

# Grizzly Ranch CSD Board Meeting Minutes

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

## November 10 at 1pm - Special Meeting

- I. Call to order: IPM
- II. Roll call President John Saefke, Vice President Jim Miller, Director John Reynolds, Director Vici Downing, Director Alex Hickman, General Manager Daniel Smith and Clerk/Secretary of the Board Brandy Allingham present.
- III. New Business:
  1. SDRMA Insurance Review: Board discussed SDRMA documents. Director Vici Downing volunteered to be the member of the board to serve on the committee and to attend required meetings. The insurance to be causality and liability only and the need for workmen's comp to be added upon the hiring of a full-time operator was clarified.  
  
Motion to purchase insurance through SDRMA at 5 million coverage level, resolution required by SDRMA, approved, signing of the 6<sup>th</sup> amendment agreement, and authorization to complete the crime policy form, so moved, seconded and passed unanimously by roll call vote.
  2. Accounting Responsibilities: Director Alex Hickman and Clerk/Secretary of the Board discussed necessary outsourcing vs in-house accounting responsibilities. These lists are to be refined and the cost for such tasks from financial firms available. That cost will be discussed at the December meeting. Insuring transparency and having adequate checks and balances was discussed in detail to reduce mistakes, prevent improper behavior or decrease the risk of centralization of power.  
  
It was decided that a review of the budget at each meeting was prudent for the board to maintain knowledge of operations and financial standings.
  3. Review SCADA quotation: The board reviewed the SCADA documents, clarifying scope of work and scope of supply finding it to be reasonable and competitive.  
  
Motion to accept the SCADA proposal so moved, seconded and passed unanimously by roll call vote. Notice to proceed, contract and scope paperwork will be prepared and sent to Tesco.
  4. Review waste water treatment options: It was decided that before any action should take place, more research with Grizzly Ranch specific data should be sought on the various options for waste water treatment. The board will continue to gain

understanding of the unique needs of Grizzly Ranch and this discussion will be continued at the December board meeting.

5. Tax Assessment for GRI Dispute:

Subsequent to the agenda being posted, the General Manager was approached with a dispute regarding tax assessments on Grizzly Ranch Investor parcels and thus presented the issue due to the need of immediate action.

A vote to add this tax assessment dispute as an agenda item so motioned, seconded and passed unanimously.

General Manager Daniel Smith presented a list of tax assessment disputed by Grizzly Ranch Investors and a reimbursement request for one tax assessment. He explained that the tax assessments were board approved in July and to remove any assessments it would be the board's authorization. It was noted that the list of assessments was inaccurate. The board directed the GM to gain a correct list of assessments, investigate past years actions and request a written letter of dispute from GRI.