



**Grizzly Ranch Community Services District
Agenda
Special Meeting
May 16, 2023 09:00 AM
The Outpost, 300 Club House Dr Portola 96122
<http://www.grizzlyranchcsd.com/>**

Board of Directors

Vice President Kathryn Roberts • Director John Saefke • Director John Reynolds • Director Stephen Tange • Treasurer Bill Desjardin

RULES AND PROCEDURES OF THIS BOARD

The Board reserves the right to address items out of order as they are listed on the Agenda. As a courtesy, The Board of Directors meeting is also accessible to the public via Zoom at: <https://us02web.zoom.us/j/-3443450222>

Meeting ID: 344 345 0222 One tap mobile+16694449171,,3443450222# US
+16699006833,,3443450222# US (San Jose)

Online and telephonic access does not guarantee the public the ability to observe the meeting or to make public comment in the event there is a disruption or connectivity issues that affect broadcasting, or in the event the District determines that allowing public comment online or by telephone is inefficient or unduly burdensome. Members of the public who want to be assured that they have the ability to observe the meeting and make comment during the meeting, should attend the meeting in-person.

REASONABLE ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, please get in touch with Grizzly Ranch CSD Staff or Board Directors if you need special assistance to participate in this meeting. Notification 72 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility.

1. Call to Order

A. Roll Call

2. Consent Agenda

Discussion Possible Action  [Comment](#) [View Item](#)

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.

- A. Approval of 4/12/23 special meeting minutes
- B. Approval of 3.21.2023 GRCSO Board Meeting Minutes

3. Public Comments

Discussion Possible Action  [Comment](#)

Members of the public are invited to address the District on any matter of interest to the public that is not on the agenda for a period of time not to exceed 3 minutes. Pursuant to the Brown Act, the District cannot discuss or take any action on items not listed on the posted agenda but may add to a future agenda matters brought up under public comments for appropriate action at a future meeting

4. Appointment of new GRCSO Director

Discussion Possible Action  [Comment](#) [View Item](#)

5. Election of a new GRCSO officer, President

Discussion Possible Action  [Comment](#)

6. Treasury Report

Discussion Possible Action  [Comment](#) [View Item](#)

7. DOWL Engineering

Discussion Possible Action  [Comment](#)

Consideration of Final Review of DOWL Engineering Study and consideration of proceeding with rate increases.

8. GRCSO "New Connection Fees" for new construction connections for FY2023-2024

Discussion Possible Action  [Comment](#) [View Item](#)

Consideration for the "New Build Connection Fees" to increase or not increase the rate at the time of April 2023 CPI

9. GRCSO Proposed Budget for FY 2023-2024

Discussion Possible Action  [Comment](#) [View Item](#)

Consideration and discussion of DRAFT Proposed Budget for FY 2023-2024

10. HOA/GRCSO Roads To Do List

Discussion Possible Action  [Comment](#) [View Item](#)

11. Yarrow Pond MOU

Discussion Possible Action  [Comment](#) [View Item](#)

12. Consider dissolving the standing Finance Committee

Discussion Possible Action  [Comment](#)

13. Consider eliminating the Zoom video option for all future CSD meetings

Discussion Possible Action  [Comment](#)

14. Request for Relief, Policy # 3175

Discussion Possible Action  [Comment](#) [View Item](#)

Consider written request for relief from excessive water delivery due to leakage.

15. Consider adoption of Records Retention Policy #3310

Discussion Possible Action  [Comment](#) [View Item](#)

Requires an appointment for the role of a "Records Management Coordinator"
Possibility of adding this to the Admin Assistant job description.
Would require a records inventory to create a records retention schedule
State entities are required to inventory their records every 5 years

16. Consider adoption of Teleconferencing For Board Members Policy # 5080

Discussion **Possible Action**  [Comment](#) [View Item](#)
Brown Act Requirement

17. Future Agenda Items

Discussion **Possible Action**  [Comment](#) [View Item](#)

- A. GRCSD Calendar of scheduled regular meetings for 2023-2024 and adoption of Resolution 2023.2
- B. GRCSD FY 2023-2024 District Special Assessment Certification and adoption of Resolution 2023.01
- C. GRCSD FY 2023-2024 Budget Proposal for Adoption
- D. Adoption of resolution 2023.03 Requesting collection charges on tax roll
- E. Ponds
- F. Business Director Report- Admin
- G. General Manager Report- Water/ Waste water report

18. Adjournment