

**BUDGET & PERSONNEL COMMITTEE MEETING MINUTES**  
**CASTROVILLE COMMUNITY SERVICES DISTRICT**  
June 14, 2016

The Budget & Personnel Committee met in the conference room of the District building, 11499 Geil Street, Castroville, CA.

Director Betty MacMillan called the meeting to order at 5:00 p.m.

**ROLL CALL:**

**Directors Present:** Committee members: Silvestre Montejano and Betty MacMillan.

**Absent:**

**Staff Present:** General Manager Eric Tynan

**Guest:** None

**PUBLIC COMMENTS**

None

1. Review of FY 2016/2017 Proposed Budget – General Manager Eric Tynan presented the preliminary budget for Water (Castroville –Zone1), Sewer and Governmental (Castroville - Zone1), Sewer and Governmental (Moro Cojo, NMCHS, & Monte Del Lago Mobile Park –Zone 2), and Sewer (Moss Landing – Zone 3) and the capital improvement plan for the next five years, which were all reviewed by the Budget Committee.
2. Recommendations for FY 2016/2017 Budget – The Budget Committee will be updating the Board at the regularly scheduled board meeting on June 21, 2016 on the budgets reviewed and any concerns they may or may not have. All budget items were reviewed and discussed, however the budget item, recreational expense, account #7850 for \$140,000 allocated to North County Recreation and Park District (NCRPD) to provide extended recreational services concerned the committee. General Manager Eric Tynan reminded the committee that the Board had approved an Amended and Restated Memorandum of Understanding between NCRPD and Castroville CSD, “Support for NCRPD to Obtain Program Funding” for a total of \$72,000 of which \$50,000 remains at the May 17, 2016 board meeting and the amount is included in this budget item. Of the \$140,000 allocated it would leave \$90,000 for extended recreational services pending Board approval that is currently being presented. Funding for extended recreational services comes from ad valorem property taxes or the Zone 1 Governmental Fund, which has a fund balance of \$398,839 as of April 31, 2016. However, NCRPD General Manager Judy Burditt submitted her request for fiscal year 2016/17 for extended recreational services and is asking for \$111,249 on top of the \$50,000 allocated for support for NCRPD to obtain program funding (tax measure). General Manager Eric Tynan stated NCRPD is trying to increase funding through a parcel tax increase or a benefit assessment and are striving to put in on the ballot this fall. The concern the committee had is that the request for extended recreational services of \$111,249 mostly (85%) goes to staff wages and the remainder (15%) goes to maintenance equipment and supplies. Per General Manager Eric Tynan, the Board in the beginning (2008) was funding the NCRPD annually \$60,000 and the request has increased to \$100,000 or more, which have at times has been in addition to capital improvement projects. He recommended the board set a fixed amount annually for extended recreational services such as \$100,000. The committee concurred that they would recommend funding \$61,249 about half of her request on top of the \$50,000 already allocated for support for NCRPD to obtain program funding and that NCRPD needs to do more to acquire funds such as grants, etc. The Committee, along with the General Manager would instead prefer to see these funds allocated to capital improvement projects not staff wages. Final adoption of the FY 2016/2017 Budget will not be made until the July 19, 2016 regularly scheduled board meeting.
3. Personnel-Staff Wage Increase – General Manager Eric Tynan discussed with the Personnel Committee to keep wages the same for the following reasons: health benefits increased by 17.5% from last year, cost of living only went up .95%, water rates for customers will increase as of July 1, 2016 and sewer rates are also scheduled to increase this year. The Board took the General Manager’s recommendations into consideration.
4. Recommendations for Staff Wage Increase- The Personnel Committee will be making recommendations to the Board at the regularly scheduled board meeting on June 21, 2016 to discuss whether to leave wages the same or consider approving an annual two (2) percent wage increase for all staff.

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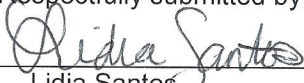
5. Adjournment

**CLOSE:**

There being no further business, a motion was made by Betty MacMillan and seconded by Silvestre Montejano to adjourn the meeting at 5:30 p.m. Motion carried by the following vote:

AYES:	2	Directors:	Montejano and MacMillan
NOES:	0	Directors:	None
ABSENT/NOT PARTICIPATING:	0	Directors:	None

Respectfully submitted by,

  
\_\_\_\_\_  
Lidia Santos  
Secretary to the Board

Approved by,  
  
\_\_\_\_\_  
Ron Stefani  
President