

**GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS**  
**MEETING MINUTES**

**Monday, June 14<sup>th</sup>, 2021 @ 10:00am**

**A CALL MEETING TO ORDER:**

The meeting was called to order at 10:08am

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

**B CONSENT CALENDER:**

**Minutes:** Approval of April 19<sup>th</sup>, 2021 Regular Meeting Minutes & May 27<sup>th</sup>, 2021 Regular Meeting Minutes

**Warrant Registers:** Approval of May 2021 Warrant Registers.

Board Member Kogge made the motion to adopt the "Consent Calendar" 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:**

John Stetz: Commented on the Portola Mining Initiative.

**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

## **7. FIREWISE COMMITTEE REPORT:**

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 Administrative Manager Bradley and herself met to review the Challenge requirements and broke out tasks and assignments. A timeline was created to complete requirements of the Challenge with a submittal due date to CSDA of Nov. 30, 2021. 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 that once the group receives all passed and adopted Resolutions from all other Districts solidifying the removal of C-Road from the consolidation efforts. The group will release the request for proposals for a feasibility study. No further action was required.

#### **3. RATE STUDY SELECTION:**

General Manager McLaughlin presented for discussion the next steps for developing a Rate Study consultation contract with Hansford Economic Consulting, LLC. He informed the board that he, President Curtis, Vice President Seney and Administrative Manager Bradley, visited with Catherine Hansford and her associate in Truckee on Tuesday 8 June. Parties addressed GMCS D needs, requirements, alternatives, and cost savings of combining efforts into one contract. In a productive two-hour meeting, Catherine Hansford agreed to provide the District with a revised and combined proposal which is expected to meet District requirements at an affordable price.

### **F NEW BUSINESS:**

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

General Manager McLaughlin presented for discussion and action the final draft of the 2021/22 budget. At the request of the GMCS D Board of Directors, he and Administrative Manager Bradley reviewed the inclusion of grant dollars as income to account for Force labor planned on the Power Resilience grant budget with the District auditor.

For audit purposes, the Auditor recommended including the entire grant funding as income and adding a new line in the budget to account for grant related equipment purchases. On the 2021-2022 draft budget, tab 1 "Budget Final", row 15 represents the entire grant amount of \$242,714 listed as income. In row 100, Equipment Purchases - Power Grant, the \$205,685 is the estimate for purchasing generators and propane tanks. The balance of \$37,029 represents full loaded labor costs for force labor to manage and execute the project.

The Auditor also recommended adding the last tab, "Water and Sewer Grant" to track actual expenditures against budget in the three categories listed. With these changes, at the bottom line the Water and Sewer Operating Budget indicates a surplus of \$8,251.

On the Fire Operating Budget, the Board expressed concern regarding the lack of escalation of the Fire Protection Contract funding. The apparent lack of escalation was due to a budget amount on the previous year's budget of \$40,000, and a budgeted amount of only \$38,000 this year. The actual cost for last year's contract was only \$36,050. A three percent annual escalation gives us a budgeted cost for FY 2021-22 of \$37,131 as indicated in row 15 of the proposed Fire Operating Budget. With this change, at the bottom line the Fire Operating budget indicates a surplus of \$884.

Financial Director St. Pierre made the motion to adopt the final draft of the 2021/22 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 MAY 2021:**

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

**3. HOA BOARD ELECTION RESULTS:**

General Manager McLaughlin presented for discussion the CSD Board of Directors secret ballot voting results for HOA Board of Director Positions. She informed that board that all board members casted their vote individually for the two seats up for election within the Nakoma Community Association, all votes were conducted in secret and tailed . Anyone who wished to know the results could contact the office. No further action was required.

**4. ANNUAL MEMBERSHIP MEETING PLANNING:**

Board Member Heinrich reported on the GMCSO Firewise Events during the Annual Membership Meeting. They encompassed a Community-Wide Scavenger Hunt with assistance from Fire Coordinator Robinson and Asst. General Manager Allingham and provide Fire-Related goody bag alongside General Manager McLaughlin and President Curtis conducting a GMCSO presentation. No further action was required.

**5. POLICY 5005: “RECURRING BILLING POLICY”:**

Vice President Seney presented for discussion and action the first reading of GMCSO Policy 5005: “Recurring Billing Policy” for review. This new policy was intended to fill a void in current policies that do not address charging consumption charges mid-year when a property sells. This new policy will allow the District to take a meter read at the time of sale, and bill water consumption to the selling owner.

Board Member Heinrich made the motion to waive the second reading of GMCSO Policy 5005: “Recurring Billing Policy”. Board Member Kogge 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

Board Member Heinrich made the motion to adopt GMCSO Policy 5005: “Recurring Billing Policy”. 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

**6. EASTERN PLUMAS RURAL FIRE PROTECTION DISTRICT REPORTING METRICS:**


President Curtis presented for discussion the latest initiative on Eastern Plumas Rural Fire Dept. Reporting Metrics and the next steps for review. The Fire Protection committee is asking for board feedback on the draft incident report and if there was other information that would be useful for the District to collect from Eastern Plumas RFPD. The next step is for the committee is set up a meeting with Eastern Plumas RFPD to forge agreement to modify our Fire and Emergency Services contract with Eastern Plumas RFPD that includes new incident reporting criteria. No further action was required.

**7. RESCIND: RESOLUTION No. 2020/21- 05:**

President Curtis presented for discussion and action the rescinding Resolution No. 2020/21-05: A Resolution of The Governing Board Of The Gold Mountain Community Services District Confirming Continuing Participation In The Reorganization Of Regional Fire And Emergency Services.

Vice President Seney made the motion to rescind Resolution No. 2020/21-05: A Resolution of The Governing Board Of The Gold Mountain Community Services District Confirming Continuing Participation In The Reorganization Of Regional Fire And Emergency Services.; 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

**8. RESOLUTION No. 2020/21- 05:**

 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.


President Curtis presented for discussion action Resolution No. 2020/21-05: A Resolution of The Governing Board Of The Gold Mountain Community Services District Confirming Continuing Participation In The Reorganization Of Regional Fire And Emergency Services without C-Road.

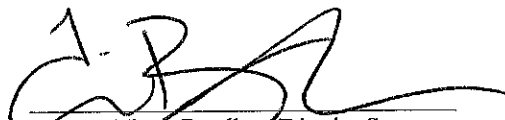
Financial Director St. Pierre made the motion to adopt Resolution No. 2020/21-05: A Resolution of The Governing Board Of The Gold Mountain Community Services District Confirming Continuing Participation In The Reorganization Of Regional Fire And Emergency Services without C-Road.; Vice President Seney 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

**G. ADJOURN:**

The meeting adjourned at 12:37pm.

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

  
Cary Curtis, President

  
Attest: Tiana Bradley, District Secretary

