

# Grizzly Flats Community Services District Notice of Regular Business Meeting of the Board

Date: Thursday, January 9, 2020

Time: 6:30 PM

Location: The Grizzly Flats CSD Office (4765 Sciaroni Rd., Grizzly Flats, CA)



## AGENDA

- A. CALL TO ORDER, ROLL CALL OF THE BOARD MEMBERS and SALUTE TO THE FLAG**
- B. APPROVAL OF THE AGENDA**
- C. PUBLIC COMMENT** – *Time limit is 5 minutes per person. The Board will hear from the public regarding items not on the agenda. No discussion or action can be taken at this time. Any discussion or action requiring Board intervention must first be on the agenda. The public will be asked to comment on agenda items as they are considered by the Board.*
- D. CONSENT CALENDAR / Board Chair** / *These items are expected to be routine business, not normally requiring discussion. Action by the Board will be taken at one time with one motion.*
1. Receive and file the Annual report regarding GFCSD's compliance with the Federal Trade Commission's Red Flag Rules in accordance with GFCSD policy.
  2. Approval of the minutes of the special meeting on December 19, 2019.
  3. Approval of the financial reports and spending for December 2019.
  4. Review the GFCSD System Report for December 2019.
  5. Receive and file the Action List for December 2019.
- Recommended Action:** *The Board should approve the Consent Calendar as presented.*
- E. DISCUSS BOARD VACANCY**
1. The Board and staff will discuss the vacant position on the GFCSD Board of Directors / Lauther (discussion)
- F. ANNUAL ORGANIZATIONAL MEETING**
1. Nominate and elect Board positions for the 2020 calendar year / Gustafson (discussion/action)  
**Recommended Action:** *The Board shall nominate and elect the Board Chair and Vice Chair by board motion and vote.*
  2. Review Standing Committees and Ad-hoc Committees to determine if any changes are needed and appoint members to the committees for the 2020 calendar year/ Gustafson (discussion/action)  
**Recommended Action:** *The Board normally sets the committee roster for the year, but staff recommends we hold off until the vacant Board position is filled.*
  3. Adopt the "Schedule of Regular Board Meetings" for the 2020 calendar year / Gustafson (discussion/action)  
**Recommended Action:** *The Board should adopt the schedule of regular board meetings.*
  4. Confirm the service of Kim Gustafson as Board Secretary, and Patti Jobe as District Treasurer for the 2020 calendar year / Gustafson (discussion) \*No action is required, just a confirmation.

## **G. OFFICE & FINANCE / Jodi Lauther, General Manager**

### ***Monthly review of Office Operations***

1. Approve proposed changes to the District's Bylaws, Ordinance 88-1, Ordinance 88-2, District Emergency Procedures, Emergency Notification Plan, Emergency Response Plan and Board of Directors Handbook / Lauther (discussion/action)  
  
**Recommended Action:** The Board should approve the *revisions to the* District's Bylaws, Ordinance 88-1, Ordinance 88-2, District Emergency Procedures, Emergency Notification Plan, Emergency Response Plan and Board of Directors Handbook.
2. Review proposed changes to the Employee Handbook. Changes will be proposed in writing and approval will be voted on at the next regular Board meeting in February. Discuss changes to the Accounting Policies and Procedures and Record Retention Policies that are still being modified / Lauther (discussion)
3. Discuss Senate Bill 998 "Water Shutoff Protection Act", and how it will affect current District policies and procedures / Lauther (discussion)
4. Discuss the possibility of sharing cost with Georgetown Divide Public Utility District (GDPUD) for a grant writer / Lauther (discussion)

## **GENERAL BUSINESS ITEMS**

### **H. WATER SUPPLY, DROUGHT AND CONSERVATION**

#### **I. EL DORADO COUNTY WATER AGENCY (EDCWA)**

1. Update from the January 8, 2020 meeting / Lauther (discussion)
2. Resolution 2020-01 – Resolution to support the appointment of a Board member from Georgetown Divide Public Utility District (GDPUD) to the El Dorado County Water Agency and name a Board member from GFCSD that will serve as an alternate / Lauther (discussion/action)  
  
**Recommended Action:** *The Board should adopt Resolution 2020-01 as presented.*
3. Nominate and elect a GFCSD Board member to serve as an alternate as described in Resolution 2020-01 on the El Dorado County Water Agency Board / Lauther (discussion/action)  
  
**Recommended Action:** *One Board member must be selected (by board action) to serve as an alternate. That name must be provided to the Water Agency by January 15, 2020. The position is held for two years and begins February 1, 2020.*

#### **J. ANNOUNCEMENTS / DIRECTORS COMMENTS**

1. Announce California Special Districts Association's (CSDA's) Gold Country Chapter workshop, which is being held in San Andreas on January 22, 2020 / Lauther (discussion)
2. Announce Special District Risk Management Authority's (SDRMA's) Spring Education Day, which is scheduled to take place in Sacramento on March 24, 2020 / Gustafson (discussion)

### **K. ADJOURN**

- 
- *Agenda packets will be available Tuesday, January 7, 2020 at the GFCSD office by the end of the business day.*
  - *Agendas are now available by email. A written request must be on file with the GFCSD office.*
  - *In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11).*
  - ***Our next regular Board meeting will be held on Thursday, February 13, 2020 at 6:30 PM at the District office.***

*This institution is an equal opportunity provider and employer.*