

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
May 14, 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 and McKillop

Absent: None

Others: Kim Gustafson

SALUTE TO THE FLAG was led by Director McKillop.

B. APPROVAL OF THE AGENDA –Director Davidson made a motion to approve the agenda as presented. Director Humphreys 2nd the motion. There was no further discussion. A roll call vote was taken: Director Davidson – AYE, Director Humphreys – AYE and Director McKillop - AYE. The motion passed.

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 special meeting on March 27, 2020.**
2. **Approval of the minutes of the regular meeting on April 9, 2020.**
3. **Approval of the minutes of the special meeting on May 5, 2020.**
4. **Approval of the financial reports and spending for April 2020** – the “Profit & Loss – O&M” sheet on page 9 had one minor correction, which was to remove the \$118.02 charge relative to the postcards for Board vacancy from budget category 65500. This purchase was already listed under category 65100 (Admin Exp.)
5. **Review the GFCSD System Report for April 2020.**
6. **Receive and file the Action List for April 2020.**
7. **Review and approve purchase of Parcel Quest DVD for 2020/21 Tax Roll.**
8. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF).**
9. **Review and file Local Agency Formation Commission’s (LAFCO’s) Proposed Budget for FY 2020-21** – Director Davidson asked how LAFCO benefits the District. There was a brief discussion about Grizzly Pond, and the Board requested that an item be placed on the June 11, 2020 regular meeting to recommend the formation of a committee to investigate converting Grizzly Pond into a park.

Director Davidson made a motion to approve the Consent Calendar as amended. Director Humphreys 2nd the motion. There was no further discussion. A roll call vote was taken: Director Davidson – AYE, Director Humphreys – AYE and Director McKillop - AYE. The motion passed.

E. OPERATIONS & FINANCE / Jodi Lauther, General Manager

Monthly review of Office Operations

1. **Discuss changing procedure for agenda packet distribution to an electronic version (via email) rather than a hard copy delivered to Directors’ homes by GFCSD staff** – There was a brief discussion about whether the Director’s preferred paper or electronic agenda packets. The Board agreed that the packets should continue to be distributed in paper or electronic form, depending on individual Director’s preferences.

2. **Adopt Resolution 2020-04 “California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement,” which will allow the District to procure personal protective equipment (PPE) and other supplies during emergencies** - Kim Gustafson said that staff received an email from California Rural Water Association, offering cloth masks to water system employees during the pandemic. She said that the resolution on page 30 of the packet is required for the District to become a member of the California Water/Wastewater Agency Response Network (CalWARN). This network provides personal protective equipment (PPE) and assistance to water districts during emergency situations.

Director Humphreys made a motion to adopt Resolution 2020-04 “California Water/Wastewater Agency Response Network (CalWARN) 2007 Omnibus Mutual Assistance Agreement” as presented. Director Davidson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Davidson – AYE, Director Humphreys – AYE and Director McKillop - AYE. The motion passed.

3. **Announce resignation of Director Morgan from the GFCSD Board of Directors and discuss the process and schedule the Board will follow to make the appointment to the now vacant board seat** – There was a brief discussion about appointment options. The Board indicated that they would like review resumes prior to the meeting, and make an appointment to fill the vacancy during the June 11, 2020 regular meeting. The vacancy notice will be updated to note that there are two vacancies; one which will be filled by appointment in June, and one that will be filled during the November 2020 election.

Director Humphreys made a motion to approve the vacancy notice with the changes as discussed. Director Davidson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Davidson – AYE, Director Humphreys – AYE and Director McKillop - AYE. The motion passed.

GENERAL BUSINESS ITEMS

F. EL DORADO COUNTY WATER AGENCY (EDCWA)

1. **Report from the May 13, 2020 El Dorado County Water Agency meeting** - Kim Gustafson said that she did not participate in the meeting, but that Dane Wadle’ from Georgetown Public Utility District had emailed Jodi Lauther after the meeting to let her know that the El Dorado County Water Agency approved up to \$15,000 cost sharing for the District to use for developing the Water Master Plan. Kim also noted that cost share funding is a low priority for the EDCWA’s budget, so tax revenue declines during the COVID-19 pandemic could impact its availability.

G. ANNOUNCEMENTS / DIRECTORS COMMENTS

1. **The following committee meetings have been scheduled** – There was a brief discussion about the format for the committee meetings, and whether they would be held in person or via teleconference. Kim Gustafson said that the Board Room could accommodate the committee members while maintaining social distancing, and that the meetings could be made available to the public via teleconference.
 - **Operations Committee (Directors McKillop and Davidson) – May 28th at 10:00 AM – task to discuss the Water Master Plan and possible budget items for the coming year.**
 - **Budget and Finance Committee (Directors McKillop and Davidson) – June 2nd at 12:00 PM – review draft budget for 2020/2021 fiscal year.**

Kim Gustafson said that the first slurry delivery was poured at three locations on Tyler Drive during the morning of May 14, 2020. She said that the process went smoothly, and that Knife River’s crew was great to work with. She went on to say that the second slurry delivery was scheduled for the morning of May 15, 2020, and would be poured at Winding Way, Capps Crossing Road and Edgewood Circle. The final delivery would be scheduled for the following week, and would be poured at Meadow Glen Drive.

H. **ADJORNMENT- Director Davidson made a motion to adjourn. Director Humphreys 2nd the motion. The motion passed without objection. The meeting was adjourned at 7:22 PM.** The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, June 11, 2020.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Sherry McKillop, Board Chair

Date:
