

Grizzly Lake Community Services District  
Minutes of the meeting of the Board of Directors

January 07, 2024

DRAFT

**1. Call to Order**

A regular meeting of the Board of Directors for the Grizzly Lake Community Services District was held on Tuesday, January 07, 2025, beginning at 5:30 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. Charlotte Willis was absent. Bob Howell, General Manager, was also present. Joleen Cline recorded the minutes. Sharon Castaneda called the meeting to order at 5:02 p.m.

**A. Pledge of Allegiance**

All Board members participated in the pledge.

**B. Roll Call**

See attendees noted above.

**2. Consent Agenda**

**A. Approve minutes of the December 17, 2024, Board Meeting**

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the December 17, 2024, Board Meeting as presented.*

**3. Public Comment**

None

**4. General Manager Reports**

**A. Report on New Connections/Applications**

none

**B. Progress on Discharge Pipe Repair**

Bob Howell reported McGarr Construction plans to start this project tomorrow.

**C. Update on Phase 1 of Great Basin Control Contract Project**

Bob reported that Great Basin has installed the composite sampler. Ken Morgan is scheduled to program the sampler tomorrow. Great Basin staff will also install a flow meter.

**D. Update on Uranium well Corrective action plan**

Bob reported the action plan has been completed and submitted to the water board. There are four potential solutions. 1) the district can treat the water that has uranium in it, 2) the district can connect from the city tank to the district's tank on Belle Vista and easements are already in place (tank to tank), 3) the district can run a line out of the city's treatment plant, install boosters and then go to the belle vista tank, 4) The district could tie into the city line on Belle Vista, however, water pressure would be compromised. Bob reported he has a meeting in two weeks with the City of Portola to discuss these options. There potentially is grant money available for intertie projects.

**E. Update on backflow prevention device yearly inspection**

Bob reported there are potentially 12 backflow prevention devices that need to be inspected. He is verifying the location for each one.

**F. Update on Crocker/Delleker Monitoring Violation Notification**

Joleen reported notifications were mailed to all customers with the January billing. Bob confirmed district staff are taking samples and driving them directly to Silver State Laboratory on a regular basis.

**G. Composite Sampling Device Installation update**

See item 4. C. above.

**H. Update on Discharge Preparation Plan**

Bob reported prior to beginning to discharge from the ponds, a plan must be submitted to the State Water Control Board. Bob reported he would complete the plan this week.

**I. Policy updates needed**

- i. Commercial sewage disposal
- ii. Water/Sewer service to RVs
- iii. New Service Connections
- iv. Anti-syphon valve ordinance

Bob submitted drafts and current copies of each of the listed policies to the attorney. The attorney expects to have drafts for the Board to review in the next week.

**J. Update on reimbursement for water used during recent fire event – Pending**

No report available at this time.

**Financial Reports**

**A. Review of Financial reports for 12-31-2024**

Joleen Cline presented the financial reports for the period ending 12/31/2024. GLCSD currently has a balance in the Operations account of \$7,576.84 and \$101,008.04 in Reserve Savings. Joleen reported that the district continues to be over budget on several categories of expenditures. So far, \$12,000 has been transferred into Reserves (savings) but the Board had planned to transfer \$30,000 at this point in the fiscal year. Unexpected expenses carried over from previous years have prohibited the district from being able to move funds from operating to reserves (savings).

**B. Review and plan action for delinquent accounts**

Joleen reported there are a number of accounts that may meet the criteria to mail shut off notices in January. We are waiting on the updated policy from the attorney and will take action as directed.

**6. New Business**

**A. Consider/Approve Proposal from SUPS for licensed contractor**

Bob reported we have not yet received a formal proposal.

**B. Consider/Approve Rate Study Proposal**

Jeanne volunteered to phone SUPS to ask about the proposed cost to complete the prop 218 requirements relating to the rate study.

**7. Adjournment**

*After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:20 p.m.*