



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

Wednesday, February 25, 2026 (approved 03/19/2026)

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 Wednesday, February 25, 2026, 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, Charlotte Willis, Darla Thompson, and Jeanne Collins were present. Bob Howell, General Manager was also present. Joleen Cline, Contract Bookkeeper was present and recorded the minutes. Sharon Castaneda called the meeting to order at 6:13 p.m.

2. Consent Agenda Discussion Possible Action

A. Approve Minutes of January 25, 2026 Board Meeting

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the January 25, 2026 meeting as submitted.

3. Public Comments

none

4. Financial Reports

A. Financial Reports for January 2026

Joleen provided copies of the January 31, 2026 financial reports via email and posting to the CSD website prior to the meeting.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the Financial reports for the period ending 01/31/2026 as submitted.

B. Delinquent Account Review and Actions

Joleen Cline shared a list of delinquent account with the Board members. She reported several payments were brought up to date after shut off notices were posted. There are two liens that can now be released and her staff will be drafting the paperwork for recording.

5. General Manager Reports Discussion Possible Action

A. Update on Intertie

Bob Howell reported the city council continues to request additional information. The Crocker Mtn. well is 30 feet away from the City's system. If we are able to put the connecting pipe in, Grizzly Lake CSD would have a reliable back-up system available.

Bob Howell and Teresa Garrison will both attend the City Council meeting next week.

B. New Connection Applications

The Board discussed the current connection policy. No action was taken. This item will be brought back at the next Board meeting.

C. Status of Delleker Pond

Bob reported the CSD owns the property where the pond is located. He has requested details regarding required maintenance of the ponds.

D. Update on 308 Delleker Drive Leak Repair

Bob Howell reported the leak repair was completed.

E. Report regarding Plumas Sanitation

Bob reported RCAC is going to write up a plan which will include a third party professional who will take samples, contract with the lab, and create a report of the results.

F. Request for IMD Account

Bob reported he and staff made headway cleaning up around the ponds. He requested checks so staff can haul debris away as needed.

G. Burn Permit

No report

H. Update on CDM Smith help with lead line TA

CDM Smith will be here in 2 months to begin working on the Lead Line TA.

I. Update on Thatcher Company to pick up 18 SBS and 6 Sanichlor Drums

Bob reported the empty barrels were picked up on January 16th. We should receive a refund once they determine the drums were returned clean.

J. Attorney Update

Bob reported our attorney has pushed the date back approximately 1 month until snow has cleared. Once the ground is clear, the attorney will come up in person to assist the district with unauthorized/illegal connections.

K. Other Management Reports

Bob reported the City of Portola has given us a TA work plan for the intertie. Bob will review and respond to it.

The trout test will be initiated in a few weeks.

6. Adjournment

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:29 p.m.