

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
July 11, 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, Sutton and Updike

Absent: None

Others: Kim Gustafson, Patricia Jobe and Jodi Lauther

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 Sutton 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.

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 June 13, 2019.**
2. **Approval of the financial reports and spending for June 2019 (*not the final year end reports*).**
3. **Review the GFCSD System Report for June 2019.**
4. **Receive and file the Action List for June 2019.**

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. DISTRICT TREASURER APPOINTMENT

1. **The Board will consider making an appointment for the vacant District Treasurer position** – Director Updike said that he and Jodi Lauther had the pleasure of meeting with Patricia Jobe to discuss the vacant District Treasurer position in more detail. Patricia briefly summarized her qualifications and her interest in volunteering to the Board.

Director McKillop made a motion to appoint Patricia Jobe to fill the District Treasurer position. Director Morgan 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

F. 2019/2020 BUDGET SESSION – Review and consider adoption of the proposed budget for the 2019/2020 fiscal year for Operation and Maintenance (O&M), Asset Management and Capital Improvement Projects (CIP) - Jodi Lauther referred the Board to page 25 of the packet, and asked if there were any questions about the budget. The Board did not have any questions.

Director McKillop made a motion to approve the 2019/2020 fiscal year budget 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.

G. 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 Jefferson Resources recently completed a final job walk of

Eagle Ditch pipeline to verify project completion, and that their report was listed on page 52 of the packet. Within their report, they noted that a few trees had fallen down on their own. Since the cost of removing those trees will be deducted from the total due to the contractor, staff is looking into whether or not there are additional trees can be removed to supplement that cost. Additionally, she mentioned that there are approximately 30 more beetle-killed trees along Eagle Ditch which died after the original inspection, and were therefore not marked for inclusion within the project scope.

2. **Voting for California Special District Association's (CSDA's) 2019 Board Election** – There was a brief discussion about the various candidates and their qualifications.

Director Humphreys made a motion to select Jerry Gilmore for Seat B on California Special District Association's (CSDA's) Board of Directors. Director Morgan 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

Monthly review of Financial Operations

3. **Approval of quote to purchase 2 new sensors and 1 logger repair for the continued operation of the gages on Eagle Ditch (as required by the State Water Resources Control Board)** – Jodi Lauther referred the Board to page 69 of the packet and said that she is requesting the Board's approval to purchase two new sensors and to repair one data logger for the continued operation of the gages on Eagle Ditch. She estimated the total cost to not exceed \$5,000, and said that the funds would be allocated from the District's Asset Management account.

Director McKillop made a motion to approve spending up to \$5,000 for two new sensors and the repair of one data logger to keep the District's stream gages operational. Director Morgan 2nd the motion. There was no further discussion. Director Updike called for a vote. The motion passed with all directors present voting aye.

4. **Review and discuss approving quote from Hydrevolution for a metal detector (Model ML-1)** – Jodi Lauther referred the Board to page 74 of the packet and said that she is requesting their approval to purchase a used metal detector from Hydrevolution so that staff can locate valve lids and blow-offs which may have been paved over. She said that the equipment costs \$8,000 if it is new, and only \$536.06 used from Rob Meston.

Director McKillop made a motion to approve the cost to purchase the used ML-1 metal detector as presented. 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.

5. **Discuss renting out the District's Leak Detection equipment to other public agencies and/or H2O Urban Solutions, Inc. for additional revenue for the District** – Jodi Lauther said that the District's leak detection equipment will be used to survey the distribution system for leaks on an annual basis. The purpose of this agenda item is to canvass the Board to see if they would be interested in renting out the new leak detection equipment to generate additional revenue for the District when it is not being used by staff. There was some discussion about whether or not the equipment would be covered by the District's insurance if they loaned it out to another party. Director Morgan did not feel that it would be a good idea. Staff will gather additional information and bring this item back for further consideration during a future meeting.

6. **Review and approve the contribution payment to El Dorado Local Agency Formation Commission (LAFCO), for the period of July 1, 2019 to June 30, 2020** – Jodi Lauther referred the Board to page 76 of the packet, and requested approval for the annual contribution payment to El Dorado Local Agency Formation Commission in the amount of \$469.78.

Director McKillop made a motion to approve the contribution payment to LAFCO 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.

GENERAL BUSINESS ITEMS

H. DROUGHT MEASURES INFRASTRUCTURE PROJECT (Prop 84 Grant)

1. **Update on project timeline – extension of time granted by Department of Water Resources (DWR)** – Jodi Lauther said that the Department of Water Resources has granted the District a three month extension, pushing the project deadline to the end of September, 2019.
2. **Report on Meter Replacements and Leak Detection Program** – Jodi Lauther said that there are approximately 50 meter replacements remaining, and that staff is continuing work to wrap up the leak detection survey. So far, three significant leaks have been located in the Distribution system. There is a leak on Wildberry Drive, one between Merrywood Court and Tyler Drive, and another on Capps Crossing Road near Deerwood. A final summary report will be issued by Rob Meston of Hydrevolution once the system survey has been completed.

I. WATER SUPPLY, DROUGHT AND CONSERVATION

– Jodi Lauther said she did not have anything to report for this item other than the fact that the Eagle Ditch leak was repaired in time to allow the reservoir to reach full capacity before June 1st. Director Updike recommended having a water rights review with the Board on an upcoming agenda.

J. EL DORADO COUNTY WATER AGENCY (EDCWA)

1. **The July 10, 2019 meeting of the El Dorado County Water Agency was cancelled** - Director Updike said that he had no updates, and that he will most likely not attend the August 14th meeting which will be held in Lake Tahoe.
2. **Report from the June 26, 2019 Advisory Group Meeting** – Jodi Lauther said that she participated in the June 26, 2019 Advisory Group Meeting to review the Water Resources Development and Management Plan (WRDMP), which is scheduled to be completed by September 2019. She said that there will be another meeting on July 12, 2019 to discuss demand for all water users in El Dorado County.

K. ANNOUNCEMENTS / DIRECTORS COMMENTS

– Jodi Lauther mentioned that the Policy Review Committee has held a couple of meetings to review various District policies. Recommended changes are being documented, and policy revisions will be brought to the Board for approval when complete.

L. ADJORNMENT- Director McKillop made a motion to adjourn. Director Sutton 2nd the motion. Director Updike called for a vote. The motion passed with all directors present voting aye. The meeting was adjourned at 7:18 PM. The next regular meeting will be at 6:30 PM on Thursday, August 8, 2019 at The Grizzly Flats CSD office.

Minutes submitted by: _____
Kim Gustafson, Board Secretary

Approved by: _____
Doug Updike, Board Chair

Date: _____