

BIG ROCK COMMUNITY SERVICE DISTRICT
MINUTES OF ITS REGULARLY SCHEDULED PUBLIC MEETING
Thursday, July 18, 2024
Meeting was called to order by President Akin at 6:37 p.m.

PRESENT: President & Acting Treasurer Joe Akin, Director/Trustee Mike Finley, Director/Trustee Art Aten, Secretary/Bookkeeper Renna Nelson, General Manager Andy Allen

ABSENT: None

GUESTS: None

INVOCATION: Led by President & Acting Treasurer Akin

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG: Led by President & Acting Treasurer Akin

1. PUBLIC COMMENT PERIOD: None

2. MINUTES:

- Director/Trustee Finley made a motion to approve the regular meeting minutes of June 20, 2024, as presented. Director/Trustee Aten seconded the motion, and the subsequent vote of the Board was unanimous.

3. REPORTS AND PRESENTATIONS:

3.a. Condition of the Water-Distribution System: General Manager Andy Allen reported the following:

- Meter replacement continues. General Manager Allen was directed to get quotes on the larger meters needed for Redwood Meadows RV Resort and Madrone Court Upper and Lower.
- 23.59% water loss was reported.
- GM Allen completed the inventory list and gave a copy to Secretary Nelson. Secretary Nelson will use the information to create a spreadsheet to track inventory.

3.b. Financial Report: The Financial Report, compiled by Secretary Nelson and presented by President and Acting Treasurer Akin.

- For the period of June 30, 2024, the total operating revenue was \$12,645.71.
- Total operating expenses was \$7,574.30.
- Net ordinary income was \$5,071.41.
- Net other income and expense was (\$10,747.65).
- Net increase/decrease in position was (\$5,676.24).
- The district's liquid cash balance on hand as of June 30, 2024, was \$544,638.49.

- Director/Trustee Finley made a motion to approve the Financial Report as presented. Director/Trustee Aten seconded the motion, and the subsequent vote of the Board was unanimous.

3.c. Secretary's Report:

- There were 21 past due accounts when the June statements were sent out. Seven payments have been received. Action to collect is being taken.
- Work continues on the audits.
- Secretary Nelson presented the Coast Central credit card application for signatures.
- Secretary Nelson contacted Michelle Davidson with GHD regarding the erosion of the road leading to the 200,000-gallon tank. Pictures of the erosion were forwarded to Michelle. Per Michelle she forwarded the pictures to GHD's Engineering Department to evaluate. To date GHD's Engineering Department has not responded.
- Discussion was held regarding child labor laws. No action taken.
- Cash Flow Report presented for approval.

- Director/Trustee Finley made a motion to approve the Cash Flow Report. President & Acting Treasurer Akin seconded the motion and the subsequent vote of the Board was unanimous.

3.d. Policy Review: President & Acting Treasurer Akin presented the Annual Banking & Investment Policy and the 4th quarter Quarterly Banking & Investment Report for approval.

- Director/Trustee Finley made a motion to approve the Annual Banking & Investment Policy and the 4th quarter Quarterly Banking & Investment Report. Director/Trustee Aten seconded the motion, and the subsequent vote of the Board was unanimous.

4. UNFINISHED BUSINESS:

4.a. Customer Concerns Under Review:

- No customer concerns under review.

4.b. Board Member Vacancy/Recruitment/Interest:

- Recruitment continues. To date no interest from the public has been shown.

5. NEW BUSINESS:

5.a. New Customer Concerns:

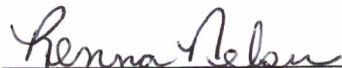
- No new customer concerns.

6. OTHER: Director/Trustee Finley requested that the Big Rock CSD meeting times be changed from 6:30 pm to 5:00 pm. After further discussion, the decision was made to change the Big Rock CSD meeting times to 5:00 pm effective August 15, 2024. (Note: 5:30 pm was posted on the August 15, 2024, agenda therefore the August 15, 2024, will be held at 5:30 pm and notices with the correct time will be sent out with the August statements.)

7. ADJOURN REGULAR OPEN SESSION:

- President & Acting Treasurer Akin adjourned the Regular Open Session at 7:37 pm.

Attested:



Renna Nelson, Secretary to the Board

Approved Aug. 15, 2024