

**Emergency Meeting Minutes of Board Meeting  
Covelo Community Services District  
June 11, 2025 7:45pm**

**Purpose:** To provide oversight and set policy as applicable to the proper functioning of the District.

**Convene:** 8:15pm

**\*Roll Call:** Board – Joe Gauder, Sherrie Lee, Crispin Littlehales, John Marshal; Staff – Dane Downing

**\*Approval of Emergency Meeting Agenda for June 11, 2025** – John motioned & Crispin seconded to approve the agenda, agenda was passed unanimously.

**Public Comment – Non-Agenda Items:** None.

**Content:** **\*Discuss & Vote: DWR Grant – Contractor Retainage Payment – Recommend Transfer of \$28,309.88 from Capital Reserve Account to Grants Account** – Construction has been completed for the DRW grant thus the final payment of Construction Change Order #5 and project retainage was to be paid in full. Past planning efforts by CCSD's & Humboldt Count's accounted for this need and made as many funds as possible available for the final payments. The amount was not sufficient though and full payment was not possible. The wait time for invoicing DWR would be months which is unfair to the contractor. In keeping with the good faith practices that have been implemented throughout the project by the contractor and District, it is recommended to transfer funds from CCSD's Capital Reserve account into the Grant account to process the final payment in full. Once DWR's invoicing in processed these monies can be reimbursed to the Capital Reserve Account. Given this context the discussion was brief and John motioned to approve the transfer of \$28,309.88 from the Capital Reserve account to the Grant Account, Crispin seconded, it passed unanimously.

**Meeting Adjourned:** 8:16pm