

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

Date: Thursday, October 12, 2023

Time: 6:00 PM

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



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 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.*

D. CONSENT CALENDAR / Board Chair

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

1. Approval of the September 7, 2023 special meeting and September 14, 2023 regular meeting minutes. **{pk 1-5}**
2. Review monthly System Report for September (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts). **{pk 6-8}**
3. Approval of the financial reports and spending for September 2023. **{pk 9-22}**
4. Approval of the WSIP loan payment to USDA-Rural Development on October 1, 2023. **{pk 23}**
5. Receive and file Special District Risk Management Authority's (SDRMA's) letter dated September 21, 2023, relative to no paid Property/Liability claims in 2022-23. **{pk 24}**

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

E. COMMITTEE MEETINGS

1. **Cost of Services Study Review Committee** / Directors Davidson and Malonson, Kim Gustafson, Patti Jobe (District Treasurer), and Mel Kelley
 - a. Report from the committee meeting held on September 26, 2023.
 - b. Schedule a follow-up committee meeting to review the updated Cost of Services Study.
2. **Emergency Contingency Plan Committee** / Directors Chigazola and Hannblom, and Kim Gustafson
 - a. Schedule an Emergency Contingency Plan Committee meeting to begin work on the new policy.

F. OFFICE & FINANCE / Gustafson, General Manager

Office Operations:

1. Report from the September 27, 2023, Local Agency Formation Commission meeting / Gustafson (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 on Thursday, November 9, 2023, at 6:00 PM.***

This institution is an equal opportunity provider and employer.

2. Discuss the contract renewal options for Operations and Maintenance services with H2O Urban Solutions, Inc., and decide if a one-year extension should be implemented / Gustafson (discussion/action) **{pk 25}**

Recommended Motion/Action: Authorize a one-year Operations and Maintenance contract extension with H2O Urban Solutions, Inc.

3. Review and approve H2O Urban Solution's Engineering Contract Task Order #5 to assist with the ARPA project / Gustafson (discussion/action) **{pk 26}**

Recommended Motion/Action: *H2O Urban Solution's Engineering Contract Task Order #5 as presented.*

G. CALDOR FIRE RECOVERY

1. Review the most recent Caldor Fire Status Report / Gustafson (discussion) **{pk 27-28}**
2. Update on hazard tree marking for USDA grant to remove hazard trees along Eagle Ditch pipeline / Gustafson (discussion)
3. Report on status of customer billing / Gustafson (discussion)

H. ANNOUNCEMENTS / DIRECTORS COMMENTS

I. ADJOURN

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- *In compliance with the Americans with Disabilities Act, contact Kim Gustafson at qfwater@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, November 9, 2023, at 6:00 PM.***

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**Grizzly Flats Community Services District
Minutes of the Special Meeting of the Board
September 7, 2023**

A. CALL TO ORDER

The special meeting of the Grizzly Flats CSD Board of Directors was called to order at 5:33 P.M. by Director Hannblom.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Davidson, Hannblom, and Malonson

Called-in: D. Davies, M. Collins, and G. La Morte

Absent: None

Others: Kim Gustafson, Catherine Hansford, Jessi Phillips, and Schaelene Rollins

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. REVIEW PROGRESS OF THE COST OF SERVICES STUDY

1. **Findings and Calculated Rates – HEC (Catherine Hansford) and Schaelene Rollins will present the findings of the rate study and schedule to adopt new water charges. The Board should spend some time discussing the information presented since the financial projections need to be as accurate as possible to ensure that rates adequately cover the District's expenses / Gustafson (discussion) –** Kim Gustafson started out by thanking Catherine Hansford and Schaelene Rollins for all the hard work they have put into the Cost of Services Study. Catherine Hansford mentioned that in California, smaller districts tend to do a rate study every five years and that Grizzly Flats CSD's last rate study was performed in 2016. The purpose of a rate study is to analyze a district's income and expenses to ensure that the service rates match the cost of providing the service. Catherine mentioned that costs typically increase by 5-8% annually for large districts, smaller for districts such as ours. She also mentioned that the district is in a unique situation and that it needs sufficient cash flow to cover recovery activities which will then be submitted for reimbursement. Catherine said it's standard practice to have a rate structure that charges more for larger service connections.

Within the rate study, Catherine proposed two alternative rate structures; one which maintains the District's current rate structure including the \$4 per month stand-by fee, and one that replaces the stand-by fee with a Special Tax. Scenario A would maintain the current rate structure, but since larger connections have greater capacity to use the water service, they would be charged a higher rate. Catherine noted that the District needs to collect the monthly base charge from all connected lots, even if they do not have water usage. Construction water would be available for use at the identified volumetric rate. She noted that Ordinance 88-1 should be updated to state the service connection process due to the recent changes in policy.

Scenario B would replace the District's stand-by fee with a Special Tax. Special taxes must be placed on a ballot for approval by 2/3 of the registered voters within the District boundary. Catherine noted that special taxes can also be increased by a percentage over time without having to go to the public for reapproval.

Mike Collins requested that the Board consider the impact to customers who lost their homes in the Caldor fire.

The Board indicated that they would like to discuss the rate study more during the September 14, 2023 regular meeting.

2. **Rate Structure Options – Discuss the proposed rate structures suggested by HEC and consider the option of implementing a Special Tax – The Board indicated that this item should be tabled pending further discussion.**

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 7:29 P.M. The next regular meeting will be held in Grizzly Flats starting at 6:00 PM on Thursday, September 14, 2023.**

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
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 H2O'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:

PK5



Grizzly Flats Community Services District System Report

September 2023

Kim Gustafson, General Manager
Andy Vicars (D2) GFCSD Maintenance Technician,
Ethan Markes and Michelle Derryberry, 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

2023	Total Gallons	Daily Average (gallons per day)	Monthly Flushing
January	2,638,810	85,123	
February	2,102,184	75,078	
March	3,036,700	97,958	
April	2,803,200	93,440	
May	2,857,600	92,181	306,768
June	2,460,000	82,000	40,000
July	3,638,600	117,374	146,000
August	3,648,700	117,700	178,000
September	3,061,284	102,043	201,344

*September's flushing total represents water flushed for water quality purposes (196,344 gallons), and water loss during the leak on Blaze Trail (5,000 gallons).

Prior Years

2022	Total Gallons	Daily Average
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

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

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

Water Treatment

- Both Treatment Plants ran well in September, 2023.

PKG

Distribution System

- On September 13, 2023, staff repaired a service line leak on Blaze Trail.

Rainfall

This Year (July 1 – June 30)	Amount (in inches)	Prior Years (July 1 – June 30)	Amount (in inches)
July	0.00	2012 – 2013	29.85
August	0.93	2013 – 2014	31.25
September	1.05	2014 – 2015	32.76
October		2015 – 2016	52.70
November		2016 – 2017	78.03
December		2017 – 2018	38.46
January		2018 – 2019	65.43
February		2019 – 2020	33.84
March		2020 – 2021	18.42
April		2021 – 2022	37.65
May		2022 – 2023	39.64
June		2023 – 2024 Total	1.98

Administration Report

Billing Information	Number this Month
Bills Mailed Out	602
Active Connections (on/billed each month)	607
Connections on hold (connections damaged by fire)	12
Inactive Connections (locked off/liened with no bill)	7
Current Liens	51
Liens Filed	0
Liens Released	1
New Service Installations	0
Fire Flow Letter Requests	4
1 st Tier Late Charges	81
2 nd Tier Late Charges	90

“Connections on hold” were damaged by the Caldor Fire or recovery crews and are not being billed. Five more service connections were restored after the September 2023 billing period.

Staff transferred services at six locations in September, all of which were vacant lots with water service connections.

Billing Summary

2023	# of Bills Sent	# Payments Received	Amount Billed	Amount Received
January	557	552	38,395.60	42,946.92 (112%)
February	563	489	42,367.98	32,992.64 (78%)
March	562	565	38,391.27	46,081.30 (120%)
April	574	539	42,610.63	39,694.43 (93%)
May	583	554	41,661.73	46,155.20 (110%)
June	585	581	42,678.25	44,227.24 (104%)
July	589	570	43,519.16	43,227.34 (99%)
August	591	599	45,650.85	42,936.14 (94%)
September	602	568	43,574.75	37,800.10 (87%)

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

pk 8

Grizzly Flats Community Services District
Profit/Loss - O/M
September 2023

	<u>Sept 2023</u>	<u>Year-to-Date</u>	
Ordinary Income/Expense			
Income			
40000 · O & M Income			
40100 · Water Charges - Basic Rate	43,064.42	126,447.70	
40110 · Water Charges - Volumetric Rate	2,397.37	8,667.73	
40200 · Water User Penalties	579.30	1,656.79	
40210 · Water User Lien Fees	0.00	2,990.00	
40300 - Miscellaneous Revenue	80.32	755.32	
40400 · Pooled Interest	18.45	258.58	
40600 - New Service Installation	0.00	0.00	
			Amount billed
Total 40000 · O & M Income	<u>46,139.86</u>	<u>140,776.12</u>	(not all collected)
45000 - Capital Income			
45100 - Standby Charges	2,640.00	2,640.00	
45200 - Penalties on Standby Fees	267.96	267.96	
45300 - Capital Connection Fee	0.00	0.00	
45600 - Pooled Interest	65.67	-171.05	Year-end Adjustment - Est
Total 45000 - Capital Income	<u>2,973.63</u>	<u>2,736.91</u>	
Total Income	<u>49,113.49</u>	<u>143,513.03</u>	
Expense			
50000 · Personnel Costs			
51000 · Salaries Expense			
51100 · Field Staff	5,178.16	10,720.23	
51200 · Admin Staff	12,352.90	24,427.18	
51300 - Overtime	0.00	121.60	
51400 - Standby Pay	0.00	0.00	
51600 · Holiday Pay	642.40	1,268.40	
Total 51000 · Salaries Expense	<u>18,173.46</u>	<u>36,537.41</u>	
52000 · Payroll Expense			
52100 · Payroll Tax	1,462.22	4,189.13	
52300 - Workers' Comp	308.55	925.65	
Total 52000 · Payroll Expense	<u>1,770.77</u>	<u>5,114.78</u>	
53000 · Benefits Expense			
53100 · Deferred Comp	0.00	0.00	
53200 - HRA Medical	2,063.65	5,996.97	
53300 - Life Insurance	69.90	69.90	
Total 53000 · Benefits Expense	<u>2,133.55</u>	<u>6,066.87</u>	
54000 - Contract Operation	<u>14,000.00</u>	<u>42,000.00</u>	H2O Urban Solutions Jul & Aug
Total 50000 · Personnel Costs	<u>36,077.78</u>	<u>89,719.06</u>	

Grizzly Flats Community Services District
Profit/Loss - O/M
September 2023

	<u>Sept 2023</u>	<u>Year-to-Date</u>
60000 · Operations & Utilities Exp		
60100 - Alarm Service	243.00	243.00
60200 · Communication	-317.29	407.74
60400 - Fire & Safety Supplies	184.44	224.64
60600 · PG&E	43.59	125.88
60700 · Propane	0.00	0.00
60800 · Trash Disposal	142.13	284.26
30900 - Website	74.00	74.00
Total 60000 · Operations & Utilities Exp	<u>369.87</u>	<u>1,359.52</u>
61000 · Water Treatment		
61100 · Chemicals	0.00	523.95
61200 · Equipment & Supplies	0.00	0.00
61300 · Testing & Lab Reports	650.00	3,163.00
Total 61000 · Water Treatment	<u>650.00</u>	<u>3,686.95</u>
62000 · Maintenance Exp		
62100 - Building	0.00	171.43
62200 - Customer Meters	0.00	0.00
62300 - Distribution System	0.00	-3,171.64
62400 - Grounds	0.00	0.00
62410 - Grizzly Pond Expenses	0.00	0.00
62500 - Office Equipment	0.00	0.00
62600 · Parts & Equip.	9.62	9.62
62700 - Road Repairs	0.00	75.75
62800 · Service Contracts	1,951.43	1,960.29
62900 - Treatment Plant I & II	0.00	2,332.24
Total 62000 · Maintenance Exp	<u>1,961.05</u>	<u>1,377.69</u>
63000 · Vehicle Exp.		
63100 - Oil/Grease	56.16	56.16
63200 · Parts & Repairs	0.00	604.36
63300 - Tires & Snow Chains	0.00	0.00
63400 - Tractor Maintenance & Repairs	0.00	0.00
63500 · Fuel Purchases	0.00	1,473.05
Total 63000 · Vehicle Exp.	<u>56.16</u>	<u>2,133.57</u>
64000 · Employee Exp.		
64100 - Clothing	0.00	0.00
64200 - Education & Certification	24.99	399.99
64400 · Transportation and Travel	0.00	241.18
Total 64000 · Employee Exp.	<u>24.99</u>	<u>641.17</u>

Reclassified to prior year

-3,171.64 by CPA

Inland - Copies - read meter after Internet activated - high bill for past months not billed

Grizzly Flats Community Services District
Profit/Loss - O/M
September 2023

	Sept 2023	Year-to-Date
65000 - Admin Exp.		
65100 - Agency Admin. Fee	0.00	893.54
65150 - Bank Fees & Supplies	136.64	216.06
65200 - Election Cost	0.00	0.00
65250 - Janitorial & Supplies	113.41	161.01
65350 - Membership & Dues	0.00	593.93
65400 - Office Supplies	9.35	1,404.77
65450 - Postage	660.00	1,497.00
65500 - Public & Legal Notices	117.50	342.42
		Water Accts Receivable -
65550 - Software	1,600.00	1,600.00
		Annual Fee
Total 65000 - Admin Exp.	2,636.90	6,708.73
66000 - Professional Services		
66100 - Audit & Accounting	0.00	1,480.00
66200 - Legal	1,824.00	1,824.00
66400 - Liability Insurance	1,726.25	5,178.75
66900 - Liability Other	6,792.50	8,925.00
		Hansford Economic Consulting
Total 6600 - Professional Services	10,342.75	17,407.75
67100 - Asset Management Program	0.00	0.00
70000 - Capital Expense		
70300 - Interest on Long Term Debt	0.00	0.00
70800 - Depreciation	7,641.42	22,924.26
Total 70000 - Capital Expense	7,641.42	22,924.26
Total Expense	59,760.92	145,958.70
Net Income	-10,647.43	-2,445.67

Grizzly Flats Community Services District

Check Detail

September 6, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	4836	09/06/2023	Andrew Vicars.	10100 · WF-O&M Checking		-984.22
Bill	9/1/2023	09/01/2023		22200 · Accrued HRA Medical	-984.22	984.22
					-984.22	984.22
Bill Pmt -Check	4837	09/06/2023	Darlene Serpa Accounting Support	10100 · WF-O&M Checking		-740.00
Bill	8/31/2023	08/31/2023		66100 · Audit & Accounting	-740.00	740.00
					-740.00	740.00
Bill Pmt -Check	4838	09/06/2023	El Dorado Irrigation District	10100 · WF-O&M Checking		-315.55
Bill	8220232	08/22/2023		61100 · Chemicals	-107.15	107.15
Bill	822023	08/22/2023		61100 · Chemicals	-208.40	208.40
					-315.55	315.55
Bill Pmt -Check	4839	09/06/2023	Eurofins Eaton Analytical, Inc.	10100 · WF-O&M Checking		-1,220.00
Bill	3800030045	08/15/2023		61300 · Testing & Lab Reports	-85.00	85.00
Bill	3800030520	08/22/2023		61300 · Testing & Lab Reports	-85.00	85.00
Bill	3800031376	08/31/2023		61300 · Testing & Lab Reports	-750.00	750.00
Bill	3800031611	09/04/2023		61300 · Testing & Lab Reports	-300.00	300.00
					-1,220.00	1,220.00
Bill Pmt -Check	4840	09/06/2023	Hunt & Sons, Inc.	10100 · WF-O&M Checking		-1,473.05
Bill	311947	08/16/2023		63500 · Fuel Purchases	-1,473.05	1,473.05
					-1,473.05	1,473.05
Bill Pmt -Check	4841	09/06/2023	Koby Pest Control	10100 · WF-O&M Checking		-70.00
Bill	5176	08/22/2023		62100 · Building	-70.00	70.00
					-70.00	70.00
Bill Pmt -Check	4842	09/06/2023	P G & E	10100 · WF-O&M Checking		-39.68
Bill	8/16/2023	08/16/2023		60600 · PG&E	-39.68	39.68
					-39.68	39.68
Bill Pmt -Check	4843	09/06/2023	Water Environmental Testing Lab	10100 · WF-O&M Checking		-360.00
Bill	23-08-GF	08/31/2023		61300 · Testing & Lab Reports	-360.00	360.00
					-360.00	360.00

Grizzly Flats Community Services District
Check Detail
September 6, 2023

Bill Pmt -Check	4844	09/06/2023	PACE Supply Corp.	10100 · WF-O&M Checking		-8,910.84
Bill	198853672	08/24/2023		14800 · Caldor Fire Expenses	-296.88	296.88
Bill	068622611-1	08/24/2023		14800 · Caldor Fire Expenses	-510.68	510.68
Bill	068791931-1	08/24/2023		14800 · Caldor Fire Expenses	-446.48	446.48
Bill	068553475.1	08/25/2023		14800 · Caldor Fire Expenses	-6,634.49	6,634.49
Bill	198864270	08/28/2023		14800 · Caldor Fire Expenses	-1,022.31	1,022.31
					-8,910.84	8,910.84
Bill Pmt -Check	4845	09/06/2023	US Bank Corporate Payments	10100 · WF-O&M Checking		-1,772.53
Bill	8/15/2023	08/15/2023		65400 · Office Supplies	-48.46	53.18
				63200 · Parts & Repairs	-163.32	179.21
				65450 · Postage	-360.88	396.00
				60200 · Communication	-290.59	318.87
				64200 · Education & Certifications	-341.75	375.00
				65500 · Public & Legal Notices	-54.61	59.92
				63200 · Parts & Repairs	-387.45	425.15
				60200 · Communication	-125.47	137.68
					-1,772.53	1,945.01

Kim Gustafson 9/6/23

Lynn Hamble 9/6/2023

Grizzly Flats Community Services District

Check Detail

September 19, 2023

Type	Num	Date	Name	Account	Paid Amount	Original Amount
Bill Pmt -Check	4846	09/19/2023	Andrew Vicars.	10100 · WF-O&M Checking		-304.78
Bill	9/18/2023	09/18/2023		22200 · Accrued HRA Medical	-304.78	304.78
					-304.78	304.78
Bill Pmt -Check	4847		Void Check			
Bill Pmt -Check	4848	09/19/2023	Continental Utility Solutions, Inc.	10100 · WF-O&M Checking		-1,600.00
Bill	M20638	09/01/2023		65550 · Software	-1,600.00	1,600.00
					-1,600.00	1,600.00
Bill Pmt -Check	4849	09/19/2023	Dearborn Life Insurance Company	10100 · WF-O&M Checking		-69.90
Bill	9/15/23 - 12/14/23	09/01/2023		53300 · Life Insurance	-69.90	69.90
					-69.90	69.90
Bill Pmt -Check	4850	09/19/2023	Hansford Economic Consulting LLC	10100 · WF-O&M Checking		-6,792.50
Bill	594	09/08/2023		66900 · Other	-6,792.50	6,792.50
					-6,792.50	6,792.50
Bill Pmt -Check	4851	09/19/2023	Kim Gustafson.	10100 · WF-O&M Checking		-1,020.86
Bill	9/18/2023	09/18/2023		22200 · Accrued HRA Medical	-1,020.86	1,020.86
					-1,020.86	1,020.86
Bill Pmt -Check	4852	09/19/2023	PACE Supply Corp.	10100 · WF-O&M Checking		-299.21
Bill	068754484-3	09/15/2023		14800 · Caldor Fire Expenses	-94.16	94.16
Bill	9/15/2023	09/15/2023		14800 · Caldor Fire Expenses	-205.05	205.05
					-299.21	299.21

Kim Gustafson 9/20/23

Rat Joe 9/20/23

Grizzly Flats Community Services District

Balance Sheet

As of September 30, 2023

September 30, 2023

ASSETS

Current Assets

Checking/Savings

10000 · Cash In Banks	
10100 · WF-O&M Checking	755,629.36
10200 · WF- Payroll Checking	2,366.47
10400 · WF- USDA Loan Reserve	55,619.66
Total 10000 · Cash In Banks	<u>813,615.49</u>

11000 · LAIF Investments	
11100 · O&M Funds	
11110 · O & M Reserve Acct	93,798.94
Total 11100 · O&M Funds	<u>93,798.94</u>
11800 · CIP Funds	
11210 · CIP Dedicated Reserve	23,823.98
11220 · CIP Restricted Reserve	250,000.00
11240 · Hydrant Repair and Replacement	15,000.00
Total 11800 · CIP Funds	<u>288,823.98</u>
Total 11000 · LAIF Investments	<u>382,622.92</u>

12000 · Cash in County Treasury	
12200 · CIP Funds	373.94
Total 12000 · Cash in County Treasury	<u>373.94</u>
13000 · Petty Cash Fund	100.00
Total Checking/Savings	<u>1,196,712.35</u>

Other Current Assets

14500 · Other Receivable	0.00	
		USDA & BaseCamp
		Enviro - Tree Removal
		Storm Damage & ARPA
14700 · Grant Reimbursable	105,592.49	Pump Upgrades
14800 · Caldor Fire Expenses	136,935.62	Offset by acct 25000
		Amount owed by
		customers. Includes
		regular monthly billing
14900 · A/R- Water User Fees	125,972.16	of \$45,765
15000 · Prepaid Expenses		
15100 · Insurance	15,536.26	
15200 · Worker's Comp	2,159.89	
Total 15000 · Prepaid Expenses	<u>17,696.15</u>	
Total Other Current Assets	<u>386,196.42</u>	
Total Current Assets	<u>1,582,908.77</u>	

Fixed Assets

16000 · Capital Assets	
16100 · Land	237,405.00
16200 · Water Plant	3,546,527.91
16300 · Vehicles	68,275.01
16400 · Equipment	269,188.21
16900 · Accumulated Depreciation	-1,957,299.26
Total 16000 · Capital Assets	<u>2,164,096.87</u>

17000 · Work In Progress	
17010 · WIP - Reservoir Liner Repairs	175.00
17700 · Water Master Plan (H2Ou)	29,135.00
Total 17000 · Work In Progress	<u>29,310.00</u>

Total Fixed Assets	<u>2,193,406.87</u>
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TOTAL ASSETS	<u><u>3,776,315.64</u></u>
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Grizzly Flats Community Services District

Balance Sheet

As of September 30, 2023

September 30, 2023

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable

36,340.62

Total Accounts Payable

36,340.62

Other Current Liabilities

Elo Dorado County

21400 - Other Payables or Expense

6,312.32 Overpayment

22000 · Personnel Payables

22100 · Federal & State Payroll Taxes

1,747.48

22200 · Accrued HRA Medical

53,262.70

22300 · Accrued Vacation

2,911.09

Total 22000 · Personnel Payables

64,233.59

23500 - Other Liability

112,000.00 H2O Urban Solutions

Funds received - projects on

25000 - Deferred Revenue Advance

531,489.92 going - per CPA

Total Other Current Liabilities

707,723.51

Total Current Liabilities

744,064.13

Long Term Liabilities

20200 · USDA Loan

785,000.00

Total Long Term Liabilities

785,000.00

Total Liabilities

1,529,064.13

Equity

167 · Retained Earnings - Old Acct

409,818.21

30000 · Reserves-Retained Earnings

1,176,447.01

30100 · Reserves- CIP Restricted

540,875.62

30300 · Reserves - Asset Management

80,548.45

30400 · Reserves - USDA Loan Reserve

42,007.89

Net Income

-2,445.67

Total Equity

2,247,251.51

TOTAL LIABILITIES & EQUITY

3,776,315.64

Grizzly Flats Community Services District
O/M Budget vs. Actual
September 2023

	<u>Jul-23 to Sep-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
40000 · O & M Income				
40100 · Water Charges - Basic Rate	126,447.70	484,000.00	-357,552.30	26.13%
40110 · Water Charges - Volumetric Rate	8,667.73	19,000.00	-10,332.27	45.62%
40200 · Water User Penalties	1,656.79	6,000.00	-4,343.21	27.61%
40210 · Water User Lein Fees	2,990.00	0.00	2,990.00	100.0%
40300 · Miscellaneous Revenue	755.32	4,000.00	-3,244.68	18.88%
40400 · Pooled Interest	258.58	1,000.00	-741.42	25.86%
40600 · New Service Installation	0.00	2,000.00	-2,000.00	0.0%
Total 40000 · O & M Income	140,776.12	516,000.00	-375,223.88	27.28%
Expense				
50000 · Personnel Costs				
51000 · Salaries Expense				
51100 · Field Staff	10,720.23	68,016.00	-57,295.77	15.76%
51200 · Admin Staff	24,427.18	101,194.00	-76,766.82	24.14%
51300 - Overtime	121.60	0.00	121.60	100.0%
51400 - Standby Pay	0.00	0.00	0.00	0.0%
51600 · Holiday Pay	1,268.40	8,030.00	-6,761.60	15.8%
Total 51000 · Salaries Expense	36,537.41	177,240.00	-140,702.59	20.62%
52000 · Payroll Expense				
52100 · Payroll Tax	4,189.13	16,500.00	-12,310.87	25.39%
52300 · Workers' Comp	925.65	3,607.00	-2,681.35	25.66%
Total 52000 · Payroll Expense	5,114.78	20,107.00	-14,992.22	25.44%
53000 · Benefits Expense				
53100 · Deferred Comp	0.00	2,509.00	-2,509.00	0.0%
53200 · HRA Medical	5,996.97	35,400.00	-29,403.03	16.94%
53300 · Life Insurance	69.90	500.00	-430.10	13.98%
Total 53000 · Benefits Expense	6,066.87	38,409.00	-32,342.13	15.8%
54000 · Contract Operations	42,000.00	200,000.00	-158,000.00	21.0%
Total 50000 · Personnel Costs	89,719.06	435,756.00	-346,036.94	82.85%

Grizzly Flats Community Services District
O/M Budget vs. Actual
September 2023

	<u>Jul-23 to Sep-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
60000 · Operations & Utilities Exp				
60100 · Alarm Service	243.00	1,200.00	-957.00	20.25%
60200 · Communication	407.74	6,000.00	-5,592.26	6.8%
60400 · Fire and Safety Supplies	224.64	1,000.00	-775.36	22.46%
60600 · PG&E	125.88	500.00	-374.12	25.18%
60700 · Propane	0.00	4,000.00	-4,000.00	0.0%
60800 · Trash Disposal	284.26	650.00	-365.74	43.73%
60900 · Website	74.00	250.00	-176.00	29.6%
Total 60000 · Operations & Utilities Exp	1,359.52	13,600.00	-12,240.48	10.0%
61000 · Water Treatment				
61100 · Chemicals	523.95	3,100.00	-2,576.05	16.9%
61200 · Equipment & Supplies	0.00	2,000.00	-2,000.00	0.0%
61300 · Testing & Lab Reports	3,163.00	6,000.00	-2,837.00	52.72%
Total 61000 · Water Treatment	3,686.95	11,100.00	-7,413.05	33.22%
62000 · Maintenance Exp				
62100 · Building	171.43	500.00	-328.57	34.29%
62200 · Customer Meters	0.00	6,000.00	-6,000.00	0.0%
62300 · Distribution System	-3,171.64	10,000.00	-13,171.64	-31.72%
62400 · Grounds	0.00	1,500.00	-1,500.00	0.0%
62410 · Grizzly Pond Expenses	0.00	700.00	-700.00	0.0%
62450 · Eagle Ditch	0.00	2,000.00	-2,000.00	0.0%
62500 · Office Equip.	0.00	500.00	-500.00	0.0%
62600 · Parts & Equip.	9.62	1,500.00	-1,490.38	0.64%
62700 · Road Repairs	75.75	10,000.00	-9,924.25	0.76%
62800 · Service Contracts	1,960.29	3,000.00	-1,039.71	65.34%
62900 · Treatment Plant I & II	2,332.24	1,500.00	832.24	155.48%
Total 62000 · Maintenance Exp	1,377.69	37,200.00	-35,822.31	3.7%
63000 · Vehicle Exp.				
63100 · Oil/Grease	56.16	500.00	-443.84	11.23%
63200 · Parts & Repairs	604.36	2,000.00	-1,395.64	30.22%
63300 · Tires & Snow Chains	0.00	2,000.00	-2,000.00	0.0%
63400 · Tractor Maintenance & Repairs	0.00	2,800.00	-2,800.00	0.0%
63500 · Fuel Purchases	1,473.05	5,500.00	-4,026.95	26.78%
Total 63000 · Vehicle Exp.	2,133.57	12,800.00	-10,666.43	16.67%

Grizzly Flats Community Services District
O/M Budget vs. Actual
September 2023

	<u>Jul-23 to Sep-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
64000 · Employee Exp.				
64100 · Clothing	0.00	500.00	-500.00	0.0%
64200 · Education & Certifications	399.99	500.00	-100.01	80.0%
64300 · Employee - Auto Mileage	0.00	200.00	-200.00	0.0%
64400 · Transportation and Travel	241.18	500.00	-258.82	48.24%
Total 64000 · Employee Exp.	641.17	1,700.00	-1,058.83	37.72%
65000 · Admin Exp.				
65100 · Agency Admin. Fee	893.54	5,350.00	-4,456.46	16.7%
65150 · Bank Fees & Supplies	216.06	2,500.00	-2,283.94	8.64%
65200 · Election Costs	0.00	50.00	-50.00	0.0%
65250 · Janitorial & Supplies	161.01	650.00	-488.99	24.77%
65300 · Meeting Expenses	0.00	500.00	-500.00	0.0%
65350 · Membership & Dues	593.93	8,650.00	-8,056.07	6.87%
65400 · Office Supplies	1,404.77	3,000.00	-1,595.23	46.83%
65450 · Postage	1,497.00	4,800.00	-3,303.00	31.19%
65500 · Public & Legal Notices	342.42	0.00	342.42	100.0%
65550 · Software	1,600.00	2,500.00	-900.00	64.0%
Total 65000 · Admin Exp.	6,708.73	28,000.00	-21,291.27	23.96%
66000 · Professional Services				
66100 · Audit & Accounting	1,480.00	16,500.00	-15,020.00	8.97%
66200 · Legal	1,824.00	8,000.00	-6,176.00	22.8%
66400 · Liability Insurance	5,178.75	20,988.00	-15,809.25	24.68%
66900 · Other	8,925.00	31,000.00	-22,075.00	28.79%
Total 66000 · Professional Services	17,407.75	76,488.00	-59,080.25	22.76%
67100 - Asset Management	0.00	0.00	0.00	0.0%
Total · O & M Expenses	123,034.44	616,644.00	(493,609.56)	19.95%
Net Income	17,741.68	(100,644.00)	118,385.68	-17.63%

Grizzly Flats Community Services District
CIP Budget vs. Actual
September 2023

	<u>Jul-23 - Sep-23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
45000 · Capital Income				
45100 · Standby Charges	2,640.00	58,464.00	-55,824.00	4.52%
45200 · Penalties On Standby Fees	267.96	1,500.00	-1,232.04	17.86%
45300 · Capital Connection Fee	0.00	12,060.00	-12,060.00	0.0%
45600 · Pooled Interest	-171.05	5,300.00	-5,471.05	-3.23%
Total 45000 · Capital Income	<u>2,736.91</u>	<u>77,324.00</u>	<u>-74,587.09</u>	<u>3.54%</u>
70000 · Capital Exp.				
70100 · Compliance	0.00	1,095.00	-1,095.00	0.0%
70210 · Loan/Grant Expense	0.00	16,500.00	-16,500.00	0.0%
70300 · Interest On Long Term Debt	0.00	25,000.00	-25,000.00	0.0%
70800 · Depreciation	22,924.26	100,943.00	-78,018.74	22.71%
Total 70000 · Capital Exp.	<u>22,924.26</u>	<u>143,538.00</u>	<u>-120,613.74</u>	<u>15.97%</u>
Net Income	<u>(20,187.35)</u>	<u>(66,214.00)</u>	<u>46,026.65</u>	<u>30.49%</u>

Grizzly Flats Community Services District
Transactions by Account
 As of September 30, 2023

4:54 PM
 10/03/23
 Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
25000 - Deferred Revenue Advance								0.00
General Journal	06/30/2023	119		CPA - Reclassify Advance received from insurance co for Reservoir liner, tanks, work ...		24800...	410,086.44	410,086.44
General Journal	06/30/2023	120		Record Advance for pond liner - FEMA & OES		24800...	124,673.48	534,759.92
General Journal	07/01/2023	115R		Reverse of GJE 115 - CPA - Record Grant Accrued A/P Joe Vicini		14800...	-3,270.00	531,489.92
Total 25000 - Deferred Revenue Advance							531,489.92	531,489.92
TOTAL							531,489.92	531,489.92

pk21

Grizzly Flats Community Services District Transactions by Account As of September 30, 2023

4:07 PM
10/03/23
Accrual Basis

Type	Date	Num	Name	Memo	Cir	Split	Amount	Balance
14800 - Caldor Fire Expenses								
General Journal	07/01/2023	115R						111,676.04
Bill	07/10/2023	18608	El Dorado County Admin & Fi...	Reverse of GJE 115 -- CPA - ...		45900 ...	-3,270.00	108,406.04
Bill	07/13/2023	29312	Joe Vicini, Inc.			20000 ...	75.75	108,481.79
Bill	08/01/2023	06875...	PACE Supply Corp.			20000 ...	3,270.00	111,751.79
Bill	08/01/2023	06879...	PACE Supply Corp.			20000 ...	10,222.91	121,974.70
Credit	08/01/2023	06824...	PACE Supply Corp.			20000 ...	675.68	122,650.38
Credit	08/01/2023	CM06...	PACE Supply Corp.			20000 ...	-166.11	122,484.27
Bill	08/02/2023	06875...	PACE Supply Corp.			20000 ...	-314.76	122,169.51
Bill	08/03/2023	06879...	PACE Supply Corp.			20000 ...	1,295.10	123,464.61
Bill	08/24/2023	19885...	PACE Supply Corp.			20000 ...	1,292.45	124,757.06
Bill	08/24/2023	06862...	PACE Supply Corp.			20000 ...	296.88	125,053.94
Bill	08/24/2023	06879...	PACE Supply Corp.			20000 ...	510.68	125,564.62
Bill	08/24/2023	06855...	PACE Supply Corp.			20000 ...	446.48	126,011.10
Bill	08/25/2023	06879...	PACE Supply Corp.			20000 ...	6,634.49	132,645.59
Bill	08/28/2023	19886...	PACE Supply Corp.			20000 ...	1,022.31	133,667.90
Bill	09/15/2023	06875...	PACE Supply Corp.			20000 ...	94.16	133,762.06
Bill	09/15/2023	9/15/2...	PACE Supply Corp.			20000 ...	205.05	133,967.11
Bill	09/15/2023	9/15/23	US Bank Corporate Payments	Verizon - Cell Phone		20000 ...	11.68	133,978.79
Bill	09/25/2023	06893...	PACE Supply Corp.			20000 ...	1,496.68	135,475.47
Bill	09/27/2023	06893...	PACE Supply Corp.			20000 ...	1,460.15	136,935.62
Total 14800 - Caldor Fire Expenses							25,259.58	136,935.62
TOTAL							25,259.58	136,935.62

A22

Correction

From: Torres, Jennifer - RD, CA (jennifer.torres@usda.gov)

To: gfbill@sbcglobal.net

Date: Friday, September 8, 2023 at 11:35 AM PDT

Correction for Grizzly Flats

10/01/2023

Case # 009-0680165526

Loan 91-03

Interest	\$	11,775.00
Principal	\$	18,500.00
Total	\$	30,275.00

Jennifer Torres
Area Technician
California Rural Development
United States Department of Agriculture
Phone: 559-754-3147
www.rd.usda.gov/ca

"Together, America Prospers"

[Sign up for notifications from Rural Development in California.](#)

USDA is an equal opportunity provider, employer, and lender.

From: Torres, Jennifer - RD, CA
Sent: Friday, September 8, 2023 11:33 AM
To: gfbill@sbcglobal.net
Subject: October

Pre authorized debit reminder for 10/01/2023

Case # 04-037-0953818405

Loan 91-01

Interest	\$	8,959.27
Principal	\$	8,800.00
Total	\$	17,759.27

pk 23



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OCT 04 2023

BY: JP

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916-231-4141 or 800-537-7790 * F 916-231-4111

Maximizing Protection. Minimizing Risk. * www.sdrma.org

September 21, 2023

Mrs. Lynn Hannblom
Board Chair
Grizzly Flats Community Services District
P.O. Box 250
Grizzly Flats, California 95636-0250

Re: No Paid Property/Liability Claims in 2022-23

Dear Mrs. Hannblom,

This letter is to formally acknowledge the dedicated efforts of the Grizzly Flats Community Services District's Governing Body, management, and staff towards proactive risk management and loss prevention training. Your agency's efforts have resulted in no "paid" property/liability claims for program year 2022-23. A "paid" claim for the purposes of this recognition represents the first payment on an open claim during the prior program year and excludes property claims. This is a great accomplishment!

In addition to this annual recognition, members with no "paid" claims during 2022-23 earned one credit incentive point (CIP), thereby reducing their annual contribution amount.

As SDRMA is dedicated to serving its members and preventing claims, we would appreciate your agency taking a moment and sharing with us what made your District successful in preventing property/liability losses. Our goal is to incorporate your successful ideas and suggestions into our loss prevention programs to benefit all members of SDRMA. Please forward any comments or suggestions to us at memberplus@sdrma.org.

On behalf of the SDRMA Board of Directors and staff, it is my honor to congratulate the Governing Body, management, and staff for their commitment to proactive risk management and loss prevention training.

Sincerely,
Special District Risk Management Authority

Sandy A. Seifert-Raffelson, President
Board of Directors

pk24



Bid Sheet / Fee Schedule – (Extension Year 1, 12 Months)

July 1, 2022 to June 30, 2023 (12 Months) 2.0 Operators

Item	Description	Min. License Required	Qty	Units	Hourly Rate	Total
1	Chief Water Operator (12 months @ 16.5 hrs. per month)	T3 / D2	200	Hours	\$ 130	\$ 26,000
2	Water Operator (12 months @ full time)	T2/D2	2000	Hours	\$ 54	\$ 108,000
3	Water Operator (12 months @ full time or 2 Operators @ half time)	T2/D2	2000	Hours	\$ 52	\$ 104,000
4	On-call Support (24/7 weekdays)	T1 / D1	252	Days	\$ 42	\$ 10,584
5	On-call Support (24/7 weekends & holidays)	T1 / D1	113	Days	\$ 64	\$ 7,232
6	Emergency & Overtime			District's est.		\$ 4,000
	Total					\$ 259,816

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Grizzly Flats Community Services District

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**Item F.3. “Review and approve
H2O Urban Solution’s
Engineering Contract Task Order
#5 to assist with the ARPA
project” will be distributed as
separate handouts.**



GRIZZLY FLATS CSD CALDOR FIRE EVENT & STORM DAMAGE



STATUS REPORT

Date: October 12, 2023

General: The purpose of Status Reporting is to provide current information to District staff, administration, and elected officials of ongoing progress on water service and infrastructure restoration. The Status Report will be updated on a regular basis and as information critical to restoration of the water system becomes available.

CURRENT STATUS	
Situation Summary	<ul style="list-style-type: none"> Forester’s Co-Op completed marking and document hazard trees to be felled on one remaining private parcel and U.S. Forest Service property adjacent to Eagle Ditch Pipeline – This project will be bid out in winter when the Request for Proposals document is finalized. Work is expected to start in Spring 2024. Insurance and FEMA funding for the reservoir liner repair project has been received by GFCSD. Staff extended the deadline to submit proposals, but have not yet received any submissions. Acuren’s final “Fit for Service” reports for Tyler and Winding Tanks were submitted to FEMA, but no updates have been received in response – As requested by staff, this project has been flagged for FEMA’s 428 process which would allow funding based on fixed estimates and simplify the implementation process. District staff was able to speak with Sarah Stranahan (FEMA) and Charlotte Lin (Cal OES) on September 22nd, and have another update call scheduled to take place on October 13th. Sarah indicated that most of the District’s “pending” projects are waiting on inspections and that she would reach out to their team to get the work scheduled. District staff continue regular bi-weekly meetings with Insurance Co. Staff provided FEMA an assessment of equipment damages resulting from the severe storms of December 2022. Damages were documented and the projects have been fast tracked within the FEMA system. Staff was recently informed that the treatment plant damages are being reviewed because FEMA believes they can be reimbursed by the District’s insurance carrier. Since the damage took place during a declared disaster it will raise the District’s deductible to \$500,000, but this amount greatly exceeds the \$36,000 project cost. No further updates have been received about this project funding. Don Lord (FEMA PDMG) was decommissioned from this project so staff will be working with a new contact going forward.

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GRIZZLY FLATS CSD CALDOR FIRE EVENT & STORM DAMAGE



<p>Water System Assessment</p>	<ul style="list-style-type: none"> • District staff is complete with all assessments of the water system and is responding to FEMA’s requests for information (RFI) and reviewing damage and recovery costs to support emergency funding applications as they become available. <ul style="list-style-type: none"> - H2Ou prepared a justification memo for replacing entire service line from the water main to the meter for services damaged in the Caldor Fire, but a response hasn’t been received from FEMA. - Voids from burned tree stumps along Eagle Ditch pipeline are not currently included in the damage description for the project, so an amendment may be needed when construction begins.
<p>Actions and Activities</p>	<ul style="list-style-type: none"> • Finalizing documentation requested by FEMA to support damages. • Maintaining Water Treatment and Distribution Operations with fire and storm related water quality impacts and equipment failures from regular power outages and aging equipment.
<p>Future Actions</p>	<ul style="list-style-type: none"> • Review damage determination by FEMA and prepare cost estimates of damages. Compare to FEMA and insurance cost estimates. • Retain contractor to repair reservoir liner. • Retain contractor(s) for felling hazard trees for both FEMA and USDA funding. • Retain contractor to replace surface water metering station. • Planning and design of replacement facilities for Tyler and Winding Way, and the surface water metering station. • Use ARPA funding for non-fire related improvements is much needed to begin making progress and address challenges with current water treatment production, monitoring processes, tank levels, system pressures, etc. during power outages and remotely. Loss of equipment due to failures may be reimbursable by ARPA funding if it is part of the permanent repairs or replacement and as long as it is competitively bid – Staff has been working with Kyle Erickson and Rebecca Guo at El Dorado Water Agency to complete the scopes of work required to get the District’s ARPA projects in contract. The contracts will be presented to the Board for approval at the November 9, 2023 regular meeting.

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