

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

Date: Thursday, August 12, 2021

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 or can be requested by email from 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. PUBLIC COMMENT – Please review the “Public Comment Procedures” attached to this agenda.

D. CONSENT CALENDAR / Board Chair

These items are expected to be routine business, not normally requiring much discussion.

1. Approval of the minutes of the regular meeting on July 8, 2021. {pk 1-3}
2. Approval of the minutes of the special meeting on July 21, 2021. {pk 4-5}
3. Approval of the financial reports and spending for July 2021. {pk 6-11}
4. Review the GFCSD System Report for July 2021. {pk 12-18}
5. Receive and file the Action List for August 2021. {pk 19-20}
6. Receive and file the 2021/22 Direct Charge confirmation from El Dorado County. {pk 21-22}
7. Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF). {pk 23}

Recommended Motion/Action: *Approve the Consent Calendar as presented.*

E. 2021/2022 BUDGET SESSION – {pk 24}

1. Review and consider adoption of the proposed budget for the 2021/2022 fiscal year for Operation and Maintenance (O&M), Asset Management and Capital Improvement Projects (CIP) / Lauther (discussion/action)

Recommended Motion/Action: *Approve the 2021/2022 fiscal year budget as presented.*

F. OFFICE & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. Discuss renewal of the District's Municipal Services Review and Sphere of Influence Study with El Dorado Local Agency Formation Commission / Gustafson (discussion) **{pk 25}**
2. Update on Grizzly Pond valve replacement / Lauther (discussion)
3. Announce Mountain Counties Water Resources Association's "Drought, Fire and a Changing Climate: Where Do We Go From Here" event scheduled to take place in Loomis, CA on October 27, 2021 / Lauther (discussion) **{pk 26}**

Financial Operations:

4. Review and approve the one proposal received for Audit Services from Larry Bain, CPA, An Accounting Corporation / Lauther (discussion/action) **{pk 27-31}**

Recommended Motion/Action: *Accept the proposal for Auditor Services from Larry Bain, CPA, An Accounting Corporation and authorize the General Manager to execute an agreement for services for the fiscal years ending June 30, 2021, 2022 and 2023, with the option to renew for the fiscal years ending in 2024 and 2025.*

GENERAL BUSINESS ITEMS

G. WATER SUPPLY AND CONSERVATION / Lauther {pk 32-35}

H. EL DORADO WATER AGENCY (EDWA)

1. El Dorado Water Agency's July 14, 2021, meeting was cancelled. Report from the August 11, 2021 meeting / Director Chigazola (discussion)

I. CLOSED SESSION

1. Anticipated Litigation (§ 54956.9), case number 21-0434 (California Highway Patrol)

J. REPORT FROM CLOSED SESSION

K. ANNOUNCEMENTS / DIRECTORS COMMENTS

L. ADJOURN

-
- *In compliance with the Americans with Disabilities Act, contact Kim Gustafson at 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, September 9, 2021, at 6:30 PM.***

This institution is an equal opportunity provider and employer.

Grizzly Flats Community Services District

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TENTATIVELY SCHEDULED ITEMS FOR FUTURE MEETINGS

Finance

- Review the vandalism/tampering fees and related policies – September 2021 / Director Malonson
- Salary Survey, start the review process – September 2021 / Lauther
- Cost of Services Study, review "Request for Proposals" (RFP) - November 2021 / Lauther

Strategic Planning

- Refine the Action List / Strategic Planning – September 2021 / Director Hannblom
- Discuss planning and scheduling an "Open House" – September 2021 / Lauther

Operations

- Driveway seal coat quotes – September 2021 / Lauther
- O&M Contract Operations, Request for Proposals/start the bid process – December 2021 / Lauther

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.

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
July 8, 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, Mel Kelley, and Jodi Lauther

SALUTE TO THE FLAG was led by Director Davidson.

B. APPROVAL OF THE AGENDA – Director Malonson made a motion to approve the agenda 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.

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 June 10, 2021.**
2. **Approval of the financial reports and spending for June 2021 (*not the final year end reports*)** – Director Davidson referred to page 12 of the packet and asked why there was money left in the personnel budget. Jodi Lauther said there is money left because there are outstanding invoices from H2O Urban Solutions.
3. **Review the GFCSD System Report for June 2021.**
4. **Receive and file the Action List for July 2021** – Director Hannblom recommended that staff remove items from the Action List that are not current. Jodi Lauther said that the original intention behind the Action List was to document important projects so that they wouldn't fall through the cracks. Following a brief discussion, it was decided that staff would add an item to a future agenda to refine the items listed within this document.

Director Hannblom 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 – ABSENT. The motion passed.

E. OPERATIONS & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **Report from CSDA's General Manager Leadership Summit which took place from June 27 – 29, 2021 and consider approval of additional costs associated with the event** – Jodi Lauther said that she arrived at the General Manager Leadership Summit a day early so that she could attend a pre-conference workshop on Strategic Planning. Overall, she said that the event was very informational. There was a brief discussion about additional costs that Jodi had paid out of pocket.

Director Malonson made a motion to reimburse Jodi Lauther for the additional seminar and lodging fees in the amount of \$442.04. 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. **Update on Grizzly Pond valve replacement** – Jodi Lauther referred the Board to page 24 of the packet and said that staff has been researching possible solutions for the leaky valve in Grizzly Pond. Director Davidson said that he spoke with a local contractor who has experience with dam replacements and was told that the District will lose the dam completely if the bottom of the culvert corrodes. There was a brief discussion about repair options, and the need to cap off the valve in the pond instead of replacing it.

Director Hannblom made a motion to authorize staff to cap off the valve in Grizzly Pond for a total project cost not-to-exceed \$2,500. 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.

3. Discuss Governor Newsom’s Executive Order N-08-21 which does the following:
 - a. Sets September 30, 2021 as the sunset date for the moratorium on water service disconnections due to non-payment. The Board may take action to authorize staff to return to following the District’s “Disconnection Policy” as it was amended in February 2020.
 - b. Sets September 30, 2021 as the sunset date for the Brown Act exemptions that allowed public and board participation via teleconference.

Jodi Lauther said that Governor Newsom issued Executive Order N-08-21 which sets September 30, 2021 as the expiration date for the shut-off moratorium and the sunset date for the Brown Act exemption which allows for meeting participation via teleconference. She recommended that the Board authorize staff to return to normal accounting procedures which means following the “Disconnection Policy” as amended and adopted in February 2020, and normal Board meeting procedures which includes inviting the public to attend meetings in person if they wish to participate.

Director Malonson made a motion to return to “normal” accounting procedures and Board meeting procedures effective September 30, 2021 as recommended. 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.

Financial Operations:

4. **2021/2022 Budget – Reminder that a special meeting will be held on Wednesday, July 21st at 5:30 PM to discuss the proposed budget, the District’s Reserve Policy, and current account balances when all Board members can be present –** Jodi Lauther said that a special meeting was scheduled to discuss the budget and the District’s Reserve Policy at 5:30 PM on Wednesday, July 21, 2021.
5. **Review Security Alarm proposals –** Jodi Lauther referred the Board to page 40 of the packet and said that staff collected four quotes to upgrade the District’s fire and security system. Jodi Lauther said that Signal Service is the District’s current vendor, and that their quote was lower because they already have equipment installed at the District office. She also noted that due to new requirements, the monitoring fees will increase from \$44 per month to \$95 per month. Although they also offer a lease option, Jodi’s recommendation was to purchase the equipment. There was a brief discussion about the quotes.

Director Chigazola made a motion to select the quote from Signal Service and to authorize staff to proceed with replacing the current alarm system for a total project cost not-to-exceed \$1,158.60. 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.

6. **Update on Request For Proposals for Audit Services –** Jodi Lauther said that the Audit Services Request for Proposals (RFP) was distributed to twelve accounting firms. Questions about the RFP will be received until July 15, 2021. Responses to questions will be distributed on July 16, 2021, and proposals are due on July 30, 2021. The proposals will be presented to the Budget & Finance Committee for review in August and will be brought to the Board for approval at the September 9, 2021 regular meeting.
7. **Approve annual membership renewal costs for Mountain Counties Water Resources Association (MCWRA), for the period of July 1, 2021 to June 30, 2022 -** Jodi Lauther referred the Board to page 63 of the packet and requested the Board’s approval for Mountain Counties Water Resources Association’s annual membership renewal cost in the amount of \$1,297. She said that MCWRA unites the District with other Mountain County agencies to give us a stronger voice and position on legislative issues. Additionally, members are invited to participate in their symposiums, which are held to discuss major water issues with top level speakers.

Director Chigazola made a motion to approve Mountain Counties Water Resources Association's annual membership dues 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.

GENERAL BUSINESS ITEMS

F. WATER SUPPLY AND CONSERVATION

1. **Review and discuss the District's Drought Plan, conservation stages and triggers, water rights, and customer outreach** – Jodi Lauther said that staff has been advising customers to use water wisely. She went on to say that conservation triggers are set by the water level in the reservoir. The reservoir is full and spilling when the level is 13.2 on the staff gage. If the reservoir level reaches 10.6, Jodi Lauther can call a Stage 1 Water Alert which encourages customers to voluntarily reduce water usage by 10-20%. If the level drops to 9.6, the Board can declare a Stage 2 Water Emergency which encourages customers to voluntarily reduce water usage by 20-30%. If the level drops to 6.75, the Board can call a Stage 3 Critical Water Emergency which requires customers to reduce water usage by 30-50%.
2. **Review and discuss memo and diversion gage data from Western Hydrologics** – Jodi Lauther said that Jeff Meyer of Western Hydrologics, LLP prepared a memorandum to provide an assessment of the District's water supply for 2021. She said that his assessment is based on water which flows through the diversion pipe, rather than what is contained in the stream bed. In summary, Jeff felt that the District will be able to continue to make full water deliveries in 2021.
3. **Review and discuss notifications from the State Water Resources Control Board dated June 15, 2021, "Notice of Water Unavailability for POST-1914 Water Rights Holders and Warning of Impending Water Unavailability for PRE-1914 and Riparian Claimants in the Sacramento-San Joaquin Delta Watershed."** – Jodi Lauther said that the State Water Resources Control Board sent the District letters for each of the District's Water Rights stating that the water supply in the Sacramento-San Joaquin Delta watershed is insufficient to support lawful diversion under any Post-1914 appropriative water right. She went on to say that the District's diversion right is Pre-1914, which is considered a senior water right and therefore should not be affected.

G. EL DORADO WATER AGENCY (EDWA)

1. **El Dorado Water Agency's next meeting is scheduled for July 14, 2021** – Jodi Lauther said the next meeting of the El Dorado Water Agency is scheduled for next week. Director Chigazola said he plans to call-in to that meeting.

H. ANNOUNCEMENTS / DIRECTORS COMMENTS

– Kim Gustafson said that staff received the election results from the El Dorado County Local Agency Formation Commission after the agenda was posted. The candidate elected to their 4 year seat was Brian Veerkamp, and the candidate elected to the 2 year seat was Tim Palmer.

Director Davidson expressed concerns about the schedule for the Maintenance Technicians. He said that two people ride together in one truck around town, and that he is concerned that there may not be enough work to keep them both busy.

I. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Hannblom 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 7:57 PM.

The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, August 12, 2021.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Art Davidson, Vice Chair

Date:

Grizzly Flats Community Services District
Minutes of the Special Meeting of the Board
July 21, 2021

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 5:44 PM by Director McKillop.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Davidson, Hannblom, Malonson, and McKillop

Absent: None

Others: Kim Gustafson, Patti Jobe, and Jodi Lauther

SALUTE TO THE FLAG was led by Director McKillop.

B. APPROVAL OF THE AGENDA – Director Chigazola made a motion to approve the agenda as presented. 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. 2021/2022 BUDGET SESSION

1. **Review and discuss the proposed budget for the 2021/2022 fiscal year. The final budget is expected to be approved by the Board during their regular meeting scheduled for August 12, 2021** - Jodi Lauther said that the budget represents staff's best guess at income and expenses for the next fiscal year. She said the O & M income is funded by water rates, based on 614 active accounts. She recommended that item 40110 "Water Charges – Volumetric Rate" be changed from \$48,400 to \$50,000. She then went on to say that funding from Local Agency Investment Fund (LAIF) interest fees are down to an estimated \$2,000, and that she believes that staff will install two new water meters during the 2021/2022 fiscal year. There was a brief discussion about personnel, utility, water treatment and maintenance expenses. Jodi said that the Budget & Finance Committee felt it was important for the Asset Management reserve account funding of \$21,600 to be listed on the budget summary, even though it pushes the budget (\$19,592) into the red.
2. **Review Reserve Accounts per GFCSO policy - The Board will review all reserve accounts and make a determination regarding the continuing need for and purpose of the reserve funds, the appropriate levels of accumulation, and conditions in which those reserve funds are utilized** – Jodi Lauther then referred the Board to page 2 of the meeting packet for the Reserve Account Summary. She said that the O & M Reserve target is set at \$80,000, and that the estimated year end balance is \$68,000. The O & M Emergency Reserve target is currently set at \$150,000, but Jodi felt that it should be increased to \$200,000. There was a brief discussion about the other reserve account targets and balances. For the Hydrant Repair and Replacement Reserve, the Board felt that the cap should be set at \$60,000.

E. ANNOUNCEMENTS / DIRECTORS COMMENTS – Director Davidson said that the District should purchase a snowblower with tracks due to the steep driveway. Additionally, he said that the area on the driveway that is alligating should be repaired prior to sealcoating.

Director McKillop thanked the Budget & Finance Committee for all their hard work. Director Malonson said that staff does a good job at running the District.

F. ADJORNMENT- Director Malonson made a motion to adjourn. Director Hannblom 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 7:01 PM. The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, August 12, 2021.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Sherry McKillop, Board Chair

Date:

Grizzly Flats Community Services District
Profit & Loss - O&M
 July 2021

Income

40000 · O & M Income

40100 · Water Charges - Basic Rate	42,448.74	<i>615 active bills</i>
40110 · Water Charges - Volumetric Rate	6,109.74	<i>Charge for 3.8 million gallons of water</i>
40200 · Water User Penalties	1,278.62	
40300 · Miscellaneous Revenue	75.29	
40400 · Pooled Interest	201.68	<i>Qtrly LAIF Interest</i>
Total 40000 · O & M Income	50,114.07	

Expense

50000 · Personnel Costs

51000 · Salaries Expense

51100 · Field Staff	6,123.20
51200 · Admin Staff	9,794.02
51600 · Holiday Pay	821.76
Total 51000 · Salaries Expense	16,738.98

52000 · Payroll Expense

52100 · Payroll Tax	1,258.29
52300 · Workers' Comp	421.95
Total 52000 · Payroll Expense	1,680.24

53000 · Benefits Expense

53100 · Deferred Comp	206.80	
53200 · HRA Medical	3,087.49	<i>*May change with new budget</i>
Total 53000 · Benefits Expense	3,294.29	

Total 50000 · Personnel Costs 21,713.51

60000 · Operations & Utilities Exp

60100 · Alarm Service	132.00	<i>Qtrly Service</i>
60700 · Propane	10.72	<i>Annual service fee</i>
60800 · Trash Disposal	129.81	<i>Qtrly Service</i>
Total 60000 · Operations & Utilities Exp	272.53	

61000 · Water Treatment

61100 · Chemicals	79.00
Total 61000 · Water Treatment	79.00

Grizzly Flats Community Services District
Profit & Loss - O&M
 July 2021

65000 · Admin Exp.

65100 · Agency Admin. Fee	866.51	<i>Annual LAFCO (\$525), EDC Envior Mgmt annual permit (\$341)</i>
65150 · Bank Fees & Supplies	286.38	
65300 · Meeting Expenses	35.00	
65350 · Membership & Dues	1,297.00	<i>Mountain Counties - annual membership</i>
65550 · Software	1,300.00	<i>CUSI Billing Software - annual fee</i>
Total 65000 · Admin Exp.	3,784.89	

66000 · Professional Services

66400 · Liability Insurance	1,432.62
Total 66000 · Professional Services	1,432.62

Total Expense 27,282.55

Asset Management Reserve Funding 1,800.00

Net Income* **21,031.52**

***Net Income isn't accurate. No reports from EDC. No Billing from H2Ou for July yet and other bills were delayed due to Jodi's vacation. Items that came in during that time will be paid in August.**

Grizzly Flats Community Services District
Check Detail
July 14, 2021

*Last Check: #4341 - Grizzly Flats Community Church

Type	Num	Date	Name	Account	Paid Amount
Check	4342	07/14/2021	49R Propane	10100 · WF-O&M Checking	
Bill	E022994	07/14/2021	annual maint fee for 2 tanks at office site	60700 · Propane	-10.72
TOTAL					-10.72
Check	4343	07/14/2021	Andrew Vicars.	10100 · WF-O&M Checking	
Bill	071321	07/14/2021	receipt date 7/9/2021	22200 · Accrued HRA Medical	-149.48
Bill	063021	07/14/2021	receipt date 6/25/21	22200 · Accrued HRA Medical	-149.48
TOTAL					-298.96
Check	4344	07/14/2021	Continental Utility Solutions, Inc.	10100 · WF-O&M Checking	
Bill	M18497	07/14/2021	annual maint/tech support fee	65550 · Software	-1,300.00
TOTAL			Aug 2021 - Aug 2022		-1,300.00
Check	4345	07/14/2021	El Dorado County Auditor Controller	10100 · WF-O&M Checking	
Bill	2021/22	07/14/2021	LAFCO annual fees for 2021/22 FY	65100 · Agency Admin. Fee	-525.51
TOTAL					-525.51
Check	4346	07/14/2021	El Dorado County Environ. Mgt. Dept.	10100 · WF-O&M Checking	
Bill	IN0119492	07/14/2021	Envior Mgmt Fees - annual permit	65100 · Agency Admin. Fee	-341.00
TOTAL					-341.00
Check	4347	07/14/2021	El Dorado Disposal	10100 · WF-O&M Checking	
Bill	173868155	07/14/2021	service dates 7/1/21 - 9/30/21	60800 · Trash Disposal	-129.81
TOTAL					-129.81
Check	4348	07/14/2021	El Dorado Irrigation District	10100 · WF-O&M Checking	
Bill	06232021	06/30/2021	NaOCI, 50 gal, picked up on 6/23/21	61100 · Chemicals	-79.00
Bill	07122021	07/14/2021	NaOCI, 50 gal, picked up on 7/12/21	61100 · Chemicals	-79.00
TOTAL					-158.00
Check	4349	07/14/2021	Eurofins Eaton Analytical, Inc.	10100 · WF-O&M Checking	
Bill	L0578397	07/14/2021	Annual - raw water testing	61300 · Testing & Lab Reports	-430.00
Bill	L0577994	07/14/2021	Qtrly testing	61300 · Testing & Lab Reports	-480.00
TOTAL					-910.00
Check	4350	07/14/2021	Grizzly Flats Community Church	10100 · WF-O&M Checking	
Bill	July	07/14/2021	lodge rental for board meeting on 7/8/21	65300 · Meeting Expenses	-35.00
TOTAL					-35.00
Check	4351	07/14/2021	H2O Urban Solutions, Inc.	10100 · WF-O&M Checking	
Bill	4200.004.02	07/14/2021	labor on pump replacements (\$840 Winding, \$3600 Tyler) within project budget.	67100 · Asset Management Program	-4,440.00
Bill	4200.002.48	07/14/2021	April O&M Services	54000 · Contract Operations	-12,568.00
Bill	4200.002.49	07/14/2021	May O&M Services	54000 · Contract Operations	-12,623.00
TOTAL					-29,631.00
Check	4352	07/14/2021	Inland Business Systems	10100 · WF-O&M Checking	
Bill	IN2014627	07/14/2021	service dates 5/20/21 - 6/19/21	62800 · Service Contracts	-123.02
TOTAL					-123.02
Check	4353	07/14/2021	VOID	10100 · WF-O&M Checking	
Bill					0.00
TOTAL					0.00
Check	4354	07/14/2021	Kenneth Hooley.	10100 · WF-O&M Checking	
Bill	071321	07/14/2021	receipt date 5/12/21	22200 · Accrued HRA Medical	-40.00
Bill	070721	07/14/2021	receipt date 6/30/21	22200 · Accrued HRA Medical	-163.33
TOTAL					-203.33

Grizzly Flats Community Services District
Check Detail
July 14, 2021

Type	Num	Date	Name	Account	Paid Amount
Check	4355	07/14/2021	Kim Gustafson.	10100 · WF-O&M Checking	
Bill	070721	07/14/2021	receipt dates 6/8/21 - 7/2/21	22200 · Accrued HRA Medical	-354.60
TOTAL					-354.60 ✓
Check	4356	07/14/2021	Mountain Counties Water Resources Assoc.	10100 · WF-O&M Checking	
Bill	1181	07/14/2021	annual membership fee for 2021/22 - board approved at July meeting	65350 · Membership & Dues	-1,297.00
TOTAL					-1,297.00 ✓
Check	4357	07/14/2021	Water Environmental Testing Laboratory	10100 · WF-O&M Checking	
Bill	21-06-GF	07/14/2021	monthly bac-t testing plus one add'l test for Old Mine Rd repair	61300 · Testing & Lab Reports	-110.00
TOTAL					-110.00 ✓
Check	4358	07/14/2021	Western Hydrologics - Jeff Meyer	10100 · WF-O&M Checking	
Bill	1717	07/14/2021	memo on drought, water supply, water rights, and monthly gage meters.	62450 · Eagle Ditch	-1,628.54
TOTAL					-1,628.54 ✓
Check	4358	07/14/2021	VOID	10100 · WF-O&M Checking	
Bill					0.00
TOTAL					0.00 ✓
Check	4360	07/14/2021	Jodi Lauther.	10100 · WF-O&M Checking	
Bill	062921	06/29/2021	mileage for GM summit (June 27-29)	64300 · Employee - Auto Mileage	-140.00
			Board approved reimb of expenses at Pre-conference workshop fees	64200 · Education & Certifications	-225.00
			July board meeting	64400 · Transportation and Travel	-77.04
Bill	070521	07/14/2021	3rd night lodging for pre-conference workshop	22200 · Accrued HRA Medical	-966.25
TOTAL			HRA receipt dates 4/7/21-7/1/21		-1,408.29 ✓

Total Vendor Payments

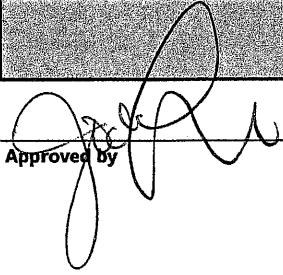
38,464.78

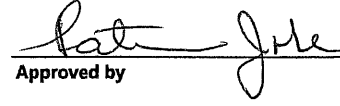
Approved by

Date

Approved by

Date

 7/14/2021

 7/14/2021

Grizzly Flats Community Services District
Balance Sheet
As of July 31, 2021

ASSETS

Current Assets

Checking/Savings

10000 · Cash In Banks

10100 · WF-O&M Checking 47,074.25

10200 · WF- Payroll Checking 1,156.98

10400 · WF- USDA Loan Reserve 41,980.00

Total 10000 · Cash In Banks 90,211.23

11000 · LAIF Investments

11100 · O&M Funds

11110 · O & M Reserve Acct 80,000.00

11120 · Asset Management 73,728.14

11130 · Emergency Reserve 108,158.60

Total 11100 · O&M Funds 261,886.74

11800 · CIP Funds

11210 · CIP Dedicated Reserve 253,550.04

11220 · CIP Restricted Reserve 250,000.00

11240 · Hydrant Repair/Replace 58,518.76

Total 11800 · CIP Funds 562,068.80

Total 11000 · LAIF Investments 823,955.54

12000 · Cash in County Treasury

12200 · CIP Funds -317.52

Total 12000 · Cash in County Treasury -317.52

13000 · Petty Cash Fund 100.00

Total Checking/Savings 913,949.25

Other Current Assets

14900 · A/R- Water User Fees 56,887.82

15000 · Prepaid Expenses

15100 · Insurance 15,758.83

15200 · Worker's Comp 4,641.48

Total 15000 · Prepaid Expenses 20,400.31

Total Other Current Assets 77,288.13

Total Current Assets 991,237.38

**Target Balances for Reserve
Accts. For FY 2021/22**

\$80,000

\$75,000 / \$1,800 month

\$200,000

\$275,000.00

\$250,000.00

\$60,000 / \$1,000 month

EDC issued a check in May for acct balance but hasn't provided income reports yet. Results in a negative number on our books.

Break down of A/R Water User Fees (normal billing +)

\$ 6,812.78 includes 2 liens

\$ 14,784.08 past due accts

Grizzly Flats Community Services District
Balance Sheet
As of July 31, 2021

Fixed Assets

16000 · Capital Assets

16100 · Land	237,405.00
16200 · Water Plant	3,763,055.91
16300 · Vehicles	68,275.01
16400 · Equipment	327,315.21
16900 · Accumulated Depreciation	<u>-1,934,970.06</u>

Total 16000 · Capital Assets 2,461,081.07

17000 · Work In Progress

17700 · Water Master Plan (H2Ou)	<u>21,935.00</u>
----------------------------------	------------------

Total 17000 · Work In Progress 21,935.00

Total Fixed Assets 2,483,016.07

TOTAL ASSETS 3,474,253.45

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

22000 · Personnel Payables

22100 · Federal Payroll Taxes	-28.00
22200 · Accrued HRA Medical	54,398.33
22300 · Accrued Vacation	<u>15,899.84</u>

Total 22000 · Personnel Payables 70,270.17

Total Other Current Liabilities 70,270.17

Total Current Liabilities 70,270.17

Long Term Liabilities

20200 · USDA Loan	<u>819,500.00</u>
-------------------	-------------------

Total Long Term Liabilities 819,500.00

Total Liabilities 889,770.17

Equity

167 · Retained Earnings - Old Acct	594,270.46
30000 · Reserves-Retained Earnings	1,311,763.01
30100 · Reserves- CIP Restricted	540,875.62
30300 · Reserves - Asset Management	80,548.45
30400 · Reserves - USDA Loan Reserve	42,007.89
Net Income	<u>15,017.85</u>

Total Equity 2,584,483.28

TOTAL LIABILITIES & EQUITY 3,474,253.45



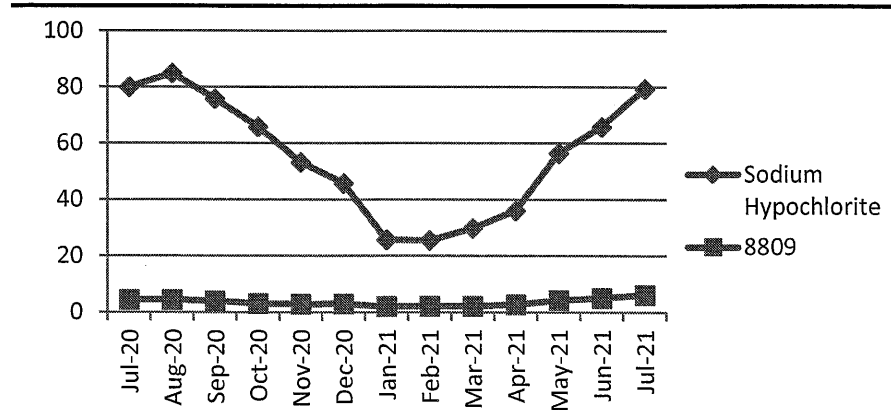
Grizzly Flats Community Services District System Report August 2021

*Jodi Lauther GM (T2, D2), Kim Gustafson, OF, Board Secretary,
Kenny Hooley and Andy Vicars (D2) GFCSD Maintenance Technicians,
Ethan Markes (T2, D2) and Thomas Figuers (T2, D1) H2Ou Water System Operators*

Water Operations Report

Chemical Usage:

- Sodium Hypochlorite (12.5% average concentration): 79.5 gallons (66 gallons last month)
- Polymer 8809: 6.15 gallons (5 gallons last month)



Reports and Samples

State Water Resources Control Board Division of Drinking Water (DDW) Report and Lab Sampling (all lab results are normal unless noted otherwise):

- DDW monthly reports are due by the 10th of each month; the report for July was be submitted on **August 10, 2021**.
- DDW requires two treated water samples to be taken from designated sampling points in the distribution system for bacteriological testing each month. The samples are tested at the Water Environmental Testing (WET) Laboratory in Shingle Springs. Samples were pulled on: **July 7th, and 21st, 2021**. Extra Bac-t tests were taken on July 14, 2021 following the air compressor installation at Winding Way tank, on July 15, 2021 after the air compressor installation at Tyler tank, on July 19, 2021 due to a repair on Merrywood court, on July 22, 2021 due to the first leak repair on Pine Ridge Drive, and on July 26, 2021 following the second leak repair on Pine Ridge Drive.
- DDW requires one sample of raw water per month to test for E Coli. A sample was taken and delivered to the WET Lab for testing on **July 7, 2021**.
- DDW requires one quarterly sample each for TOC, TTHM and HAA5 testing. The samples were taken to Eurofins Lab in Folsom on **June 10, 2021**.

Water Treatment

- As reported in May, the motor that operates the paddle mixer in Treatment Plant 2 stopped working. A replacement motor was ordered on June 15, 2021 and was received on July 21, 2021. The part will be installed as scheduling permits.

pk12

Distribution System

- On July 13, 2021, staff received a customer call about a leak coming out of a hillside on Creekside Drive. The leak was located on the customer's side of the meter and has since been repaired.
- During meter reads, staff noted that a customer's usage was approximately 100,000 gallons higher than normal. Upon investigation, the customer discovered and repaired a broken line on their side of the meter.
- On July 19, 2021, staff temporarily interrupted water service to three customers while they repaired a small leak on our side of the meter on Merrywood Court. Estimated water loss from the leak was 64,800 gallons, and approximately 12,000 gallons was flushed from nearby hydrants.
- On July 21, 2021, staff temporarily interrupted water service to fifteen residences while they repaired a leak in the roadway near the intersection of Pine Ridge Drive and Kings Row Drive. The leak was in a service line. This location will require a permanent patch. Estimated water loss was 206,000 gallons, and approximately 5,000 gallons flushed from nearby hydrants.
- On July 26, 2021, staff temporarily interrupted water service to six residences while they repaired a leak near a water meter on Pine Ridge Drive. Estimated water loss was 243,360 gallons, and approximately 5,000 gallons flushed from nearby hydrants.
- There are 19 temporary patches plus 1 outside the county right-of-way in need of road remediation (asphalt patches) due to new meter installations and leak repairs. The County is still considering our request to use the AB backfill already in the excavations.
- Hydrant Flushing Program - In November, the operators began flushing hydrants around the system and noting any maintenance or repairs that are needed. November 2020 - 8 hydrants. December 2020 - 15 hydrants. January 2021 - 8 hydrants. February 2021 - 2 hydrants. March 2021 - 7 hydrants. April 2021 - 16 hydrants. May 2021 - 2 hydrants. June 2021 - 1 hydrant. July 2021 - 6 hydrants.

Other

- In late January 2021, Austin Peterson, Water Resources Control Engineer, State Water Resources Control Board, Division of Drinking Water began work on re-issuing the District's Water Supply Permit. The draft permit was received by GFCSD on June 2, 2021, with hopes the final permit will be issued soon.
- H2O Urban Solutions staffing update – On July 26, 2021, Thomas Figuers started as the part-time Water System Operator for GFCSD. Ethan Markes remains the full-time Water System Operator for GFCSD but continues to work at both the GFCSD site and another H2Ou contract site in Stockton for a short period of time.
- On July 27 and 28, 2021 a Signal Services Technician upgraded the District's fire and security system as approved by the Board.
- **We want to congratulate Andy Vicars, GFCSD Maintenance Tech for obtaining his Distribution Grade 2 license!** This allows Andy to help with hydrant flushing, valve exercising and improves our response to distribution leaks.

Water Production Report

Current Year

2021	Total Gallons	Daily Average (gallons per day)	Estimated Monthly Flushing
January	2,752,292	88,784	10,000
February	2,375,165	84,827	1,000
March	2,838,177	91,554	5,600
April	3,306,829	110,228	19,300
May	5,310,587	171,309	1,042,800
June	4,824,882	160,829	3,900
July	5,951,427	191,981	536,160

*July's flushing total represents estimated water lost due to 3 distribution leaks (approximately 514,160 gallons), and water flushed from 6 hydrants for repairs (22,000 gallons.) Water was also used for firefighting activities (house fire on Tyler Drive – not metered). **Billed usage (water customers are using and pay for) was about 300,000 gallons higher this July compared to July 2020. Total production was about 450,000 gallons higher (includes flushing, firefighting, leaks, etc.).**

Prior Years

2020	Total Gallons	Daily Average
January	2,523,000	81,387
February	2,636,400	90,910
March	3,172,632	102,342
April	3,173,910	105,797
May	4,147,910	133,803
June	4,364,490	147,633
July	5,500,113	177,423
August	5,187,500	167,338
September	3,994,800	133,160
October	3,681,785	118,767
November	3,299,808	109,993
December	3,596,519	116,017

2019	Total Gallons	Daily Average
January	2,691,600	86,826
February	3,619,000	107,142*
March	3,171,500	102,306*
April	2,837,200	94,573
May	3,686,300	118,913
June	3,986,000	132,866
July	4,834,500	155,951
August	4,717,930	152,191
September	3,750,300	125,010
October	3,099,800	99,994
November	3,357,222	111,907
December	3,225,375	104,044

*Production includes a large leak on Old Mine Road.

2018	Total Gallons	Daily Average
January	2,599,800	83,865
February	2,680,700	95,739
March	2,567,100	82,809
April	2,580,700	86,023
May	3,077,300	99,268
June	4,075,400	135,846
July	5,306,200	171,168
August	4,927,600	158,955
September	3,549,600	118,320
October	4,071,900	131,352
November	2,898,000	96,600
December	2,640,300	85,171

2017	Total Gallons	Daily Average
January	2,697,400	87,013
February	2,401,900	85,782
March	2,289,700	73,861
April	2,082,000	69,400
May	2,928,100	94,455
June	3,755,200	125,173
July	4,742,300	152,977
August	4,443,200	143,329
September	3,629,300	120,977
October	3,620,500	116,790
November	2,516,200	83,873
December	2,545,400	82,110

PK14

Rainfall

This Year (July 1 – June 30)	Amount (in inches)
July	0.03
August	
September	
October	
November	
December	
January	
February	
March	
April	
May	
June	

Prior Years (July 1 – June 30)	Amount (in inches)
2010 – 2011	65.40
2011 – 2012	30.40
2012 – 2013	29.85
2013 – 2014	31.25
2014 – 2015	32.76
2015 – 2016	52.70
2016 – 2017	78.03
2017 – 2018	38.46
2018 – 2019	65.43
2019 – 2020	33.84
2020 – 2021	18.42
2021 – 2022 Year-to-Date	00.03

Administration Report

Billing Information	Number this Month
Bills Mailed Out	615
Active Meters (on/billed each month)	615
Inactive Meters (locked off/liened with no bill)	7
Current Liens	4
Liens Filed	0
Liens Released	0
New Meters	0

4 volunteers read meters from July 18-22, 2021.
3 volunteers stuffed water bills on July 30, 2021.

Billing, Penalties & Shut Offs

GFCSD suspended late charges and water service disconnections March through June due to the Covid-19 pandemic. We resumed normal billing operations including penalties on July 1, 2020, but disconnections remain prohibited through September 30th by order of California's Governor. Disconnections due to non-payment usually occur after 60 days (2 months) of non-payment. Customers who would normally have been at risk of service disconnection for non-payment still receive late charges and notices of delinquency. Following are the number of delinquent accounts and the amount of uncollected water service charges as of July 31st:

- 3-6 months: 24 Accounts (\$7,395.08) – Includes 2 payment arrangements.
- 6-9 months: 2 Accounts (\$1,348.53) – Includes 1 payment arrangement.
- 9-12 months: 0 Accounts
- 12-18 months: 4 Accounts (\$6,040.47) – Includes 2 liens for pending foreclosures.
- **Total: 30 delinquent accounts that owe over \$14,784.08**

Penalties & Shut Offs	Number this month
1 st Tier Late Charge (10% of balance due)	76
2 nd Tier Late Charge (10% of current balance due and 1% of past due)	36
7 Day Notices	24
Shut Offs for Non-Payment	N/A
Total Penalties & Shut Offs	136

Online Payments

Online Payment Service	Number this Month
Official Payments (OPC)	162
CUSI Payment Portal	100
Total Online Payments	262 (43%)

Work Orders

Work Order Types	Number this Month
Miscellaneous	2
Transfer of Ownership	9
Verify Meter Readings	10
Water Leak Investigation	4
Water Pressure Check	1
Total Work Orders	26

E-Billing & CUSI Customer Web Portal

154 customers (25%) receive their monthly water statements electronically.

106 customers are registered for the Customer Web Portal (CWP), and 41 customers are enrolled in auto-pay. There was one new auto-pay registration in July 2021.

Policy Review **New item**

Each month, we will include a policy or two from the District's Policy Manuals. This is just for review and a chance to keep GFCSD policies and procedures fresh in our minds!

This month's policy is on agenda setting. As a rule, the Board cannot discuss items that aren't on the monthly meeting agenda, but as a Board member, you may request an item be added for discussion or action. Kim sends out a draft agenda two weeks before each meeting. This is the perfect time to add an item to the agenda. Email or call Kim or Jodi with the item you want to discuss and some details so we will know if there's some background or other documents that we need to be prepared for the agenda packet.

6.01 Setting of Agenda

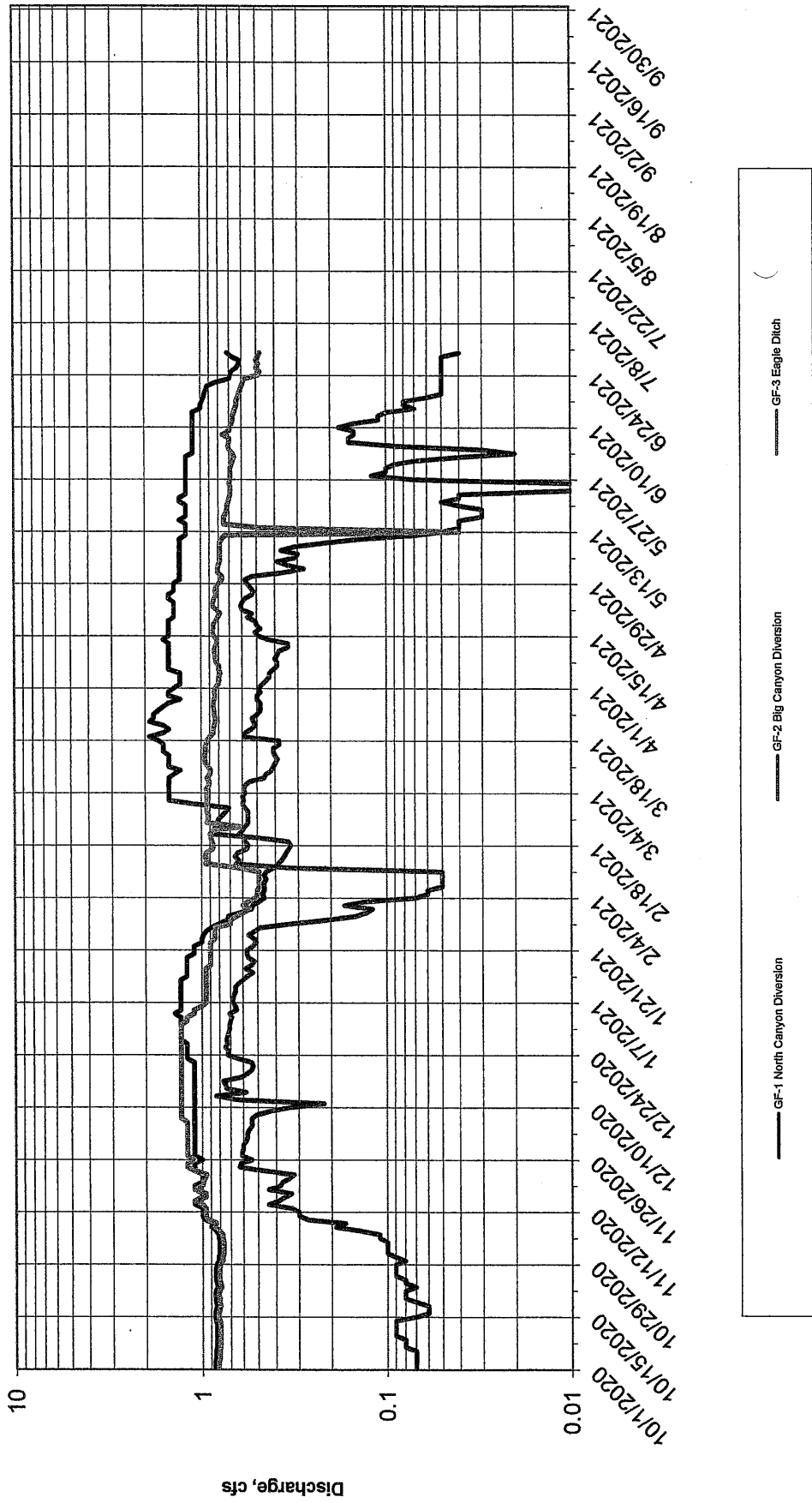
The General Manager and Board Secretary, in cooperation with the Board Chair, shall prepare an agenda for each regular and special meeting of the Board of Directors. Any Director may request any item to be placed on the agenda. Requests must be in writing (Agenda Request Form or email) and submitted to the General Manager or Board Secretary at least **five (5) business days** prior to the date of the meeting. Directors should submit the wording they want on the agenda and designate it as a discussion only item or action item.

What happens if an item needs to be discussed that isn't on the agenda? The item must be an immediate need and came to the attention of the District after the agenda was posted.

6.05 Agenda Change

The Board may take action on an item that is not on the agenda by first identifying the item and upon a determination by a two-thirds vote of the members of the Board of Directors present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted, as specified in California Government Code Section 54954.2(b).

Grizzly Flat CSD Diversion Daily Mean Discharge



PK18

Action Items List

Items designated by the Board for future action.

Last Updated: August 2021

The Action List was created for ideas and projects that we wanted to act on in the future.

Operational Items

1. Hydrant Maintenance and Repairs

- a. Hydrant Maintenance Expense – research ways to get alternative funding to help us properly maintain fire hydrants. Need to research grants and possible cost sharing with other agencies.

2. Valve Maintenance and Repairs

- a. Perform a Valve Exercising Program – exercise valves, clean out valve boxes, note what boxes need repairs or replacements.
- b. Repair or replace valve boxes that are below street grade or that are broken.

3. Treated Water Tank Upgrades

- a. Drains (Tyler, Forest View & Winding Way) and overflows (Tyler & Forest View) – Noted on past State Inspection Reports, low priority, but a project to incorporate when we can do so.
- b. Clearwell Tank - New coatings and corrosion repairs per recommendations in the Coating Evaluation (CSI Services) – *Bruce Berger (SWRCB Sanitary Engineer) inspected our facilities on November 13, 2018. We were hoping that the coating failure in the Clearwell tank would qualify as a hazard, but unfortunately, it did not.*

4. Inspecting & Maintaining Eagle Ditch

- a. Continue to install access points at designated spots along the ditch and station markers – perform occasional camera inspections.
- b. Continue to address immediate maintenance needs in and around the pipe and prioritize for action.
- c. Eagle Ditch Maintenance (brush/tree clearing) – Continue to address general maintenance needs. GFCSD's Hazard Tree Removal Project was completed in June 2019, which removed 131 hazardous trees along Eagle Ditch. Additional brush clearing was done at the same time by local fire crews, the U.S. Forest Service and National Turkey Federation.

5. Reservoir Inspection & Cleaning – The reservoir was inspected in November 2017. The inspection found that the liner was in excellent condition. The sediment was reported to be an average of ½” on the flat bottom, ¼” on the sloped sides and 8” along the edge where the sediment sloughed off the side. We contacted the manufacturer directly asking about the recommendations for cleaning. They could offer no recommendations on how or when to clean the reservoir liner, or how thick the sediment should be before cleaning. The only maintenance instructions they gave were to “perform visual inspections and keep the pond free of debris.” Due to the cost and lack of sediment, the Board decided to postpone cleaning for three years (Budget year 2022-23).

6. Dead-end blow offs – Continue to uncover and make all dead-end blow offs operational.

Infrastructure Projects

1. **Find a solution to the 2" line behind the church** – The issue was identified during the evaluation for the WSIP. The 2" PVC line is shallow and runs in a forested area behind the church which is difficult to access. The line serves four homes.
2. **Old Mine Road Valve and Road Maintenance**
 - a. Work towards installing valve at Old Mine and Creekside to reduce flow down Old Mine in the event of a line break.
 - b. Develop a plan to protect the 4" main that travels down Old Mine. The main is shallow and prone to damage due to road erosion and the lack of road maintenance (not a county-maintained road).
3. **Solar power** – Solar has been investigated several times but has not been a financially viable option so far. PG&E currently does not allow businesses to install a net aggregate metering system (generate power with a solar system at one location and use it for another).

Studies & Planning

1. **Infrastructure Evaluation** – H2Ou was authorized to create a "Water Master Plan" in preparation for a Prop 1 Planning Grant Application. GFCSD was approved for 50% cost sharing for the work, which has a budget of \$40,000. The Water Master Plan will be guided by what grant funding may be available to the District. The plan originally looked at large projects such as replacing water mains and service lines and building new tanks and pump stations. The existing scope of work may need to be expanded to look at both long term and short-term projects the District can afford to do now without grant funding.

The Operations Committee met with H2Ou on May 28, 2020. They discussed the history of the Water Master plan, the scope, the approved budget, and what work had been done to this point. The committee asked H2Ou to develop a new scope and budget for creating the Water Master Plan, which will help set the Capital Improvement Plan. It will include projects that can be done in the short term with reserve funds and long-term planning that will require funding from grants or loans in the future. That new scope and budget will be brought to the Board for approval. **Need to set up a meeting with H2Ou to discuss wrapping up this document this fiscal year (2021/22).**

2. **Cost of Services Study** – Staff is preparing a "Request for Proposals" to be reviewed by the Budget and Finance Committee and brought to the Board for approval. A Cost of Services Study examines the District's water rates and makes recommendations for any rate adjustments that may be necessary. Our last Cost of Services Study was done in 2016 and resulted in a new rate structure and 5-year plan for rate adjustments. Cost sharing dollars for 50% of the study would most likely be available from the El Dorado County Water Agency if the work is done after July 1, 2021.

3. Updating District's Policies & Procedures

- a. A Salary & Benefits Survey (due every three years – last done in 2016). It would be beneficial if we can do this before the Cost of Services Study so any changes to the District's salary schedule could be incorporated into that study. **Next project to tackle.**
- b. Discuss developing a policy for service line replacements – when we are excavating in the street, set policy on when we replace the entire service line (between the meter and the main) vs. just repairing the break in the line (we will need to take this into consideration when setting the budget and planning staff time on repairs). **Operations Committee discussed this and felt each site must be evaluated individually. Operators and Maint staff have been instructed to keep this in mind when doing a leak repair.**



County of El Dorado

OFFICE OF AUDITOR-CONTROLLER

360 FAIR LANE
PLACERVILLE, CALIFORNIA 95667
Phone: (530) 621-5487 FAX: (530) 295-2535

JOE HARN, CPA
Auditor-Controller

BOB TOSCANO
Assistant Auditor-Controller

Date: August 2, 2021
To: Grizzly Flats CSD
Attn: Jodi Lauther
Via email @ gfbill@sbcglobal.net
Consultant email @

From: Marsha Tover, Property Tax Division
RE: 2021/22 Direct Charge Levy Enrollment Confirmation-Reject Memo
For Direct Charge Tax Code **74301**

The District's Annual Certification of Levy and Data Transmission form dated 07/01/2021 am
has been received and processed with the following results. pm

- The submitted direct charge levies for the tax code processed successfully.
 - The direct charge levies for the tax code will be enrolled on the 2021/22 secured tax roll. No further action is needed from the district unless the district determines additions/deletions/changes are needed, in which case the district may submit a new data upload file for the tax code (which includes all levies for the direct charge tax code to overwrite the levies previously uploaded for the tax code) by August 10.
 - The direct charge levies will be enrolled on the 2021/22 unsecured tax roll.
- The data upload for the tax code was rejected in its entirety for one or more of the following reasons. At this time, \$0 and zero ANs are levied on the direct charge tax code. Any known errors are indicated below; however, additional errors could exist. To remedy, submit a new/corrected data upload file (with all levies for the tax code, not just the rejected levies) along with a new Annual Certification of Levy and Data Submission form for the tax code by August 10.
 - Duplicated ANs on the data upload file for the same direct charge tax code.
 - Invalid ANs. This may include invalid ANs for the current tax year which were valid last year.
 - \$0 amount(s).
 - Amount(s) not divisible into two equal installments (amount ending in odd cent).
 - Total amount on the data upload file doesn't equal the total amount as shown on the *Annual Certification of Levy and Data Submission* form. This could be for a variety of reasons including duplicated ANs with the same amount.
 - Invalid direct charge tax code.
 - AN appears to be outside of district's boundary. Please contact the Auditor if it is inside.
 - Total number of records on the data upload file doesn't equal the total number of records as shown on the *Annual Certification of Levy and Data Submission* form. This could be for a variety of reasons including duplicated ANs with the same amount.
 - Record(s) in the wrong format. Possibilities include extra spaces/headers/footers/etc.
 - Format not consistent throughout entire data upload file.
 - Unreadable record(s).
 - Other:

cc: direct charge tax code annual file

pk21

El Dorado County, Auditor-Controller, Property Tax Division
360 Fair Lane, Placerville CA 95667 (530) 621-5470

**Direct Charge Levy
Annual Certification of Levy and Data Submission Form**

DEADLINE IS 5PM TUESDAY, AUGUST 10, 2021

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Any error will cause the entire data submission to fail. These include:

- Incorrect overall file format (4 data formats are available)
- File format errors on individual records/lines
- Invalid ANs
- Duplicate ANs
- Levy amount with an odd cent (.01, .03, .05, etc.)
- \$0 amount

Any data resubmissions completely overwrite the entire tax code's previously submitted data for the same tax year.

F
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Direct Charge Tax Code: **74301**
Direct Charge Tax Bill Description: **CSD Standby Chrg: Grizzly Flat CSD Dated 1990**
District Name: **Grizzly Flats CSD**
District Email Address: **gfbill@sbcglobal.net**
Property Tax Division Staff Information: **Marsha Tover 530/621-5472 marsha.tover@edcgov.us**
For Tax year: **2021/2022 (July 1, 2021 through June 30, 2022)**

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The undersigned hereby: attests that the direct charge levies have been verified for accuracy and approved by the district; agrees to the cost recovery for direct charges enrolled; and agrees to the statutory and procedural terms for collection on the tax roll.

Check One:

- Only one direct charge tax code # on the file
 Multiple direct charge tax code #s on the file

Check One:

- 1st Submission for tax roll for the tax year
 Resubmission for tax roll for the tax year

Check One:

- Data file is for secured tax roll
 Data file is for unsecured tax roll

7/1/2021

Date Submitted

AM
 PM

1220

Number of Records

(all levies will reject if different from data file)

58,560.00

Total Amount

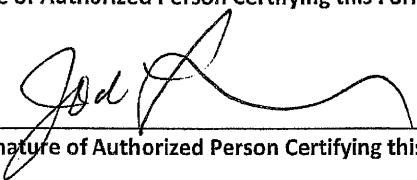
(all levies will reject if different from data file)

GFCSD General Manager

Title of Authorized Person Certifying this Form

Jodi Lauther

Print Name of Authorized Person Certifying this Form


Signature of Authorized Person Certifying this Form

A
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Date Received

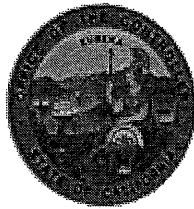
Date Loaded

Loaded By

- Successfully Processed
 All Records Rejected

Date Sent Confirm-Reject Memo

pk 22



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name

GRIZZLY FLATS CSD

Account Number

16-09-002

As of 07/15/2021, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 06/30/2021.

Earnings Ratio		.00000897371743018
Interest Rate		0.33%
Dollar Day Total	\$	70,710,396.12
Quarter End Principal Balance	\$	823,321.00
Quarterly Interest Earned	\$	634.54

QIB Totals - Split interest.
 O+M - 32% 201.68
 CIP - 68% 432.86

balance in QB:
 (261,685.06)
 (561,635.94)

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Grizzly Flats Community Services District

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



The 2021/2022 FY budget will be presented as a separate handout.

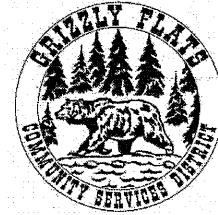
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August 12, 2021

Discuss renewal of the District's Municipal Services Review and Sphere of Influence Study with El Dorado Local Agency Formation Commission / Gustafson (discussion)

Background: On July 21, 2021, staff received an e-mail from Erica Sanchez of the El Dorado County Local Agency Formation Commission (LAFCO) stating that they contracted with a consulting firm named Planwest Partners to review our District's Municipal Services Review (MSR) and Sphere of Influence (SOI) study as required by law every five (5) years. Our last review was done in January 2014.

LAFCO is a regulatory agency with countywide jurisdiction, established by state law to encourage orderly and efficient provision of services, such as water, sewer, fire protection, etc. El Dorado LAFCO is composed of seven regular Commissioners: two members from the Board of Supervisors; two members who represent cities; two members who represent special districts; and one public member who represents the public. LAFCO employs an independent staff headed by an Executive Officer.

Municipal Service Reviews (MSR) are a comprehensive study meant analyze information about the governance structures and efficiencies of service providers, and to identify opportunities for greater coordination and cooperation between providers. A sphere of influence is a planning tool adopted and used by LAFCO to designate the future boundary and service area for a city or special district.

Upon completing the service review, LAFCO must make determinations on each of the following issues:

- Growth and population projections for the affected area.
- The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.
- Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.
- Financial ability of agencies to provide services.
- Status of, and opportunities for, shared facilities.
- Accountability for community service needs, including governmental structure and operational efficiencies.
- Any other matter related to effective or efficient service delivery, as required by commission policy.

Timeline: Staff provided the requested information to Planwest Partners on August 5, 2021 and anticipates receiving a draft of the report in September for review. Depending on the consulting firm, the final draft of the Municipal Services Review may be presented to the Board for approval in October or November 2021.



HOLD THE DATE

OCTOBER 27, 2021, 9:00 a.m. to 2:00 p.m.

Drought, Fire and a Changing Climate: Where Do We Go from Here?

Blue Goose Event Center
3550 Taylor Rd, Loomis, CA 95650

Tentative Program

Additional speakers may be added to an already great program!

Data Analysis, Modeling and a Look Into the Future

A discussion on the various data driven efforts underway by water agencies assessing the challenges they face serving their communities and customers.

- Willie Whittlesey, General Manager, Yuba Water Agency
- Andy Fecko, General Manager, Placer County Water Agency

Restoring Health and Resilience to Sierra Nevada Forested Watersheds

A discussion describing the efforts underway in California to address the unsustainable state of our forested watersheds.

- Patrick Wright, Director of the Governor's Wildfire and Forest Resilience Task Force
- Dan Porter, Forest Program Director, The Nature Conservancy

Luncheon Address, TBD

Further information will be provided relative to cost of admission, with MCWRA members receiving a discount. There are also sponsorship opportunities available. Feel free to contact Jim Branham at 530-491-9162 or executivedirector.mcwra11@gmail.com for more information.

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August 12, 2021

Review and approve the proposal received for Audit Services from Larry Bain, CPA, An Accounting Corporation / Lauther (discussion/action)

Background: On June 28, 2021, the District issued a "Request of Proposals" to twelve accounting firms in our area (listed below). The contract we proposed was for a three-year term with the option to renewal for two additional years. Proposals were due by July 30, 2021.

Auditing Firms Contacted:

Clifton Larson Allen
Fechter & Company, CPAs
Gilbert & Associates Inc.
James Marta & Company
JJACPA, Inc.
Larry Bain, CPA
LSL CPA's
Mann, Urreutia, Nelson, CPA's
McClintock Accountancy
Nicholson & Olson
Richardson & Co. CPA
Russell CPAs

Many of the firms asked follow up questions including the identify of our current auditor and the amount we pay for audits as that is all public information. By the July 30th due date only Larry Bain, our current auditor, had submitted a cost proposal.

Larry Bain, CPA, An Accounting Corporation submitted his standard engagement letter. He proposed a not to exceed amount of **\$6,500** for this year's audit (year ending June 30, 2021). Last year's audit cost was \$6,200.

Larry's included this note with his proposal: "I provided a one-year proposal because there will be major changes to reporting requirements per SAS 134-140 and GASB 87 starting with the June 30, 2022 audit, and the engagement letter wording will change. The cost for 2022 and 2023 would not exceed \$7,000 per year."

Recommended Motion/Action: *Accept the proposal for Auditor Services from Larry Bain, CPA, An Accounting Corporation and authorize the General Manager to execute an agreement for services for the fiscal years ending June 30, 2021, 2022 and 2023, with the option to renew for the fiscal years ending in 2024 and 2025.*

LARRY BAIN, CPA

AN ACCOUNTING CORPORATION

2148 Frascati Drive, El Dorado Hills, CA 95762 / 916.601-8894
lpbain@sbcglobal.net

June 21, 2021

Board of Directors
Grizzly Flats Community Service District
P.O. Box 250
Grizzly Flats, CA 95636-0250

We are pleased to confirm our understanding of the services we are to provide Grizzly Flats Community Service District for the fiscal year ended June 30, 2021. We will audit the primary business-type financial statements, which comprises the basic financial statements of Grizzly Flats Community Service District as of and for the fiscal year ended June 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Grizzly Flats Community Service District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Grizzly Flats Community Service District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Grizzly Flats Community Service District's financial statements. Our report will be addressed to governing board of Grizzly Flats Community Service District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinion on the financial statements is other than unqualified (unmodified), we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

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Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Grizzly Flats Community Service District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will assist in preparing the financial statements of the District in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the business-type activities of the Grizzly Flats Community Service District and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to [include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon]. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

The audit documentation for this engagement are the property of Larry Bain, CPA and constitute confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies pursuant to authority given to it by law or regulation. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Larry Bain, CPA personnel. Furthermore, upon request, we may provide photocopies of selected audit documentation to the regulatory agency or its designee. The regulatory agency or its designee may intend, or decide; to distribute photocopies or information contained therein to others, including to governmental agencies.

We expect to begin our audit on August 16, 2021 and to issue our reports no later than October following fiscal year end. Susan Tang, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses will not exceed \$6,500. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel

assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Grizzly Flats Community Service District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Larry Bain, CPA
An Accounting Corporation

RESPONSE:

This letter correctly sets forth the understanding of Grizzly Flats Community Services District.

By: _____

Title: _____

Date: _____

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Media Release

State Water Board approves emergency curtailment measures for the Delta watershed

Acute water shortages prompt urgent action

August 3, 2021

Contact: Ailene Voisin
Ailene.Voisin@waterboards.ca.gov

SACRAMENTO – With climate change-induced drought reducing water levels in the Sacramento-San Joaquin Delta to alarming lows, the State Water Resources Control Board today approved an emergency curtailment regulation with measures to preserve stored water to protect drinking water supplies, prevent salinity intrusion and minimize impacts to fisheries and the environment.

The emergency regulation must be approved by the Office of Administrative Law and filed with the Secretary of State before it becomes effective and curtailment orders can be issued.

Of the 6,600 water right holders in the Delta watershed, approximately 5,700 could be ordered to curtail diversions as early as this month under the authority provided by the regulation. The remainder, who hold older water rights or riparian rights, could be subject to curtailment if conditions worsen.

Without this action, the drinking water supply for 25 million Californians and the irrigation supply for over 3 million acres of farmland could be at significant risk should drought continue into next year.

“It is imperative that we move urgently to better manage the water we still have and prepare for the continuation of drought conditions,” said Board Chair E. Joaquin Esquivel. “The Delta watershed is a resource shared by agriculture, urban areas, rural towns and fish and wildlife, among many others. This decision is not about prioritizing one group over the other, but about preserving the watershed for all, implementing our water rights priority system, and ensuring we manage through this drought, especially for critical health and safety needs.”

“Drought and climate change have delivered a serious blow to California agriculture this year, making the board’s curtailment action necessary,” said Karen Ross, secretary of the California Department of Food and Agriculture. “To help farmers and ranchers





Media Release

adapt, the Governor's California Comeback Plan provides for investments in climate smart agriculture and water resiliency programs to support communities."

Today's action was prompted to preserve critical water storage for future health and human safety and to mitigate the increasingly harmful environmental and economic impacts drought is causing in the Delta. The 1,153 square-mile watershed provides two-thirds of Californians with drinking water, supports 80% of the state's commercial salmon fisheries and is an important habitat for more than 750 animal and plant species, including waterfowl, birds of prey and threatened or endangered fish such as the Delta smelt, Chinook salmon and steelhead.

"We've been working to maintain survivable conditions for fish and wildlife in the Delta, but water released from reservoirs is simply not showing up downstream as expected," said Karla Nemeth, director of the Department of Water Resources, which manages the State Water Project. "If water right holders continue diversions, it will worsen salinity in the Delta and further deplete reservoirs below critical levels. Today's actions alone won't solve our depletion challenges, but we need to start implementing and adapting as needed."

Ernest Conant, regional director for the Bureau of Reclamation, which manages the Central Valley Project, added, "Despite our best coordinated efforts, the projects continue to struggle to meet water temperatures needs, Delta salinity conditions, and water for public health and safety. With the extremely low inflow to our reservoirs, we are running out of reservoir storage and other tools to meet all the competing demands. We support the Board's efforts to preserve water for later this year and for next year."

Without curtailments, and if water diversions continue at their current pace, the following significant impacts are expected:

- **Excessive salinity:** Fresh water releases from upstream reservoirs are needed to repel saltwater intrusion from the San Francisco Bay during dry months. If stored water supplies are insufficient for releases, high salinity renders water in the Delta unusable for humans and harms the environment.
- **Drinking water and farmland impacts:** Upstream reservoirs are drained below critical levels, endangering the drinking water supplies for 25 million Californians and the irrigation supplies for nearly 3 million acres of farmland should drought continue into a third year;
- **Harm to fish and wildlife:** Low water levels can result in habitat loss, an increase in invasive species, stress on endangered species and even extinction. Delta smelt nearly disappeared during the last drought in 2016. Warm water temperatures caused winter-run Chinook Salmon, another endangered species, to lose 95% egg mortality in 2014-15.
- **Increase in harmful algal blooms:** Severe shortages contribute to harmful algal blooms in water that can be fatal to animals and young children. Consuming fish caught during a heavy bloom can also pose a health risk.

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Media Release

Dry conditions in the Delta worsened this spring, when climate change-induced warm temperatures led to unprecedented losses of runoff to rivers, streams and reservoirs, and prompted water diverters below the reservoirs to withdraw their water earlier and in greater volumes than in previous critically dry years. This combination of events resulted in the loss of nearly 800,000 acre-feet of water, enough to supply more than one million households for a year and nearly the entire capacity of Folsom Reservoir.

Governor Gavin Newsom declared a drought state of emergency that now covers 50 of California's 58 counties. The governor's executive action on May 10 directed the board to consider the emergency regulations that authorize curtailments and allowed for it to require additional information from right holders to help predict future demand and ensure compliance.

Background

The equitable administration of California's water rights system enhances water management in the Delta. The age and type of right, be it appropriative (acquired natural or abandoned water) or riparian (natural water connected to land), generally informs how water can be diverted during drought conditions. In times of shortage, those with more junior rights typically are required to stop diverting from rivers and streams before limitations apply to more senior right holders.

Prior to implementing the emergency regulation, the board alerted water users to the acute shortages three times within the past five months. On March 22, letters were sent to all right holders and agents in California informing them of dry conditions, encouraging planning and conservation, and requesting accurate and timely water use reporting. On June 15, notices were mailed to approximately 4,300 right holders in the Delta, urging them to stop diverting amid worsening hydrologic conditions, and warning another 2,300 claimants with more senior rights that continued drought could impact their future ability to divert. And on July 23, staff notified senior right holders in the watershed that supply is insufficient for any diversions under some pre-1914 appropriative claims or to support full diversions by some riparian claims.

The board encourages water users to collaborate on voluntary agreements that help local communities adapt to water shortages, prevent impacts to other legal water right users, and benefit fish and wildlife.

The board website contains additional information about drought, measures taken in response, the latest developments and an updated methodology that determines when water in the Delta is unavailable. Staff demonstrated the Unavailability Visualization Tool in May and held another public workshop July 27 on the emergency regulation.

On July 8, the Governor asked all Californians to voluntarily cut their water usage by 15% with simple measures to reduce water use. Tips for conserving water, such as



Media Release

taking shorter showers, fixing indoor leaks and installing drought resistant landscaping can be found on the [Save Our Water website](#).

The State Water Board's mission is to preserve, enhance and restore the quality of California's water resources and drinking water for the protection of the environment, public health, and all beneficial uses, and to ensure proper resource allocation and efficient use for current and future generations.

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