



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

Tuesday, March 19, 2026 (approved 03-21-2026)

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, March 19, 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 6:11 p.m.

2. Consent Agenda Discussion Possible Action

A. Approve Minutes of February 25, 2026 Board Meeting

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

3. Public Comments

none

4. Financial Reports

A. Financial Reports for February 2026

Joleen provided copies of the February 28, 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 02/28/2026 as submitted.

B. Delinquent Account Review and Actions

Joleen Cline reported there are no actions to be taken today.

5. General Manager Reports Discussion Possible Action

A. Update on Intertie

Bob Howell reported that the city requested Teresa and Bob attend the meeting next Tuesday. City council was not ready to address them at the last meeting. There is an agreement showing the city would be reimbursed for the work already completed on this project.

B. Approve Proposed Updated Bylaws reducing regular Board meetings to 1 per month.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the Updated Bylaws as presented reducing regular board meetings to 1 time per month.

- C. **Resolution 2026-01: Imposing and Increasing water and wastewater connection fees.**
After review, upon motion duly made, seconded and unanimously carried, the Board approved the resolution 2026-01 with changes (attached)
- D. **Wastewater Control Phase 3**
See item E below.
- E. **Great Basin Control working on proposal for WW phase 3**
Bob reported that 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. **Crocker tank control repair proposal**
Bob reported Great Basin is working on this proposal for the Phase 3 control and tank automation.
- G. **Sewer main blockage from MH 23**
Bob reported there was a blockage on Horseshoe Trail and it has been cleared. This blockage was a grease accumulation that was 3 feet long and 8 inches in diameter.
- H. **Sewer main blockage in upper Delleker Park**
This blockage was cleared by Q & D. This blockage was also grease.
- I. **Sewer spill on MH23**
Bob suggested we send a letter to every member regarding what should and should not go down the sewer system. There was a blockage of grease in the line, and those blockages can cost \$20,000 or more. Six months ago, there were diapers found inside the sewer lines.
- J. **Repair to office heater**
Bob reported parts have been ordered to repair the thermostat for the office heater.
- K. **Other Management Reports**
Bob reported we have a water leak near Sierra Gas. Sierra Gas reports the leak has been there a long time. There is a 2" line that is supposed to go out to the lot east of the gas company.

Bob reported 16 additional empty chemical drums were picked up. There should be a credit on the next statement reflecting this.

Plumas Sanitation pumped out the 3500-gallon tank up on Crocker. Mike from Q & A came out and will make the needed repair in the next few days.

Bob is planning to order warning signs to post around Delleker pond.

6. Adjournment

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