



MINUTES

ISLA VISTA COMMUNITY SERVICES DISTRICT

*Board of Directors Regular Meeting
6:00 PM, Tuesday, June 6, 2017
Community Room, 970 Embarcadero Del Mar
Isla Vista, California*

Ethan Bertrand
DIRECTOR
PRESIDENT

Natalie Jordan
DIRECTOR
VICE PRESIDENT

Spencer Brandt
DIRECTOR
SECRETARY

Jay Freeman
DIRECTOR

Jon Hedges
DIRECTOR

Robert Geis
DIRECTOR

George Thurlow
DIRECTOR

1. INTRODUCTION

1.1. Call to Order

Called to order at 6:07PM.

1.2. Announce that the meeting is being recorded

1.3. Roll Call

Present: Bertrand, Freeman, Hedges, Thurlow

Absent: Jordan, Geis, Brandt

Director Brandt Brandt arrived at 6:20PM.

1.4. Reminder to Directors: Forms and Trainings

The Secretary is requesting a copy of the following forms: Oath of Office, Form 700, AB 1234 (Ethics) Training Certification, and AB 1825 (Sexual Harassment) Training Certification.

1.5. Announcement: Community Room Key and Setup

Two copies of the key to the Community Room have gone missing: Directors and Interns, please check your belongings for these keys, and, if found, return to Rodney Gould, IVRPD General Manager.

1.6. Hear Reports from members of the Board

1.7. Hear Reports from standing and ad hoc committees

2. CONSENT AGENDA

2.1. Approval of the minutes from the May 31, 2017 Special Meeting

Approved

2.2. Approval of the minutes from the May 16, 2017 Regular Meeting

Pulled

2.3. Approval of the minutes from the April 18, 2017 Regular Meeting

Pulled

2.4. Direct the President of the Board to enter into an agreement with the County of Santa Barbara Auditor Controller's office for financial and accounting services (See Attachment A1).

2.5. Adopt policies as recommended by the Policy Committee (See Attachment A2)

Consider the adoption of the following:

- a) Adopt a policy entitled "Contractor Selection and Review for Professional

Services" to read as stated.

- b) Adopt a policy entitled "Anti Discrimination" to read as stated.
- c) Amend the policy entitled "Board of Directors Meeting Agenda" to read as stated.

Pulled

- d) Adopt a policy entitled "Board Actions and Decisions" to read as stated.
- e) Adopt a policy entitled "Enacting Clause for Ordinances and Resolutions" to read as stated.
- f) Amend the policy entitled "Conflict of Interest" to read as stated.

Pulled

MOTION TO approve the Consent Agenda with the exception of the pulled items 2.2, 2.3, 2.5

Moved to/Seconded: Brandt/Freeman

Carries 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

MOTION TO approve May 16th minutes with correction of Director Jordan's late entry at 7:03.

Moved by/ Seconded /Brandt/Thurlow

Carries 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

MOTION TO approve the April 18th regular meeting with appointments made by President Bertrand to the public safety committee.

Moved by/Seconded: Brandt/Thurlow

Carries 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

MOTION TO approve item 2.5c: Amend the policy entitled "Board of Directors Meeting Agenda" to read as stated.

Moved to/ Seconded: Thurlow/Brandt

Carries 5-0

Ayes: 5
Noes: 0
Abstain: 0
Absent: 2 (Jordan, Geis)

MOTION TO approve 2.5f: Amend the policy entitled "Conflict of Interest" to read as stated.

Moved to/Seconded: Thurlow/Brandt

Carries: 5-0
Ayes: 5
Noes: 0
Abstain: 0
Absent: 2 (Jordan, Geis)

MOTION TO approve the balance of policies as stated in 2.5a, 2.5b, 2.5d, and 2.5e

Moved to/Seconded: Brandt/Thurlow

Carries 5-0
Ayes: 5
Noes: 0
Abstain: 0
Absent: 2 (Jordan, Hedges)

3. PUBLIC COMMENT PERIOD

At this time, any member of the public may speak on matters within the subject jurisdiction of the Board of Directors that are not on the agenda. The Board will not take action on any item not on the agenda except as provided by law.

4. DISCUSSION AND ACTION ITEMS

4.1. Recognize Political Science interns for their service

Formally recognize and thank the first cohort of interns for their dedicated service to our community.

The Board of Directors thanks the first class of political science interns for their service.

4.2. Review, approve, and expand communications of the District website

Receive a presentation from the Isla Vista Community Development Corporation on the website, islavistacsd.org, and consider expanding the District's communications with the public through the site. *(See Attachment B).*

No action taken.

4.3. Consider Insurance/Risk Management Proposal

Director Geis consulted with Golden State Risk Management Authority, which led to the creation of the attached proposal for the IVCSA. The Board of Directors will discuss the contents of the proposal, as well as the general topic of obtaining insurance and risk management services, and determine next steps (See Attachment E).

MOTION TO direct Director Geis to solicit a specific contract agreement with Golden State Risk Management Authority for their comprehensive liability insurance.

Moved to/Seconded: Thurlow/Hodges

Carries: 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

4.4. Review and take action regarding legal services proposal

Consider recommendations from the Formation Committee regarding a proposal received for the provision of legal services from Aleshire & Wynder, LLP (See Attachment C).

Director Thurlow recused himself from deliberation and action.

MOTION TO appoint G. Ross Trindle, III as Interim General Counsel, and to hire Aleshire & Wynder LLP therefore to render all legal services as specified in the submitted "Contract Services Agreement for Interim General Counsel Legal Services - Isla Vista Community Services District" (Attachment C of June 6th Regular Meeting with the addition of Page 8, as presented at the meeting) and to authorize the board President to execute this agreement on behalf of the IVCSA.

Moved to/Seconded: Brandt/Hedges

Carries 4-0

Ayes: 4

Noes: 0

Recused: 1 (Thurlow)

Absent: 2 (Jordan, Geis)

4.5. Independent contractor Interim General Manager

Receive a presentation from the Formation Committee, and consider recommendations from the Formation Committee regarding a RFP, draft agreement, and process for selecting an interim General Manager (See Attachments D1, D2, D3).

Formation Committee recommendation:

- A) *Declare the Board of Directors' intention to pursue the obtainment of an independent contractor Interim General Manager, and designate the contractor as such, pursuant GOV § 61050,*
- B) *Approve the Interim General Manager RFP, and direct the President of the Board to take necessary action to float the RFP, as recommended in Attachment A,*
- C) *That all members of the Board of Directors make their own independent efforts to publicize the RFP,*
- D) *Approve the draft agreement between the IVCS and an Interim General Manager, for future execution.*

*MOTION TO refer this item back to the Formation Committee for further review.
Moved To/Seconded: Thurlow/*

Carries: 5-0

Ayes: 5

Noes: 0

Absent: 2 (Jordan, Geis)

4.6. District accounting, and the handling of District funds

Consider recommendations from the Formation Committee regarding accounting entries, consider and provide direction regarding banking procedures, to include: making deposits and withdrawals, and consider, and provide direction for the disbursement of withdrawal funds.

Formation Committee recommendation:

- A) *Direct the Board President to interface with the County Treasury, and make deposits to the District account as necessary*
- B) *Assign a Director to prepare and initiate accounting entries (Deposits, payments, budget transactions, etc.), and authorize the president to approve these transactions.*

MOTION TO approve recommendations in item 4.6 A) to Direct the Board President to interface with the County Treasury, and make deposits to the District account as necessary, and 4.6 B) Assign Director Geis to prepare and initiate accounting entries (Deposits, payments, budget transactions, etc.), and authorize the president to approve these transactions.

Moved to/Seconded: Thurlow/Brandt

Carries: 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

4.7. Public safety and contracting for additional Police protection services

Debrief from the Public Safety Town Hall meeting held on 5/30 , and continue to discuss options for contracting for additional police protection services, as well as public safety issues and solutions.

No action taken.

4.8. Fiscal Year 2017-2018 Budget process and procedures

Discuss ideas, options, and procedures for creating and adopting a budget for fiscal year 2017-2018.

MOTION TO create an ad hoc committee for the budget process, formulate a preliminary budget for fiscal year 2017-18 and direct the Board President to appoint the members of the ad hoc committee.

Moved to/Seconded: Thurlow/Brandt

Carries: 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

4.9. Roles, responsibilities, and membership of committees.

Consider and act to clarify, or make changes to, the roles, responsibilities, and membership of committees.

MOTION TO ask each committee chair to draft a memo which defines the committee role and responsibilities and indicates how they might want to expand or limit them.

Moved to/Seconded: Thurlow/Brandt

Carries: 5-0

Ayes: 5

Noes: 0

Abstain: 0

Absent: 2 (Jordan, Geis)

MOTION TO remove Director Brandt from the Policy Committee and for Director Brandt to continue with his other existing committee assignments.

Moved to/Seconded: Thurlow/Hodges

Carries: 4-0

Ayes: 4

Noes: 0

Abstain: 1 (Brandt)

Absent: 2 (Jordan, Geis)

5. FUTURE MEETING DATE(S) AND FUTURE AGENDA ITEMS

The next Regular Meeting of the Board of Directors will take place on June 20, 2017 at 6:00 PM in the Community Room, 970 Embarcadero del Mar.

6. ADJOURNMENT

MOTION TO adjourn.

Moved to/Seconded: Brandt/Hodges

Carries: 4-0

Ayes: 4

Noes: 0

Abstain: 0

Absent: 3 (Jordan, Geis, Freeman)