Board gave direction to review the templates to ensure that the presented materials reflect an accurate year-over-year accounting.

Business Matters. Mr. ARTHUR informed the Board that recently a letter was submitted to staff regarding concerns over Security within the district. Mr. ARTHUR stated that the primary concerns were issues that needed to be addressed by the clubs, however, there was an opportunity to tighten up protocols within the Security and

Gatehouse operations, as well as further educate the community. After a brief discussion over the events listed in the letter, Mr. ARTHUR informed the Board that the updated procedures will be presented to them for approval at a future meeting.

Mr. ARTHUR next presented the 2022 meeting dates as January 25, April 27, July 20, and November 9. After a brief discussion, the dates were approved as proposed.

Board Action. Mr. ARTHUR presented Resolution 21-17 to the Board to declare no bids were receive in response to the solicitations made in Bid 21-06 for the purchase of on Ford truck for the Operations department and allowing the General Manager to go to open market. A motion was made by Director THORME and seconded by Director SANTRY, with the Resolution passing unanimously after roll call.

Next, Resolution 21-18 was introduced authorizing the General Manager to enter into an agreement to Accept Bid No. 21-07 for the road repairs along Touche and Vasquez Trail. It was noted that bids were received with Coastal Paving & Grading being the lowest qualified bid at \$165,000. The other bids included Boyd's Asphalt at \$174,650 and JV Lucas Paving at \$186,895. Upon motion by Director THORME and seconded by Director SMYTHE, the Resolution passed unanimously after roll call.

Resolution 21-19 was also introduced, declaring that no bids were received in response to the solicitations made in Bid No. 21-08 for the purchase of one GMC truck and authorizing the General Manager to enter into negotiations on the open market for the purchase. A motion was made by Director SMYTHE and seconded by Director SANTRY, with the Resolution passing unanimously after roll call.

CEO/Preserve Board Liaison Report Ms. BAXTER informed as to status of the State of The Preserve presentation, mentioning that it will be recorded and placed on the website for viewing on December 11<sup>th</sup>, allowing for a question period through December 15<sup>th</sup>. Director SANTRY updated the Board on results of the Preserve Board meeting.

Citizen's Advisory Committee Comments. None.

Closed Session. At 10:37 A.M., a closed session of the Board was held to conduct the Board's annual performance and salary evaluation of the General Manager. At 11:23 A.M. the session concluded.

Adjournment. With no further business being brought before the Board, upon motion and second (SANTRY/WHITFIELD), the meeting was adjourned at 11:25 a.m.