

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

Date: Thursday, June 10, 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 discussion. Action by the Board will be taken at one time with one motion.*

1. Approval of the minutes of the regular meeting on May 13, 2021. **{pk 1-3}**
2. Approval of the financial reports and spending for May 2021. **{pk 4-13}**
3. Review the GFCSD System Report for May 2021. **{pk 14-18}**
4. Receive and file the Action List for June 2021. **{pk 19-20}**

Recommended Action: *The Board should approve the Consent Calendar as presented.*

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) / Lauther (discussion) **{pk 21}**

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

F. OFFICE & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. Voting for California Special District Association's (CSDA's) 2021 Board Election / Gustafson (discussion/action) {pk 22-25}

Recommended Action: *The Board should take action to select one candidate for Seat A on CSDA's Board of Directors.*

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 / Lauther (discussion)

GENERAL BUSINESS ITEMS

G. EL DORADO WATER AGENCY (EDWA)

1. Report from the June 9, 2021, El Dorado Water Agency meeting / Director Chigazola (discussion)

H. ANNOUNCEMENTS / DIRECTORS COMMENTS

I. 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, July 8, 2021, at 6:30 PM.***

This institution is an equal opportunity provider and employer.

Grizzly Flats Community Services District

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Grizzly Flats, CA 95636

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www.grizzlyflatscsd.com



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
May 13, 2021

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:30 PM by Director McKillop.

ROLL CALL OF THE BOARD

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

Absent: None

Others: Kim Gustafson and Jodi Lauther

SALUTE TO THE FLAG was led by Director McKillop.

B. APPROVAL OF THE AGENDA – Director Hannblom 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 - AYE. The motion passed.

C. PUBLIC COMMENT – There was no public comment.

D. CONSENT CALENDAR- These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. **Approval of the minutes of the regular meeting on March 11, 2021.**
2. **Approval of the financial reports and spending for March and April 2021.**
3. **Review the GFCSD System Report for March and April 2021 –** Director Chigazola said that in addition to the missing Grizzly Pond rules sign noted in the April 2021 system report, a second rules sign was defaced. Jodi Lauther said both signs will be replaced.
4. **Receive and file the Action List for April 2021.**
5. **Approval of the WSIP loan payment to USDA-Rural Development on April 1, 2021.**
6. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF).**
7. **Review and file Local Agency Formation Commission’s (LAFCO’s) Proposed Budget for FY 2021-22.**

Director Malonson made a motion to approve the Consent Calendar 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.

E. OPERATIONS & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **Instant Runoff Election of Regular and Alternate Special District Representative to El Dorado LAFCO -** Kim Gustafson referred the Board to page 38 of the packet and asked how the Board would like to rank the nominees. There was a brief discussion.

Director Hannblom made a motion to rank Robert Chigazola as “1” and to submit him as the Board’s only candidate. 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.

2. **Review insurance quotes, and authorize staff to secure Property/Liability and Workers’ Compensation insurance from one or more of the responders –** Jodi Lauther referred the Board to the separate handout containing insurance quotes. There was a brief discussion about the various premiums and discounts, and the current state of the insurance market. Jodi mentioned that most insurance agencies use the same re-insurers, which limits the number of agencies who can provide competitive quotes. She went on to say that the District

could obtain a lower premium with Special District Risk Management Authority if the Board decides to lower the liability limit. SDRMA currently offers 2.5M, 5M, and 10M liability limits. She said that there is no aggregate for liability claims, and that having lower liability would likely reduce the dollar amount of potential lawsuits.

Director Chigazola made a motion to rescind the Notice of Withdraw letter sent to Special District Risk Management Authority, and to proceed with the District's insurance renewal process with them after adjusting the liability limit to \$5,000,000. Director Malonson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

3. **Approve annual membership renewal of California Rural Water Association (CRWA) for \$643** – Jodi Lauther said that in the past, California Rural Water Association has provided grant application assistance and training for the District's Operators. She went on to say that the renewal rate of \$643 did not increase from last year, and that she thinks the District should renew membership with CRWA.

Director Chigazola made a motion to approve the District's membership renewal with California Rural Water Association 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.

4. **Discuss temporarily amending the procedure for collection of past due accounts due to the State's Executive Orders that do not allow service disconnection for non-payment due to the Covid-19 pandemic** - Jodi Lauther referred the Board to page 51 of the packet and said that the District has not been able to disconnect water service for non-payment since March 2020 due to the State's Executive Order N-42-20. She mentioned that the District is linked to parcels and not individual people, and the only way the District can collect revenue from delinquent accounts is by filing a lien against the property. Jodi indicated that the total cost to notarize, file and release a lien is \$70. Staff will distribute a notification letter to customers at risk of service lien and will distribute a newsletter with the May 31, 2021 billing to notify customers of the temporary procedural change of filing a lien in lieu of service disconnection.

Director Hannblom made a motion to amend the current procedure and allow staff to file a lien against any parcel that would be eligible for shutoff due to non-payment and apply the \$70 cost to the customer's past due balance. 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 - AYE. The motion passed.

5. **Discuss approving Jodi's attendance at CSDA's General Manager Summit in Olympic Valley, CA from June 27 – 29, 2021** - Jodi Lauther said she was awarded a scholarship by the Special District Leadership Foundation (SDLF) in the amount of \$700 to cover registration costs for her to attend California Special District Association's General Manager Summit in Olympic Valley from June 27 to June 29, 2021. She noted that there is \$700 available for travel expenses in the current budget, and that lodging during the event is estimated at \$434.08 and travel costs will be approximately \$140.00, for a total of \$574.08.

Director Chigazola made a motion to approve the lodging and travel expenses for the CSDA General Manager Summit as requested. 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.

6. **Discuss O&M Services Contract with H2O Urban Solutions, Inc., which is set to expire on June 30, 2021 and hear report/recommendation from Water Operations Committee who held a meeting on April 23, 2021 to discuss this item** – Jodi Lauther referred the Board to page 58 of the packet and said that the Water Operations Committee (Director Davidson, Director Malonson and Jodi Lauther) met on April 23, 2021 to discuss the status of the O&M Services Contract with H2O Urban Solutions, Inc. which is set to expire on June 30, 2021. The committee discussed the work H2Ou is currently performing, the length of the bid process, and H2Ou's cost for year 5 of the Operations & Maintenance contract. Jodi said that the committee recommendation was to extend the contract for one more

year and to go out to bid for Operations & Maintenance services in November 2021. Director Malonson recommended that staff bring contract renewal discussions to the Board earlier in the year, so there is adequate time to go to bid if needed.

Director Malonson made a motion to authorize Jodi Lauther to extend the current H2O Urban Solutions contract for Operations & Maintenance services one additional year for an amount not to exceed \$183,576. 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.

GENERAL BUSINESS ITEMS

F. EL DORADO WATER AGENCY (EDWA)

1. **The El Dorado Water Agency meeting scheduled for April 14, 2021 was canceled. Report from the May 12, 2021 meeting -** Director Chigazola said he was out of town and did not have anything to report.

G. ANNOUNCEMENTS / DIRECTORS COMMENTS

1. **Discuss El Dorado County’s “Temporary Recreational Vehicle Ordinance Code 5136” which allows RVs to be placed on vacant lots and how this impacts the GFCSD** – Jodi Lauther said that staff had been receiving calls from landowners requesting water meter connections so that they can live in a Temporary Recreational Vehicle (TRV) on their vacant lot. In December 2020, El Dorado County Planning Department adopted Ordinance 5136 which allows homeowners to live on their property in an TRV for a limited time so long as certain requirements are met including having access to water, power, and septic. Current District policy requires an approved building permit prior to water service installation as the meter connection is based on the conditions approved within the engineered plans for the home’s water system. Following a brief discussion, the Board agreed that staff should continue to follow the existing District policy for water service installations.
2. **Discuss annual budget process and estimated timeline** – Jodi Lauther referred the Board to page 90 of the packet and said that the 2021/2022 Budget Adoption Process notice will be posted two weeks before the budget is presented to the Board for review at the June 10, 2021 regular meeting. The Budget & Finance Committee will be meeting on May 21 or May 22, 2021 to review the first draft of the budget. She went on to say that the Board may adopt the final budget at their regular meeting scheduled for Thursday, July 8, 2021 or at any special meeting properly noticed and held prior to September 1, 2021.

Director Davidson asked staff when new Grizzly Pond shirts will be ordered. It was recommended that new shirts be made in forest green, maroon, and gray. Jodi Lauther said that staff will be placing an order soon.

Jodi Lauther said that the State may be relaxing the COVID-19 mask mandate effective June 15, 2021 and asked if the Board would prefer to hold the monthly meetings in the District’s Board Room, or keep meeting at the Grizzly Flats Community Church (GFCC) Lodge. The Board preferred meeting at the GFCC Lodge for now.

Director McKillop thanked staff and Wendi Barba for the work everyone did to gather the information for the insurance quote review.

H. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Malonson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed and the meeting was adjourned at 7:38 PM. The next regular meeting will be held via teleconference starting at 6:30 PM on Thursday, June 10, 2021.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Sherry McKillop, Board Chair

Date:

Grizzly Flats Community Services District

Profit & Loss - O&M

May 2021

Income

40000 · O & M Income

40100 · Water Charges - Basic Rate	42,214.35
40110 · Water Charges - Volumetric Rat	4,389.95
40200 · Water User Penalties	1,169.74
40300 · Miscellaneous Revenue	1,010.45

includes \$1000 reimb from SDRMA for safety purchases

Total 40000 · O & M Income 48,784.49

Expense

50000 · Personnel Costs

51000 · Salaries Expense

51100 · Field Staff	6,751.75
51200 · Admin Staff	10,105.68
51300 · Overtime	81.00

leak response on a Saturday, operator needed assistance, time billed to property owner

Total 51000 · Salaries Expense 16,938.43

52000 · Payroll Expense

52100 · Payroll Tax	1,259.73
52300 · Workers' Comp	584.18

Total 52000 · Payroll Expense 1,843.91

53000 · Benefits Expense

53100 · Deferred Comp	206.80
53200 · HRA Medical	3,087.49

Total 53000 · Benefits Expense 3,294.29

**Personnel costs don't include H2Ou's invoice for April/May*

Total 50000 · Personnel Costs 22,076.63

60000 · Operations & Utilities Exp

60200 · Communication	486.22
60600 · PG&E	484.61

Total 60000 · Operations & Utilities Exp 970.83

61000 · Water Treatment

61100 · Chemicals	79.00
61300 · Testing & Lab Reports	110.00

Total 61000 · Water Treatment 189.00

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

62000 · Maintenance Exp

62100 · Building	150.00
62410 · Grizzly Pond Expenses	9.53
62450 · Eagle Ditch	706.04
	<u>706.04</u>

Total 62000 · Maintenance Exp 865.57

63000 · Vehicle Exp.

63500 · Fuel Purchases	788.34
	<u>788.34</u>

Total 63000 · Vehicle Exp. 788.34

65000 · Admin Exp.

65100 · Agency Admin. Fee	282.77	<i>Parcel Quest Software, annual purchase to place Standby Charges on EDC tax roll</i>
65250 · Janitorial & Supplies	32.16	
65300 · Meeting Expenses	35.00	
65350 · Membership & Dues	643.00	<i>approved</i>
65400 · Office Supplies	12.30	
	<u>1,005.23</u>	

Total 65000 · Admin Exp. 1,005.23

66000 · Professional Services

66400 · Liability Insurance	1,873.45
	<u>1,873.45</u>

Total 66000 · Professional Services 1,873.45

Total Expense **27,769.05**

Net Income **21,015.44**

Grizzly Flats Community Services District

Profit & Loss - CIP

May 2021

Income

45000 · Capital Income

45100 · Standby Charges 19,440.00

45200 · Penalties On Standby Fees 330.72

45600 · Pooled Interest 5.42

Total 45000 · Capital Income 19,776.14

*March, April and May EDCat
Reports from El Dorado County*

Expense

70000 · Capital Exp.

70800 · Depreciation 7,496.62

Total 70000 · Capital Exp. 7,496.62

Net Income

12,279.52

Grizzly Flats Community Services District
Check Detail
May 18, 2021

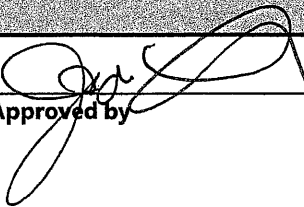
*Last Check: #4301 - USA Blue Book

Type	Num	Date	Name	Account	Paid Amount
Check	4302	05/18/2021	A T & T	10100 · WF-O&M Checking	
Bill	5/4/21 - 9626	05/18/2021	2 main office lines	60200 · Communication	-185.09
Bill	5/4/21 - 4806	05/18/2021	fax line and internet service	60200 · Communication	-121.07
Bill	05 04 21 - 6850	05/18/2021	Treatment plants	60200 · Communication	-90.03
Bill	5/4/21 - 5798	05/18/2021	Tyler Tank	60200 · Communication	-90.03
TOTAL					-486.22
Check	4303	05/18/2021	Andrew Vicars.	10100 · WF-O&M Checking	
Bill	51021	05/18/2021	receipt dates 4/28/21 - 4/30/21	22200 · Accrued HRA Medical	-231.18
TOTAL					-231.18
Check	4304	05/18/2021	California Rural Water Assoc.	10100 · WF-O&M Checking	
Bill	2021/22	05/18/2021	annual membership fees, May 2021 - 22	65350 · Membership & Dues	-643.00
TOTAL					-643.00
Check	4305	05/18/2021	El Dorado County Auditor Controller	10100 · WF-O&M Checking	
Bill	05 12 21	05/18/2021	2021 ParcelQuest order - to process standby fees for property tax bills	65100 · Agency Admin. Fee	-262.77
TOTAL					-262.77
Check	4306	05/18/2021	El Dorado Irrigation District	10100 · WF-O&M Checking	
Bill	05072021	05/18/2021	NaOCI - 50 gal, picked up on 5/7/21	61100 · Chemicals	-79.00
TOTAL					-79.00
Check	4307	05/18/2021	Granite View Cleaning Services	10100 · WF-O&M Checking	
Bill	160	05/18/2021	office cleaning - April 7, 14, 21	62100 · Building	-150.00
TOTAL					-150.00
Check	4308	05/18/2021	Grizzly Flats Community Church	10100 · WF-O&M Checking	
Bill	5/13/21	05/18/2021	lodge rental for board meeting - 5/13/21	65300 · Meeting Expenses	-35.00
TOTAL					-35.00
Check	4309	05/18/2021	Hunt & Sons, Inc.	10100 · WF-O&M Checking	
Bill	861892	05/18/2021	209 gal delivered on 5/12/21	63500 · Fuel Purchases	-788.34
TOTAL					-788.34
Check	4310	05/18/2021	Jodi Lauther.	10100 · WF-O&M Checking	
Bill	05 18 21	05/18/2021	receipt dates 5/1/21	22200 · Accrued HRA Medical	-876.12
TOTAL					-876.12
Check	4311	05/18/2021	Kim Gustafson.	10100 · WF-O&M Checking	
Bill	5/13/21	05/18/2021	receipt dates 4/21/21 - 5/13/21	22200 · Accrued HRA Medical	-3,112.96
TOTAL					-3,112.96
Check	4312	05/18/2021	Office Depot	10100 · WF-O&M Checking	
Bill	168026700001	05/18/2021	paper towels for bathroom	65250 · Janitorial & Supplies	-32.16
			pens for office	65400 · Office Supplies	-12.30
TOTAL					-44.46
Check	4313	05/18/2021	P G & E	10100 · WF-O&M Checking	
Bill	5/12/21	05/18/2021	Forest View	60600 · PG&E	-34.24
			Winding Way	60600 · PG&E	-95.24
			Southview	60600 · PG&E	-16.06
			Tyler	60600 · PG&E	-56.76
			Sciaroni	60600 · PG&E	-282.31
			Parkside	62410 · Grizzly Pond Expenses	-9.53
TOTAL					-494.14

Grizzly Flats Community Services District
Check Detail
May 18, 2021

Type	Num	Date	Name	Account	Paid Amount
Check	4314	05/18/2021	Water Environmental Testing Laboratory	10100 · WF-O&M Checking	
Bill	21-04-GF	05/18/2021	Bac-T testing in April, 1 extra for Rollingwood repair	61300 · Testing & Lab Reports	-110.00
TOTAL					-110.00
Check	4315	05/18/2021	Western Hydrologics - Jeff Meyer	10100 · WF-O&M Checking	
Bill	1674	05/18/2021	April/May gage maintenance	62450 · Eagle Ditch	-706.04
TOTAL					-706.04

Total Vendor Payments **-8,019.23**

Approved by  Date 5/18/2021

Approved by _____ Date _____

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

ASSETS

Current Assets

Checking/Savings

10000 · Cash In Banks

10100 · WF-O&M Checking	106,999.02	<i>Higher than normal balance due to EDC deposits, will be moved to LAIF in June.</i>
10200 · WF- Payroll Checking	984.06	
10400 · WF- USDA Loan Reserve	41,978.09	
Total 10000 · Cash In Banks	149,961.17	

11000 · LAIF Investments

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

11100 · O&M Funds

11110 · O & M Reserve Acct	80,000.00	\$80,000
11120 · Asset Management	72,624.60	\$75,000 / \$1,800 month
11130 · Emergency Reserve	59,060.46	\$150,000
Total 11100 · O&M Funds	211,685.06	

11800 · CIP Funds

11210 · CIP Dedicated Reserve	255,117.18	\$275,000.00
11220 · CIP Restricted Reserve	250,000.00	\$250,000.00
11240 · Hydrant Repair and Rplm	56,518.76	\$1,000/month, \$25,000
Total 11800 · CIP Funds	561,635.94	

Total 11000 · LAIF Investments

773,321.00

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

923,064.65

Other Current Assets

**Break down of A/R
Water User Fees**

14900 · A/R- Water User Fees	51,265.65	\$	6,810.58	<i>2 liens/ no active service</i>
		\$	11,348.21	<i>Accts 3+ months past due (25 accts)</i>

15000 · Prepaid Expenses

15100 · Insurance 1,873.46

15200 · Worker's Comp 584.17

Total 15000 · Prepaid Expenses 2,457.63

Total Other Current Assets

53,723.28

Total Current Assets

976,787.93

Grizzly Flats Community Services District
Balance Sheet
As of May 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	-1,919,976.82
Total 16000 · Capital Assets	<u>2,476,074.31</u>
17000 · Work In Progress	
17700 · Water Master Plan (H2Ou)	21,935.00
Total 17000 · Work In Progress	<u>21,935.00</u>
Total Fixed Assets	<u>2,498,009.31</u>
TOTAL ASSETS	<u><u>3,474,797.24</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
22000 · Personnel Payables	
22100 · Federal Payroll Taxes	-28.00
22200 · Accrued HRA Medical	53,278.48
22300 · Accrued Vacation	13,709.10
Total 22000 · Personnel Payables	<u>66,959.58</u>
Total Other Current Liabilities	<u>66,959.58</u>
Total Current Liabilities	66,959.58
Long Term Liabilities	
20200 · USDA Loan	819,500.00
Total Long Term Liabilities	<u>819,500.00</u>
Total Liabilities	886,459.58
Equity	
167 · Retained Earnings - Old Acct	628,505.59
30000 · Reserves-Retained Earnings	1,311,763.01
30100 · Reserves- CIP Restricted	540,875.62
30300 · Reserves - Asset Managment	80,548.45
30400 · Reserves - USDA Loan Reserve	42,007.89
Net Income	-15,362.90
Total Equity	<u>2,588,337.66</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,474,797.24</u></u>

Grizzly Flats Community Services District
Budget vs. Actual - O&M
 July 2020 through May 2021

	<u>July 2020 - May 2021</u>	<u>Budget</u>	<u>\$ Left in Budget</u>	<u>% of Budget Spent</u>
Income	This reflects our income & expenses for eleven (11) months (92%) of our fiscal year.			
40000 · O & M Income				
40100 · Water Charges - Basic Rate	465,422.54	507,343.00	41,920.46	92%
40110 · Water Charges - Volumetric Ra	44,713.15	43,200.00	(1,513.15)	104%
40200 · Water User Penalties	12,911.36	12,000.00	(911.36)	108%
40300 · Miscellaneous Revenue	3,431.81	4,000.00	568.19	86%
40400 · Pooled Interest	1,382.57	7,000.00	5,617.43	20%
40600 · New Service Installation	14,985.08	10,000.00	(4,985.08)	150%
40700 · Grizzly Pond Shirt Sales	30.00		(30.00)	
Total 40000 · O & M Income	542,876.51	583,543.00	40,666.49	93%
Expense				
50000 · Personnel Costs				
51000 · Salaries Expense				
51100 · Field Staff	67,859.46	70,809.00	2,949.54	96%
51200 · Admin Staff	113,485.49	124,912.00	11,426.51	91%
51300 · Overtime	219.18		(219.18)	
51600 · Holiday Pay	5,290.16	10,459.00	5,168.84	51%
Total 51000 · Salaries Expense	186,854.29	206,180.00	19,325.71	91%
52000 · Payroll Expense				
52100 · Payroll Tax	14,805.49	17,000.00	2,194.51	87%
52300 · Workers' Comp	6,538.00	7,010.00	472.00	93%
Total 52000 · Payroll Expense	21,343.49	24,010.00	2,666.51	89%
53000 · Benefits Expense				
53100 · Deferred Comp	2,462.38	2,650.00	187.62	93%
53200 · HRA Medical	31,137.50	37,050.00	5,912.50	84%
53300 · Life Insurance	472.80	500.00	27.20	95%
Total 53000 · Benefits Expense	34,072.68	40,200.00	6,127.32	85%
54000 · Contract Operations	131,047.58	183,549.00	52,501.42	71%
Total 50000 · Personnel Costs	373,318.04	453,939.00	80,620.96	82%
60000 · Operations & Utilities Exp				
60100 · Alarm Service	525.00	520.00	(5.00)	101%
60200 · Communication	6,494.23	7,000.00	505.77	93%
60400 · Fire and Safety Supplies	897.83	1,000.00	102.17	90%
60600 · PG&E	6,823.36	6,350.00	(473.36)	107%

Grizzly Flats Community Services District
Budget vs. Actual - O&M
 July 2020 through May 2021

	July 2020 - May 2021	Budget	\$ Left in Budget	% of Budget Spent
60700 · Propane	1,893.11	3,000.00	1,106.89	63%
60800 · Trash Disposal	680.09	500.00	(180.09)	136%
60900 · Website	224.00	150.00	(74.00)	149%
Total 60000 · Operations & Utilities Exp	17,537.62	18,520.00	982.38	95%
61000 · Water Treatment				
61100 · Chemicals	1,247.35	1,500.00	252.65	83%
61200 · Equipment & Supplies	2,086.38	2,000.00	(86.38)	104%
61300 · Testing & Lab Reports	2,890.00	4,000.00	1,110.00	72%
Total 61000 · Water Treatment	6,223.73	7,500.00	1,276.27	83%
62000 · Maintenance Exp				
62100 · Building	2,899.80	3,000.00	100.20	97%
62200 · Customer Meters	1,137.94	4,000.00	2,862.06	28%
62300 · Distribution System	2,833.62	3,000.00	166.38	94%
62400 · Grounds	232.37	800.00	567.63	29%
62410 · Grizzly Pond Expenses	110.07	1,625.00	1,514.93	7%
62450 · Eagle Ditch	10,737.02	12,000.00	1,262.98	89%
62500 · Office Equip.	504.55	500.00	(4.55)	101%
62600 · Parts & Equip.	892.06	1,500.00	607.94	59%
62700 · Road Repairs	3,781.55	7,500.00	3,718.45	50%
62800 · Service Contracts	3,135.29	1,700.00	(1,435.29)	184%
62900 · Treatment Plant I & II	180.00	2,000.00	1,820.00	9%
Total 62000 · Maintenance Exp	20,409.18	32,925.00	12,515.82	62%
63000 · Vehicle Exp.				
63100 · Oil/Grease	169.40	200.00	30.60	85%
63200 · Parts & Repairs	115.23	2,000.00	1,884.77	6%
63300 · Tires & Snow Chains	2,216.99	2,250.00	33.01	99%
63400 · Tractor Maintenance & Repairs	2,156.01	2,000.00	(156.01)	108%
63500 · Fuel Purchases	3,741.60	4,800.00	1,058.40	78%
Total 63000 · Vehicle Exp.	8,399.23	11,250.00	2,850.77	75%
64000 · Employee Exp.				
64100 · Clothing	0.00	500.00	500.00	0%
64200 · Education & Certifications	175.00	450.00	275.00	39%
64300 · Employee - Auto Mileage	0.00	200.00	200.00	0%
64400 · Transportation and Travel	0.00	500.00	500.00	0%
Total 64000 · Employee Exp.	175.00	1,650.00	1,475.00	11%

Grizzly Flats Community Services District
Budget vs. Actual - O&M
 July 2020 through May 2021

	<u>July 2020 - May 2021</u>	<u>Budget</u>	<u>\$ Left in Budget</u>	<u>% of Budget Spent</u>
65000 · Admin Exp.				
65100 · Agency Admin. Fee	3,925.62	4,350.00	424.38	90%
65150 · Bank Fees & Supplies	2,942.36	4,000.00	1,057.64	74%
65175 · Conservation	0.00	200.00	200.00	0%
65200 · Election Costs	45.00	1,000.00	955.00	5%
65250 · Janitorial & Supplies	339.68	800.00	460.32	42%
65300 · Meeting Expenses	384.70	500.00	115.30	77%
65350 · Membership & Dues	4,043.00	4,030.00	(13.00)	100%
65400 · Office Supplies	1,437.98	3,000.00	1,562.02	48%
65450 · Postage	3,090.85	4,800.00	1,709.15	64%
65500 · Public & Legal Notices	0.00	0.00	0.00	0%
65550 · Software	2,214.94	2,300.00	85.06	96%
Total 65000 · Admin Exp.	<u>18,424.13</u>	<u>24,980.00</u>	<u>6,555.87</u>	<u>74%</u>
66000 · Professional Services				
66100 · Audit & Accounting	6,593.00	6,500.00	(93.00)	101%
66200 · Legal	0.00	500.00	500.00	0%
66400 · Liability Insurance	20,607.95	21,357.00	749.05	96%
66900 · Other	820.00	650.00	(170.00)	126%
Total 66000 · Professional Services	<u>28,020.95</u>	<u>29,007.00</u>	<u>986.05</u>	<u>97%</u>
Total Expense	<u>472,507.88</u>	<u>579,771.00</u>	<u>107,263.12</u>	<u>81%</u>
Asset Management Reserve Funding*	<u>19,800.00</u>	<u>21,600.00</u>	<u>1,800.00</u>	<u>92%</u>
Net Income	<u><u>50,568.63</u></u>	<u><u>(17,828.00)</u></u>		

*To match the budget information, I added the "Asset Management Reserve funding" line. Per District Policy, \$1800 per month is placed in this reserve account. That is seen on the Balance sheet (account #11120). These O&M funds are used to stabilize the O&M budget by absorbing large O&M expenses that don't happen regularly such as equipment replacements or improvements. In past years, it was noted that any net income is used to fund the District's O&M reserve accounts. The Asset Management account has a set contribution. Any remaining funds go into the O&M Emergency Reserve.



Grizzly Flats Community Services District System Report

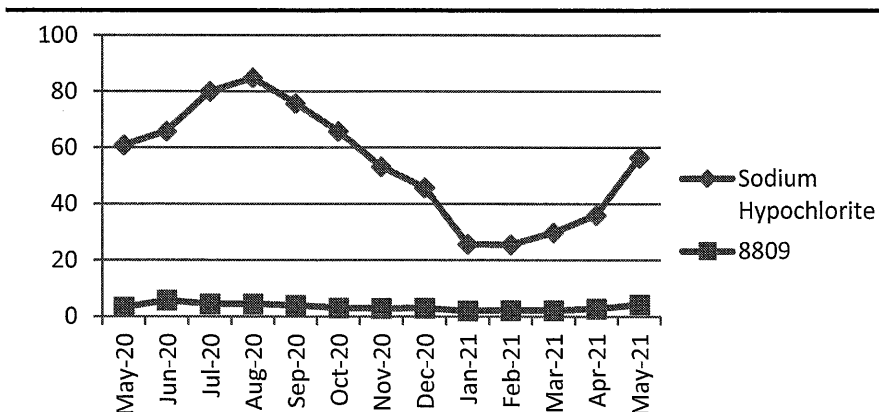
May 2021

*Jodi Lauther GM, T2, D2, Kim Gustafson, OF, Board Secretary,
Kenny Hooley and Andy Vicars GFCSD Maintenance Technicians,
& Ethan Markes, H2Ou Water System Operator*

Water Operations Report

Chemical Usage:

- Sodium Hypochlorite (12.5% average concentration): 56.5 gallons (36.1 gallons last month)
- Polymer 8809: 4.25 gallons (2.7 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 May was submitted on **June 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: **May 4th, and 21st, 2021**.
- 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 **May 4, 2021**.
- DDW requires one quarterly sample each for TOC, TTHM and HAA5 testing. The samples were taken to Eurofins Lab in Folsom on **March 2, 2021**.

Water Treatment

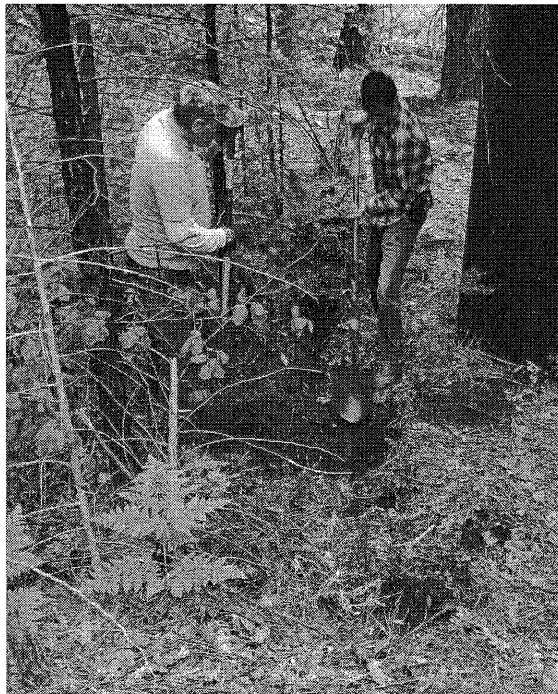
- In May, the paddle mixer in Treatment Plant 2 stopped spinning. The Operations team suspects that the issue was caused by the location of the backing plate where only two of the four bolts could be fastened. It is believed that the two bolts have not been able to stabilize the motor, and that the wrong angle likely caused stress on the motor. They tried using a ratchet strap to hold the motor down but were unable to get it to spin anymore. The paddle mixer will likely need a new motor that can be more securely fastened. Costs for this are being researched.

PK14

Distribution System

- Customer Leak - On Saturday, May 15, 2021, a customer on Parkside Court was having their pressure reducing valve (PRV) replaced when the plumber broke the service line. Wrenching on the customer's side of the meter caused the PVC line to snap on the district's side. The on-call staff responded after hours and temporarily interrupted water service to three residences while they repaired the leak. The repair cost and staff time were billed to the property owner.
- Distribution System Leak – On the morning of Monday, May 17, 2021, operators performing “check in” at the Treatment Plant found production was unusually high over the weekend. Production had increased to about 300,000 gallons per day (gpd). Operators and Maintenance Staff searched the distribution system that day but were unable to find any signs of a leak. We were also scheduled to replace the Tyler Tank fire flow pump that week and had scheduled additional staff and contractors for that job. We had to make the call to proceed with the pump replacement and kept maintenance staff out searching for the leak.

Meter reads were done May 18 – 20th but there were no significant issues found. On May 21st, staff decided to focus their search near Parkside Court, knowing the leak was on the gravity side of the system. They opened and closed street valves in the area and when doing so, they could hear water flowing which confirmed that the leak was somewhere close-by. They continued their search on foot and located the leak in an unused service line on an empty lot. The water was flowing down hill, away from the road onto another empty lot. The broken service line was cut and capped off. Production returned to normal once the repair was made.



Leak at Vacant Lot on Parkside Court (photo taken by Jodi Lauther)

- There are 18 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. Staff received the District's Blanket Encroachment Permit for 2021 in February, which included modified road remediation requirements. Staff has requested that the AB backfill already in these old excavations be used instead of digging them up and pouring slurry. The County is still considering this request. We may be required to do compaction testing, but that has not been decided yet.

- Tyler Pump Replacement Update –On May 17, 2021, staff began work to remove the old 30 hp pump and install the new fire pump and soft starter at Tyler Tank. On May 20th and 21st, Nate Morris (Carnahan Electric) wired in the new equipment, although it took more time than they had estimated due to some difficulty with the wiring system. The pump was tested on regular and generator power and worked both ways.
- 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.

Other

- In late January, 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 Engineering Report written by Austin was reviewed by District staff and comments were submitted on 3/5/2021. The completed permit application was received by GFCSD on June 2, 2021 and is currently being reviewed by staff.

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*

*May’s flushing total represents estimated water lost due to leaks (1,700 gallons at the residence on Parkside Court, 1,040,000 gallons at the vacant lot on Parkside Court) and water flushed from two hydrants for maintenance purposes (1,100 gallons.)

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

Rainfall

This Year (July 1 – June 30)	Amount (in inches)
July	0.00
August	0.01
September	0.01
October	0.00
November	2.63
December	3.78
January	3.26
February	4.69
March	3.36
April	0.61
May	0.07
June	

Prior Years (July 1 – June 30)	Amount (in inches)
2008 – 2009	39.27
2009 – 2010	51.20
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 Year-to-Date	18.42

Administration Report

Billing Information	Number this Month
Bills Mailed Out	614
Active Meters (on/billed each month)	614
Inactive Meters (locked off/liened with no bill)	7
Current Liens	4
Liens Filed	0
Liens Released	0
New Meters	0

2 volunteers read meters from May 18-22, 2021.
3 volunteers stuffed water bills on May 28, 2021.

Billing, Penalties & Shut Offs

Water service disconnections remain prohibited by order of California’s Governor. Disconnections due to non-payment usually occur after 60 days of non-payment. Customers who would normally be at risk of service disconnection for non-payment still receive late charges and notices of delinquency. Property liens will also be filed so collection of past due charges can be collected from escrow if a property is sold.

Following are the number of delinquent accounts and the amount of uncollected water service charges as of May 31st:

- 3 Months: 15 Accounts (\$3,636.25)
- 4 Months: 2 Accounts (\$583.04)
- 5 Months: 2 Accounts (\$905.58) - Includes 2 payment arrangements.
- 6 Months: 2 Accounts (\$1,008.50) - Includes 1 payment arrangement.
- 11 Months: 1 Account (\$1,043.98)
- 13 Months: 1 Account (\$1,421.70) – Includes 1 lien for pending foreclosure.
- 14 Months: 2 Accounts (\$2,749.16) – Includes 1 lien for pending foreclosure.

Total: 25 delinquent accounts that owe over \$11,348.21.

Penalties & Shut Offs	Number this month
1 st Tier Late Charge (10% of balance due)	85
2 nd Tier Late Charge (10% of current balance due and 1% of past due)	28
7 Day Notices	15
Shut Offs for Non-Payment	N/A
Total Penalties & Shut Offs	128

Online Payments

Online Payment Service	Number this Month
Official Payments (OPC)	182
CUSI Payment Portal	83
Total Online Payments	265 (43%)

Work Orders

Work Order Types	Number this Month
Hydrant Maintenance	2
Miscellaneous	2
Transfer of Ownership	5
Verify Meter Readings	3
Water Leak Investigation	2
Water Pressure Check	1
Total Work Orders	15

E-Billing & CUSI Customer Web Portal

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

97 customers are registered for the Customer Web Portal (CWP), and 34 customers are enrolled in auto-pay. There was one new auto-pay registration in May 2021.

PK18

Action Items List

Items designated by the Board for future action.

Last Updated: June 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. Also create a long-term maintenance program for the pipeline.
- 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.

pk19

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.

Jodi secured Cost Sharing dollars from the El Dorado County Water Agency, which will pay for 50% of this project during the 2020/2021 fiscal year.

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 to pay 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.
 - 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).

Grizzly Flats Community Services District

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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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CSDA Board of Directors Election Ballot - Term 2022-2024; Seat A - Sierra Network

Please vote for your choice

Choose **one** of the following candidates:

- Noelle Mattock*
- Scott R. Holbrook
- Patrick Larkin

*Incumbent

- Noelle Mattock*** [\[view details\]](#)
- Scott R. Holbrook** [\[view details\]](#)
- Patrick Larkin** [\[view details\]](#)

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PK22

I am writing to express my desire to continue serving you on the California Special Districts Association (CSDA) Board of Directors. I have had the honor of serving on the Board for the past eleven years and have held various leadership positions including President. My passion is advocacy and am grateful to be able to serve as the Chair of the Legislative committee for the past few years. During my time on the board we have grown in every aspect. We now represent over 2000 special districts of all sizes and types and enjoy a retention rate of over 90%. Our educational opportunities and conferences have more than doubled and our advocacy team has grown from 1 person to a powerhouse team that rivals the League of Cities and the California State Association of Counties. We are now helping to lead a national coalition representing special districts to gain recognition and access to funding at the federal level. We have deployed regional representatives to better connect with you and your district.

For those I have not had the opportunity to meet yet, I am currently in my 4th term serving on the El Dorado Hills Community Services District Board of Directors. I am passionate about local government and advocating on all the great work we do providing the essential services that make the lives of our communities better. I began a career in government working for the State in a legislative unit. I was able to take my knowledge and skills to the private sector working for an internal engineering firm while obtaining my Master's degree in Public Policy and Administration. For the past 6 years I have worked for two cities in the Sacramento area as a Government Relations Representative specializing in water, wastewater, stormwater, contracting, governance and more.

I would be honored to receive your vote to continue the great work CSDA is doing to help all Special Districts.

Respectfully,

Noelle Mattock

pk23

With over 20 years in Special District leadership, I am proud of my accomplishments & ability to facilitate positive changes, that ensure viability for a long time to come. I have constantly strived to increase my knowledge, especially through CSDA leadership training and programs. I actually took the lead at our Recreation District to accomplish the Distinguished District Award.

As a board member, I commit to keeping an open mind, and working to build consensus, and further doing all I can to promote and ensure implementation of the CSDA goals and direction. I am a strong lobbyist and look forward to working with districts across the state to accomplish our common goals and ability to stay fiscally and otherwise strong. I will always be open and receptive to input, and more than willing to go out of my way to meet and or discuss concerns with any members. I believe in Special Districts and feel they are key to maintaining the concept of local autonomy. I also feel that as a cohesive co-op we can accomplish so much more than a bunch of independent agencies.

Thank you for your support, if you have any questions do not hesitate to reach out!

As always...

Keep Smilin' 😊 Scott Holbrook



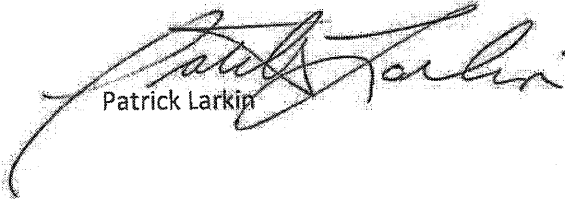
2729 Prospect Park Drive, Suite 230
Rancho Cordova, CA 95670
(916) 842-3300

Patrick Larkin
General Manager
Cordova Recreation and Park District
Candidate Statement

I have been a member of CSDA for 15 years. The assets I would bring to the CSDA Board of Directors if appointed, include having strong interpersonal communication and relationship building skills. I will work well with other Board members to set and achieve realistic goals that benefit the CSDA membership. I am an active listener, in that, I believe you can learn a lot more by listening than by speaking. I have a good sense of humor and enjoy working with high functioning teams. I am also a maximizer. I use this strength to take something good to something superb. I want to hear what the CSDA members want and need and plan to address those wants and needs to best serve as a Board Member representing the Sierra Network.

I enjoy building relationships with others which is the foundation of any successful organization. I am a good coach and mentor and enjoy developing people. I will use my leadership strengths to address any issues of concern to make the CSDA organization and membership stronger.

Thank you for your consideration,


Patrick Larkin

PK-25