



## Regular Board Meeting

### AGENDA

#### Regular Meeting

May 15, 2026 10:00 AM

150 Pacific Street, Portola, CA 96122

<https://www.gmcscd.org/>

<https://us02web.zoom.us/j/84882666691?pwd=EDDk9vQeABjUdDH2K2AOwx6taUSRAP.1>

#### Board of Directors

President Patricia Ryan • Vice President Kathy Kogge • Director Shaun Pairish • Finance Director  
Rene St. Pierre • Vacant

#### Administrative Staff

General Manager/Board Secretary Skyler Allingham • Office Administrator Kati Campbell

### RULES AND PROCEDURES OF THIS BOARD

Any person desiring to address the CSD Board on any item not on the Agenda may do so during the public comment period of the meeting. The public is asked to limit comments to three minutes. The Board will also allow for 3-minute public comments between each agenda item.

Please direct your email comments to the CSD at [info.gmcscd@gmail.com](mailto:info.gmcscd@gmail.com). Members of the public may submit their comments in writing to be included in the public record. Copies of agenda reports or other written documentation relating to each item of business referred to on this agenda will be available on the District's website at [www.gmcscd.org](http://www.gmcscd.org). If you have any questions on any agenda items, contact the CSD at 530-832-5945.

### REASONABLE ACCOMMODATIONS

In compliance with the Americans with Disability Act, if you are a disabled person and you need disability-related modifications or accommodations to participate in this meeting, then please contact District Secretary at 530-832-5945. Request must be made as early as possible, and at least one full business day before the start of the meeting

#### 1. Call to Order

A. Roll Call

#### 2. Closed Session

Discussion  Possible Action  [Comment](#)

A. Litigation - Pending/Existing Litigation

## ESTIMATED CLOSED SESSION TO TAKE 30 MINUTES

Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1)

### 3. Public Comments

Discussion  [Comment](#)

Pursuant to Government Code Section 54954.3, members of the audience may address the Board on any agenda item before or during the Board's consideration of the item. The District allows a maximum of three (3) minutes for each speaker.

### 4. Correspondence to the Board

Discussion  [Comment](#)

### 5. Consent Agenda

Discussion  Possible Action  [Comment](#) [View Item](#)

These routine items are expected to be acted upon at one time without discussion. Any Board Member, staff member or interested public party may request that an item be removed from the consent calendar for discussion

A. Review, discuss, and approve minutes from April 16, 2026 Special Meeting.

### 6. Board Member Vacancy

Discussion  Possible Action  [Comment](#) [View Item](#)

Discuss and approve appointment of Joan Zappettini in Lieu of Election to fill Board Vacancy.

A. Administer Oath of Office to new Board Director.

### 7. Financial Reports

Discussion  Possible Action  [Comment](#) [View Item](#)

Review, discuss, and approve Apr 2026 financial statements.

### 8. Policy #5005 Billing Policy

Discussion  Possible Action  [Comment](#) [View Item](#)

Review, discuss, and approve Policy #5005, Billing

### 9. Existing, charged propane lines installed by Gold Mountain developers

Discussion  Possible Action  [Comment](#) [View Item](#)

Review, discuss existing, charged propane lines in utility easement.

## BACKGROUND

**Propane lines are considered abandoned when a licensed propane provider does not have responsibility for the lines.** Abandoned propane lines pose several significant safety risks if they are not properly decommissioned. Because propane is heavier than air and highly flammable, an unmanaged line can become a silent hazard. Unmapped abandoned lines pose an even greater

hazard as the lines will not be identified during 811 marking as a provider does not exist.

### Key Risks of Abandoned Lines

- **Residual Gas Accumulation:** Even if a tank is disconnected, residual liquid propane can remain in the low points of a line. As temperatures change, this liquid can vaporize, creating enough pressure to leak out of aging seals or open ends.
- **Propane Pooling:** Since propane is denser than air, any gas escaping from an abandoned line will settle into low-lying areas like basements, crawlspaces, or utility vaults rather than dissipating. This creates an invisible "pool" of explosive gas. Because it accumulates rather than rising, a small leak can eventually create a massive, invisible "bomb" waiting for an ignition source.
- **Corrosion and Soil Leaks:** Underground lines that are not maintained will eventually succumb to corrosion. If a line is inadvertently reconnected or if gas is trapped inside, a leak can saturate the surrounding soil.
- **Odorant Fade:** Propane is treated with ethyl mercaptan to give it a "rotten egg" smell. In abandoned lines, moisture and rust (iron oxide) can react with this chemical, causing the smell to fade. You may have a significant leak without the warning scent.
- **Accidental Reconnection or Damage:** Abandoned lines are often forgotten during renovations or landscaping. A contractor might accidentally strike a line with a shovel or backhoe, or a new homeowner might mistakenly attempt to hook a new appliance to an old, compromised line.

When a propane system is partially dismantled but lines are left in place, "dead-end" sections are created.

- **Thermal Expansion:** If liquid propane was trapped in the line when it was shut off, changes in outdoor temperature can cause the internal pressure to skyrocket, potentially rupturing the pipe.
- **Residual Gas:** Even a "depressurized" line often contains enough residual vapor to cause a flash fire if a homeowner or contractor cuts into it thinking it is an old water or electrical conduit.

### 10. Nakoma Resort Billing for Water and Sewer

Discussion  Possible Action  [Comment](#)

A. Nakoma Resort Water and Sewer Billing Audit covering FY2022 - FY2025

B. Nakoma Resort Maintenance Building Sewer Charges - request from Nakoma Resort to consider reduction.

### 11. GMCSO Fire Tax

Discussion  Possible Action  [Comment](#)

Review and discuss.

### 12. Draft Budget

Discussion  Possible Action  [Comment](#) [View Item](#)

Review and discuss draft budget for July 1, 2026 - June 30, 2027.

### 13. Master Plan

Discussion  Possible Action  [Comment](#) [View Item](#)

Review, discuss, and approve 5 year Master Plan from Shaw Engineering

**14. Hansford - Capacity Fees**

Discussion  Possible Action  [Comment](#) [View Item](#)

Review, discuss Hansford Progress Reports Project #250453 (Financing Strategy & Capacity Fees) and Project #250471 (infrastructure Funding Applications)

NOTES: (1) #250453 Proposal from Hansford was approved by the Board on February 5, 2025 and (2) Project #250471 approved by the Board on September 19, 2025.

**15. Staff Reports**

Discussion  Possible Action  [Comment](#) [View Item](#)

Review, discuss, and approve New projects

**16. Committee Reports**

Discussion  Possible Action  [Comment](#)

Executive, Finance, Community Wildfire Prevention, Policy Review

**17. Directors' Reports**

Discussion  Possible Action  [Comment](#)

**18. Adjournment**

**Posted 9:18 pm on May 11, 2026**

9:18 pm May 11, 2026