

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

**150 Pacific Street, Suite 8, Portola, CA**

**Monday, July 23<sup>rd</sup>, 2018– 2:00pm**

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**A CALL MEETING TO ORDER:**

The meeting was called to order at 2:00pm.

Present: President Rich McLaughlin, Vice President Cary Curtis, Board Member Kathryn Kogge, Board Member Rene St. Pierre,

Staff: General Manager: Ivan Gossage, Office Administrator: Tiana Bradley

Absent: Jonathan Sechrist

**B APPROVAL OF MINUTES:**

Board Member St. Pierre the motion to approve and adopt the minutes from the June 15<sup>th</sup>, 2018 Regular Meeting. Board Member Kogge seconded the motion, Roll Call: President McLaughlin – Yes, Vice President Curtis – Yes, Board Member St. Pierre – Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent, Motion Approved

**C PUBLIC COMMENT:**

Fire Coordinator – Bill Robinson gave an update on the CPR class held at Nakoma Clubhouse in July, and provided a brief synopsis of his latest walk-through conducted at the Nakoma Clubhouse.

**D OLD BUSINESS:**

**1. ALTITUDE RECREATION CENTER PROJECT SYSTEM DEVELOPMENT CHARGES:**

President McLaughlin presented for discussion and action System Development Charges for Nakoma Associates: Altitude Recreation Center project. He informed the board that Nakoma General Manager Dan Gallagher had provided the District with the total cost of construction for adapting the pool at the Altitude Recreation Center to be a fire water storage reservoir with hydrant, which General Manager Gossage had reviewed by the CSD's engineer. The original SDC Charge on the 4inch connection was \$75,448.00; the total cost of construction was 50% of the original SDC Charge, leaving a balance due to the CSD of \$37,724.00.

Board Member St. Pierre made the motion to reduce the SDC Charge by 50% of the total construction cost leaving a total balance due to the CSD of \$37,724.00. Vice President Curtis seconded the motion. Roll Call: President McLaughlin – Yes, Vice President Curtis – Yes, Board Member St. Pierre – Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent, Motion Approved

**2. NAKOMA ASSOCIATES LATE & INTEREST CHARGES:**

President McLaughlin presented for discussion and action Nakoma Associates request to waive delinquent charges. He informed a letter was received from Dan Gallagher the Vice President for Nakoma Associates requesting them to waive both late and interest charges assessed for past due payments on the System Development Charge for a total of \$1872.54 and late and interest charges assessed on Quarterly Assessments fees for a total of \$3,126.59.. The combined total of late & interest charges assessed was \$4,999.13.


Board Member St. Pierre made the motion to waive the Nakoma Associates Late and Interest Charges for a total of \$4,999.13. Board Member Kogge seconded the motion. Roll Call: President McLaughlin – Yes, Vice President Curtis – Yes, Board Member St. Pierre – Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent, Motion Approved

**E NEW BUSINESS:**

**1. PUBLIC HEARING AT 2:15PM –PARCEL LIENS TO GO ON THE PLUMAS COUNTY TAX ROLL:**

Office Administrator Bradley presented for discussion and action the Public Hearing for placement of District liens on the Plumas County tax roll for the following APN numbers 131-320-024, 131-360-010 & 131-120-022. The balance due for APN 131-320-024 was \$5,975.09 the balance due for APN 131-120-022 was \$835.14 and the balance for APN 131-360-010 was \$610.24. These totals included quarterly charges, penalties, and interest charges.

Board Member St. Pierre made the motion to place APN# 131-320-024, 131-360-010 & 131-120-022 on Plumas County Tax Roll. Vice President Curtis seconded the motion. Roll Call: President McLaughlin – Yes, Board Member: St. Pierre – Yes, Vice President Curtis –Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent. Motion Approved

 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.

2. **RESOLUTION No. 2018/19 -01:**

Office Administrator presented for discussion and action Resolution No. 2018-19-01 Requesting Collection of Charges on the County Tax Roll for approval.

President McLaughlin made the motion to adopt Resolution No. 2018-19-01 Requesting Collection of Charges on the County Tax Roll. Board Member St. Pierre seconded the motion. Roll Call: President McLaughlin – Yes, Board Member: St. Pierre – Yes, Vice President Curtis –Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent. Motion Approved

3. **RESOLUTION No. 2018/19 -02:**

Office Administrator presented for discussion and action Resolution No. 2018-19 - 02 Electing to place Delinquent Charges and Penalties on the County Tax Roll for approval.

Board Member St. Pierre made the motion to adopt Resolution No. 2018-19 - 02 Electing to place Delinquent Charges and Penalties on the County Tax Roll. Board Member Kogge seconded the motion. Roll Call: President McLaughlin – Yes, Board Member: St. Pierre – Yes, Vice President Curtis –Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent. Motion Approved

4. **RESOLUTION No. 2018/19 -03:**

Office Administrator presented for discussion and action Resolution No. 2018-19-03 confirming a Fire Tax rate increase of 2% for the 2018-2019 year for approval.

Board Member St. Pierre made the motion to adopt Resolution No. 2018-19-03 confirming a Fire Tax rate increase of 2% for the 2018-2019 year. Vice President Curtis seconded the motion. Roll Call: President McLaughlin – Yes, Board Member: St. Pierre – Yes, Vice President Curtis –Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent. Motion Approved

5. **CSD DAILY OPERATION ISSUES:**

President McLaughlin presented for discussion CSD daily office operations and outside disruptions. He relayed to the board that Office Administrator Bradley was consistently receiving interruptions on items not related to CSD business. Board Member Kogge informed the board that she would contact the HOA Board President in hopes reducing the HOA related interruptions. No further action was taken.

**F REPORTS:**

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

a) **General Operations & Miscellaneous Items Update:**

General Manager Gossage informed the board the he advertised for the Maintenance Worker position to assist Skyler in the field the ad ran for three weeks without any response. Therefore, he was going to research other avenues to fill the position.

**Water Dept:** CSD Staff found a solution to repair Well 29, specifically the level sensor.

**Sewer Dept:** There was nothing to report in the Sewer Dept. All was well.

b) **Falling Water LF Dosing Station:**

CSD Staff have made progress on the Dosing Station the building is built and now has power. The panel has been installed. The next step in the process is to finish wiring the panel and complete the building.

2. **OFFICE ADMINISTRATOR'S REPORT:**

a) **Water Usage Update:**


Office Administrator Bradley reviewed the CSD's total water usage for the month of June 2018 was 768,461 gallons vs. June 2013 usage was 746,049 gallons. The total year-end usage was down by 14% from the year 2013.

b) **Billing Update:**

The first quarter billing for the 2018/19 fiscal year had been sent out, the CSD was starting to receive payments.

c) **Board Meeting Schedule:**

The board of directors agreed to cancel the August 17<sup>th</sup>, 2018 board meeting and schedule a board meeting on September 24<sup>th</sup>, 2018.

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3. **FINANCIAL REPORTS:**

a) Warrant Register Reports for June 2018:

General Manager Gossage presented for review and acceptance the June 2018 Warrant Register report. Board Member St. Pierre made the motion to accept the Warrant Registers for June 2018. President McLaughlin seconded the motion. Roll Call: President McLaughlin – Yes, Board Member: St. Pierre – Yes, Vice President Curtis –Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent. Motion Approved

b) Budget Comparison & Financial Reports for June 2018:

General Manager Gossage presented for review and acceptance the June 2018 Warrant Register report. Board Member St. Pierre made the motion to accept the Warrant Registers for June 2018. Board Member Kogge the motion Roll Call: President McLaughlin – Yes, Board Member: St. Pierre – Yes, Vice President Curtis –Yes, Board Member Kogge – Yes, Board Member Sechrist – Absent. Motion Approved

c) Fourth Quarter Investment Report:

Office Administrator reviewed of the 2017/18 Fourth Quarter investment report. The fidelity investment account balance as of June 2018 was \$510,415.70.

4. **COMMITTEE REPORTS:**

a) Firewise Committee Report:

Board Member Kogge informed the board that at the last HOA board meeting the board expressed their desire to purchase the utility trailer from Tom O'Brien as a safer alternative to storing his utility trailer at the Storage Building for public use. The board was going to follow-up with Mr. O'Brien in the next few weeks. In addition, there were 10 emergency backpacks still available to community members. There was discussion at the HOA meeting to have a quarterly online update on what is going on with Firewise Board Member Kogge was in agreement. Lastly, Trimax a Fire Extinguisher provider would be distributing to both the HOA and CSD a quote on the price of purchasing foam sprayed fire extinguishers.

b) Fire Tax Committee:

Vice President Curtis relayed to the board that getting the failed Property Tax Sharing agreement on the Board of Supervisors agenda was on the top of the committee's priority list.

c) Fire Protection Committee:

Vice President Curtis informed the board that Eastern Plumas Rural Fire Dept. had offered to have a CSD board member attend their board meetings as an advisory position. Board Member St. Pierre volunteered to be the attendee and have Vice president Curtis as the alternate. General Manager Gossage recommended the board get Fire Manager Judy Clot involved in the joint CSD and Eastern Plumas Fire Department effort for establishing a basis for the Fire Protection Contract cost. The board agreed.

5. **DIRECTORS' REPORTS:**

Board Member St. Pierre reported that HOA name change committee had met, and determined two potential names for the Gold Mountain Homeowners Association. One was the Nakoma Homeowners Association and the other was the Nakoma Community Association.

**G ADJOURN:**

The meeting adjourned at 3:47pm

These minutes were approved by the Board of Directors of the Gold Mountain Community Services District at the regular Board meeting on September 24<sup>th</sup>, 2018.

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Rich McLaughlin, President

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Attest: Tiana Bradley, District Secretary