



## COMMUNITY SERVICES DISTRICT

### GRCSD Board Meeting Minutes

September 20, 2022, 9:00 a.m.

- A. Roll call:** President Jim Miller, Vice President Kathy Roberts, Director John Reynolds, and Director Stephen Tange were in attendance. Director Saefke attended remotely via Zoom. A quorum was established after a roll call vote. GRCSD Treasurer Bill Desjardin, General Manager Larry Smith and Business Manager Carol Logan were also in attendance.
- B. Call to order:** 9:00 a.m.
- C. Approval of GRCSD Current Agenda:** Director Reynolds asked to add Fire-Wise Update to the agenda under public comments. It was agreed that he could present Firewise Update during public comments. There being no further comments or changes the current agenda was approved
- D. Approval of minutes from last meeting (s)** President Miller presented the GRCSD BOD minutes from June 21, 2022 and GRCSD BOD Special Meeting minutes July 26, 2022. One correction to be made to the heading of the GRCSD BOD Special Meeting, "SPECIAL" needed to be added. No further corrections or additions. He then called for a motion to approve these minutes. The motion was made by Vice President Roberts. It was seconded by Director Saefke and passed unanimously by a roll call vote.
- E. Public Comments:** Director Reynolds reported out on the Fire Wise Grant which was approved. He shared a photo of before and after mastication by a machine. The work starts in October 2022 and to be finished before fire season.
- F. CONSENT CALENDAR** – *Items listed on the consent calendar are considered routine in nature and may be enacted by one motion. If discussion is required, that particular item will be removed from the consent calendar and will be considered separately.*
- 1. June 2022 FY 2022 Budget Reports &, July 2022, August 2022 FY 2023 Budget Reports for approval.** General Manager Larry Smith reported on these reports. Discussion was held. No further questions or comments. President Miller called for a motion to approve the June 2022 FY 2022 Budget Reports &, July 2022, August 2022 FY 2023 Budget Reports. Director Reynolds made the motion. It was seconded by Vice president Roberts and passed unanimously by a roll call vote
- G. General Business:**
- 1. GRCSD Finance Committee May 17, 2022 Meeting Minutes Submittal:** President Miller presented the GRCSD Finance Committee May 17, 2022 Meeting Minutes and called for questions and comments. Having no questions or comments the minutes were accepted and filed.
  - 2. GRCSD Finance Committee Meeting August 16, 2022 report out:** Director Tange reported out on the August 16, 2022 GRCSD Finance Committee

- GRCSO May, June & July 2022 current period budget reports were reviewed and approved.
- The GRCSO Treasures report was presented by Bill Desjardin, GRCSO Treasurer.
- GRCSO 10-Day notice was discussed and recommendation that Larry Smith General Manager would seek legal counsel and report back to GRCSO BOD at next regular BOD meeting on September 20, 2022.
- GRCSO General Manager Larry Smith presented a 5-year Cash Flow Forecast. Discussion was held.
- GRCSO Engineering/Rate Study RFP was presented by GRCSO General Manager Larry Smith with timeframes. Discussion was held. This will be presented to the GRCSO BOD Meeting on September 20, 2022.
- SDRMA Safety Award Presentation to GRCSO at CSDA's Annual Conference. All expenses will be paid by SDRMA for Business Manager, Carol Logan to attend. She will be accepting the Earl F. Sayre Excellence in Safety on behalf of GRCSO.

**3. GRCSO Treasurer's Report:** GRCSO Treasurer Bill Desjardin reported on the Investment accounts. He reported on the balances of the Fidelity and Live Oak accounts and Cash Flows.

**4. GRCSO Delinquent Charge Water Customers per GRCSO legal counsel.** GRCSO General Manager Larry Smith reported that he had reached out to legal counsel and he presented a new GRCSO Policy # 3170 Delinquent Charges be Amended. Discussion was held. President Miller asked for any other comments or questions. There were none. He then called for a motion to amend GRCSO Policy # 3170 GRCSO Delinquent Charge Water Customers as stated. The motion was made by Director Reynolds. It was seconded by Vice President Roberts and passed unanimously by a roll call vote. There was discussion on the 10-day notice provided by legal counsel.

**5. GRCSO Disciplinary Action:** GRCSO General Manager Larry Smith presented the GRCSO Policy #2220 Disciplinary Action to be adopted. Discussion was held. There were no comments or questions. President Miller called for a motion to adopt GRCSO Policy #2220 Disciplinary Action. A motion was made by Vice President Roberts and the motion was seconded by Director Reynolds. It passed unanimously by a roll call vote. A discussion was held on the GRCSO Disciplinary Action form. It was determined that the GRCSO Disciplinary Form should mirror the GRCSO Policy # 2220 and have the same verbiage on the Disciplinary form.

**6. GRCSO/ HOA, Starlink Internet Discussion.** General Manager Larry Smith indicated that the internet within the GRCSO Office and the Information Office was not adequate. In meeting with Mark Roberts, HOA they would like to change the internet service to Starlink. HOA will pay for the initial equipment, GRCSO would pay for the install and the monthly service charge of \$110.00 would still be split 50-50 with the HOA. A new MOU would be created by the HOA.

**7. GRCSO 5-year Budget Projection:** General Manager Larry Smith presented the GRCSO 5-year Budget Projection. This was updated from the Finance Committee to not include Depreciation and adjust the Engineering Study. Discussion was held.

**8. GRCSO Vehicle Purchase:** GRCSO Larry Smith indicated that he had researched several vehicles. His recommendation was not to purchase a vehicle this year and use the vehicle budget funds for other priority items like STEPS and a more specific Engineering/ Rate Study.

President Miller called for a few minutes recess at 10:11 a.m. He called the meeting back to order at 10:18 am.

**H. Professional Rate/Engineering Study:** General Manager Larry Smith presented two RFP's that he received, FG Solutions and Farr West Engineering. Discussion was held. After no other comments or questions, President Miller called for a motion to accept the bid from Farr West after GRCSO

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General Manager Larry Smith have them provide two customer references and have consultation with Eric Bakall. Director Reynolds made the motion. It was seconded by Director Tange and passed unanimously by a roll call vote

- I. Administration, Water & Waste Water Reports:** General Manager reported out on:
- Personnel Status, and notified GRCSD Board of Directors that he has accepted a Beckworth Fire Department Board of Directors position and Business Manager Carol Logan was asked to help BFD with administration and will be working as an independent contractor for the BFD.
  - June - August 2022 Water Reports
  - Wastewater Operations Report
  - GRCSD Completed projects Update
  - GRCSD Upcoming Projects
- J. Propose future agenda items:**
- MOU with GR Golf on Yarrow Pond, taking over maintenance
- K. Adjournment:** President Miller called for motion to adjourn the meeting. The motion was made by Director Reynolds. It was seconded by Vice President Roberts and passed unanimously by a roll call vote.
- The meeting adjourned at 11:13 a. m.**

*Lathrup Roberts* \_\_\_\_\_ *12/27/22* \_\_\_\_\_ |  
**VICE PRESIDENT AS APPROVED** **DATE**

*Carol Logan* \_\_\_\_\_ *12/21/22* \_\_\_\_\_  
**CLERK OF THE BOARD AS SUBMITTED** **DATE**