

GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES

Thursday, May 27th, 2021 @ 2:00pm

A CALL MEETING TO ORDER:

The meeting was called to order at 2:00pm

Present Via- Zoom: President: Cary Curtis, Vice President: Kim Seney, Board Member: Kathryn Kogge, Board Member Marty Heinrich, Financial Director Rene St. Pierre

Present Via- Zoom: General Manager: Rich McLaughlin, Administrative Manager: Tiana Bradley, Assistant General Manager/Lead Operator: Skyler Allingham, Fire Coordinator: Bill Robinson

Pursuant to the Ralph M. Brown Act:

Financial Director St. Pierre made the motion to add the following action item in conjunction with Agenda Item E.3: "Rate Study Selection," this action item was "Strategic Planning: Appointment of Ad Hoc Committee." Board Member Heinrich seconded the motion. **Roll Call:** President Curtis- Yes, Financial Director: St. Pierre - Yes, Board Member Kogge -Yes, Vice President Seney - Yes, Board Member Heinrich - Yes. Motion Approved

B CONSENT CALENDER:

Minutes: Approval of April 19th, 2021 Regular Meeting Minutes & May 4th, 2021 Special Meeting Minutes

Warrant Registers: Approval of April 2021 Warrant Registers

Vice President Seney made the motion to adopt the "Consent Calendar" without the April 19th, 2021 Regular Meeting Minutes, Financial Director St. Pierre seconded the motion. **Roll Call:** President Curtis - Yes, Vice President Seney - Yes, Financial Director St. Pierre- Yes, Board Member Kogge - Yes, Board Member Heinrich - Yes, Motion Approved

C PUBLIC COMMENT:

There was no Public Comment.

D REPORTS:

1. **GENERAL MANAGER'S REPORT:**

Discussion Item - No Action Required

2. **FIELD REPORT:**

Discussion Item - No Action Required

3. **DIRECTORS' REPORTS:**

Discussion Item - No Action Required

4. **ADMIN REPORT:**

Discussion Item - No Action Required

5. **FIRE COORDINATOR REPORT:**

Discussion Item – No Action Required

6. **CORRESPONDANCE TO THE BOARD OF DIRECTORS:**

Discussion Item – No Action Required

E OLD BUSINESS:

1. **DISTRICT TRANSPARENCY CHALLENGE:**

President Curtis presented for discussion the latest updates on the District Transparency Challenge Certification through CSDA. She informed the board that her and Administrative Manager Bradley were going to schedule a meeting to discuss timelines and goal setting. No further action was required.

2. **EMERGENCY SERVICES STUDY GROUP:**

President Curtis presented for discussion the latest updates on the possible fire agency consolidation. She informed the board the C-Road had decided to opt out of the Fire Consolidation Initiative and lastly that the Request for Proposals to conduct a Feasibility Study for to be released within the next few days. No further action was required.

3. **RATE STUDY SELECTION:**

General Manager McLaughlin presented for discussion and action the three 2021 Rate Study Proposals for board selection and negotiations. The three companies that presented proposals included: Hansford Consulting, NBS Consulting & Hildebrand Consulting. The board was in agreement to pursue a contract with Hansford Consulting.

President Curtis made a motion for the Gold Mountain Community Services District to pursue a with Hansford Consulting for the purposes of conducting a Rate Study not to exceed \$47,000. Financial Director St. Pierre seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Seney – Yes, Financial Director St. Pierre– Yes, Board Member Kogge – Yes, Board Member Heinrich – Yes, Motion Approved

President Curtis made a motion to appoint Vice President Kim Seney, General Manager McLaughlin and President Curtis to an ad hoc committee with the purpose of pursuing in addition to the Rate Study Contract a Strategic Planning Contract with Hansford Consulting. Financial Director St. Pierre seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Seney – Yes, Financial Director St. Pierre– Yes, Board Member Kogge – Yes, Board Member Heinrich – Yes, Motion Approved

4. **WATER USAGE BILLING CYCLE:**


Administrative Manager Bradley presented for discussion and action an amendment to the to Water Usage Billing cycle from yearly to quarterly. The purpose for this change was to combat the billing issue for connected parcels that enter escrow. The board agreed to as an alternative to allow the GMCSO office staff to bill connected parcel owners for any outstanding Water Usage Billing at the point of escrow to ensure funds are collected and bad debt write-offs do not transpire.

Vice President Seney made a motion to “Bill connected parcel owners for any outstanding Water Usage Billing at the point of escrow.” Board Member Heinrich seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Seney – Yes, Financial Director St. Pierre– Yes, Board Member Kogge – Yes, Board Member Heinrich – Yes, Motion Approved

F NEW BUSINESS:

1. **PRESENTATION OF THE 2021/22 BUDGET:**

General Manager McLaughlin presented for discussion and-action the first draft of the 2021/22 budget.

 In compliance with the Americans with Disability Act, if you are a disabled person and you need disability-related modifications or accommodations to participate in this meeting, then please contact District Secretary at 530-832-5945. Request must be made as early as possible, and at least one full business day before the start of the meeting.

Vice President Seney requested the Budget be reviewed with the Auditor prior to final approval. The board unanimously agreed.

Financial Director St. Pierre made the motion to approve the First Reading of the 2021/22 Fiscal Year Budget. Board Member Kogge seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Seney – Yes, Financial Director St. Pierre– Yes, Board Member Kogge – Yes, Board Member Heinrich – Yes, Motion Approved

2. **BUDGET REPORT & FINANCIALS FOR APRIL 2021:**

Financial Director St. Pierre made the motion to accept the Budget Comparison & Financial Reports for APRIL 2021; Vice President Seney seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Seney – Yes, Financial Director St. Pierre– Yes, Board Member Kogge – Yes, Board Member Heinrich – Yes, Motion Approved

3. **DELIQUENCIES REVIEW:**

Administrative Manager Bradley reviewed the 2020/21 delinquency report. As of the April the overall outstanding Accounts Receivables totaled \$19,221.49 for a total of 38 delinquent accounts. No further action was required.

4. **SCHEDULING OF BOARD MEETING DATES FOR FY 2021/2022:**

The Board meeting dates and times for the 2021/22 fiscal year were approved for the following:

- Monday: June 14th, 2021 – 10:00am
- Monday, July 19th, 2021 – 10:00am
- Monday, August 9th, 2021 – 10:00am
- Monday, September 20th, 2021 – 10:00am
- Monday, October 11th, 2021 – 10:00am
- Monday, November 8th, 2021 – 10:00am
- Monday, December 13th, 2021 – 10:00am
- Monday, January 10th, 2022 – 10:00am
- Monday, February 14th, 2022 – 10:00am
- Monday, March 14th, 2022 – 10:00am
- Monday, April 11th, 2022 – 10:00am
- Monday, May 16th, 2022 – 10:00am
- Monday, June 20th, 2022 – 10:00am

5. **PLACEMENT OF DELINQUENCIES ON THE PLUMAS COUNTY TAX ROLL:**

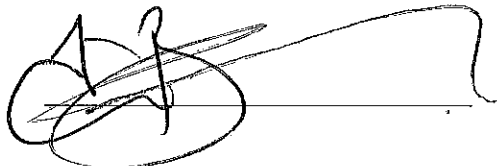
Administrative Manager Bradley presented for discussion and action the placement of District delinquencies on the Plumas County Tax Roll for collection for the 2021/22 Fiscal Year. She informed the board that there were five delinquent properties to be placed on the Plumas County Tax Roll.

Vice President Seney made the motion for Administrative Manager Bradley to bring the process in placing all five delinquent properties on the Plumas County Tax Roll. Financial Director St. Pierre seconded the motion. **Roll Call:** President Curtis – Yes, Vice President Seney – Yes, Financial Director St. Pierre– Yes, Board Member Kogge – Yes, Board Member Heinrich – Yes, Motion Approved

G. **ADJOURN:**

The meeting adjourned at 5:30pm.

These minutes were approved by the Board of Directors of the Gold Mountain Community Services District at the regular Board meeting on July 19th, 2021.




Cary Curtis, President

Attest: Tiana Bradley, District Secretary



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