



**Grizzly Ranch Community Services District
Agenda**

Regular Meeting
September 22, 2023 09:00 AM
The Outpost, 300 Club House Dr Portola, 96122
<http://www.grizzlyranchcsd.com>

Board of Directors
President John Reynolds • Vice-President Kathryn Roberts • Director John Saefke • Director Stephen Tange • Director Lori Tange

RULES AND PROCEDURES OF THIS BOARD

The Board reserves the right to address items out of order as they are listed on the Agenda.

Any person desiring to address the Board on any item on the agenda may do so during public comment period for that agenda item.


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. Public Comments

Discussion  [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

3. 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 6/20/23 Regular Meeting Minutes Approval of 8/14/2023 and 9/12/2023 special meeting minutes .

B. Financial Reports Current period June, July, August 2023 to be approved

4. Treasury Report for Current Period -June-July- August 2023

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

Treasurer to report out on investments.

5. Acceptance of Business Manager Carol Logan Resignation Add Heather Grant as contact for Plumas Bank Account

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

Board will hear Letter of Resignation from Carol Logan, to be accepted.

A. Add Heather Grant as a contact person for Plumas Bank Acct.

6. General Manager Report

Discussion  [Comment](#)

General Manager will provide a Water/ Waste Water, and Financial Report.

7. Review Policies on Employee Evaluations, and Job Descriptions.

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

Board has requested to review the policies on Employee Evaluations, Job Descriptions, etc

A. GM Job Description

B. Admin Job Description

C. Performance Evaluations and Exit Reviews

8. Review Of Reserve Policy

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

Annual Review of Reserve Policies

9. New Connection Fees

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

The Board requested a review of the fees associated with new connections. Supporting docs show upon formation, rate was set @ \$6000 with CPI inflation each year. There is no explanation in formation as to what that fee pays for. Discussion on some possible options for fee expenditures.

10. Personell Training and Travel Policy Review

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

The GRCS D policy on Personell Training and Travel is also under review to help enabel and ensure qualified and knowledgable individuals are in support of district operations.

11. Future Agenda Items

Discussion  [Comment](#)

Any Director requesting an item be added to the next agenda will be recorded here.

12. Next Regular Meeting Date

Discussion  [Comment](#)

The next regular Board of Directors Meeting is scheduled to be held December 18, 2023.

13. Adjournment