

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
March 12, 2020**

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 McKillop.

ROLL CALL OF THE BOARD

Present: Directors Davidson, Humphreys, McKillop and Morgan

Absent: None

Others: Kim Gustafson, Mel Kelley, Jodi Lauther, Scott Myers (H2Ou), Tony Ouellette (H2Ou) and Adam Silver (H2Ou)

SALUTE TO THE FLAG was led by Director McKillop.

B. APPROVAL OF THE AGENDA –Director Humphreys made a motion to approve the agenda as presented. Director Morgan 2nd the motion. The motion passed without objection.

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 February 13, 2020.**
2. **Approval of the financial reports and spending for February 2020.**
3. **Review the GFCSD System Report for February 2020.**
4. **Receive and file the Action List for February 2020.**
5. **Receive and file Letter of Opposition for Assembly Bill 2093 (Gloria).**

Director Morgan made a motion to approve the Consent Calendar as presented. Director Humphreys 2nd the motion. The motion passed without objection.

E. PRESENTATION – Review and discuss a proposal from H2O Urban Solutions, Inc. for continued O&M Services (contract operations). Our current contract ends April 30, 2020, but allows for two – one year extensions. H2Ou will present a summary of their work at GFCSD over the last three and a half years and present proposed pricing for the next two years if we were to extend the contract – Jodi Lauther said that the District’s contract with H2O Urban Solutions, Inc. (H2Ou) dated May 1, 2017 is set to expire on April 30, 2020. The contract provides the District with the option to renew for two additional one (1) year terms. The first extension would extend operations for a fourteen month term, to align the contract with the District’s fiscal year and budget. There was some discussion about the proposal from H2Ou. Director Humphreys asked what the percentage of the District’s budget pertained to services provided by H2Ou. He also requested to see a list of their current action items.

Director Humphreys made a motion to extend the Water System Operation and Maintenance contract with H2O Urban Solutions, Inc. for fourteen months, to June 30, 2021. Director Morgan 2nd the motion. The motion passed without objection.

F. OPERATIONS & FINANCE / Jodi Lauther, General Manager

Monthly review of Office Operations

1. **Approve the proposed changes to the Accounting Policies and Procedures Manual that were presented to the Board at last month’s meeting – Jodi referred the Board to the revised Accounting Policies and Procedures Manual which was presented as a separate handout. She mentioned that the document will need to be reformatted and renumbered after completing all of the proposed changes.**

Director Humphreys made a motion to approve the Accounting Policies and Procedures Manual as revised.

Director Davidson 2nd the motion. The motion passed without objection.

2. **Discuss and approve the new policy and procedures for service disconnection due to non-payment, effective April 1, 2020 in accordance with Senate Bill 998** – Jodi Lauther referred the Board to page 25 of the packet for the new policy and procedures for service disconnection due to non-payment. There was a brief discussion about the changes.

Director Humphreys made a motion to approve the revised policy and procedures for service disconnection due to non-payment, in accordance with the State guidelines. Director Davidson 2nd the motion. The motion passed without objection.

3. **Update on the recent Customer Survey, emailed to customers on March 2, 2020. Results will be provided at next month’s meeting to allow time for customers to respond** - Kim Gustafson said that she sent the survey to a total of 423 e-mails, and had already received 192 responses. A summary of the findings will be presented to the Board at the April 9, 2020 regular meeting.

GENERAL BUSINESS ITEMS

G. WATER SUPPLY, DROUGHT AND CONSERVATION – Jodi Lauther said there were no updates for this item.

H. EL DORADO COUNTY WATER AGENCY (EDCWA)

1. **Report from the March 11, 2020 regular Board meeting** – Jodi Lauther said that she was unable to attend this meeting, but there were only a few items on the agenda such as a closed session and an item about rebranding their agency name and logo.

I. ANNOUNCEMENTS / DIRECTORS COMMENTS

1. **Reminder about Special District Risk Management Authority’s (SDRMA’s) Spring Education Day, which is scheduled to take place in Sacramento on March 24, 2020** – Director McKillop said that she received an e-mail stating that this event was cancelled due to the COVID-19 pandemic.

J. ADJORNMENT- Director Morgan made a motion to adjourn. Director Humphreys 2nd the motion. The motion passed without objection. The meeting was adjourned at 7:47 PM. The next regular meeting will be at 6:30 PM on Thursday, April 9, 2020 at The Grizzly Flats CSD office.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Sherry McKillop, Board Chair

Date:
