

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
February 10, 2022**

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 9:00 AM by Director Hannblom.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Davidson, Hannblom, Malonson and McKillop

Called-in: Cort Abney (H2Ou), Tom Gould (HDR, Inc.), and Lindsey Pangburn (Proso Communications)

Absent: None

Others: Kim Gustafson and Jodi Lauther

SALUTE TO THE FLAG was led by Director Hannblom.

B. APPROVAL OF THE AGENDA – Director McKillop made a motion to approve the agenda as presented. Director Malonson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

C. PUBLIC COMMENT – There was no public comment.

D. CONSENT CALENDAR- These items are expected to be routine business not normally requiring discussion. Action by the Board was taken at one time with one motion.

1. **Approval of the minutes of the regular meeting on January 13, 2022.**
2. **Review Monthly System Report for January (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**

Director Chigazola made a motion to approve the Consent Calendar as presented. Director McKillop 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

E. CALDOR FIRE EMERGENCY RECOVERY / Lauther (discussion)

1. **Discuss the process and timeline of performing the Cost of Services Study with HDR Engineering** - Tom Gould indicated that HDR, Inc. is in the process of drawing a contract with the El Dorado Water Agency, who will be funding a two phase Cost of Services Study for the Grizzly Flats Community Services District. The purpose of the study is to try to close the revenue gap left by the loss of 2/3 of the District's customer base during the Caldor fire.
2. **Discuss USDA-RD grant application for funding to remove hazard trees along Eagle Ditch and environmental work required for grant application** - Jodi Lauther said that the District is pursuing a United States Department of Agriculture (USDA) grant for up to \$1,000,000 to remove hazardous trees along Eagle Ditch pipeline. Cort Abney of H2O Urban Solutions prepared a draft Preliminary Engineering Report (PER), which began on page 7 of the packet. Jodi Lauther indicated that there will be an expense for approximately \$10,000 related to environmental work which will need to be completed before the grant is awarded. Cort said that he will submit the PER to USDA for review and get their approval (around 98%) before doing the environmental work. The District will apply for an emergency exemption which may help lower the environmental costs.
3. **Review the most recent Caldor Fire Status Report** – Jodi Lauther referred the Board to page 12 of the packet for the most recent Caldor Fire Status Report. She said that the temporary water pressure system is working, and that water is once again available at the District office. Staff will attempt to get a wireless modem from AT&T so that staff can return to work from the office in Grizzly Flats. She went on to say that the debris and tree removal crews are breaking water lines, but repair work is not considered to be related to the Caldor fire and is therefore not reimbursable by FEMA. To be reimbursed, staff needs to bill the companies causing the damage directly. Jodi also noted that she talked to CalOES, who will mitigate road damage if their crews continue work on Old Mine

Road. They also may help remove Caldor fire related hazard trees from Grizzly Pond. Jodi then indicated that the Toyota Tacoma was disabled on Old Mine Road due to a broken suspension bracket where it was then side swiped by a debris removal truck. It will be several weeks before the truck can be inspected, but it may need to be replaced. Insurance reimbursement for damage from the Caldor fire is currently held up while they work to get a structural engineer to look at the water tanks.

4. **Report on status of customer billing** – Kim Gustafson said that there was a total of 223 bills distributed in January. 217 were for service at surviving houses, and 6 were for temporary water connections.
5. **Present updated Financial reports, discuss any emergency actions performed in accordance with Resolution 2021-01, and approve associated expenses** – Jodi Lauther said that a reimbursement was submitted to FEMA for emergency work following the Caldor fire during the first six months of recovery. She indicated that during the rebuilding phase, staff cannot submit personnel costs for reimbursement. She noted that the most recent Caldor fire related expenses were listed on page 27, and that two purchase orders were issued Pace Supply Corporation and Core & Main for repair parts.

Director McKillop made a motion to approve the Financial Reports and emergency actions which were performed in accordance with Resolution 2021-01 as presented. Director Davidson 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

6. **Discuss Resolution 2021-01, Resolution of GFCSD, Declaring an emergency for the Caldor Fire, adopted on August 27, 2021, and confirm an emergency still exists in the District as described in the resolution** - Jodi Lauther requested that the Board declare if an emergency still exists due to the Caldor Fire, and if she should continue to operate under the conditions of Resolution 2021-01.

Director Chigazola made a motion to confirm an emergency still exists and all terms of Resolution 2021-01 remain in place until reassessed at the next regular Board meeting in March. Director McKillop 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

F. OFFICE & FINANCE / Jodi Lauther, General Manager

Office Operations:

1. **Discuss the Local Agency Formation Commission (LAFCO)'s Municipal Services Review (MSR) for our District** – Jodi Lauther said the District is required to update its Municipal Services Review every five years with El Dorado County Local Agency Formation Commission. This document summarizes the services provided by the District. Director McKillop recommended that the MSR be provided to new Board members as part of an onboarding packet.
2. **ADOPT RESOLUTION 2022-02 (if the Board sees the need to continue to hold remote meetings) - Adopt Resolution 2022-01, Proclaiming a Local Emergency Persists, Re-Ratifying the Proclamation of a State of Emergency for the Caldor Fire by Governor Gavin Newsom on September 1, 2021, and Re-authorizing Remote Teleconference Meetings of the Legislative Bodies of Grizzly Flats Community Services District for the Period of February 20, 2022, to March 19, 2022 CONSISTENT WITH THE TERMS OF CA GOVT § 54953, SUBDIVISION (E), PARAGRAPH (1), SUBPARAGRAPH (B)** – Jodi Lauther referred the Board to page 47 of the packet for another resolution that would authorize remote meetings from February 20, 2022 to March 19, 2022.

Director McKillop made a motion to adopt Resolution 2022-01 as presented. Director Chigazola 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

Financial Operations:

3. **Discuss California Special Districts Association's (CSDA's) annual renewal** - Jodi Lauther referred the Board to page 50 of the packet and requested that the Board approve the annual CSDA renewal cost of \$2,051.

Director McKillop made a motion to approve the annual CSDA membership renewal fee for 2022. Director Chigazola 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed.

G. COMMITTEE MEETINGS

1. **Report from the Water Operations Committee that met on January 25, 2022 to discuss the following:**
 - a. **Caldor Fire Recovery - discuss temporary water connection options for temporary housing (RVs, alternative structures), and standards for service line replacements due to the Caldor Fire, which includes up-sizing lines to meet fire sprinkler requirements** – Jodi Lauther said that the committee met on January 25, 2022 to discuss the Cost of Services Study which will review the standby fee and connection charges, issues with service line replacement as FEMA will reimburse service lines where VOC sample results come back positive but the District’s are coming back negative, and other topics. Jodi noted that she was invited to a meeting with the new Director of the Planning Department at 1:30 PM on February 17, 2022 in Grizzly Flats. Director Malonson said he would like to participate in the meeting as well.

H. ANNOUNCEMENTS / DIRECTORS COMMENTS – Kim Gustafson noted that the Special District Risk Management Authority Spring Education Day is coming up on March 22, 2022. The District earns discounted insurance premiums if two directors and two staff members participate in this event. Directors McKillop and Hannblom said they would be willing to attend this event.

Director Malonson indicated that work should be complete to better protect the District office from wildfire risk. Jodi Lauther responded to say that she participated in the recent Grizzly Flats Fire Safe Council meeting on February 5, 2022, and that Ernie Lori indicated that they are working on that. Directors Malonson, Chigazola and Hannblom requested to be added to the GFFSC email notification list.

I. ADJORNMENT- Director McKillop made a motion to adjourn. Director Chigazola 2nd the motion. There was no further discussion. A roll call vote was taken: Director Chigazola – AYE, Director Davidson – AYE, Director Hannblom – AYE, Director Malonson – AYE, and Director McKillop - AYE. The motion passed and the meeting was adjourned at 10:39 AM. The next regular meeting will be held in Grizzly Flats and via teleconference starting at 9:00 AM on Thursday, March 10, 2022.

Minutes submitted by: _____
Kim Gustafson, Board Secretary

Approved by: _____
Lynn Hannblom, Board Chair

Date: _____