



COMMUNITY SERVICES DISTRICT

GRCS D Special Board Meeting Minutes

June 1, 2021 Tuesday / 9:00 a.m.

A. Roll call: President Jim Miller, Vice President Kathy Roberts, Director John Reynolds, Director John Saefke and Director Stephen Tange were present. A quorum was established. GRCS D Treasurer, Bob Coler, General Manager Aaron Corr, General Manager Larry Smith and Office Administrator Carol Logan were also in attendance. A quorum was established.

B. Call to order: 9:04 a.m.

C. Approval of minutes from last meeting (s): March 16, 2021: President Miller presented the minutes from the March 16, 2021 Board of Director's Meeting and having no comments or questions he called for a motion to approve the minutes as stated. Director Saefke made the motion, Director Reynolds seconded the motion and it passed unanimously by a roll call vote.

March 31, 2021, GRCS D BOD Special Meeting: President Miller presented the minutes from the March 31, 2021 Special Meeting with the following correction, The Special Requirement Working Group appointed by President Miller was Director John Saefke, Vice President Roberts, General Manager Aaron Corr, Office Administrator, Carol Logan. President Miller called for a motion to approve the minutes with correction. The motion was made by Vice President Roberts, seconded by Director Saefke and passed unanimously by a roll call vote.

April 21, 2021 GRCS D BOD Special Meeting: President Miller presented the minutes from the April 21, 2021 Special Meeting and having no comments he called for a motion to approve the April 21, Special Board Meeting Minutes as stated. Director Reynolds made the motion, Director Saefke seconded and it passed unanimously by a roll call vote.

D. Public Comments: None

E. Closed Session:

1. Public Employee Evaluation of Chief Operator

F. Public Report on action taken in closed session: The GRCS D Board of Directors voted unanimously to approve a 4% Cost of Living Raise effective July 1, 2021 to the Chief Operator.

G. Special Business:

- 1. MOU for GRA and GRCS D Internet Agreement review for adoption:** President Miller presented the MOU for GRA and GRCS D Internet Agreement. Discussion was held. President Miller called for comments and questions. Since there were no further questions or comments, President Miller called for a motion to adopt the MOU for GRA and GRCS D Internet Agreement. Director Reynolds made the motion, Director Saefke second the motion and it passed unanimously by a roll call vote.
- 2. MOU for GRGC and GRCS D Well 1P Agreement review for adoption.** President Miller recused himself from this item and asked Vice President Roberts to take over. Discussion was held. Treasurer, Coler, Vice President Roberts and General Manager, Smith will work with Golf Course to finalize this MOU. The GRCS D Board of Directors proposed not to approve this MOU

and do further investigation and add the future agenda items for GRCS D Regular Board of Directors meeting on June 22, 2021.

3. **GRCS D Merged Lot Policy review for adoption.** Discussion was held. President Miller asked for further questions or comments. Since there were none, he then called for a motion to Adopt the GRCS D Merged Lot Policy #7070. A motion was made by Vice President Roberts, seconded by Director Saefke and passed unanimously by a roll call vote
4. **FY 21/22 GRCS D CPI Increase for Connection Fees and Tax Assessments:** General Manager Larry Smith reported out and stated that the San Francisco area CPI of 3.8% was utilized to set increase for the GRCS D Connection fees and tax assessments for FY 2021-2022. Discussion was held. It was noted that the new rates need to be updated on website after approval. President Miller called for a motion to utilize the San Francisco area CPI of 3.8% for FY 2021-2022 GRCS D Connection fees and tax assessments. Director Reynolds made the motion and it was seconded by Director Saefke and passed unanimously by a roll call vote.
5. **FY 21/22 District Special Assessment Certification with Resolution #2021.01 to collect Assessments for Adoption.** President Miller called for questions or comments on the FY 21/22 District Special Assessment Certification with Resolution #2021.01. One correction to be made is the typographical error on GRCS D Resolution No. 2021.01. President Miller called for a motion to approve the FY 21/22 District Special Assessment Certification with Resolution #2021.01 to collect assessments with correction as stated. Director Reynolds made the motion, Vice President Roberts seconded the motion and it passed unanimously by a roll call vote.
6. **GRCS D FY 2021-2022 Budget Proposal for Adoption:** General Manager, Corr reported out on the proposed GRCS D FY 2021-2022 Budget Proposal. The projected tax assessment revenue is \$466,550.00. The projected total expense after the addition of the cost of living raise to the Chief Operator is \$431,105.00. He also stated that the GRCS D Chart of Account Glossary lists the expense line items as to definition and in relation to the Rate Study. President Miller called for questions or comments. Since there were none, he called for a motion to adopt the GRCS D FY 2021-2022 Budget as presented with the projected labor increase of \$2080.00. Director John Reynolds made the motion, Director Saefke seconded the motion and it passed unanimously by a roll call vote.
7. **GRCS D Working Group Rate Study Update/Discussion:** GRCS D Treasurer, Bob Coler reported out on the Internal Rate Study. He indicated the progress to date: 1. Reviewed and modified the GRCS D account structure identifying revenues and expenses be identified by standby and usage rate categories. 2. Using existing capital asset information determining the magnitude of annual asset reserve contributions sufficient to provide for replacement end of useful life. 3. Prepared pro-forma snap shot of what a usage rate would look like. 4. The working group developed a business model and prepared a five-year projection of expenses, revenues billing rates-standby and usage. Discussion was held. General Manager Smith suggested a Special Board of Directors meeting for a GRCS D Board of Directors GRCS D Rate Study workshop. The GRCS D Board of Directors approved The Special Board of Directors meeting to be held on June, 10, 2021.

H. Propose future agenda items:

1. Add approval of GRCS D Current Agenda
2. MOU for GRGC and GRCS D Well 1P Agreement for review and adoption

I. Move to Adjourn: President Miller called for a motion to adjourn. Director Reynolds made the motion, Director Saefke seconded the motion and motion passed unanimously by a roll call vote.

Meeting adjourned at 12:56 p.m.