



Grizzly Ranch Community Services District

AGENDA

Regular Meeting

March 19, 2024 09:00 AM

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

<http://www.grizzlyranchcsd.com>

Board of Directors

President John Reynolds • Vice-President Kathryn Roberts • Director Stephen Tange • Director Lori Tange • Director Betsy Oltmann

Staff Members

General Manager Larry Smith • Board Clerk Heather Grant

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 December 19th Regularly Scheduled Meeting Minutes

Approval of January 12, 2024 Special Meeting Minutes

Approval of February 22, Special Meeting Minutes

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B. Financial Reports Current period December-January-February 2024 to be approved.

C. Financial Reports From Previous Reporting Periods - July-Aug-Sept & Oct-Nov-Dec 2023

4. Treasury Report for Current Period -December-January-February 2023/2024

Discussion Possible Action  [Comment](#)

Treasurer to report out on investments.

5. Budget Review

Discussion  [Comment](#)

The board will review and discuss the Budget for 2024/2025

6. Review of Reserve Accounts

Discussion Possible Action  [Comment](#)

The Board has requested to review the reserve accounts policy, structure, and funding options.

A. Reserve Policy

B. Recommended funding levels and process

C. Current reserve account standings.

7. Possible Adoption of Resolution 2024.01 Establishing Reserves

Discussion Possible Action  [Comment](#)

Annual Review of Reserve Policies

8. Districts Retention Bonus Policy Discussion

Discussion Possible Action  [Comment](#)

The Board of Directors has requested production of a Retention Bonus Policy, review of that policy and possible adoption.

9. Streamline

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

GM Smith will present the Board with info received from Streamline

10. CPS

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

Complete paperless solutions, a document digitization service

11. Invitation From LAFCO

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

GRCSD has received an invitation to join LAFCO, possible resolution to join.

12. Admin Report Out

Discussion  [Comment](#)

The Administrative Assistant will report out on District administrative information.

A. Reminder to complete Ethics Training, 700 Statement

We received our catch-up check from the county 1/19/24

13. General Manager Report

Discussion  [Comment](#)

The General Manager will provide an update on Water/ Waste Water, and Strategic Plan.

14. Board Educational Review

Discussion  [Comment](#)

This line item is in place for any item any member of the Board would like to explore and discuss, which relates to governance.

A. Brown Act Review- presented by Board Clerk Heather Grant

15. Future Agenda Items

Discussion  [Comment](#)

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

16. Next Regular Meeting Date

Discussion  [Comment](#)

The next regular Board of Directors Meeting is scheduled to be held June 18, 2024.

17. Closed Session

Discussion  [Comment](#)

A. Public Employee Performance Evaluation

Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation

Administrator

Utilities System Operator

18. Adjournment