



DRAFT

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

Tuesday, March 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 Tuesday, April 21, 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 March 19, 2026, Board Meeting

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the March 19, 2026, meeting as submitted.

3. Public Comments

none

4. Financial Reports

A. Financial Reports

Joleen provided copies of the March 2026 financial reports via email and posted them 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 03/31/2026 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. Sewer Backup

Bob Howell reported we had a recent sewage backup near 223 Arriba at manhole 17. Q & D cleared the blockage, and it was found to be grease.

B. 4" Line Blockage

Bob Howell reported there also was a blockage at Arriba and Colina Court. It was also found to be grease.

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 (attached).

D. Update on Rate Study

Jeannie and Sharron volunteered to meet with J. Cline to work on the prelim budget for 2026-2027. Once approved, the budget will be shared with the SUSP Rate Study specialist.

E. Crocker Tank Control repair proposal.

Bob reported he has requested a proposal from Great Basin Control to complete the repair.

F. Water leak in Commercial area

Bob reported there was a water leak near the High Sierra Gas office. Tyler McGarr completed the repair this week.

G. Q & D Maintenance quote

Bob presented a sewer line maintenance contract from Q & D. The proposal states that they will pre-expletively come out for 2 days and clear the sewer lines that have most often had issues with blockages. Cost for this service would be \$10,324.00.

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

H. Trout test 04/20/2026

Bob reported the trout test was initiated on 04/20/2026.

I. Pond Insurance update

Bob reported the warning signs have been posted around the pond.

J. BBK Arron site visit 04/27 and 04/28

Bob reported the attorney will be on site for 2 days reviewing property use issues as well as illegal connections.

K. Other Management Reports

Bob reported that Q & D recently cleared a blockage off of Grizzly Road at Crocker sewer ponds and wastewater tank.

Bob reported he has requested an updated price for stage 3 of the wastewater treatment plant. He plans to present it at the next Board meeting.

Bob reported the city counsel approved getting paid for the work already completed on the inter tie project. We expect the bill will be paid by the State.

6. Adjournment

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:12 p.m.