Minutes of Board Meeting
Covelo Community Services District
July 8, 2026

Purpose: To provide oversight and set policy as applicable to the proper functioning of the District.
Convene: 6:42 pm

*__Roll Call__: Board – Joe Gauder, Sherrie Lee, Crispin Littlehales, John Marshall; Staff – Dane Downing
*__Approval of Agenda for July 8, 2026__ – Joe motioned & Sherrie seconded to approve the agenda, it passed unanimously.

Consent Agenda: Approval of June 2026 Financial Reports, District Manager Report, Plant Operator Report, and Minutes for June 10, 2026, Regular meeting & June 25, 2026 Special Meeting. Joe motioned & Sherrie seconded to approve the consent agenda, it passed unanimously.

Public Comment – Non-Agenda Items: None.

Correspondence: Auditor emailed draft 2025 audit report & GM completed doc signature pages; elections "Oath of Office" forms will be available soon & GM will arrange Katrina's site visit to process Board Candidates' File for candidacy in RV; storage room needs new roofing, one contractor provided a quote other quotes will be request for Board review; office HVAC unit no longer has working A/C, DIY mini split units are available to save installation costs.

Content:

***Fire Hydrant Project: Updates –** Feasibility study RFP was posted, engineers replied, community stakeholders need to rate selected firm.

***Grant Updates**

- **DWR Grant – Solar Production –** System is functioning and has produced 48.8 Mw in total so far, one panel looks to be underperforming and will be shown to installers to troubleshoot.
- **EPA – WaterTA Grant – Flow Meter Data Monitoring –** June conference call the team was missed due to earthquake cutting off power to the valley and the backup generator not functioning. EPA team will assist with Waterboard request for a PER that covers the disinfection system design in the final Preliminary Engineering Report (PER).
- **Waterboards Grant 2025 – $1.75m – Financial Review Process –** Waterboard conference call highlighted CCSD does not have completed application. Upon their internal review they discovered the NOV, which qualifies CCSD to submit an application, has a second violation, discharge disinfection system. Completed designs need to be submitted by November 2026 to be considered in the 2026/2027 funding cycle.
- **USDA Community Facilities Grant –Plant Maintenance Equip –** No cost estimates have yet been developed.

Discuss & Vote: Policy 3025 – Update Dialog Box on Billing Statements – As a result of rising costs for equipment and supplies, staff has recommended that the fixed asset threshold ought to be increased to save staff time tracking/depreciating what has now become common purchase amounts. John motioned to approve the increase as proposed, Sherrie 2nd, it passed unanimously.

Discuss: 2025 Audit & Governance Letter –GM presented the letter from the auditor on the projector screen and read over it to the Board.

Discuss: BOD's Site Visit to the Treatment Plant – GM will coordinate on-site visits with the Board.

Next Month's Meeting: August 19, 2026, 6:30pm: Scheduling conflicts with the regular meeting date on the 12th was discussed and the 19th proved to be a suitable alternative.

Meeting Adjourned: 8:17pm