

Grizzly Flats Community Services District
Notice of Regular Business Meeting of the Board

Date: Thursday, January 12, 2023

Time: 6:00 PM

Location: The Grizzly Flats CSD Office (4765 Sciaroni Rd., Grizzly Flats, CA)

For remote access, call 1-(978)-990-5230 and enter access code 840700#



AGENDA

A. CALL TO ORDER, ROLL CALL OF THE BOARD MEMBERS and SALUTE TO THE FLAG

B. APPROVAL OF THE AGENDA

C. PUBLIC COMMENT: Items on the agenda - *This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you will have 3 minutes to speak and you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.*

D. CONSENT CALENDAR / Board Chair

These items are expected to be routine business, not normally requiring much discussion.

1. Approval of the minutes of the November 30, 2022, special meeting, and the December 8, 2022, regular meeting. **{pk 1-4}**
2. Review monthly System Report for December (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts). **{pk 5-7}**
3. Approval of the financial reports and spending for December 2022. **{pk 8}**
4. Receive and file the annual report regarding GFCSD's compliance with the Federal Trade Commission's Red Flag Rules in accordance with GFCSD policy. **{pk 9-10}**

Recommended Motion/Action: Approve the consent calendar as presented.

E. CUSTOMER REQUEST FOR REFUND OF EXCESS SERVICE INSTALLATION FEES {pk 11-12}

F. BOARD VACANCY UPDATE / Gustafson (discussion)

G. ANNUAL ORGANIZATIONAL MEETING

1. Nominate and elect Board positions for the 2023 calendar year / Gustafson (discussion/action)

Recommended Action: The Board shall nominate and elect the Board Chair and Vice Chair by board motion and vote.

2. Appoint members to the standing committees for the 2023 calendar year / Gustafson (discussion) **{pk 13}**

Recommended Action: Board members may request to serve on specific committees. Appointments shall be made by the Board Chair (board vote not required).

3. Confirm the service of Kim Gustafson as Board Secretary, and Patti Jobe as District Treasurer for the 2023 calendar year / Gustafson (discussion) *No action is required, just a confirmation.

4. Select agency representatives for the 2023 calendar year (El Dorado Water Agency, Mountain Counties Water Resources Association) / Gustafson (discussion) **{pk 14-15}**

Recommended Action: Board members may request to represent affiliated agencies. Appointments shall be made by the Board Chair (board vote not required).

H. CALDOR FIRE RECOVERY

1. Review the most recent Caldor Fire Status Report. {pk 16}
2. Update on USDA-RD grant application for funding to remove hazard trees along Eagle Ditch / Gustafson (discussion)
 - a. Review and select one of four proposals for hazard tree marking work on private parcels along Eagle Ditch pipeline / Gustafson (discussion/action) {pk 17-40}

Recommended Action: Select a proposal for marking hazard trees on private parcels along Eagle Ditch pipeline and authorize staff to execute an agreement with the selected contractor.

3. Report on status of customer billing / Gustafson (discussion)

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

Office Operations:

1. Discussion with contractor regarding procurement rules / Gustafson (discussion)
2. Adopt Resolution 2023-01 Accepting the Coronavirus State and Local Fiscal Recovery Funds Established Under the American Rescue Plan Act / Gustafson (discussion/action) {pk 41-43}

Recommended Motion/Action: Adopt Resolution 2023-01 as presented.

3. Adopt Resolution 2023-02 Collateral Security Resolution for the Community Disaster Loan (CDL) Application / Gustafson (discussion/action) {pk 44-45}

Recommended Motion/Action: Adopt Resolution 2023-02 as presented.

J. CLOSED SESSION - CONFERENCE WITH LABOR NEGOTIATORS Pursuant to Section 54957.6.

Agency designated representative: Kim Gustafson

Unrepresented employee: General Manager

K. REPORT FROM CLOSED SESSION

L. ANNOUNCEMENTS / DIRECTORS COMMENTS

M. ADJOURN

PUBLIC COMMENT PROCEDURES

Public Comment (Agenda Item C): Items not on the agenda

This is an opportunity to express your views on any topic within the jurisdiction of the District in order to inform the Board. Once recognized by the Chair, you will have 3 minutes to speak. No discussion or action can be taken at this time. The Board may refer the matter to staff or determine whether the matter should be included on a future agenda.

Public Comment: Items on the agenda

This is an opportunity to express your views on an agenda item, in order to inform the Board. Once the Chair introduces the agenda item, the public will be invited to comment. Once recognized by the Chair, you will have 3 minutes to speak and you may direct your comments to the Board as a whole. The Board will not engage in debate or dialog. Once the public has been heard on an agenda item, the Board will begin their discussion.

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- In compliance with the Americans with Disabilities Act, contact Kim Gustafson at gfwater@sbcglobal.net or (530) 622-9626 if you need special assistance to participate in this meeting. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. (28FR35.102-35.104 ADA Title 11).
 - **Our next regular Board meeting will be held in person and by teleconference on Thursday, February 9, 2023, at 6:00 PM.**

This institution is an equal opportunity provider and employer.

**Grizzly Flats Community Services District
Minutes of the Special Meeting of the Board
November 30, 2022**

A. CALL TO ORDER

The special meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:02 P.M. by Director Hannblom.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Hannblom, and Malonson

Called-in: Joel Bowdan, Austin Duncklee, Max Medina, and Scott Myers

Absent: Director Davidson

Others: Kelly Howard, Mel Kelley, and Patrick Paturel

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 Chigazola 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. WALT TYLER ELEMENTARY SCHOOL REBUILD PROJECT

1. **Discuss fire flow requirements for rebuilding Walt Tyler Elementary School** – Scott Myers said that he and Kim Gustafson spoke with the team who will be rebuilding Walt Tyler Elementary School on November 3, 2022. During that discussion it was noted that although the District provided 500 gallons per minute of water for fire flow before the Caldor Fire, the school must now meet current fire code requirements and have access to 750 gallons per minute of water sustained for two hours. Ken Earle (Pioneer Fire Protection District) said that the 750 gallon per minute flow requirement applies to all homes that exceed 3,500 square feet as well. Scott said that the school is located within the pressure system, and that the District will likely need to upsize the fire pump when the tanks are relocated to the main District property. Scott said that the District should be able to upsize the pumps using FEMA mitigation funding. If FEMA won't fund the upgrade, then he believes it could be covered with American Rescue Plan Act (ARPA) funding. He went on to say that the school design lists a 6" looped main and two fire hydrants. Scott presented a \$2,000 proposal to prepare the hydraulic modeling to verify 750 gpm fire flow at the school site. He will also prepare models using an 8" and 10" line instead of the 6" looped system. Kelly Howard said that she would issue a purchase order for the work to Scott on December 1, 2022. Scott indicated that he would begin work right away so that the modeling can be completed prior to the end of the year.

Kelly Howard indicated that her team is attempting to rebuild the school prior to September 3, 2023. Scott's recommendation was that District upsize the fire flow pump quickly so that the school will have adequate flow in time to re-open on September 3, 2023.

2. **Discuss establishing a Memorandum of Understanding (MOU) with Pioneer Union School District for Engineering and District support reimbursement relative to the school rebuild project** – Scott Myers said that there should be some type of agreement made between the District and PUSD for reimbursement for staff time dedicated to their rebuild project. He said to date, he has spent between 3 and 4 hours at \$165.00/hour for a total around \$500.00. He said there will be staff time spent on the tie-in to the distribution system, inspections, and work related to wrapping tee's. Scott also noted that the district would need to store more water within the distribution system for their larger connection and fire flow requirements. Director Malonson indicated that he felt the District should not hold the school accountable for extra storage requirements within the District's distribution system. Scott Myers said he would provide an outline of the anticipated expenses to the Board for the regular meeting on December 8, 2022. Scott also noted that the District will need an easement to access the water lines when needed. Ken Earle indicated that he performs similar if not the same inspections as will be required and that he may be able to save the school some money by performing those visual inspections if he is

already onsite. He went on to say that water will be needed as soon as combustible material is installed at the site, but that if one fire hydrant is installed on the North side that should be sufficient to start construction. It was mentioned that a double check valve assembly would be installed with the sprinkler system, and a Reduced Pressure Principle Backflow Prevention Device (RP) would be installed for the domestic service. Kim Gustafson said that she would put a request for a sample Memorandum of Understanding (MOU) on California Special Districts Association's (CSDA's) online forum.

E. **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 7:23 P.M.** The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, December 8, 2022.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Lynn Hannblom, Board Chair

Date:

**Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
December 8, 2022**

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, Hannblom, and Malonson

Called-in: Scott Myers

Absent: Director Davidson

Others: Anthony Benavidez, Lorena Benavidez, Steven Benavidez, and Kim Gustafson

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 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 October 27, 2022, special meeting, and the November 10, 2022 regular meeting.**
2. **Review monthly System Report for November (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts)** – Director Hannblom asked if staff would be filing liens for past-due accounts, and Kim Gustafson said that lien notice letters were being distributed within a few days.
3. **Approval of the financial reports and spending for November 2022.**

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

E. PRESENTATION – EAGLE SCOUT PROJECT AT GRIZZLY POND – Anthony Benavidez introduced himself to the Board. He is a member of the Boy Scouts of America’s Troop #19 in Elk Grove and is currently planning his Eagle Scout project. He indicated that he had been in touch with Robin Kelley and that she took him to the District’s Grizzly Pond property to brainstorm potential projects. Anthony said that he would receive service hours for being a Project Manager for improvements made at the pond property. Possible improvements he mentioned included a new fence with red cedar posts, solar lights, deer fencing with metal artwork cut-outs, and planting Carolina ivy to grow on the fence. Additionally, he was thinking of making a new sign, placing fake wood over the existing gate posts, taking one of the picnic benches to make four new benches, restoring the fire pit, adding stationary barbecue’s for residents to use, and installing a gazebo or 13’ x 16’ covering over some of the picnic benches for cover. He said that he had \$3,000 to start the project, and that he was planning to request donations from a nursery and hardware supplier for some of the materials. Also, he indicated that he had some volunteers who were available and willing to assist with the project. Kim Gustafson said she would check with the District’s insurance company to see if the work and barbecues would pose a liability issue, and that she would verify the project doesn’t create any conflicts with what FEMA has planned for mitigation at the site. If given authorization to proceed, he is ready to begin as soon as possible.

F. CALDOR FIRE RECOVERY

1. **Update on USDA-RD grant application for funding to remove hazard trees along Eagle Ditch** – Kim Gustafson said that the deadline to submit the tree project to FEMA was 12/12/22. Staff reached out to twelve arborists to request proposals for marking the hazard trees on private parcels. One quote was received in response and estimated completion date was listed as 12/31/22. She also noted that right of entry forms have been received

from all but two property owners; one of which was planning to log his property before the project begins, and the other would like to speak with the arborist to ensure that healthy trees are not removed.

Director Hannblom requested that the Board continue to receive monthly Caldor Fire Status Updates.

2. **Report on status of customer billing** – Kim Gustafson referred the Board to page 7 of the packet and said that 556 bills were distributed in November 2022, for a total of \$39,685.78, and 551 customer payments were received for a total of \$40,177.77.

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

Office Operations:

1. **Review and authorize posting of the Board vacancy notice** – Kim Gustafson referred the Board to page 22 of the packet and requested that the Board approve the vacancy notice for posting at the Diamond Springs Post Office, Somerset Post Office, and the Grizzly Flats Community Church library site.

Director Chigazola made a motion to authorize posting of the vacancy notice as requested. 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.

Financial Operations:

2. **Discuss the terms of the Community Disaster Loan Application to FEMA in the amount of \$146,301** – Kim Gustafson referred the Board to a separate handout and noted that Sonya Ricks of FEMA was not able to verify what the interest rate for the loan would be as it is determined at the time of application. Sonya mentioned that the current interest rate is 3.6%. Kim noted that interest will not be applied to the loan until money has been drawn, and that the loan can be cancelled by the District at any time. She indicated that she will begin preparing the loan documents for submittal.

H. ANNOUNCEMENTS / DIRECTORS COMMENTS – Kim Gustafson said that the annual organizational meeting where Board and committee memberships are adjusted will take place on January 12, 2023.

I. ADJOURNMENT- 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 7:02 P.M. The next regular meeting will be held in Grizzly Flats and via teleconference starting at 6:00 PM on Thursday, January 12, 2023.

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Lynn Hannblom, Board Chair

Date:



Grizzly Flats Community Services District System Report

December 2022

Kim Gustafson, Interim General Manager
 Andy Vicars (D2) GFCSD Maintenance Technician,
 Ethan Markes and Michelle Merryberry, H2Ou Water System Operators

The purpose of this System Report is to share production data and statistics with the Board of Directors for an update on our Operations and Maintenance activities as we recover from the Caldor Fire.

Water Production Report

Current Year

2022	Total Gallons	Daily Average (gallons per day)
January	2,386,600	76,987
February	2,568,200	91,721
March	2,668,600	86,084
April	2,817,200	93,907
May	3,574,600	115,310
June	4,251,500	141,717
July	4,529,800	146,123
August	3,443,000	111,065
September	2,932,100	97,737
October	2,727,200	87,974
November	2,027,000	67,567
December	2,925,100	94,358

Prior Years

2021	Total Gallons	Daily Average
January	2,752,292	88,784
February	2,375,165	84,827
March	2,838,177	91,554
April	3,306,829	110,228
May	5,310,587	171,309
June	4,824,882	160,829
July	5,951,427	191,981
August*	4,587,625	147,988
September*	2,434,469	81,149
October	4,776,800	154,090
November	3,218,100	107,270
December	2,330,600	75,181

2020	Total Gallons	Daily Average
January	2,523,000	81,387
February	2,636,400	90,910
March	3,172,632	102,342
April	3,173,910	105,797
May	4,147,910	133,803
June	4,364,490	147,633
July	5,500,113	177,423
August	5,187,500	167,338
September	3,994,800	133,160
October	3,681,785	118,767
November	3,299,808	109,993
December	3,596,519	116,017

*Due to the Caldor Fire's interruption of operations, August and September data in the above chart was estimated.

Water Treatment

- Staff purchased and received the replacement Prominent Chlorine Analyzer for Treatment Plant 2. This equipment will be installed as soon as possible.

pk 5

- Following a large storm which dumped sediment into the reservoir at the beginning of December, staff noted heavy turbidity (suspended solids) in the treatment plants. Staff was able to manage the higher turbidity for most of the month, but on Monday, December 19th they discovered that both plants had spiked over the weekend and shut down. Since the Auto dialer had been disabled during troubleshooting the week prior, staff was not notified of the issue and the Clearwell almost completely drained. Staff started the plants and were able to run them s below the 0.3 NTU target for a few hours to raise the Clearwell level, but turbidity slowly increased until it exceeded the target level. They tried to lower the turbidity by cleaning the Streaming Current Controller (SCC) probe and casing, changing the setpoint on the SCC, and manually dosing 8809 based off historic doses, but none of these attempts worked. Staff had no other option than to fill the Clearwell with the higher turbidity water. After a few days the turbidity level began to decrease until it fell below 0.3 NTU.
- On Thursday, December 29th a fire hydrant on Wildrose Drive popped off the lateral main and nearly drained the Clearwell. Since a replacement hydrant was not immediately available, staff decided to temporarily cap it off. Staff then ordered replacement equipment and notified Pioneer Fire Protection District that the hydrant is temporarily unavailable.

Rainfall

This Year (July 1 – June 30)	Amount (in inches)
July	0.00
August	0.35
September	1.37
October	0.00
November	3.80
December	17.79
January	
February	
March	
April	
May	
June	

Prior Years (July 1 – June 30)	Amount (in inches)
2011 – 2012	30.40
2012 – 2013	29.85
2013 – 2014	31.25
2014 – 2015	32.76
2015 – 2016	52.70
2016 – 2017	78.03
2017 – 2018	38.46
2018 – 2019	65.43
2019 – 2020	33.84
2020 – 2021	18.42
2021 – 2022	37.65
2022 – 2023 Total	23.31

Administration Report

Billing Information	Number this Month
Bills Mailed Out*	558
Active Connections (on/billed each month) *	559
Connections on hold (connections damaged by fire)	54
Inactive Connections (locked off/liened with no bill)	7
Current Liens	1
Lien Notices	77
Pending Liens	66
New Meters	0
Fire Flow Letter Requests	6

*Difference between "Bills mailed out" and "Active connections" – 1 service connection with service access restored since the last billing cycle (December 22nd) that hasn't received a first bill yet.

"Connections on hold" were damaged by the Caldor Fire or recovery crews and are not being billed.

Staff transferred service for 7 locations in December, 6 of which were vacant lots with water service connections.

Billing Summary

2022	# of Bills Sent	# Payments Received	Amount Billed	Amount Received
January	222	206 (93%)	15,281.45	19,851.86
February	225	180 (80%)	16,473.35	15,320.98
March	234	216 (92%)	17,073.98	19,909.26
April	479	238 (50%)	30,324.68	18,922.53
May	517	329 (64%)	37,100.11	23,733.14
June	527	379 (72%)	38,350.24	35,010.72
July	531	397 (75%)	38,467.34	37,813.68
August	545	528 (97%)	39,578.18	39,827.01
September	545	502 (92%)	40,236.08	33,442.22
October	552	498 (90%)	39,615.53	36,302.27
November	556	551 (99%)	39,685.78	40,177.77
December	558	505 (91%)	45,658.22	29,758.29

Grizzly Flats Community Services District

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



The Bookkeeper's visit was delayed to Thursday, January 12th due to inclement weather, so supporting documentation for item D.3. "Financial Reports and Spending for December 2022" will be distributed as a separate handout.

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January 12, 2023

Annual Report in accordance with GFCSD's Identity Theft Prevention Program

GFCSD's Identity Theft Prevention Program, was adopted January 10, 2011 to ensure GFCSD's compliance with regulations issued by the Federal Trade Commission (FTC) as part of the implementation of the Fair and Accurate Credit Transaction Act of 2003 (FACTA). These regulations are also called "The Red Flag Rules". FACTA requires financial institutions and creditors to implement written programs that provide for identification, detection and response to patterns, practices or specific activities that could indicate identity theft. GFCSD is considered a "creditor" under the FACTA guidelines because it receives payments for water service provided to its customers after the service is rendered.

The policy requires that an annual report be given to the Board of Directors that details the District's compliance with the FTC's Red Flag Rules

Reporting topics:

1. **Effectiveness of the policies and procedures of the District in addressing the risk of identity theft in connection with the opening of new accounts and with respect to the management of existing accounts:**
 - a. GFCSD administrative staff feels the policy and procedures are effective and have used them to improve their verification procedures when opening new accounts or discussing account information with customers.
 - b. GFCSD regularly uses the El Dorado County Assessor's Office website to verify owners of record for properties within our District. Verification information is requested from all customers who contact us to open, modify, or close an existing account. Verification is also done before discussing any account information with a customer. Occasionally, phone numbers and/or mailing addresses provided to the District are verified through online services.
 - c. GFCSD is occasionally asked for customer information. It's a small community and people call hoping to get a neighbor's phone number or address. The GFCSD office staff is extremely careful about protecting customer information and never provides names, addresses, account numbers, water usage or personal email addresses of its customers, board members or staff.
2. **Service provider arrangements:** The policy calls for *"when engaging a service provider to perform an activity in connection with one or more of the customer accounts, the District will verify that the activity of the service provider is conducted in accordance with reasonable policies and procedures designated to detect, prevent and mitigate the risk of identity theft."*

GFCSD has a few "service providers" that may occasionally have access to GFCSD computers or customer information. The billing system and all customer records are kept on the computer in password protected files. Paper documents are kept in locked file cabinets.

- a. **CUSI** – The company we contract with for the billing system, Continental Utility Solutions, Inc. (CUSI) is occasionally given remote access to fix an issue in the billing system. They have policies and procedures in place regarding customer confidentiality and are supervised by GFCSD staff at all times.
- b. **OPAY** – The third party vendor we have been partnering with for online payment services, known as Official Payments Corporation. Staff occasionally assists with processing payments through their website, but customer's online accounts are not accessed during the transactions, and their payment information is never retained or stored within the District's office.
- c. **GFCSD Volunteers** – The District relies on volunteers to read meters, mail out monthly billing statements and to cover the office during Board meetings. The District is able to keep personnel costs lower by utilizing volunteer labor. Those volunteers have access to some customer information in the form of current water usage, customer names, account numbers and property addresses. Billing volunteers are under the supervision of District staff at all times and do not stop to examine individual bills when processing the mail (stuffing bills into envelopes). Meter readers are given a certain "route" of meters to read and are not normally supervised by GFCSD staff. The District has instituted "Volunteer Program" policies that train volunteers in Red Flag Rules and customer confidentiality.
- d. **District Auditor & Bookkeeping Consultant** – In order to perform the annual audit or bookkeeping tasks for the District, the auditor or bookkeeping consultant may request information from the billing system. This information is gathered by GFCSD staff and doesn't include specific customer information.
- e. **GFCSD Computer Service Technician** – The District requires the services of a computer technician from time to time. Password access to customer service records is never provided to the technician and work is always done under GFCSD staff supervision.

3. Significant incidents involving theft and management's response:

- a. To our knowledge, there were no incidents involving identity theft connected to our customer information during 2022.

4. Review of Recommendations for material changes to the Program for January 2023:

- a. No material changes are needed at this time.

Report Submitted by: _____
Kim Gustafson, Interim General Manager

Date: _____

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AGENDA REQUEST FORM

DATE: 1/6/23 MEETING DATE: 1/12/23

REQUESTER: Rafe Palmer

ADDRESS: 5175 Mt. Pleasant

PHONE NUMBER: 916-320-6105

ITEM TITLE: _____ REASON: - Item on previous agenda
(Circle one) New item
- Discussion only
- Special Meeting

DESCRIPTION OR HISTORY: (Use the back of this page if needed)

Refund on excess instalation fees
amount of \$2,358.83.

ACTION:
MOTION _____

SECOND _____

AYES _____ NAYES _____

pk 11

1" Water Service Installation Reconciliation (5175 Mt Pleasant Drive)

Parts Estimate vs. Actual	Cost	Shipping	Tax	Total
4" brass saddle	45.51		\$3.30	\$48.81
1" corp stop	112.54		\$8.16	\$120.70
15' of 1" poly	8.25		\$0.60	\$8.85
Poly sleeve (x2)	5.48		\$0.40	\$5.88
Compression x meter adapter curb stop	107.45		\$7.79	\$115.24
1" brass Badger meter	235.7		\$17.09	\$252.79
1" meter tail	27.58		\$2.00	\$29.58
1" brass ball valve	17.17		\$1.24	\$18.41
1" brass nipple (3" long)	13.3		\$0.96	\$14.26
1" brass PRV	236.17		\$17.12	\$253.29
1" schedule 80 PVC adapter	0.83		\$0.06	\$0.89
.1 cy sand	4.9		\$0.36	\$5.26
Concrete box (x2)	152.98		\$11.09	\$164.07
	967.86	10	\$70.17	1,048.03
10% markup (staff time to order, process invoices, etc.)			\$104.80	104.80
			Actual Parts Cost	1,152.83

Labor Estimate vs. Actual	Actual	Description	Actual Labor Cost
Labor for meter install	390.00	7.5	
Administrative labor	67.74	2 Hours	
			Actual Labor Cost
			\$ 457.74

Capital Connection Fee (CCF) Estimate vs. Actual	Actual	Actual CCF Cost
Current Capital Connection Fee	6030.60	\$ 6,030.60

Total Cost	\$ 7,641.17
Payment	\$ 10,000.00
Difference	\$ 2,358.83

PK12

Grizzly Flats Community Services District

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Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



Committee Roster

Standing Committees:	Members:	Current Items:
Budget & Finance (Concerned with the financial management of the District, including preparation of the annual budget and Capital Improvement expenditures)	Gustafson, Davidson & Hannblom	Budget Development Cost of Services Study Water Rates
Personnel & Policy Review (Concerned with the functions, activities, operations, compensation and welfare of District staff)	Gustafson, Hannblom & <u>VACANT</u>	Employee Policies Salary Survey
Water Operations (Concerned with management of the treatment and distribution systems and issues/concerns with the regulatory agencies)	Gustafson, Davidson & Malonson	Operations Plan Equipment replacement
Capital Improvement Projects (CIP) Planning & Engineering (Concerned with the future planning of the District, including developing and revising a CIP Plan for the District. This committee works with the Budget Committee in establishing funding for those projects)	Gustafson, Chigazola & Malonson	Grant Funding Projects ➤ (American Rescue Plan Act)

AKW

El Dorado County Water Agency



Mission

Ensure that El Dorado County has adequate water for today and in the future.

What We Do:

Advocate for the water interests of El Dorado County

Promote interests of upstream urban, rural and agricultural communities in statewide policy legislation and planning. We work with local, state and federal representatives to address El Dorado County water issues, and collaborate with regional and statewide associations to protect and benefit local water interests that may be affected by state and federal water policies and regulations.

Protect existing water rights

We assist purveyors in establishing and maintaining existing water rights and promote water conservation, efficient use and other practices legally required for continued use, promote continuing legal priority of rights and area-of-origin protections.

Pursue water supplies for future needs

Acquire water rights and develop storage for urban and agricultural land uses projected in the water approved El Dorado County General Plan. Develop water supplies and storage necessary for drought resiliency. We promote recycled water development and fulfill full potential of local hydropower development.

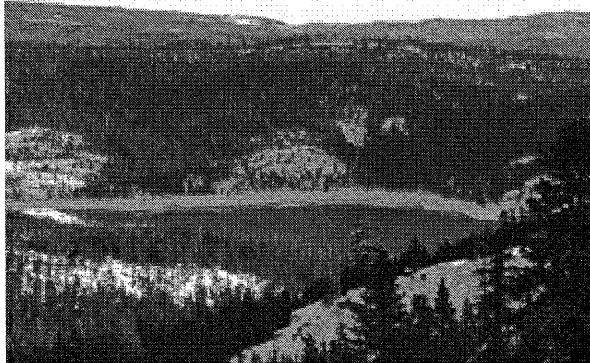
Provide education to public, industry leaders and government

We promote water conservation and water use efficiency and organize landscape level tours and site visits for water leaders, government officials, educators, media. We develop education program presentations for school children and promote local career development in industry.

Financial

We obtain grants and other funding opportunities, explore fee-based services, and pursue other sources of public and private support.

Mountain Counties Water Resources Association



Mission

Unite agencies, groups, and individuals whose interests include protecting and enhancing Mountain County water resources.

Vision Statement

To strengthen members' regional leadership, collaboration, information sharing, issue awareness, education, advocacy, and potential legislative action or legal support.

Purpose and Objectives

Mountain Counties is a nonprofit tax-exempt corporation [501(c)(6)], organized and existing solely for nonprofit purposes.

The primary purposes of the Association are:

- to provide education and legislative advocacy to and on behalf of water agencies in the Sierra Nevada foothills upstream of the Sacramento and San Joaquin Valleys to protect and enhance the water resources of the Mountain Counties of the State of California now and in the future, and
- to do any, and all lawful activities which may be necessary, useful, or desirable for the furtherance, accomplishment, fostering or attainment of the foregoing purpose, either directly or indirectly, and either alone or in conjunction or cooperation with others, whether such others be persons or organizations of any kind or nature, such as corporations, firms, associations, trusts, institutions, foundations or governmental bureaus, departments, or agencies (ARTICLE III – Bylaws)

It is a goal of the MCWRA to (a) strengthen and assist our members with their jurisdictional responsibilities, (b) study and promote the newest methods of reclamation and wastewater treatments, and hydroelectric generation, (c) to be active in sharing information, issue awareness, education and potential legislative action or legal support.

Grizzly Flats Community Services District

4765 Sciaroni Road / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806

www.grizzlyflatscsd.com



Item H.1. “Caldor Fire Status Report” will be distributed as a separate handout.

PK16

Grizzly Flats CSD's Tree Marking Project Scope of Work

Background

Grizzly Flats Community Services District (GFCDSD) provides potable water for domestic use and fire protection to the community of Grizzly Flats in El Dorado County, California. In 2021, the Caldor Fire devastated the community and damaged or destroyed both private residences and public infrastructure. The Caldor fire has left thousand of burnt dead and dying trees in its wake, posing a serious safety concern to the community.

GFCDSD's immediate concern is related to hazardous trees falling and causing injury or death to staff and contractors who are making repairs to the Eagle Ditch Pipeline which was damaged during the Caldor Fire. Additionally, the hazardous trees pose a risk to the pipeline. If the Eagle Ditch Pipeline were to be damaged, our ability to provide water to the community would be severely limited or eliminated completely.

Scope of Work

We are requesting proposals for the identification, marking, and reporting of hazardous debris within private property parcels along the Eagle Ditch Pipeline. **Work needs to be completed by end of day on Sunday, December 11, 2022.**

There are 13, non-federally owned property parcels in which approximately 1,000 trees have been identified as a threat to public safety and to the Eagle Ditch Pipeline. It is GFCDSD's understanding that to remove the trees, a certified arborist has to assess and mark the trees and provide a summary report of their findings.

The table below indicates the property parcel information and the estimated number of hazardous trees on the private property. A map of this information has also been attached.

Number on Map	Assessor's Parcel Number	Site Address	Property Owner	Hazardous Trees (Estimated)
1	041-891-022-000	N/A		26
2	041-891-009-000	7272 South View Drive		34
3	041-891-010-000	7280 South View Drive		30
4	041-891-011-000	7318 South View Drive		75
5	041-021-017-000	4621 Sciaroni Road		50
6	041-021-018-000	21, Vacant Rural Rs Land		40
7	041-021-025-000	2125 Backwoods Trail		135
8	041-021-027-000	2157 Backwoods Trail		70
9	041-021-036-000	21, Vacant Rural Res		100
11	041-021-029-000	8650 Big Canyon Loop Rd.		200
12	041-021-022-000	8580 Big Canyon Loop Rd.		125
13	041-021-020-000	21, Vacant Rural Res		25
14	041-021-019-000	21, Vacant Rural Res		60
Estimated tree total: 970				

PK17

Reporting Requirements

1. A clear explanation of each of the hazard categories.
2. The categories should clearly express the urgency of time based on the level of hazard.
3. The map boundary should clearly define the water district easement with hazard trees within the easements clearly indicated.

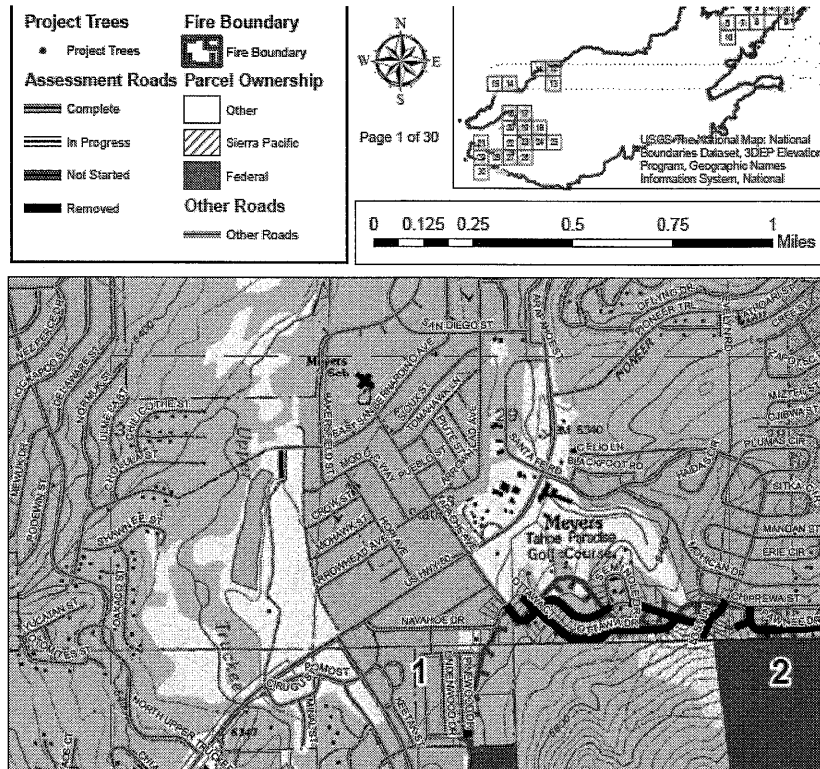
Below is an example of the desired reporting format:

- Assignment Overview
- Assessment Methodology

Table 1: Assessment Summary

Road ID	Road Name	Hazardous – removal needed	High hazard – immediate removal	Potentially hazardous – inspect in two years	Total
1	Unnamed Rd 1	166	11	0	177

- Management Recommendations
- Report Limitations
- Attachments:
 - a) Assessment Maps



pk18

- b) Tree Data Sheets - Provide multiple photos for each tree: (1) up close to show damage, (2) proximity of tree to Eagle Ditch Pipeline, (3) full photo of tree, and (4) any others that may be helpful like the below example photos.

name	Damage Type	DBH	Distance From		Priority	Species	Lat	Long	Comments
			Road	Height					
84-38	Dead or Dying Tree	33.3	10	118	Hazardous - removal needed	Pine - Ponderosa	38.63836	-120.526	Green paint "F2X 33"



pk19

**Grizzly Flats CSD
 Hazard Tree Marking Services
 Bid Comparison (Private Parcels Along Eagle Ditch)**

Total Lump Sum Proposal Price (1,000 Trees)

Company Name	Cal Sierra Tree Care	California Tree and Landscape Consulting	Forester's Co-Op	Green Arbor Co-Op
Contact Name	Nicole Orman	Gordon Mann	Tom Amesbury	Ryan McCrory
Proposal Total	\$8,000.00	\$35,700.00	\$16,650.00	\$20,100.00
Possess an Arborist Certification or RPF License	Arborist	Arborist	RPF License 002253	Arborist
Size of Workforce	4 people	2 People	3 people	4 people
Date Business or Experience Began	6 years ago	38 years	23 years	Unknown

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Proposal

Page # _____ of _____ pages

Cal Sierra Tree Care
 5491 Bagonia Dr.
 Pollock Pines CA 95726
 530-363-6876
 calsierratreecare@gmail.com

PROPOSAL SUBMITTED TO Grizzly Flats CSD	JOB NAME Tree Inspection	JOB #
ADDRESS Eagle Ditch pipeline area	JOB LOCATION Grizzly Flats	
PHONE # 530-622-9626	DATE ASAP 12/7/22	DATE OF PLANS ASAP
FAX #	ARCHITECT Nicole Orman	

We hereby submit specifications and estimates for:

Review and record all trees with strike potential to the Eagle Ditch pipeline. Estimate of 1000 trees need reviewed and documented. Take pictures of all trees ~~create~~ a map listing the tree locations for each parcel, listed in your document, will also map out each tree point with GPS so FEMA and the county is aware of where these trees are currently located. Make contact with the owners of the properties affected by this work.

Will provide paint or flagging (whichever you prefer) for marking the trees - provided by Cal Sierra Tree Care
 PPE provided by Cal Sierra Tree Care
 Work to be completed by 1/31/23 as long as there are no delays/weather out of our control.

We propose hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

\$ 8,000 Dollars

with payments to be made as follows: TBD

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted Nicole Orman

Note - this proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature _____

Date of Acceptance _____ Signature _____

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California Tree and Landscape Consulting, Inc.

December 30, 2022

Ms. Kim Gustafson, Interim General Manager
Grizzly Flats CSD
(530) 622-9626
gfwater@sbcglobal.net

SUBJECT: Grizzly Flats Community Services District 14 Parcel Tree Marking Consulting Arborist Proposal For Tree Inventory And Hazard Tree Assessment And Report

Dear Ms. Gustafson,

This proposal is for an agreement between Grizzly Flats Community Services District, GFCSD (CLIENT) and California Tree and Landscape Consulting, Inc., CalTLC (CONSULTANT) for the 14 requested parcels.

ARTICLE 1. CONSULTANT'S SCOPE OF SERVICES:

A. The Consultant agrees to provide the following basic services:

1. Visit the site, and inspect the trees on the property, identify hazardous trees with removal needed, immediate removal needed, and potentially hazardous to re-inspect in 2 years
2. Inspect up to 1,000 trees clearly identify property, give tree an ID number, collect the tree species, diameter, condition, distance from road, height, priority, latitude and longitude, comments, and multiple photos showing whole, issues with tree, proximity of Eagle Ditch Pipeline and locate on map within water district easement.
3. Provide written report with observations and findings.

ARTICLE 2. SCHEDULE, PERSONNEL AND ORGANIZATION

A. Schedule of Project Services (see attached 5 page Scope of Work) :

1. As of the date of this Agreement, Consultant can commence work on the project within 5 days of agreement approval by January 5, 2023. Completion date set at January 29, 2023. Client agrees to promptly notify Consultant if Client's scope, budget, or schedule changes. Client acknowledges that significant changes to the Project-schedule, budget, or the Project's Scope of Services may require additional Services of the Consultant, as well as additional fees.
2. Consultant shall render its services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact any Project schedule.
3. Insurance certificate will be provided upon acceptance of the proposal.

B. Project Fees:

The field visit will be based on an hourly rate Arborist \$110 per hour, 2-person crew \$220 per hour.
Site inspection 125 crew hours to assess 1,000 trees (\$27,500).
Travel Time 1 hour per crew, \$220 per hour, 16 days (\$3,520)
Report preparation not to exceed 24 hours at \$195 per hour (\$4,680).
Project fees will only be charged for work performed on the project up to the proposed amount.
Total project cost for up to 1,000 trees and report \$35,700,

All billing will be made to CalTLC at 359 Nevada Street, Suite 201, Auburn, CA 95603

C. Additional Services

If, during this project, the client determines it necessary to cause the Consultant to perform services other than those defined in the Basic Services of this proposal, payment for such additional services shall be at the rate of \$195 per hour, plus applicable expenses. Additional services will not be rendered without prior authorization from the Client and may include:

1. Additional Site visits, community or district meetings, discuss and review the specifications and management plans for tree work.
2. Any actual on site tree inspection work, including: root collar excavations; root pruning; or other detailed tree examination requested and performed by the consultant, construction site inspections, interim inspection reports and final report.

D. Schedule of Terms

All accounts are due in full within 20 days of the original invoice date. A finance charge will be added to all past due balances using a simple periodic rate of 1.5% per month on the previous balance, which is an annual interest rate of 18%.

ARTICLE 2. CLIENT'S RESPONSIBILITIES:

- A. Client agrees to provide Consultant with a list or general description of trees and locations to be included in the assessment, as well as any property lines, easements or rights-of-way that may affect the work. Consultant may reasonably rely on the accuracy and completeness of these items.
- B. Client agrees to provide the items in Article 2A and Article 1, and to render decisions in a timely manner, so as not to delay the orderly and sequential progress of Consultant's Services.
- D. Client, or Project owner, will obtain and pay for all necessary permits from authorities having jurisdiction over any portions of the Project. Consultant will assist with the obligation by completing and submitting appropriate paperwork and forms to governing authorities. Consultant's assistance, however, shall not include attendance at meetings with such governing authorities or creating additional or special



documentation required by such authorities, unless agreed to in writing and additional fees, if necessary, are paid.

ARTICLE 5. CLIENT'S RESPONSIBILITY FOR MAINTENANCE

A. Client acknowledges and agrees that proper site management and maintenance are required after the subject project is complete. A lack of proper maintenance in areas such as, but not limited to, tree or other plant maintenance, may result in damage to property or persons. Client further acknowledges that, as between the parties to this Agreement, Client is solely responsible for the results of any lack of or improper maintenance.

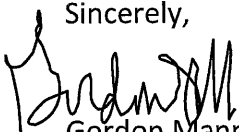
ARTICLE 6. ASSUMPTIONS AND LIMITING CONDITIONS

A. This agreement is subject to the following Assumptions and Limitations:

1. Trees are living organisms subject to environmental forces beyond our control. We cannot predict with absolute certainty the safety or structural integrity of any tree, nor can we guarantee it.
2. The report will reflect the condition of the tree(s) at the time of examination. It is not intended to predict safety during unusual or catastrophic natural occurrences such as, but not limited to, floods, hurricanes and earthquakes.
3. Additional Assumptions or Limitations may be specified within the written report provided because of these services.

Please let me know if you have any questions about this proposal or the associated work.

Sincerely,



Gordon Mann, Vice President
California Tree and Landscape Consulting, Inc.
359 Nevada Street, Suite 201
Auburn, CA 95603
Office: 530-745-4086
Direct: 650-740-3461



ACCEPTANCE AND AGREEMENT

If this agreement is not accepted within 10 days, the offer to perform the described services by January 29, 2023 is withdrawn and shall be null and void.

The Client Agrees to the terms set forth in this agreement.

No field work will be started or work product shall be provided to client until this agreement is signed. Should invoices not be paid in a timely manner, Consultant has the right to stop work until payment due is made.

Signature Page:

CONSULTANT

CLIENT

Gordon Mann, CalTLC, Inc.

Printed Name: _____

Title: Vice President

Title _____

Dated 12/30/2022

Dated / /2023



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SCOPE OF WORK

Statement of Qualifications

CalTLC stands out in the industry by the quality of the care in which we do our work. Our team of diverse tree care specialists have come together from different and unique parts of the industry to form a consulting collaboration to benefit our clients. Our personnel are considered to be the leading experts in our area and have provided expertise on many projects, large and small, and for many clients. We strive to provide accurate assessments and include useable information and data in all our reports. Our consultants strive to make all projects a success. Our staff are friendly and cooperative team members.

CalTLC is founded on current scientific research, high quality industry standards and best practices, and new technology for simple management, and partnerships. We use ESRI ArcGIS and Tree Plotter to collect and process data. There are many options for integration of our data and tree location points with CAD and development files. We work well on teams and complete the project assignments in a professional manner.

We have been inspectors for tree risk, hazards, and tree condition on several post fire incidents and have experience providing the data required by FEMA.

KEY PERSONNEL

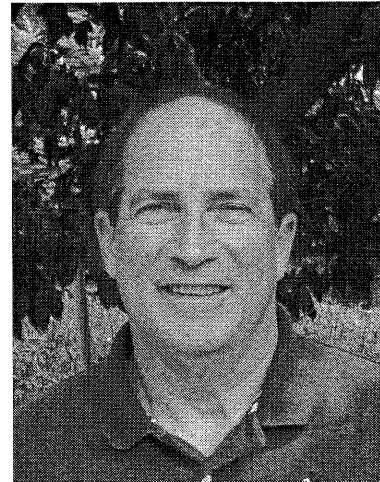
The Consultants' resumes are available on our website at www.CalTLC.com. Our Consulting Arborists working on this project have more than the minimum qualifications required for this type of work, including:

- Oral and written communication skills, including training provided by American Society of Consulting Arborists in Report Writing and Forensic Data Collection.
- Tree and plant identification skills.
- Diagnostic skills regarding common plant diseases, insect and disorders.
- Knowledge of the current American National Standards Institute A300 and Z 133 standards.
 - Managing Trees during Construction best management practices
 - Tree risk assessment best management practices
 - Tree pruning best management practices
 - Root management best practices
- Knowledge of the Americans with Disabilities Act, with regards to sidewalk construction and repair.
- Knowledge of the local ordinance and tree protection requirements.

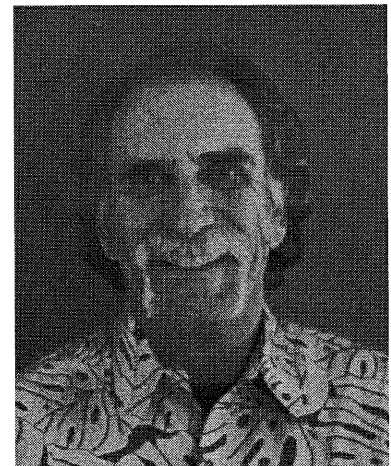


Nicole Harrison, President
AS Sustainable Agriculture, Sierra College Consulting Arborist, 2002 to present
ISA Certified Arborist #WE-6500AM, 2002-present
ASCA Member, 2015-present
ISA TRAQ Qualified, 2014-present
ASCA Registered Consulting Arborist #719, 2020-present

Gordon Mann, Vice President
BS Forest Science, University of Illinois
Consulting Arborist, 1986 to present
ISA Certified Arborist #WE-0151A, 1984-present
ASCA Registered Consulting Arborist #480, 1990-present
ISA TRAQ Qualified (PNW #1005), 2013-2017



Edwin E. Stirtz, Consulting Arborist
Consulting Arborist, 1989 to present
ISA Certified Arborist #WE-0510A, 1989i-present
ASCA Member, 2004-present
ISA TRAQ Qualified, 2014-present



Additional Staff – Qualifications include:

- Walt Warriner, Certified Arborist and Municipal Specialist WE-0407AM, TRAQ
- R. Cory Kinley: Certified Arborist WE-9717A, TRAQ,
- David Mercado: Certified Arborist WE7311A, TRAQ
- Tyler Thomson: Certified Arborist WE-12751A, TRAQ

Scope of Work

This proposal is for the Grizzly Flats Community Services District Hazard Tree Removal Project to provide the information for the District to cut down all trees that threaten the raw water diversion known as Eagle Ditch Pipeline. Our crews will consist of 2 Arborists both ISA Certified Arborists and TRAQ qualified. We will visit each site of the 14 parcels listed in the Grizzly Flats Community Services District scope of work and inspect every tree, up to 1,000 trees, and number the trees to be included in the removal project, list and record data, photograph, and complete FEMA required information and mark the trees considered a hazard to public safety and the Eagle Ditch Pipeline. We will finalize a report of the inspections for the Grizzly Flats Community Services District by January 29, 2023.

Reporting Requirements

1. A clear explanation of each of the hazard categories.
2. The categories should clearly express the urgency of time based on the level of hazard.
3. The map boundary should clearly define the water district easement with hazard trees within the easements clearly indicated.

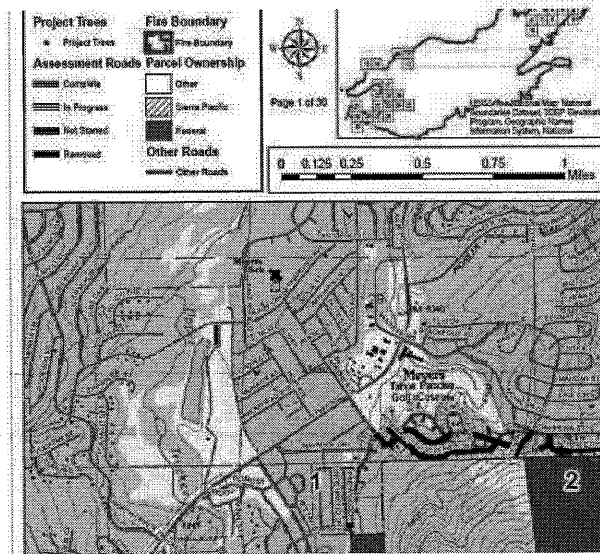
Below is an example of the desired reporting format:

- Assignment Overview
- Assessment Methodology

Table 1: Assessment Summary

Road ID	Road Name	Hazardous – Removal Needed	High Hazard – Immediate Removal	Potentially Hazardous – Inspect in 2 years	Total
1	Unnamed Rd 1	166	11	0	177

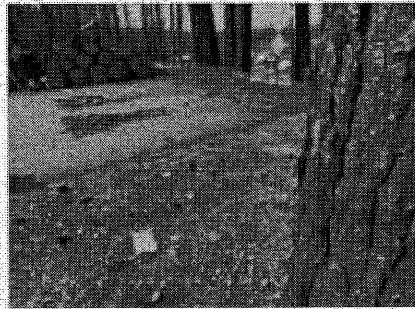
- Management Recommendations
- Report Limitations
- Attachments:
 - a) Assessment Maps



Grizzly Flats Community Services District 14 Parcel Tree Marking Consulting Arborist Proposal

- b) Tree Data Sheets - Provide multiple photos for each tree:
 (1) up close to show damage,
 (2) proximity of tree to Eagle Ditch Pipeline,
 (3) full photo of tree, and
 (4) any others that may be helpful like the below example photos

name	Damage Type	DBH	Distance		Priority	Species	Lat	Long	Comments
			From Road	Height					
84-38	Dead or Dying Tree	33.3	10	118	Hazardous - removal needed	Pine - Ponderosa	38.63836	-120.526	Green paint "F2X 33"



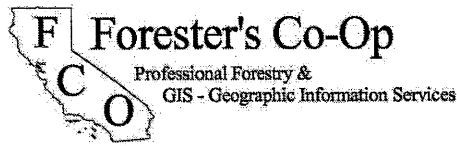
Grizzly Flats Community Services District 14 Parcel Tree Marking Consulting Arborist Proposal

References

Project Title	Client	Client Contact	Date of Work	Project Description	Project Manager
2021 Caldor-Grizzly Flats Fire Response	Weston Solutions	Operations Chief Amanda Wagner, 513-604-4797; Site Lead Gina Good 603-661-4243, G.Good@westonsolutions.com	9-28-21 through 10-6-21	Meet with team for safety meetings and site schedules; visit burned sites with team; inspect all trees, mark trees that are immediate hazard, significant risk, and moderate risk; assist team leader in site details, notes, and reporting; debrief after each work day.	Gordon Mann
Napa County ROW Hazard Tree Marking Glass Fire	Napa County Public Works	Sonja El-Wakil, Associate Engineer, Napa County Public Works (707) 259-8383 Sonja.El-Wakil@countyofnapa.org	11/2020 -1/2021	Assess fire damaged trees along all county maintained roads within the fire boundary to determine which trees could be considered hazardous to the ROW within the next 5 years, and that are qualified for removal according to FEMA standards.	Denice Britton
City of Santa Rosa	Transportation and Public Works Department	Danny Chen, Assistant Engineer (707) 543-3911 Dchen@srcity.org	10/2020 -4/2021	Assess all trees in specific Park and Open Space areas to determine if they are potentially hazardous to the public, along ROW, paths, park areas, etc. Map all tree, mark and photograph trees that are FEMA qualified for removal or pruning.	Nicole Harrison
Butte County, Private Tree Removal Compliance Program	Butte County Camp Fire Response Team	George Morris (530) 552-3120 georgemorris@buttecounty.net	11/2020 -6/2021	Examine parcels enrolled in the Private Tree Program to determine if all potentially hazardous trees have been removed. Document remaining trees on County ArcGIS software and participate in abatement hearing for those who have not complied.	Denice Britton
Camp Fire, Butte County	Weston Solutions	Rick Mehl rick.mehl@westonsolutions.com (846) 254-6981	2018	As a sole source sub-contractor to Weston Solutions, inspect and mark trees on fire damaged properties for likelihood of failure onto the site prior to Weston HazMat teams assessing the property.	Denice Britton, Gordon Mann,



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Kim Gustafson
Grizzly Flats CSD
4765 Sciaroni Road
Grizzly Flats, Ca. 95636
cfwater@sbcglobal.net

January 3, 2023

RE: Grizzly Flats CSD Emergency Exemption

Dear Ms. Gustafson,

We are pleased to offer the attached bid for the preparation of a Cal Fire "Notice of Timber Emergency Operations Exemption" for the hazard trees within the vicinity of Grizzly Flats CSD's (GFCSD) utility infrastructure. We are available and ready to commit the necessary resources to complete field work that may be awarded to Forester's Co-Op (FCO) immediately following bid acceptance.

Attached to this letter you will find our bid pricing for this Project, along with all other required aspects of the Bid solicitation (RFP).

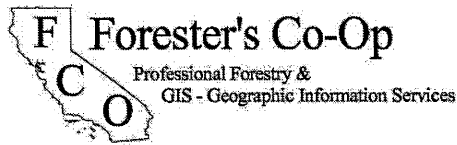
Thank you for taking the time to review our contracting proposal. Additional information about our Company can be found on our website, www.forco-op.com. We look forward to being of service to the GFCSD and surrounding community if awarded this Bid.

Best Regards,



Tom Amesbury,
Principal Forester, RPF #2253

Attachments – Bid Proposal package including Qualifications and References.



Grizzly Flat CSD Emergency Exemption Project Proposal

January 3, 2023

Forester's Co-Op
Attn: Tom Amesbury
415 Colfax Avenue
Grass Valley, CA 95945

Telephone: (530) 273-8326
Email: tom@forco-op.com

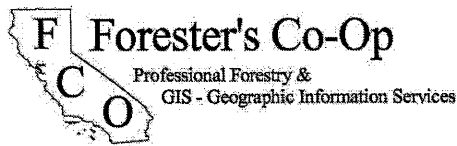
1. **Company Experience and Technical Competence**
2. **Key Personnel available for the Project**
3. **Emergency Exemption Preparation and Associated Field Work**
4. **Past Relevant Federal and Private Work Experience**
5. **References**
6. **Equipment Availability**
7. **FCO RFP Bid**

1) Forester's Co-Op Company Experience and Technical Competence

Established in 1999, Forester's Co-Op (FCO) has been providing clientele throughout the State of California with innovative environmental assessments for the permitting of natural resource and wildfire prevention projects, rural community developments and for emerging biomass renewable energy sites. FCO aims to achieve the highest ethical standards in forest conservation through the active management of California's abundant forest, range, wildlife, water and recreational natural resources.

FCO has extensive forest inventory and fuels reduction experience training, mobilizing and managing field crews to implement large and complex forest inventory and fuels reduction projects. We have accomplished numerous field inventory projects ranging from small scale private landowner timber appraisals to 1.5 million acre fuel load inventory work to support our proprietary transmission line CEQA/NEPA wildfire impact assessment methodologies. FCO maintains a long-term Master Services Agreement with California's largest utility firm supplying forestry and vegetation management services, providing environmental permitting, technical IT and GIS data tracking, ROW inspections, ROW vegetation treatment oversight and ROW maintenance monitoring services. Utilizing proprietary wildfire risk analysis methodologies and forestry expertise we completed EIR/EIS permit work for the following projects: the 127 mile 500kV Sunrise Powerlink Transmission Project, the 88 mile 230 kV BR RTP Transmission Project and the 45 mile 500kV TE/VS Transmission Project. FCO is currently working on the 560 acre Liberty Utilities Resilience Corridors Project in the Lake Tahoe Basin Management Unit. Additionally, numerous USFS stand exam projects, private Timber Sales and vegetation management projects have also been successfully completed.

In 2005 FCO was selected as a third party forestry service contractor (53-9SCP-05-1F-121) to the United States Forest Service (USFS) Sierra-Cascade province to provide timber sale inventory, appraisal and layout services. FCO completed numerous timber sale projects under this award amounting to over 35,000 acres.



For over a decade FCO has been assisting private landowners with fuels reduction projects. Participation in the state funded California Forest Improvement Program (CFIP) administered by Cal Fire, FCO has acquired approximately 15 fuels reduction grants for small private land owners to reduce fuels across a wide variety of landscapes in the Sierra Nevada to help promote forest resilience to wildfire. These projects include fuels reduction prescriptions such as pre-commercial thinning, mastication, site preparation, pruning, pile burning and follow up treatments. These CFIP projects also include direct oversight of the implementation contractors work and approval for sign off from Cal Fire.

From 2015 through 2017 FCO played a major role in the Liberty Utilities Powerline upgrade project along the HWY 267 corridor. Working with Liberty Utilities, the CPUC, the USFS, TRPA and other agencies to accomplish the removal, disposal and tracking of all merchantable and non-merchantable material from the project area. FCO designed and wrote the Timber Harvest Plans for both the 650 THP and the 5 Meg THP respectively.

2) Key Personnel Available for the Project

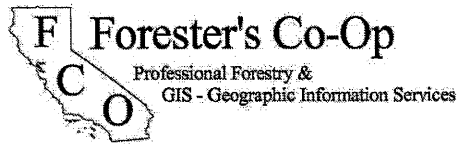
Overall Project Manager	Tom Amesbury, Principal Forester, RPF # 2253
Available RPF's	Brad Dorken, Forester, RPF # 2235 Frank Lewicki, RPF #2559, PCA & QAL
Forestry Foreman & RPF Designee	1 crew foreman/designee

3) Emergency Exemption Preparation and Field Work Description

FCO Staff shall work collaboratively with the GFCSD to oversee their Project beginning in the 2023 field season. FCO will coordinate the project implementation and oversight duties as outlined in the "Project Scope of Work" with GFCSD personnel to assure comprehensive and complete Licensed Timber Operator (LTO) forestry practice field work implementation to the projects prescribed objectives.

FCO maintains the resources, personnel, and experience to efficiently and effectively perform the services outlined in this RFP. FCO duties will include:

- Prepare and submit a Cal Fire "Notice of Emergency Timber Operations RM-67 permit" for Cal Fire Approval including the required Archaeological Survey and Resource protection Report for the Project.
- Review assigned areas throughout GFCSD's infrastructure and lands to determine the status of tree health and determine hazardous trees threatening the GFCSD's infrastructure.
- Provide documented recommendations to GFCSD as to which trees should be removed in priority order by systematic evaluation.

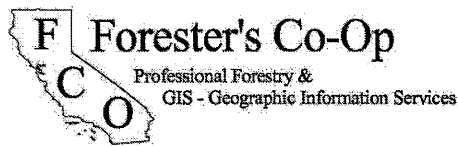


- Provide detailed inventory of trees including location, species, diameter, height, hazard ranking, health and ownership.
- Production of visual exhibits identifying tree location and priority.
- FCO shall meet the following "Reporting Requirements"
 - o 1. A clear explanation of each of the hazard categories.
 - o 2. The categories should clearly express the urgency of time based on the level of hazard.
 - o 3. The map boundary should clearly define the water district easement with hazard trees within the easements clearly indicated.

At GFCSD's request FCO could also assist with supervising the actual removal of the hazard trees which may include:

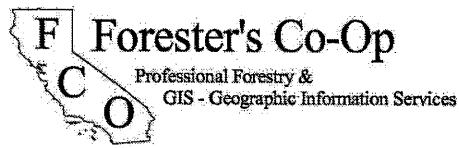
- Prepare information and solicit bids for hazard tree removal.
- Prepare information and solicit bids for log and debris disposal.
- Provide RPF supervision of logging activities to ensure adherence to California's Forest Practice Rules.

Through implementation of this Project GFCSD will ensure the safety of Grizzly Flats residents, including GFCSD staff, while protecting community infrastructure.



4) Past Relevant Federal and Private Work Experience:

Dates of Service	TO# and Description	Reference Names and Contact Information	Contract Value
2018 - Summer	Castle Remark and Cruise - Task Order #129JPG18F0040, Sierra District TNF Boundary Layout, Variable Sawlog and Biomass Plot Cruise, Timber Marking, QA/QC	Robert Briney, CO 530-478-6120 Email: robert.briney@usda.gov Bruce Troedson, COR 530-994-3401 Email: btroedson@fs.fed.us	\$ 72,746.72
2018 – Summer/Fall	Challenge Mark and Cruise - Task Order #AG-9JGP-C-17-0071 3P Timber and Biomass Cruise, Timber Marking, Hazard Tree Marking, QA/QC	Craig Ericson, CO 530-478-6142 Email: cericson@fs.fed.us Ken Neeley, COR 530-966-0923 Email: kneeley@fs.fed.us	\$ 94,239.45
Summer 2020	2020 - USFS Task Order #129JGP20R0024 Haskell, Crocker, Bagley Mark and Cruise Project, Beckworth Ranger District, Plumas National Forest	Robert Briney, CO 530 -478-6120 Email: robert.briney@usda.gov Dwight Clark, COR 530-836-7163 Call # 623-262-5265	\$307,785.00
June 2021	USFS Task Order 127EAS21R0012– Medusa Forestry Task Order Stanislaus National Forest	Robert Briney, CO 530-478-6120 Email: robert.briney@usda.gov Brady McElroy, COR 209-916-5101 Email: brady.j.mcelroy@usda.gov	\$109,051.31
March 2020- Present	Edwards Tree Farm CFIP Fuels Reduction Project. 500 acre Project including mastication and pre-commercial thinning operations with pile and burn slash disposal.	Land Owner: Allen Edwards 530-906-1532 edtreefarm@gmail.com	\$534,850.80
September 2021- Completed Oct 2022	USFS Contract #127EAA21F0059- Graveyard/Sleighville. Mark and Cruise.	Sarah Hill, CO 530-559-4401 sarah.hill@usda.gov Dawn Koerber, COR Phone: 530-478-6888 Email: dawn.koerber@usda.gov	\$172,590.00



Summer 2022	<p>The Liberty Utilities Resilience Corridors Project. ZN-512-1596004.</p> <p>Unit layout, Area determination, Cruise design, Cruising and Marking.</p>	<p>Mila Bock National Forest Foundation 530-341-6082 Email: mbock@nationalforests.org</p>	\$395,349.00
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5) References

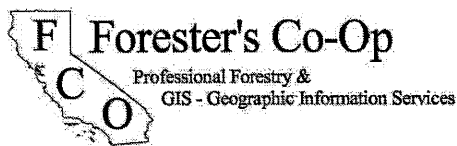
Eliot Jones, Vegetation Mgmt. Supervisor
Liberty Utilities (Calpeco)
Phone: 530-546-1714
Email: Eliot.Jones@libertyutilities.com

Roberty Briney, CO
United States Forest Service
Phone: 530-478-6120
Email: Robert.briney@usda.gov

Dwight Clarke, COR
United States Forest Service
Sale Prep Forester
Phone: 530-836-7163
Email: dwight.clarke@usda.gov

Dawn Koerber, COR
United States Forest Service
Phone: 530-478-6888
Email: dawn.koerber@usda.gov

Mila Bock
National Forest Foundation
California Program Coordinator, Tahoe Area
530-341-6082
Email: mbock@nationalforests.org



6) Equipment Availability

FCO implements an advanced GIS system for project mapping and special data processing using ESRI ArcGIS PRO 2.6.2. Our system includes several high-speed computers with Microsoft software. FCO also has multiple PDA devices useful for a variety of field data collection tasks. FCO also owns state of the art Trimble GOE XH 6000 GPS data recorders with TerraSync and Pathfinder software and other ArcPad compatible Handheld Data Recorders.

Available equipment includes a fleet of four 4x4 trucks, a secure paint trailer, Trimble Geo 7X Floodlight enabled with external antenna and ATV's. We also utilize the traditional forestry hand tools including, but not limited to: Silva Ranger compass, Sunto Clinometers, Spiegel Relaskops, Criterion RD 1000 Laser BAF-scope, DBH tapes, Log buckers measuring tapes, 100' Cloth tape, Range finders, Biltmore Sticks, Spot Gen3 Satellite Messengers and field safety kits.

7) FCO Grizzly Flats CSD Emergency Exemption Oversight Proposal Bid:

Grizzly Flats CSD Cal Fire Emergency Exemption Permit, Timber Marking, Inventory and Grant Award Agency Reporting	Unit	Unit Cost (\$/unit)	Total Units	Item Cost
Registered Professional Forester (Project Lead)	Hour	\$130.00	50	\$6,500.00
Forestry Foreman, RPF Designee & ISA Arborist	Hour	\$92.50	80	\$7,400.00
GIS Analyst	Hour	\$105.00	8	\$840.00
Archaeological Records Check by CSU Sacramento - This is a hourly fee charged by the University	Estimated University Cost	\$250.00	1	\$250.00
Incidental Expenses - Paint, Flagging & office materials	Estimate	\$400.00	1	\$400.00
Mileage -160 miles GV/Grizzly Flats Round Trip @ \$126/Trip	Estimated 10 Round Trips	\$126.00	10	\$1,260.00
			* Total Estimated Cost.	\$16,650.00

* - . It is important to note that our bid proposal includes only the activities up to project implementation. Solicitation of logging services, logging supervision, marketing of products and slash disposal is not included.

pk37

COMPANY NAME



Project Proposal

Prepared for: Kim Gustafson, Interim General Manager

Prepared by: Ryan McCrory, Certified Arborist WE-11594/AU

December 30, 2022

Proposal number: 001-3344

COMPANY NAME

GREEN ARBOR CO-OP

Goals

To identify, mark, and report the condition of over 1000 hazard trees in the burn scar from the 2021 Caldor Fire.

Solution

We have a local team of 4 ISA certified Arborist who will be assessing the trees within the proposed scope of work. We estimate completion of work to be before the end of January 2023.

COMPANY NAME

GREEN ARBOR CO-OP

BUDGET

We estimate that it will take a crew of 4 arborist 5 days to complete the work. The time may vary a few days depending on the terrain and weather.

Description	Quantity	Unit Price	Cost
labor	20 days	\$700	\$14,000
Reporting	3 days	\$700	\$2,100
Equipment	4	\$1,000	\$4,000
Total			\$20,100

PK40

Grizzly Flats Community Services District

4765 Sciaroni Rd. / P.O. Box 250

Grizzly Flats, CA 95636

Ph: 530/622-9626 Fax: 530/622-4806



RESOLUTION 2023-01

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE GRIZZLY FLATS COMMUNITY SERVICES DISTRICT
TO ACCEPT THE CORONAVIRUS STATE AND LOCAL FISCAL
RECOVERY FUNDS ESTABLISHED UNDER THE AMERICAN RESCUE
PLAN ACT**

WHEREAS, COUNTY of EI DORADO (“County”) was awarded funding from the American Rescue Plan Act of 2021 (“ARPA”) as part of the Coronavirus State and Local Fiscal Recovery Funds (“SLFRF”); and

WHEREAS, El Dorado Water Agency is assisting County with the implementation of ARPA funding and projects to implement and support necessary investments in water and sewer infrastructure projects; and

WHEREAS, on November 9, 2021, the El Dorado County Board of Supervisors approved ARPA funding allocation to the Agency in the amount of \$6,020,000 for certain investments in water and sewer infrastructure investment projects consistent with the SLFRF program; and

WHEREAS, Subrecipient submitted to Agency the Clearwell and Booster Pump Station Reliability Improvements (“Project 1”) and the Reservoir Lining Rehabilitation (“Project 2”) for funding consistent with the requirements of SLFRF for water and sewer infrastructure projects; and

WHEREAS, the Agency and the County selected Project 1 for ARPA funding in the amount of \$2,530,000, and Project 2 for ARPA funding in the amount of \$300,000; and

WHEREAS, Agency has awarded Subrecipient with funding for Project 1 and Project 2, and desires to enter into this Subrecipient Agreement to implement the SLFRF ARPA Project; and

WHEREAS, Subrecipient is eligible to apply for and receive SLFRF funding and assistance as a public body corporate and politic of the State of California; and

WHEREAS, Agency and the Subrecipient intend to cooperate to ensure the timely development, adoption and implementation of Project consistent with the SLFRF requirements; and

WHEREAS, Agency and the Subrecipient intend to cooperate to ensure continual satisfactory compliance with applicable Federal statutes, regulations and terms and conditions related to SLFRF funding; and

WHEREAS, the parties wish to enter into this Subrecipient Agreement (“Agreement”) to document the terms and conditions of the SLFRF ARPA funding of the Project.

NOW, THEREFORE BE IT RESOLVED by the Grizzly Flats Community Services District Board of Directors as follows:

1. Scope of Responsibilities.

- 1) Subrecipient shall be responsible for the complete performance of the work.
- 2) Subrecipient subcontracts for work are required to be competitively procured consistent with any applicable rules and guidelines, including federal requirements.
- 3) The Subrecipient Project Manager shall coordinate all work with the AGENCY Project Manager. AGENCY shall not be obligated to make payments to the Subrecipient until the Subrecipient Project Manager has carried out the applicable responsibilities described in this Agreement.

2. Time of Performance:

- a. Subrecipient will commence work upon the effective date of the Agreement and will complete work as expeditiously as is consistent with generally accepted standards of professional skill and care and the orderly progress of work.

Subrecipient will provide written progress reports to AGENCY at least monthly in a format provided by Agency consistent with the County requirements pursuant to SLFRF ARPA funding requirements.

Subrecipient agrees to follow, and to require its contractors to follow, the timeline identified. If a substantive change to the identified timeline is desired, Subrecipient’s Project Manager will provide an immediate written request for approval to the AGENCY Project Manager, including the reasons for the requested change. Approval by the AGENCY Project Manager will not be unreasonably withheld.

- b. All work will be obligated pursuant to this Agreement Project no later than December 31, 2024, and all payments for work completed will be expended no later than by December 31, 2026, unless otherwise terminated as provided for in this Agreement or extended by written agreement between the parties.

PASSED AND ADOPTED this _____ day of _____, 2023 by the following vote:

AYES:

NOES:

ABSENT/ABSTAIN:

Lynn Hannblom, Board Chair
Grizzly Flats CSD Board of Directors

CERTIFICATE OF SECRETARY

The undersigned hereby certifies that she is the duly elected and qualified Secretary of the Grizzly Flats Community Services District, a California public entity and that the foregoing is a true and correct record of a resolution duly adopted by the Grizzly Flats Community Services District Board of Directors, on this _____ day of _____, 2023.

IN WITNESS WHEREOF, I have executed my name as Secretary on this _____ day of _____, 2023.

Kim Gustafson, Board Secretary
Grizzly Flats Community Services District

DEPARTMENT OF HOMELAND SECURITY
Federal Emergency Management Agency
LOCAL GOVERNMENT RESOLUTION - COLLATERAL SECURITY

OMB Control Number: 1660-0083
Expiration: 8/31/2023

RESOLUTION 2013-02

BE IT RESOLVED BY _____ OF Grizzly Flats Community Services District
(Governing Body) (Public Entity)

THAT we pledge the following listed collateral security to the Federal Emergency Management Agency (FEMA) on the

Promissory Note for a Community Disaster Loan for \$ 146,301

executed on _____, 20____ pursuant to Section 417 of the

Robert T. Stafford Disaster Relief and Emergency Assistance Act, Public Law 93-288, as amended, and FEMA Regulation, 44 CFR 206, Subpart K. We further understand that failure to repay any outstanding principal and related interest on those portions of the loan which do not qualify for loan cancellation as determined by FEMA or any successor agency will result in forfeiture of as much as the listed collateral security as is necessary to collect such outstanding principal and interest. (List the collateral security below. Use additional sheets if needed.)

The promissory note is payable from and secured by a pledge of the applicant's revenues for each fiscal year while any of the loan is outstanding, after a provision has been made for the payments required in connection with any outstanding indebtedness of the applicant.

Passed and approved this _____ day of _____, 20____.

(Name and Title)

(Name and Title)

(Name and Title)

CERTIFICATION

I, _____, duly appointed and _____ of _____
(Title)

do hereby certify that the above is a true and correct copy of a

resolution passed and approved by the _____ of Grizzly Flats Community Services District
(Governing Body) (Public Entity)

on the _____ day of _____, 20____.

DATED: _____

(Official Position)

(Signature)

[SEAL]

PK 44

RECORDED

I, _____, _____, a responsible and
(Name) (Title)

authorized official of _____ Grizzly Flats Community Services District _____, do hereby attest that the
(Public Entity)

Collateral Security Resolution which accompanies this form has been duly recorded at _____

(Indicate where Recorded)

The Collateral Security Resolution was recorded on the _____ day of _____, 20 ____.

DATED: _____

(Official Position)

(Signature)

[SEAL]

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 10 hours per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing, reviewing, and submitting the form. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW, Washington, DC, 20472, Paperwork Reduction Project (1660-0083). **NOTE: Do not send your completed form to the above address.**