

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
June 10, 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 Davidson.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Davidson, Hannblom, and Malonson

Absent: Director McKillop

Others: Kim Gustafson and Jodi Lauther

SALUTE TO THE FLAG was led by Director Davidson.

B. APPROVAL OF THE AGENDA – Director Chigazola made a motion to approve the agenda 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 - ABSENT. 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. **Approval of the minutes of the regular meeting on May 13, 2021.**
2. **Approval of the financial reports and spending for May 2021.**
3. **Review the GFCSO System Report for May 2021.**
4. **Receive and file the Action List for June 2021.**

Director Hannblom made a motion to approve the Consent Calendar as presented. 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 - ABSENT. The motion passed.

E. 2021/2022 BUDGET SESSION

1. **Review and discuss the proposed budget for the 2021/2022 fiscal year for the Operation and Maintenance (O&M), Asset Management Program and Capital Improvement Projects (CIP)**

The proposed budget has been reviewed by the Budget & Finance Committee who met on May 21, 2021. The Board will be asked to consider adopting it at our next regular meeting scheduled for July 8, 2021 / Budget & Finance Committee (Director Davidson, Director Hannblom, Patti Jobe (Treasurer) & Jodi Lauther

Jodi Lauther referred to Board to a separate handout for the proposed 2021/2022 fiscal year budget. She said that according to government code, the budget needs to be approved before September 1, 2021. There was a brief discussion about Director McKillop's absence, and the board members collectively agreed that they would be willing to participate in a Special Meeting if she would like to be included in discussions about the budget. Staff will check with Director McKillop to get her input. Jodi said that the budget is being presented to the Board now so that they can take it home for review over the next few weeks. The current plan is to ask the Board to consider adopting it at the July 8, 2021, regular meeting. Jodi noted that overall, the Operations & Maintenance (O&M) income is estimated to increase \$2,600, while expenses are estimated to be \$79 less. The Budget & Finance Committee felt it was important to list the Asset Management Reserve on the budget to accurately show the district's financial position. Although the current water rates are sufficient to cover the anticipated expenses, the district is unable to fund the Asset Management Account without pushing the budget into the red.

F. OPERATIONS & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **Voting for California Special District Association’s (CSDA’s) 2021 Board Election** – Kim Gustafson referred the Board to pages 22-25 of the packet, and said that there are three candidates running for California Special District’s Association’s Seat A for the Sierra Network. There was a brief discussion about the candidates and their letters of interest.

Director Hannblom made a motion to select Patrick Larkin for Seat A on CSDA’s Board of Directors. 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 - ABSENT. The motion passed.

2. **Discuss contract expiration with the District’s current auditor and staff’s work to collect quotes prior to the 2020/2021 fiscal year audit. Under California Government Code 53891, the audit report must be completed by January 31, 2022** – Jodi Lauther said that the district’s three year audit contract has expired with Larry Bain and that staff is preparing to request proposals for auditing services. She said that there is adequate time to identify a company before the 2020/2021 fiscal year audit, as government code does not require that the annual audit be completed until January 31, 2022. Special districts are required to change auditors every five years but can use the same company if the audit is completed by another Certified Public Accountant (CPA) from the firm.

GENERAL BUSINESS ITEMS

G. EL DORADO WATER AGENCY (EDWA)

1. **Report from the June 9, 2021, El Dorado Water Agency meeting** - Director Chigazola was unable to participate in this meeting, but plans to participate in the July 2021 meeting.

H. ANNOUNCEMENTS / DIRECTORS COMMENTS – Director Malonson mentioned a recent incident where a property owner stole water from one of the District’s fire hydrants. There was a discussion about the penalties for water theft, and the Board agreed that they would like to look at the current tampering charge at an upcoming meeting.

Director Hannblom asked if the District has ample water to fight a fire in the area and provide for customer use. She wanted to know how it would affect the available water supply if firefighters drew water from the reservoir and fire hydrants. Jodi Lauther responded to say that it depends on the scenario and how much water is drawn. She noted that in a wildfire, customers should not turn on their sprinklers and leave because that would deplete our water supply. She went on to say that pulling too much water from a fire hydrant or pumping too hard could also cause damage to our water distribution system. Staff regularly participates in Grizzly Flats Fire Safe Council’s bi-annual Wildfire Tabletop Exercise where multiple agencies get together to discuss their roles during an emergency and their responses to a particular emergency.

Director Davidson mentioned that the valve at Grizzly Pond is leaking, and that the water is almost completely dried up. Jodi Lauther noted that the valve is corroded, and that staff was researching ways to stop the leak. One idea that was presented was to purchase a steel plate which could be attached to the back end of the culvert with a coupler band. Director Davidson recommended that the faulty equipment be replaced instead. Staff will investigate various options to fix the leak at Grizzly Pond.

1. **ADJORNMENT- Director Malonson made a motion to adjourn. 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 - ABSENT. The motion passed and the meeting was adjourned at 7:14 PM.** The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, July 8, 2021.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Art Davidson, Vice Chair

Date:
