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

**Tuesday, July 28, 2026 (approved 08-20-2026)**

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, July 28, 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. Joleen Cline, Contract Bookkeeper, was present and recorded the minutes. Sharon Castaneda called the meeting to order at 6:04 p.m.

2. **Consent Agenda ☑ Discussion ☑ Possible Action**
   A. **Approve Minutes of June 17, 2026, Board Meeting**
   ***After review upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the June 17, 2026, Board meeting as submitted.***

3. **Public Comments**
   none

4. **Financial Reports**
   A. **Financial Reports**
   Joleen provided copies of the June 30, 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 06/30/2026 as submitted.***

   Joleen reported we need to complete an audit. She will request bids for the Board to review.

   B. ***Delinquent Account Review and Actions***
   Joleen reported we have 7 liens to file. We have the documents ready to be notarized and then recorded.

   C. **Update Signers for Plumas Bank Accounts**
   ***After review, upon motion duly made, seconded and unanimously carried, the Board appointed Sharon Casteneda, Jeanne Colins, Joleen Cline and Charlotte Willis, Darla Thompson.***

   D. **Update on Rate Study**
   Joleen reported the budget information for the current year has been provided to the rate study

specialist. We are waiting on a draft.

5. **General Manager Reports ☑ Discussion ☑ Possible Action**

A. **Update on Operations**

Christian reported that Adam recently passed his test and now has his Grade II for Water Distribution.

Christian provided a written report. He has continued to take weekly wastewater samples. The lab comes to pick up the samples once a week. There is a new form for monitoring the ponds.

Christian and Adam check the wells every day. Crocker still has to be turned on and off manually. Christian reported he get a copy of the pump automation quote for the Board to consider.

The state paid CDM Smith to complete the lead line survey. They were able to complete the survey for Delleker, however, they did not complete Crocker. They are looking at 20% of the system.

Delleker well has an electrical timer relay issue. Caley Electric has ordered the replacement part.

Christian reported there are 2 parcels that May need to be added to the client lot list. These are 85 Escondido Way and 301 Bella Vista.

Christian reported that he is preparing to take the Wastewater 1 test. He suggested the Board contract with Mamadou to be the CSD's plant operator.

Christian reported we have an issue with the valve on Humbug Creek. The valve currently is closed approximately half. We may need to vacuum out the vault. We will request assistance and a recommendation.

B. **Septage Fees**

No report

6. **New Business**

**A. Approve Job Description and Pay Rate: General Manager Full Time**

***After review, upon motion duly made, seconded and unanimously carried, the Board approved the Job Description and Pay Rate: General Manager.***

**B. Recruitment Plan**

Joleen reported she can place a help wanted add on Indeed and on the SWRCB website.

7. **Adjournment**

***After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:06 p.m.***