

**Grizzly Flats Community Services District  
Minutes of the Regular Meeting of the Board  
June 8, 2023**

**A. CALL TO ORDER**

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:01 P.M. by Director Hannblom.

**ROLL CALL OF THE BOARD**

Present: Directors Chigazola, Davidson, Hannblom, and Malonson

Called-in: None

Absent: None

Others: Kim Gustafson and Jessi Phillips

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

**B. APPROVAL OF THE AGENDA – Director Malonson made a motion to approve the agenda as presented. Director Davidson 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 May 11, 2023, regular meeting.**
2. **Review monthly System Report for May (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for May, 2023.**

Director Chigazola made a motion to approve the consent calendar 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.

**E. 2023/2024 BUDGET SESSION**

1. **Review and discuss the proposed budget for the 2023/2024 fiscal year for the Operation and Maintenance (O&M), Asset Management Program and Capital Improvement Projects (CIP)**

**The proposed budget has been reviewed by the Budget & Finance Committee. The Board will be asked to consider adopting it at our next regular meeting scheduled for July 13, 2023 –** Kim Gustafson presented the Board with the proposed budget packet and asked them to review for discussion at the next meeting in July.

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

***Office Operations:***

1. **Board vacancy update –** There have been no letters of interest received. Director Hannblom suggested trying a different approach and said she created and emailed Kim Gustafson a flier which may reach more residents to inform them of the vacancy.
2. **Update on the Cost of Services Study –** Kim Gustafson says she is working with Catherine Hansford to provide information needed for the study. She also mentioned that they do not want to rush the project as clear Public Relations will be crucial for the process. Catherine Hansford estimated that everything will be done by April or May 2024 so that new rates could be implemented July 1<sup>st</sup> for the new fiscal year.

3. **Voting for Special District Risk Management Authority's (SDRMA's) 2023 Board of Directors Election** - There was a brief discussion about the candidates.

**Director Chigazola made a motion to select Robert Swan, Jesse Claypool and Sandy Seifert-Raffelson for SDRMA's Board of Directors. 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.**

4. **Voting for California Special District's Association's (CSDA's) Seat C – Sierra Network** - There was a brief discussion about the candidates.

**Director Chigazola made a motion to select Pete Kampa for Seat C on CSDA's Board of Directors. Director Hannblom 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** – Kim Gustafson mentioned she changed the status report to fire and storm damage because of the new disaster which was brought on by the recent winter storms. She said there are scheduled bi-weekly meetings with FEMA and Cal OES, although they have not participated in four out of the last 6 calls. Kim stated that FEMA is not responding to the District, so she may need to reach out to the case manager one more time before contacting a supervisor. She did mention that they have been doing a lot of field site visits with the new disaster, the storm damage and that the new director for the storm damage is very responsive and he is scheduled to come out to view storm damage to the treatment plant so that projects can be submitted. Scott Myers of H2O Urban Solutions is working on a replacement cost for Tyler and Winding Way tanks and the cost to get them rehabbed on site. Kim said that Kyle Erickson of the El Dorado Water Agency is requesting a sole source justification memo since Scott wants to standardize equipment within the Treatment Plant. Scott is planning to replace Treatment Plant 1 and the new equipment will come with an Alan Bradley controller. He would like the new PLC to match it so that everything is the same. However, this was not anticipated at the beginning of the project, which was supposed to be around \$200,000. After Scott dug deeper into the details of the emergency Phase 1A ARPA project, he felt that the cost is closer to \$250,000 which is the max before the project must go to bid. Kyle also indicated that he does not agree with Barbara Brenner's opinion that H2Ou can design the remaining phases of the ARPA project.
2. **Update on hazard tree marking for private parcels along Eagle Ditch pipeline** – Kim Gustafson said the tree marking is for private parcels and US Forest Service land along Eagle Ditch Pipeline. Originally, Forester's Co-Op was going to mark three remaining private properties that were not completed under the FEMA project, but two of those lots will now be cleared through a project with the El Dorado Resource Conservation District who will fell, remove, and replant the trees. Kim said Forester's Co-Op is two thirds of the way done with the tree markings and the work should be completed by next week.
3. **Report on status of customer billing** – Kim Gustafson said that 574 customers were billed a total of \$42,610.63 in May 2023, and that 539 payments received for \$39,694.43 (93%).
4. **Review and approve the Reservoir Liner Repair Project Request for Proposals** – Kim Gustafson referred the Board to page 42 of the packet and said that Scott Myers of H2O Urban Solutions is requesting Board approval on the Request for Proposals document so that it can be distributed to get bids for the Reservoir Liner Repair Project. Director Hannblom asked why a bid bond is required. Kim said she will check on the regulations, and follow-up with Scott and Barbara Brenner to see if the bid bond is necessary. Director Davidson asked if there was a list of potential bidders and Kim said that there was. The fence will have to be taken down and the anchor trench will need to be dug up, so that the damaged liner can be removed and replaced. Once that is complete, gravel will be placed around the liner edge as FEMA mitigation.

**Director Chigazola made a motion to approve the RFP as presented and authorize the General Manager to distribute it. Director Davidson 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** – Director Hannblom suggested that the District communicate more effectively with the community, especially with the cost of services study going on. Kim Gustafson and the Board agreed that it would be a good idea, and it was suggested that a more detailed system report and frequent newsletters be distributed to the customers.
- 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 7:04 P.M.** The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, July 13, 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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