

**Grizzly Flats Community Services District  
Minutes of the Regular Meeting of the Board  
April 13, 2023**

**A. CALL TO ORDER**

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:00 P.M. by Director Hannblom.

**ROLL CALL OF THE BOARD**

Present: Directors Chigazola, Davidson, Hannblom, and Malonson

Called-in: Scott Myers

Absent: None

Others: Melanie Edman-Osmer, Kim Gustafson, Mel and Robin Kelley, Jessi Phillips, and John Taylor

**SALUTE TO THE FLAG** was led by Director Hannblom.

**B. APPROVAL OF THE AGENDA – Director Chigazola made a motion to approve the agenda as presented. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**C. PUBLIC COMMENT –** There were no public comments.

**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 March 9, 2023, regular meeting.**
2. **Review monthly System Report for March (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for February and March 2023 –** Kim Gustafson noted that Darlene Serpa was unable to come into the office in February 2023 due to inclement weather, so there were no vendor checks needing approval for that period. She also noted that a payment was received from Special District Risk Management Authority for \$400,086.44 for known damages from the Caldor fire.
4. **Review and approve purchase of Parcel Quest for 2023/24 Tax Roll.**

**Director Davidson made a motion to approve the consent calendar as presented. Director Chigazola 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**E. CUSTOMER REQUEST**

1. **J. Taylor – Request to start a discussion on the future of Grizzly Pond –** John Taylor said that he is a member of the South County Alliance under the El Dorado Community Foundation. He indicated that the South County Alliance is working to build the Grizzly Flats community back and they are interested in acquiring the property at Grizzly Pond. Robin Kelley is also a member of the Alliance and has been working on procuring a grant to remove dead trees at the Grizzly Pond property including the one that's laying in the pond water. There was a brief discussion about whether or not the property could be donated to the South County Alliance. Staff will check with legal counsel for clarification and to determine if there is any value to retaining the water rights.

**F. OFFICE & FINANCE / Kim Gustafson, Interim General Manager**

***Office Operations:***

1. **Board vacancy update -** Kim Gustafson said that although a local realtor had asked questions about the vacant Board position, no letters of interest have been received.
2. **Update from District tour with Senator Alvarado-Gil –** Kim Gustafson said that on April 6, 2023, Senator Alvarado-Gil and her staff, Supervisor Turnboo and his staff, representatives from the South County Alliance and the El Dorado County Food Bank came up to tour the District property and see damage following the Caldor fire.

Scott Myers gave a brief presentation of off-site damages the District obtained while showing representative photos. During the visit, the Senator indicated that she supported the District's funding request to Senator Padilla to replace Eagle Ditch pipeline with ductile iron pipe, and her District Director Lauren Hernandez said that Senator Alvarado-Gil feels that it is important to help with the District's Operations and Maintenance financial shortfall.

3. **Report from Spring 2023 Countywide Plenary for Water** – Kim Gustafson said that she attended the Spring 2023 Countywide Plenary for Water on April 13, 2023. This event was coordinated by El Dorado Water Agency to bring different agencies together to discuss the paradigm shift in water. She said there was a panel of speakers including Ken Payne (General Manager, El Dorado Water Agency), Ken Pimlott (Chair of the El Dorado County Fire Safe Council and retired CAL FIRE Chief), Mark Egbert (District Manager, El Dorado and Georgetown Divide Resource Conservation Districts), Michael Ranalli (President, El Dorado Farm Bureau), and David Batker (President, Batker Consulting). After the panel discussion, there were two break-out sessions. One group discussed the Value of the Upper American River Watershed, and the other discussed Responding to Extreme Climate Events.
4. **Report from SDRMA's Spring Education Day** - Director Hannblom said that she, Jessi Phillips, and Andy Vicars attended the recent Spring Education Day. Director Hannblom took the Governance Foundations, Jessi Phillips attended the general sessions, and Andy Vicars took the Safety Specialist Certification. Director Hannblom recommended that the Board plan a Strategic Planning Session with Scott Myers in February or March 2024. Scott Myers indicated that Old Mine Road will need to be addressed to better protect the distribution system.
5. **Election of Regular and Alternate Special District Representative to El Dorado LAFCO / Gustafson (discussion/action)** – There was a brief discussion about the two representatives.

**Director Chigazola made a motion to rank Michael Saunders as number 1 and Timothy White as number 2 for the El Dorado LAFCO election. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

6. **Discuss and select a consulting firm to perform a Cost of Services Study and assist the District in revising its current rate structure.** – Kim Gustafson referred the board to page 45 of the packet and said that proposals were received from three consultants for the Cost of Services Study. Director Hannblom indicated that she liked the proposal from Hildebrand Consulting. Kim Gustafson said that she preferred the proposal from Hansford Economic Consulting LLC. She noted that Georgetown Divide Public Utility District recently worked with Catherine Hansford, and Dane Wadlé said she was great to work with. Additionally, Hansford Economic Consulting LLC has a dedicated Public Relations person who can help with the customer outreach during the Proposition 218 process. This will be a crucial piece of the work. Director Davidson indicated that he preferred the quote from Hansford Consulting as well.

**Director Malonson made a motion to accept the proposal from Hansford Economic Consulting LLC for the Cost of Services Study. Director Chigazola 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

#### **Financial Operations:**

7. **Review and approve costs to purchase and install ProMinent Fluid Controls Parts and a heater to the new Chlorine Analyzer on Treatment Plant 2 / Gustafson (discussion/action)** – Scott Myers noted that the new Prominent Chlorine Analyzer on Treatment Plant 2 was having difficulty was unable to register the Chlorine level of water when it is too cold. He said that there is a module that can be purchased with a heater that would warm up the water enough to resolve the issue without affecting the results. Scott said that he has a heater that the District can use so that they will not need to purchase one. Kim Gustafson requested that the Board approve the cost for the additional equipment for a not to exceed cost of \$2,000.

**Director Chigazola made a motion to approve the additional equipment purchase for a cost not to exceed \$2,000. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**G. CALDOR FIRE RECOVERY**

1. **Review the most recent Caldor Fire Status Report** – Scott Myers said that El Dorado Water Agency sent the District a letter to provide 30-day notice before they stopped providing administrative support for the Caldor fire recovery. He also noted that Acuren completed the final revisions to Tyler tank’s and Winding Way tank’s “Fit for Service” reports. Scott added that he is working on a sole source justification for Phase 1A of the American Rescue Plan Act (ARPA) project to replace the Programmable Logic Controller (PLC) and chemical pumps. He noted that they are working on designing the screen format for the PLC which will eliminate the need for circle charges to document when the plant goes on and off.
2. **Review El Dorado Water Agency’s Public Assistance Weekly Status Report** – Scott Myers indicated that there were no major updates listed on the report.
3. **Update on hazard tree marking for private parcels along Eagle Ditch pipeline** - Kim Gustafson said that Forester’s Co-Op completed reporting for all tree marking completed to date, and that data was submitted to FEMA. She said that they were not able to complete hazard tree marking on all private parcels along Eagle Ditch pipeline due to the extensive reporting requirements. Staff will send letters to parcel owner’s who did not sign right-of-entry forms to warn them of potential liability if their hazard trees fall and damage the pipeline. Kim also noted that Allen Speering of the United States Department of Agriculture Forest Service accepted responsibility for the broken pipe issues during their tree felling project, and that they are happy to compensate the District for expenses related thereto.
4. **Report on status of customer billing** – Kim Gustafson said that 562 bills were distributed in March 2023 for a total of \$38,391.27, and that \$46,081.30 was received from customers.
5. **Authorize H2O Urban Solutions to proceed with Task 2 of their Engineering Contract to get the Reservoir liner repair project ready for bidding** – Kim Gustafson said that she recently spoke with El Dorado Water Agency’s legal counsel Dee Anne Gillick, and she had indicated that H2O Urban Solutions would be able to help get the Reservoir Liner Repair project out to bid and provide construction management if they do not design the project. Since H2Ou will be preparing technical specifications (not a design) to put the project out to bid, an email was sent to Dee Anne to confirm there are no conflicts with them performing that work. There was a brief discussion about not wanting to hold up the project if a positive response is received from Ms. Gillick.

**Director Davidson made a motion to authorize H2O Urban Solutions to proceed with Task 2 of their Engineering contract as previously approved once authorization is received from the attorneys. Director Chigazola 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**H. ANNOUNCEMENTS / DIRECTORS COMMENTS** – Kim Gustafson said that the District office has finally been restored with AT&T internet service. Director Davidson noted that he felt the District’s policy should allow customers to sell their service connections to other locations if they will never be utilized. Director Hannblom officially welcomed Jessi to the District.

**I. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye and the meeting was adjourned at 7:54 P.M.** The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, May 11, 2023.

Minutes submitted by:

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*Kim Gustafson, Board Secretary*

Approved by:

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*Lynn Hannblom, Board Chair*

Date:

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