

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

**Date: Thursday, December 10, 2020**

**Time: 6:30 PM**

**Due to social distancing requirements, this meeting is available via teleconference.**

**To participate, call 1-(978)-990-5230 and enter access code 840700#**



As a result of the COVID-19 pandemic, California Governor Gavin Newsom issued Executive Order (EO) N-29-20 on March 17, 2020 <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf>), which waives certain requirements of the Ralph M. Brown Act (Brown Act). Specifically, EO N-29-20 waives the requirements that local public agencies (1) make each teleconference location accessible to the public, and (2) allow the public to address the agency from each teleconference location. EO N-29-20 requires local public agencies to allow members of the public to observe and address the meeting telephonically or otherwise electronically.

In accordance with EO N-29-20, the public may participate in the GFCSD board meetings by teleconference via the instructions provided at the top of this page. Members of the public will be given the opportunity to address the Board, and their comments will be included in the audio recording of the meeting. Meeting materials are available no less than 48 hours prior to the meeting on the District's website at [www.grizzlyflatscsd.com](http://www.grizzlyflatscsd.com) or can be requested by email from [gfwater@sbcglobal.net](mailto:gfwater@sbcglobal.net) during normal business hours (Monday through Friday, from 9:00 AM – 2:00 PM.)

## **AGENDA**

- A. CALL TO ORDER, ROLL CALL OF THE BOARD MEMBERS and SALUTE TO THE FLAG**
- B. APPROVAL OF THE AGENDA**
- C. WELCOME BOARD OF DIRECTORS** – Welcome new and returning Board members, confirm the Oath of Office has been taken and signed by all and review some District protocols/ McKillop, Lauther & Gustafson (discussion)
- D. PUBLIC COMMENT** – *Please review the "Public Comment Procedures" attached to this agenda.*
- E. 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 November 12, 2020.  
**Recommended Action:** *The Board should approve the Consent Calendar as presented.*
- F. OFFICE & FINANCE / Jodi Lauther, General Manager**  
**Office Operations:**
  - 1. Adopt the "Schedule of Regular Board Meetings" for the 2021 calendar year / Gustafson (discussion/action)  
**Recommended Action:** *Board members should adopt the schedule of regular board meetings as presented or as amended (if necessary).*

2. Discuss and review the GFCSD System Report for November 2020 / Lauther (discussion)
3. Review the Action List for November 2020 / Lauther (discussion)
4. Discuss the possibility of allowing GFCSD employees to use the leak detection equipment owned by the District to find leaks on the customer side of the water delivery system, and an associated fee for that service / McKillop (discussion/action)

**Recommended Action:** *The Board should decide if staff should use leak detection equipment to assist in locating customer leaks and what fee would be charged for that service.*

5. Discuss Covid-19 response by District to any new “Stay at Home” orders issued by the Governor, and the new Cal/OSHA Covid-19 Emergency Temporary Standards that went into effect on November 30, 2020 which includes a requirement for all employers to adopt a “Covid-19 Prevention Program” / Lauther (discussion)

#### **Financial Operations:**

6. Discuss and approve the financial reports for November 2020 / Lauther (discussion/action)

**Recommended Action:** *Board members should approve the financial reports and spending for November 2020 as presented.*

7. Discuss and review quotes for annual generator maintenance / Lauther (discussion/action)

**Recommended Action:** *Board members should review quotes and determine if we want to move forward with approving a quote, obtaining additional quotes, or delaying maintenance.*

8. Review the current financial standing of the District and determine if the 2<sup>nd</sup> 1.45% Cost of Living Adjustment (COLA) will be awarded to GFCSD employees as discussed during the Budget Session in July 2020 / Lauther (discussion/action)

**Recommended Action:** *The Board may decide whether they will award a 1.45% COLA to District staff and the effective date if the COLA is awarded.*

## **GENERAL BUSINESS ITEMS**

### **G. EL DORADO WATER AGENCY (EDWA)**

1. El Dorado Water Agency’s December 9, 2020 meeting was cancelled / Lauther (discussion)

### **H. ANNOUNCEMENTS / DIRECTORS COMMENTS**

1. Upcoming agenda item: January’s meeting is the “Annual Organizational Meeting” – we will be selecting board positions for the year (Chair, Vice Chair), reviewing/changing committee memberships, confirming Board representatives for outside organizations (EDCWA, MCWRA), and confirming service of Treasurer and Board Secretary.

### **I. ADJOURN**

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- *In compliance with the Americans with Disabilities Act, contact Kim Gustafson at [gfwater@sbcglobal.net](mailto:gfwater@sbcglobal.net) or (530) 622-9626 if you need special assistance to participate in this meeting. 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 via teleconference on Thursday, January 14, 2021 at 6:30 PM.***

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

## **Grizzly Flats Community Services District**

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### **Public Comment Procedures**

#### **Welcome to the Grizzly Flats Community Services District Board Meeting**

The following information will assist you in participating in the meeting if you wish to address the Board of Directors during a meeting.

#### **Public Comment (Agenda Item C): Items not on the agenda**

This is an opportunity to express your views on any topic within the jurisdiction of the District in order to inform the Board. Once recognized by the Chair, you will have 5 minutes to speak. No discussion or action can be taken at this time. The Board may refer the matter to staff or determine whether the matter should be included on a future agenda.

#### **Public Comment: Items on the agenda**

This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.