

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
September 14, 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 Director Malonson arrived at 6:01 P.M.

Called-in: None

Absent: None

Others: Kim Gustafson, Mel Kelley, and Jessi Phillips

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 Davidson 2nd 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 August 24, 2023, special meeting.**
2. **Review monthly System Report for August (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for August 2023.** – Director Davidson referred to page 14 of the packet and said that he did not understand what account 24800 Caldor Fire Recovery under Liabilities & Equity represented. The Board requested clarification on why the amount was so high. Kim Gustafson later spoke with Darlene Serpa who said the (\$1,238,480.33) credit amount for the Caldor Fire Recovery Account 24800 is listed as a liability on the Balance Sheet dated August 31, 2023. She said that funds listed in the Caldor Fire Recovery account 24800 (\$1,238,480.33) offsets account 14800 Caldor Fire Expenses (\$798,413.26), and that our auditor Larry Bain had requested that it be set up that way to track what grant money has been spent versus what was received.

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

E. COST OF SERVICES STUDY

1. **Review and discuss the Cost of Services Study prepared by Catherine Hansford of Hansford Economic Consulting LLC** – Director Hannblom and Director Davidson said that they have not had a whole lot of time to go over the study, as it is a lot to digest. Director Hannblom mentioned she is not comfortable making such a big jump, although the District needs to replenish the reserves while understanding people’s pain. Director Davidson said he is not comfortable with the methodology used to get to where we are at with the numbers in the study. Director Hannblom said she noticed that there was no Appendix A, the monthly fees support tables in the packet prepared by Catherine Hansford and said that could help clarify the study. After a brief discussion Director Hannblom created a Cost of Services Study Review Ad-Hoc Committee and appointed Director Davidson, Kim Gustafson, Director Malonson, and Mel Kelley. Director Hannblom asked Kim Gustafson to reach out to the community to inform them that the District is looking to add a member to two to the rate study review committee.

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

Office Operations:

1. **Consider forming an ad-hoc committee to develop a Post Caldor Fire Contingency Plan as recommended by the El Dorado County Grand Jury.** – Kim Gustafson said we have an emergency response plan, but it is more dedicated to water emergencies. Director Hannblom created an Emergency Contingency Plan Ad-Hoc Committee and appointed herself, Director Chigazola, and Kim Gustafson as members. This committee will form an emergency contingency plan in case of disasters as recommended by the El Dorado County Grand Jury.
2. **Report from the September 13, 2023, El Dorado Water Agency meeting.** – Director Hannblom said that on September 8th, she, Director Davidson, Kim Gustafson, and Scott Myers met with El Dorado County Board Supervisors Thomas, Turnboo and Mark Treat (Assistant to District II Supervisor Turnboo). Director Hannblom said she gave them an introduction as to why the District wanted them to be here and they talked about the fact that the District has had a lot of issues with the El Dorado Water Agency over the last 14-15 months, and wanted to discuss the ARPA funding and how the District was at risk of losing it. Director Hannblom said that after touring the site, Supervisors Turnboo and Thomas agreed that the District needed the funding and it made more sense to replace the Water Treatment Plant rather than repairing it. Director Hannblom, Director Davidson, Scott Myers, and Kim Gustafson then attended the Water Agency’s Board meeting on September 13th, to address an item on their agenda wherein they were considering reallocating the District’s share of the ARPA funding. Kim Gustafson was able to speak on that agenda item and ultimately the District was granted the funding.

G. CALDOR FIRE RECOVERY

1. **Review the most recent Caldor Fire Status Report** – Kim Gustafson said that staff continues to have issues getting FEMA and Cal OES to participate in regular update meetings, although she did receive a few emails for additional EHP information (environmental) after contacting Derek Earl at Cal OES about the lack of coordination. She said staff needs to provide them with some information about the amount of galvanized piping and conduit that was damaged at Tyler and Winding Way tank sites. She also noted that the North Canyon Diversion Road project is pending the U.S. Forest Service’s NEPA review so that they can issue a special use permit. Kim Gustafson went on to say that she hasn’t received any updates from Don Lord about the insurance issue with the storm damage funding to replace the damaged PLC and chemical feed pump. Director Davidson said he has heard about the storm damage, but is not clear on what those were. Kim Gustafson said that there was a brown out when there were high winds during the winter storm, and it fried the PLC and knocked out one of the chemical feed pumps. Staff and Telstar Instruments attempted to repair the PLC, but the panel is not salvageable.
2. **Update on hazard tree marking for USDA grant to remove hazard trees along Eagle Ditch Pipeline** – Kim Gustafson said that Cort Abney of Shoreline Engineering will need to submit the tree felling Request for Proposals document to Michael Starinsky at United States Department of Agriculture (USDA) for approval before staff can go to bid.
3. **Report on status of customer billing** - Kim Gustafson said 591 customers were billed a total of \$45,650.85 in August 2023, and that 599 payments were received for a total of \$42,936.14 (94%).

H. **ANNOUNCEMENTS / DIRECTORS COMMENTS** – Director Davidson indicated concern about the buckbrush that is obscuring the location of Eagle Ditch pipeline. He recommended that staff purchase a blade for the weed whacker so that it can be removed. Director Hannblom mentioned that Scott Myers had proposed higher Operations & Maintenance contract rates when his contract extension was being considered in October 2022, and she felt it was time to revisit the extension. She requested that Kim Gustafson check with the District’s legal counsel to determine if the Board could legally backdate the contract extension with the increased rate to last October. Also, she would like to know how long the District can maintain H2Ou’s O&M services on a month-to-month basis.

I. **ADJORNMENT- Director Chigazola made a motion to adjourn. Director Malonson 2nd 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 6:50 P.M.** The next regular meeting will be held October 12, 2023 in Grizzly Flats

starting at 6:00 P.M.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Lynn Hannblom, Board Chair

Date:
