



**Minutes of the Regular Meeting of the Board of Directors of the
Grizzly Lake Community Services District**

September 02, 2025, at 6:00 pm (approved 10-14-2025)

119 Delleker Drive, Portola, CA 96122

Chairman: Sharon Castaneda • Treasurer: Vacant • Vice Chairperson: Darla
Thompson • Secretary: Jeanne Collins • Board Member: Charlotte Willis

REASONABLE ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting please contact Joleen Cline at (530) 832-0733 or glcsddelleker@gmail.com. Notification 24 hours prior to the meeting will enable the Grizzly Lake Community Services District to make reasonable arrangements to ensure accessibility.

1. Call to Order

A. Pledge of Allegiance and Roll Call

A regular meeting of the Board of Directors for the Grizzly Lake Community Services District was held on Tuesday, September 02, 2025, beginning at 6:00 p.m. pursuant to the written Notice of Meetings. The meeting was held at 119 Delleker Drive in Portola, CA. Board members Sharon Castaneda, Darla Thompson and Jeanne Collins were present. Bob Howell, General Manager was absent. Joleen Cline, Contract Bookkeeper was present and recorded the minutes. Sharon Castaneda called the meeting to order at 6:03 p.m.

2. Consent Agenda Discussion Possible Action

**A. Approve Minutes of August 5, 2025, Board Meeting
*pending***

**B. Approve Minutes of August 21, 2025
*pending***

3. Public Comment

None

4. Financials

A. Financial Reports for August 2025

Joleen Cline Distributed the financial reports for the period ending August 31, 2025, via email and posting to the District's Website prior to the Board meeting.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the financial reports as presented.

B. Delinquent Account Review and Actions

Joleen Cline reported there is no action to be taken today with regard to delinquent accounts.

5. General Manager Reports

A. New Connection Applications

No report

B. MSR Update

No report

C. City of Portola Inter-tie Update

No report

D. Update on WWTP Plan

No report

E. Other Management Reports

The Board reviewed the historical billing for the McGarr water purchase contract.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to cancel the contract with McGarr. The Board believed the amount billed so far this year, was below their original expectation and not in the best interest of the District.

F. Update on reimbursement for water used during fire event –

No report

6. New Business

A. Wastewater Management LLC Contract Proposal

After review, upon motion duly made, seconded and unanimously carried, the Board approved the proposal for services from Wastewater Management LLC at a cost of \$10,050.00 per month (attached). The proposal was approved with the stipulation that Christophher Lewsadder would participate in one Board meeting a month via Zoom teleconference.

Added note: the agreement was not countersigned by the Contractor. A new proposal will be presented in the future.

7. Adjournment

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 6:54 p.m.