

GOLD MOUNTAIN COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
MEETING AGENDA

150 Pacific Street, Suite 8, Portola, CA

Friday, January 11th, 2019– 10:00am

- A CALL MEETING TO ORDER:** Determination of a Quorum and Acceptance of Agenda. Roll Call Vote
- B APPROVAL OF MINUTES:** Approve and adopt the minutes from the November 29th, 2018 Regular Meeting & the December 11th, 2018 Special Meeting.
- C PUBLIC COMMENT:** Under Government Code Section 54954.3, members of the audience may address the Board on any agenda item before or during the Board's consideration of the item. A maximum of five (5) minutes is allowed for each speaker.
- D OLD BUSINESS:**
1. **EMPLOYEMENT CONTRACT: COMPTROLLER:** Office Administrator will present the draft Employment Contract for the Comptroller. Discussion & Possible Action
 2. **GENERAL MANAGER POSITION UPDATE:** Board President will provide an update on the status of filling the General Manager Position. Discussion
 3. **STAFF POSITION REVIEW:** Board President to discuss staff positions and district duties. Discussion
 4. **WELL 33 EASEMENT:** Interim General Manager to present the Well 33 Easement. Discussion & Possible Action
- E NEW BUSINESS:**
1. **2019 BOARD ASSIGNMENTS:**
 1. ELECTION OF OFFICERS:
 - President
 - Vice-President
 - Treasurer
 2. APPOINTMENT OF CHAIRS FOR STANDING COMMITTEES:
 - Executive Committee
 - Firewise Committee
 - Fire Protection Committee
 - Capital Improvement and Finance Committee
 3. Personnel, Benefit and Policy & Procedures Committee
 4. Fire Protection Service Contract- Eastern Plumas Rural Fire Protection District Committee
 2. **SYSTEM DEVELOPMENT CHARGES FOR 2019:** Office Administrator to report on the SDC Inflation Rate for the 2019 SDC Rates. Discussion & Action
 3. **2017/18 AUDIT PRESENTATION:** Office Administrator will the present the results from the 2017/18 Audit. Discussion
- F REPORTS:**
1. **GENERAL MANAGER'S REPORT:**
 - a) **General Operations & Miscellaneous Items Update:** Discussion
 - b) **Falling Water LF Dosing Station:** Discussion

2. OFFICE ADMINISTRATOR'S REPORT:

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| a) <u>Office & Miscellaneous Items Update:</u> | Discussion |
| b) <u>Water Usage Update:</u> | Discussion |
| c) <u>W2's & 1099's:</u> | Discussion |
| d) <u>I700 Form:</u> | Discussion |
| e) <u>IFLOW Software Update:</u> | Discussion |
| f) <u>Billing Update:</u> | Discussion |
| g) <u>Budget Amendments Update:</u> | Discussion |

3. FIELD REPORT:

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| a) <u>General Operations & Miscellaneous Items Update:</u> | Discussion |
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4. FINANCIAL REPORTS:

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| a) <u>Warrant Register Reports for November – December 2018:</u>
Review and Acceptance of Warrants paid as presented by the Office Administrator. | Roll Call Vote |
| b) <u>Budget Comparison & Financial Reports for November – December 2018:</u>
Review and Acceptance of Reports as presented by the Office Administrator. | Roll Call Vote |
| c) <u>Second Quarterly Investment Report:</u>
Review of the 2018/19 Second Quarter investment report presented by the Office Administrator. | Discussion |
| d) <u>Second Quarter Delinquency Report:</u>
Review of the Second Quarter delinquency report by the Office Administrator. | Discussion |

5. COMMITTEE REPORTS:

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| a) <u>Firewise Committee Report:</u> | |
| - Committee Update | Discussion |
| - Cal Fire Grant Update | Discussion |
| b) <u>Fire Protection Committee:</u> | |
| - Eastern Plumas Fire Dept. | Discussion |
| c) <u>Fire Tax Committee:</u> | |
| - Committee Update | Discussion |

6. DIRECTORS' REPORTS:

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| a) <u>Discussion of District Related Items:</u> | Discussion |
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G CLOSED SESSION:

- a. **PERSONNEL DISCUSSIONS** – Pursuant to Government Code Section §54957.6(a).

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