



HAPPY CAMP COMMUNITY SERVICES DISTRICT

WATER AND RECREATION

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HAPPY CAMP, CA 96039

Board President Gary A. Hahn called the regular meeting of February 12, 2020 of the Happy Camp Community Services District to order at 6:00 p.m.

1. Call meeting to order/roll call.
Directors present: Gary A. Hahn, Alan L. Dyar, Kathleen M. Toland, John C. Barnett, and Nicole E. Hokanson.
Directors absent: None.
2. Public Participation: None.
3. Consent Calendar – Action items.
 - a. Minutes: MSC- Dyar/Toland, to approve minutes from regular meeting of January 8, 2020.
 - b. Finances: MSC- Dyar/Barnett, to approve as presented, the operating expenses, time cards, Board Compensation and balance of Bank Accounts.
4. Correspondence – Discussion.
 - a. CA 11-M59 Grant Project – Notice of Retention of payment from DWR to HCCSD.
-Read/Discussed. No action necessary.
 - b. SDRMA – Annual Renewal Questionnaire for year 2020-21.
 - c. –Read/Discussed. RQ has been completed and submitted to SDRMA by HCCSD.
5. New Business –
 - a. Discuss/Approve – Purchase of new Utility Billing Software from El Dorado (Creative Technologies).
MSC- Dyar/Hokanson, to approve purchase of new Billing Utility Software from El Dorado for HCCSDs new office computer.
 - b. Discuss/Approve – Purchase of Microsoft Office (Word, Excel, and Outlook) for new HCCSD office computer in the amount of \$250.00.
MSC- Hokanson/Barnett, to approve purchase of Microsoft Office (including Word, Excel and Outlook).
 - c. Discuss/Approve – Purchase of Quickbooks for new office computer.
MSC-Dyar/Hokanson, to approve purchase of Quickbooks for HCCSD new office computer in the amount of \$300.00.
 - d. Discuss/Approve – Repairs to Community Hall/Hiring Contractor.
MSC-Dyar/Hokanson, Board acknowledged the fact that for R. Brownfield (Contractor) to remodel the kitchen in the Happy Camp River Park Community Hall, he must be paid as a District Employee. G. Hahn will offer the job to R. Brownfield with these stipulations.
 - e. SSA (Social Security Administration) – When submitting the year end W-3 Form online, the person doing so must have authorization from the HCCSD Board to act as the Company representative Approve R. Hook as representative for HCCSD.
MSC- Hokanson/Dyar, to approve R. Hook to act as the HCCSD representative when doing business with Social Security Admin. Business Services Online.

- f. Discuss/Approve – Purchase of new Turbidimeter for HCCSD Water Treatment Plant.
MSC- Item was tabled for further discussion. Larry informed the Board that the new Turbidimeter is not needed at this time. It is possible to purchase New Turbidimeter through Grant funds in the future.
- g. PARKS-
- h. Discuss River Park Maintenance.
L. Henderson (HCCSD Operator) informed the Board about some hazardous trees at the River Park which should be removed. L. Henderson upon Board approval will remove the trees. Board agreed to L. Henderson’s suggestion.
- i. Discuss/Approve – River Park Reservation Requests:
 - 1. Request to reserve River Park May 23rd & 24th, 2020.
MSC-Hokanson/Dyar, to approve request to reserve park May 23rd & 24th, 2020.
 - 2. Request to reserve River Park May 23rd & 24th, 2020.
MSC- Board has tabled request due to lack of signed agreement.
 - 3. Request to reserve River Park June 26th thru 30th, 2020.
MSC-Hokanson/Toland, to approve request with new stipulations to the agreement.
 - 4. Request to reserve River Park July 25th thru 30th, 2020.
MSC- Hokanson/Toland, to approve request with new stipulations to the agreement.
 - 5. Request to reserve River Park April 12th, 2020.
MSC – Dyar/Barnett, to approve request to reserve Park and to waive the rental fee for the 2020 Community Easter Egg Hunt.
 - 6. Request to reserve River Park September 12th, 2020.
MSC- Hokanson/Toland, to approve request to reserve River Park.
 - 7. Request to reserve River Park May 2nd, 2020.
MSC- Hokanson/Dyar, to approve request to reserve River Park.
- j. SAFETY MEETING-
Topic: “Safety Orientation”.
Read/Discussed.
- k. CLOSED SESSION-
 - 1. Discuss customer “past due” accounts.
- l. Adjournment. 6:45 pm.

Alan L. Dyar, Board Vice President

Rayandrea Hook, Sec/Bkpr.