

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
March 14, 2024**

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, Forbey, Hannblom, and Director Malonson

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 Malonson made a motion to approve the agenda as presented. Director Forbey 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 February 8, 2023 regular meeting minutes.**
2. **Review monthly System Report for February (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for February 2024.**
4. **Receive and file California Special Districts Association’s Board of Directors Call for Nominations Seat C form.**

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. **Reminder about the April 13, 2024 public hearing–** Kim Gustafson said that the District has received three letters of protest for rate increase so far and that only one of them has a water connection and can be counted. Kim reminded the Board of the public hearing which will be held Saturday at 10:00 AM on April 13, 2024 at the Pioneer Park Community Center in Somerset.

F. OFFICE & FINANCE

Office Operations:

1. **Update on maintenance visit for the District’s equipment –** Kim Gustafson said after the last Board meeting, she reached out to Josh at HFW, as recommended by Mel Kelley. Josh has mentioned that supplies have been ordered and he will schedule the District for maintenance when he returns to work from being ill. Director Davidson asked Kim if this is the company the District will choose for maintenance. Kim said she would get a baseline price and next year the District can go out to bid and compare prices from other vendors.
2. **Report from Congressman Kiley’s site visit on February 23, 2024 –** Kim Gustafson and Director Hannblom agreed that they were impressed with Congressman Kiley’s visit. Director Hannblom said Congressman Kiley was very attentive and interested in the District’s efforts since the Caldor Fire and the roadblocks that they have encountered. Congressman Kiley assured the District that he will provide assistance in any way possible.

G. AMERICAN RESCUE PLAN ACT (ARPA) PROJECTS

- 1. **Update on the District’s ARPA projects** - Kim Gustafson said that the Clearwell tank site plan is ready but staff cannot go to bid until environmental work has been completed. She indicated that Cort Abney (H2O Urban Solutions) will be up next week to meet with the environmental consultant. Kim said the District is out to bid for the Reservoir Debris Survey and the response date was extended until March 22, 2024. Bids for that work will be presented for approval at the next regular meeting scheduled for April 11, 2024. Director Davidson suggested that Kim contact Supervisor George Turnboo to help with any funding issues that may arise with the El Dorado Water Agency.

H. DISASTER RECOVERY

- 1. **Review the most recent Disaster Recovery Status Report** –Kim Gustafson said that she and Angel Jimenez (FEMA) have been diligently working on all the incomplete fire related projects. She said the Tanks and Booster’s project has been completed and is moving through the approval process. She indicated that the Hazard Tree Removal Project was removed since most of the trees on private parcels had already been logged. She recently gathered information for Angel to develop the Distribution Lines project which is going into the Cost Recovery Center for cost preparation.

Kim Gustafson said that preliminary costs for replacing Tyler and Winding Way tanks have been received from Superior Tank Company and are being compared to estimates provided by the insurance company.

- 2. **Report on Status of customer billing** - Kim Gustafson said that 621 customers were billed a total of \$43,917.60 in February 2024, and \$42,260.55 was received (96%).
- 3. **Approve the Eagle Ditch Hazardous Tree Removal Project Request for Proposals (RFP) and authorize staff to solicit for bids** - Kim Gustafson said they are trying to get the RFP ready so the District can go out to bid for the tree felling project first thing in the spring. She mentioned that the contract is written so that small contractors can come in and bid on a certain unit or a large company can come in and bid on all units, allowing companies to bid on one or more. Kim asked the Board for approval to go to bid and allow minor edits if requested from the USDA Forest Service.

Director Chigazola made a motion to approve the RFP as presented or with minor edits by United States Department of Agriculture (USDA) and authorize the General Manager to solicit bids for the tree removal work. 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.

I. ANNOUNCEMENTS / DIRECTORS COMMENTS

- 1. **Reminder about Special District Risk Management’s 2024 Spring Education Day which is scheduled to take place on Tuesday, March 26, 2024** - Kim Gustafson reminded the Board of SDRMA’s Spring Education Day which is scheduled to take place in Sacramento on March 26, 2024. Directors Hannblom and Forbey agreed to participate.

J. ADJORNMENT- Director Chigazola made a motion to adjourn. Director Forbey 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 7:09 P.M.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Lynn Hannblom, Board Chair

Date:
