



## Grizzly Ranch Community Services District

Minutes

Regular Meeting

June 18, 2024 09:00 AM

The Outpost, 300 Club House Dr, Portola, CA 96122

<http://www.grizzlyranchcsd.com>

### 1. Call to Order

The meeting was called to order at 9:01 am by President Kathryn Roberts.

#### A. Roll Call

Present: President Kathryn Roberts, Vice President Stephen Tange, Director Betsy Oltmann, Director Lori Tange, Director Peter Christoffersen, General Manager Larry Smith, Board Clerk Misti Martinez

### 2. Public Comments

### 3. Consent Agenda

A. Approval of April 22nd for Special Meeting Minutes

Approval of QTR 1 Meeting minutes

B. Financial Reports for Fiscal Year 2023-2024

Director Lori Tange motioned to approve. A second was made by Director Peter Christoffersen.

The motion passed with the following vote:

5 In Favor    \_\_\_ Opposed  
\_\_\_ Abstained    \_\_\_ Absent    \_\_\_ Recused

### 4. Treasury Report for Current Period 2023/2024



Treasure reported investments and current spending budget.


### 5. Reserve Policy Implementation



Director Lori Tange motioned to approve. A second was made by Director Peter Christoffersen.

The roll call vote:

Aye President Kathryn Roberts    Aye Vice President Stephen Tange    Aye Director Betsy Oltmann    Aye Director Lori Tange    Aye Director Peter Christoffersen

**2024/2025**  Director Lori Tange motioned to approve. A second was made by Director Peter Christoffersen.

The roll call vote:

Aye  **President Kathryn Roberts**  Aye  **Vice President Stephen Tange**  Aye  **Director Betsy Oltmann**  Aye  **Director Lori Tange**  Aye  **Director Peter Christoffersen**

**7. Request for Collection of Charges on Tax Roll** 

Unanimous vote was made for Resolution 2024.1

Director Lori Tange motioned to approve. A second was made by Director Peter Christoffersen.

The motion passed with the following vote:

5  **In Favor**  0  **Opposed**  
  **Abstained**   **Absent**   **Recused**

**8. Adopting Resolution 2024.6 Approving Health Benefits Program**  Director Lori Tange motioned to approve. A second was made by Director Peter Christoffersen.

The roll call vote:

Aye  **President Kathryn Roberts**  Aye  **Vice President Stephen Tange**  Aye  **Director Betsy Oltmann**  Aye  **Director Lori Tange**  Aye  **Director Peter Christoffersen**

**9. Proposed Budget for FY 2024-2025** 

Approved Budget for FY 2024-2025.

Director Lori Tange motioned to approve. A second was made by Vice President Stephen Tange.


The motion passed with the following vote:

5  **In Favor**   **Opposed**  
  **Abstained**   **Absent**   **Recused**

**10. Approve Appropriation Limits FY 2024.2025** 

The board approved Resolution 2024.02 by unanimous vote was given.

Moved to motion by Director Lori Tange, seconded by Director Peter Christofferson.

**11. Audit Acceptance GRCS Resolution 2024.4**  Director Lori Tange motioned to approve. A second was made by Director Peter Christoffersen.

Aye President Kathryn Roberts Aye Vice President Stephen Tange Aye Director Betsy Oltmann Aye Director Lori Tange Aye Director Peter Christoffersen

## 12. General Manager Report

General Manager reported on Well #3P2 Maintenance. Maintenance repairs on additional properties, photos provided.

Addressing upcoming tasks associated with the fire hydrants on Grey Fox and Peppergrass.

General Manager hired a new Operator in Training starting June 20th, 2024. Logan Beers.

Total headcount on staff (4)

Larry Smith - General Manager, Misti Martinez Administrator / Clerk of the Board. Travis Russell - Chief Operator, Dave Leal - Electrician and Logan Beers - Operator in Training.

## 13. Admin Report Out



Admin report - Introduction of Misti Martinez, new hire to the Board and Admin for Grizzly Ranch CSD. Only report made was the information on the new California State Law on increased sick leave hours given to employees yearly, going from 25 hours per year to 40 hours per year.

## 14. Calendar of Regularly Scheduled Meetings for 2024-2025



Director Betsy Oltmann motioned to approve. A second was made by Director Peter Christoffersen.

The roll call vote:

Aye President Kathryn Roberts Aye Vice President Stephen Tange Aye Director Betsy Oltmann Aye Director Lori Tange Aye Director Peter Christoffersen

## 15. Future Agenda Items

### 16. Next Regular Meeting Date

The next meeting will be held September <sup>17<sup>th</sup></sup>~~18~~th, 2024. 9:00 AM.

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## 17. Closed Session

A. Closed Session under Government Code Section 54957 – Public Employee Performance Evaluation

Motion to start closed discussion made by Lori Tange, Second Kathy Roberts.

The board meeting is closed to the public at 12:11 pm. Discussion for Employee Performance Evaluation begins at 12:15 pm.

## 18. Adjournment

Adjournment for QTR 2 meeting time 12:50 pm.