

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
June 13, 2019**

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:30 PM by Director Updike.

ROLL CALL OF THE BOARD

Present: Directors Humphreys, McKillop, Morgan (arrived at 6:31 PM), Sutton and Updike

Absent: None

Others: Art Davidson, Shiva Frentzen (BOS), Kim Gustafson, Jodi Lauther and Kelly Seibert

SALUTE TO THE FLAG was led by Director Updike.

B. APPROVAL OF THE AGENDA - Director McKillop made a motion to approve the agenda as presented. Director Humphreys 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

C. PUBLIC COMMENT – There were no public comments.

Director Morgan arrived

D. CONSENT CALENDAR- These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. **Approval of the minutes of the regular meeting on May 9, 2019.**
2. **Approval of the financial reports and spending for May 2019.**
3. **Receive and file the GFCSD System Report for May 2019.**
4. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF).**
5. **Receive and file the Action List for May 2019** – Director Updike said that this item was moved to the consent calendar due to the fact that there were no real updates to report.

Director Sutton made a motion to approve the Consent Calendar as amended. Director McKillop 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

E. DECISION FOR MAY 9, 2019 CUSTOMER APPEAL

1. **The Board will make a decision for last month's customer appeal** – Director Updike pointed out that the District's policy provides the Board up to 60 days to make a decision, in case additional time is needed.

Director Humphreys made a motion to follow District policy and not remove the lien, but to leave their water on for the remainder of the 3 month period approved by the Board at the May 9, 2019 regular meeting. If the lien balance has not been paid off, their water will be disconnected at the end of the 3 month pre-paid period. Once the lien balance has been paid in full, their water will be restored as a voluntary reconnection for no additional charge. Director McKillop 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

F. EFFECTIVE DIRECTORS

1. **What does it take for you to be an effective Director of the GFCSD?** – Director McKillop felt that to be an effective Director it is important to thoroughly read agenda packets prior to the meetings, to abstain from voting if not, if a meeting is missed to read the minutes prior to the next meeting and to ask questions when needed. Director Updike said that Directors should put their best foot forward, serve on the Board without an ego, listen to the public and be part of the community. Director Sutton said that when he joined the Board, a former member recommended that any public requests should be brought to a meeting for discussion by the whole Board. Director Humphreys said that the Board should act together for the community and show

respect to the people they serve. Director Morgan said that the Board should be balanced and compassionate, without being unfair.

G. 2019/2020 BUDGET SESSION –

1. Discuss the proposed budget for the 2019/2020 fiscal year for:
 - a. Operation and Maintenance (O&M)
 - b. Asset Management Program
 - c. Capital Improvement Projects (CIP)

The proposed budget has been reviewed by the Budget & Finance Committee who met in May to give input into the budget.

The Board will be asked for availability to schedule a special meeting to discuss the proposed budget in more detail sometime during the first week of July. The Board will then be asked to consider adopting it at our next regular meeting scheduled for July 11, 2019 – Jodi Lauther referred the Board to the separate budget handout and said that the Board should take the paperwork home for review, and write down any potential questions they may have. A special meeting was scheduled to take place at the District office starting at 6:30 PM on Wednesday, July 3, 2019. The purpose of this meeting is to discuss the proposed budget in greater detail. There was a brief discussion about the pending asphalt patches, and Jodi said that she and Rafael Martinez (Director, Department of Transportation) will be meeting soon to work on a compromise for the issue. Shiva Frentzen said that El Dorado County is implementing a lot of new policies. She said that she talked to Rafael Martinez, and he understands that Grizzly Flats Community Services District is much smaller than most other agencies, and that he is willing to meet to reach a compromise. Shiva said she will not be attending the meeting with Jodi and Rafael, but she is always available to assist if needed. She would also like to be kept in the loop about whether or not the District is included in the building permit approval process through the county's TRAKIT software.

H. OFFICE & FINANCE / Jodi Lauther, General Manager

Monthly review of Office Operations

1. Progress update on Phase 2 (Eagle Ditch) of the California Disaster and Assistance Act (CDAA) Hazardous Tree Removal Project – Kim Gustafson said that Brian Oneto has removed all 131 hazard trees, and that he will have the remaining clean-up done by the end of the day. A job walk will need to be scheduled soon to confirm project completion.
2. Voting for Special District Risk Management Authority's (SDRMA's) 2019 Board of Directors Election – Jodi Lauther referred the Board to page 26 of the packet and said that the Board should select three candidates to serve on the Special District Risk Management Authority's Board of Directors. Historically, SDRMA has included a resolution form for adoption when the Board selects candidates. However, there was no form included with their election paperwork this time so the Board did not adopt Resolution 2019-01 for this item.

Director McKillop made a motion to vote for Bob Swan, Patrick K. O'Rourke and Sandy Seifert-Raffelson for Special District Risk Management Authority's (SDRMA's) Board of Directors. Director Humphreys 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with three directors voting aye – Humphreys, McKillop and Updike. Directors Morgan and Sutton abstained from the vote.

Monthly review of Financial Operations

3. Approve annual membership renewal costs for Mountain Counties Water Resources Association (MCWRA), for the period of July 1, 2019 to June 30, 2020 – Jodi Lauther referred the Board to page 38 of the packet and requested the Board's approval to renew membership with Mountain Counties Water Resources Association (MCWRA). She said they help give the District a stronger voice and better representation for water related issues. Due to new programs and increased business costs, the renewal cost increased from \$1,050 to \$1,297.

Director McKillop made a motion to approve the expense and continue membership with Mountain Counties Water Resources Association. Director Sutton 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

GENERAL BUSINESS ITEMS

I. DROUGHT MEASURES INFRASTRUCTURE PROJECT (Prop 84 Grant)

1. **Report on Meter Replacements and Leak Detection Program** – Jodi Lauther said that there are approximately 100 meter replacements remaining. Additionally, she said Rob Meston (Hydrevolution) will be returning the last week of June to wrap-up the leak detection survey within the distribution system. The June 30, 2019 project deadline is quickly approaching, and although staff requested a time extension to wrap the project up, they are submitting gathering documentation and submitting deliverables in case the request is denied.

J. WATER SUPPLY, DROUGHT AND CONSERVATION

– Jodi Lauther noted that the reservoir level dropped due to the Eagle Ditch pipeline break. The District’s reservoir diversion right does not allow for refilling between June 15th and November 1st, so staff opened up the butterfly valve all the way to ensure that the reservoir is full and spilling before then.

K. EL DORADO COUNTY WATER AGENCY (EDCWA)

1. **Update from the June 12, 2019 special meeting of the El Dorado County Water Agency** – Director Updike said that the agenda for the El Dorado County Water Agency’s June 12, 2019 meeting was longer than normal. During the meeting, “Ag in the Classroom” made a presentation a presentation about their programs that provides preschool thru 8th grade El Dorado County youth various hands-on educational opportunities to understand and appreciate the importance of agriculture in the context of local farms, ranches, forests and watersheds. Stantec also gave an informational presentation about the County’s Water Resources Development and Management Plan (WRDMP). There was then update about the American River Basin study. Doug noted that there was also a beginning effort to integrate the North and South water banks (Cosumnes and Folsom Lake.) He went on to say that the EDCWA Board adopted a resolution approving a Water Supply Contract for up to 15,000 acre-feet annually between the El Dorado County Water Agency and the United States Bureau of Reclamation, that they discussed their 2019/2020 budget and that they amended various line items to contractual agreements.
2. **Report from the May 20, 2019 and May 22, 2019 Advisory Group Meetings** – Jodi Lauther said that she attended two advisory meetings in May. The May 20, 2019 meeting discussed water demand for all types of water sources and the May 22, 2019 meeting went over the Water Resources Development and Management Plan (WRDMP) in general and proposed changes. This document focuses on EDCWA’s directive and helps with budgeting and priorities. The goal is to finalize the document in September, and then update it every five years after that.

L. ANNOUNCEMENTS / DIRECTORS COMMENTS

– Jodi Lauther said that a local resident named Patricia Jobe has expressed interest in the vacant District Treasurer role. Jodi and Director Updike met with Ms. Jobe, and think her 40 years of accounting experience would provide a good fit for the District. Ms. Jobe will be attending the July 11, 2019 regular meeting, and the agenda will have an item for her appointment to the District Treasurer position.

Director Morgan expressed interest in coordinating a “Movies under the Stars” event at Grizzly Pond. Director Updike recommended that he contact Mel Kelley, who was the former chair of the Grizzly Pond Committee.

M. ADJORNMENT- Director McKillop made a motion to adjourn. Director Humphreys 2nd the motion. Director Updike called for a vote. The motion passed with all directors present voting aye. The meeting was adjourned at 8:04 PM.

The next regular meeting will be at 6:30 PM on Thursday, July 11, 2019 at The Grizzly Flats CSD office.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Doug Updike, Board Chair

Date:
