

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

Date: Thursday, March 14, 2019

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. Approval of the minutes of the regular meeting on January 10, 2019.
2. Approval of the financial reports and spending for January and February 2019.
3. Review the GFCSO System Reports for January and February 2019.
4. Receive and file the annual legal fee increase notifications from Bartkiewicz, Kronick and Shanahan and Churchwell White.
5. Receive and file the Local Agency Investment Fund's (LAIF's) investment report for the quarter ending 12/31/2018.
6. Receive and file California Special Districts Association's (CSDA's) "CSDA Board of Directors Call for Nominations, Seat B" notice.
7. Receive and file Special District Risk Management Authority's (SDRMA's) "Notification of Nominations – 2019 Election" notice.
8. Receive and file Special District Risk Management Authority's (SDRMA's) letter confirming a 5% rate increase and their Board's approval for a Longevity Distribution Credit for the Worker's Compensation program for 2019-20.
9. Receive and file Special District Risk Management Authority's (SDRMA's) letter confirming a 5% increase for liability rates and an 11% increase for property liability rates for 2019-20.
10. Receive and file the "Water Leak Detection Program – Final Report" – prepared by Utility Services Association/Rob Meston, summarizing his training with us in December 2018.
11. Receive proposal and approve participation in Sierra Business Council's "2019 Energy Planning Assistance Program", which is being offered to the District at no cost.

**Recommended Action:** *The Board should approve the Consent Calendar as presented.*

### E. BOARD APPOINTMENT

1. The Board will make an appointment for the one vacant position on the GFCSO Board of Directors. The selected candidate will take their seat on the Board at the regular meeting scheduled for April 11, 2019 (*\*Note: The Board will conduct informal interviews if deemed necessary, or else selection may be based on information submitted by the interested candidates*) / Updike (discussion/action)

**Recommended Action:** *The Board may appoint one person to fill the vacancy on the Board of Directors. Term of office for this appointed position will be until 12/4/2020.*

## **F. PRESENTATION: Leak Detection Plan by Scott Myers (H2O Urban Solutions, Inc.)**

1. Prop 84 Grant funds were designated for use on developing a Leak Detection Plan for GFCSD. Scott will present a draft of this plan to the Board. The plan includes the importance of leak detection, recommendations for equipment and training, and other ways to reduce the District's water loss. Our goal is to work on finalizing the plan and moving forward with recommendations to reduce the District's water loss / Lauther (discussion/action)

***Recommended Action:** The Board may be asked to take action on using Prop 84 funds to purchase equipment and moving forward with a system inspection as outlined in the plan.*

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

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

1. Instant Runoff Election of Regular and Alternate Special District Representative to El Dorado LAFCO / Lauther (discussion/action)

***Recommended Action:** The Board should rank the nominees in preferential order, "1" being the first preference, "2" being the second, and so on.*

2. Review and approve the District's "Conflict of Interest Code" and "Appendix", which has been updated to include the disclosure category / Gustafson (discussion/action)

***Recommended Action:** The Board should review and approve the District's updated "Conflict of Interest Code" and "Appendix" as presented.*

## **H. OPERATIONS / Jodi Lauther, General Manager**

### **Monthly review of plant and field operations**

1. Discuss water loss event on February 27, 2019 – leak on Humbug/Old Mine Rd / Lauther (discussion)

## **GENERAL BUSINESS ITEMS**

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

1. Update from the El Dorado County Water Agency meetings which were held on February 13, 2019 and March 13, 2019 / Updike & Lauther (discussion)

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

1. Reminder that Annual Statement of Economic Interests (Form 700) are due by April 1, 2019 / Gustafson (discussion)
2. Reminder about Special District Risk Management Authority's (SDRMA's) Spring Education Day, (Tuesday, March 26, 2019) / Gustafson (discussion)
3. Announce upcoming "Wildfire Table-Top Exercise" with the Grizzly Flats Fire Safe Council, scheduled for May 3, 2019 / Gustafson (discussion)

## **K. ADJOURN**

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- *Agenda packets will be available Tuesday, March 12, 2019 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, April 11, 2019 at 6:30 PM at the District office.***

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