

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
January 14, 2021**

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 Chigazola, Davidson, Hannblom, Malonson and McKillop

Absent: Director

Others: Kim Gustafson and Jodi Lauther

SALUTE TO THE FLAG was led by Director McKillop.

- B. APPROVAL OF THE AGENDA** – Director McKillop referred to page 2 of the agenda and recommended that item F.2. be updated to read “The Board may nominate a Director to run for election (not “serve as”) as Special District Commissioner for El Dorado LAFCO if there is interest.”

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

- C. PUBLIC COMMENT** – There was no public comment.

- 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. **Receive and file the annual report regarding GFCSD’s compliance with the Federal Trade Commission’s Red Flag Rules in accordance with GFCSD policy.**
2. **Approval of the minutes of the regular meeting on December 10, 2020.**
3. **Approval of the financial reports, spending, and purchase order for December 2020.**
4. **Review the GFCSD System Report for December 2020.**
5. **Receive and file the Action List for January 2021.**

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

E. ANNUAL ORGANIZATIONAL MEETING

1. **Nominate and elect Board positions for the 2021 calendar year** – Kim Gustafson said that the Board should elect the Board Chair and Vice Chair for the 2021 calendar year. She started with the Board Chair position and asked if there were any nominations.

Director Davidson made a motion to nominate Sherry McKillop for the Board Chair position. Director Chigazola 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - ABSTAIN. The motion passed.

Director Malonson made a motion to nominate Art Davidson to the Vice Chair position. Director Chigazola 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – ABSTAIN, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

2. **Appoint members to the standing committees for the 2021 calendar year** – Director McKillop referred the Board to page 31 of the packet and asked if there were any specific committees that the Directors were interested in.

Following a brief discussion, Director McKillop adjusted the membership so that the “Budget & Finance Committee” included Director Davidson, Director Hannblom and Jodi Lauther, the “Personnel & Policy Review Committee” included Director Hannblom, Director McKillop and Jodi Lauther, the “Water Operations Committee” included Director Davidson, Director Malonson and Jodi Lauther, and the “Capital Improvement Projects (CIP) Planning & Engineering Committee” included Director Chigazola, Director Malonson and Jodi Lauther.

3. **Confirm the service of Kim Gustafson as Board Secretary, and Patti Jobe as District Treasurer for the 2021 calendar year** – Kim Gustafson confirmed that she will continue to be Board Secretary, and Patti Jobe will continue to act as District Treasurer for the 2021 calendar year.
4. **Select agency representatives for the 2021 calendar year (El Dorado Water Agency, Mountain Counties Water Resources Association)** – Kim Gustafson referred the Board to pages 32 of the packet for brief descriptions about the El Dorado County Water Agency (EDCWA.) She said that the hope is to identify a Board representative to participate in the monthly EDCWA meetings, so that they are familiar with the organization and ready to fill a seat on their Board. Grizzly Flats Community Services District shares a seat with El Dorado Irrigation District and Georgetown Divide Public Utility District, and the District’s term on their Board will begin next year. Director Chigazola volunteered to be the District’s representative to EDCWA for the 2021 calendar year, and then to serve on their Board when the seat becomes available. Kim then referred the Board to page 33 of the packet and said Mountain Counties Water Resources Association (MCWRA) is an agency that the District maintains membership with that unites small local water agencies together to give them a stronger voice. MCWRA keeps the District updated on important issues such as water right challenges and new legislation. They are a great resource, and although they have not held any recent events due to the pandemic, the hope is to identify an agency representative to attend their events if things should change. Director Hannblom said that she would be willing to represent the District with the MCWRA.

F. OPERATIONS & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **Review Local Agency Formation Commission’s (LAFCO’s) “Election of Special District Representatives to El Dorado LAFCO, Nominations for Special District Commissioner” notice** – Jodi Lauther said the El Dorado County Local Agency Formation Commission (LAFCO) is an agency that is responsible for setting boundaries for public agencies, and that they set the latent powers for Districts. Director Chigazola expressed interest in being nominated to serve as Special District Representative for El Dorado LAFCO.

Director Davidson made a motion to nominate Robert Chigazola for El Dorado LAFCO Special District Commissioner. Director Hannblom 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – ABSTAIN, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

2. **Review and approve the District’s Covid-19 Prevention Plan as required by OSHA** – Jodi Lauther referred the Board to page 35 of the packet and said as of November 30th the Occupational Safety and Health Administration (OSHA) requires that all businesses with more than one employee establish a Covid-19 Prevention Plan.

Director Hannblom made a motion to approve the District’s Covid-19 Prevention Plan as presented. Director Malonson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

3. **Discuss starting work on a Cost of Services Study for the District, including working with the Budget and Finance Committee to develop a “Request for Proposals,” and what our timing would be moving forward taking possible grant funding into account** – Jodi Lauther said that in 2016, the District completed a Cost of Services Study and changed the existing 32 tier rate structure to one with a basic charge and a volumetric charge. The rate change was adopted with a five year plan for small increases. The District implemented the last increase in July 2020. Jodi is recommending that the Budget & Finance Committee get together to begin work on a Request for Proposals so that the District can go out to bid and have a company ready to start a new Cost of Services Study to make sure

the rates are where the District needs them after July 1, 2021, which is when cost sharing funding may be available from the El Dorado County Water Agency.

GENERAL BUSINESS ITEMS

G. EL DORADO COUNTY WATER AGENCY (EDCWA)

1. **Report from the January 13, 2021 El Dorado Water Agency meeting** – Jodi Lauther said that this meeting was canceled by the Water Agency.

H. ANNOUNCEMENTS / DIRECTORS COMMENTS – Director McKillop said that earlier in the day, she and Kim Gustafson participated in a Brown Act webinar through the California Special Districts Association. She said that the webinar kept participants engaged using polls with different case scenarios. She highlighted the danger of serial meetings and hub and spoke contact, which constitute a meeting and violates the Brown Act.

I. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Davidson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed and the meeting was adjourned at 7:21 PM. The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, February 11, 2021.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Sherry McKillop, Board Chair

Date:
