

Grizzly Flats Community Services District
Minutes of the Regular Meeting of the Board
May 9, 2024

A. CALL TO ORDER

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:00 P.M. by Director Hannblom.

ROLL CALL OF THE BOARD

Present: Directors Chigazola, Davidson, Forbey, and Hannblom

Called-in: None

Absent: Director Malonson

Others: Kim Gustafson and Mel Kelley

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 April 11, 2024 regular meeting minutes and April 13, 2024 Public Hearing Minutes.**
2. **Review monthly System Report for April (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for April 2024.**
4. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF)-** Director Davidson asked Kim Gustafson to investigate other investment options that are FDIC insured.
5. **Review and approve purchase of ParcelQuest data for the 2024/2025 tax roll.**

Director Chigazola made a motion to approve the consent calendar 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.

E. CUSTOMER APPEAL TO THE BOARD

1. **J. Serota– Customer requested a reversal on late charges -** After a brief discussion the Board agreed to stand by the District’s existing policy whereby the late fees will not be reversed. Kim Gustafson said she will reach out to the customer with a response.

Director Chigazola made a motion to stand by the existing policy and not take any different action. Director Forbey 2nd the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.

F. OFFICE & FINANCE

Office Operations:

1. **Update on maintenance visit for the District’s equipment –** Kim Gustafson said that an employee from HFW Enterprises came up to the District to perform maintenance on the trucks, dump trailer, and generator on April 17, 2024. She indicated that during the work on the Ford Ranger, the technician discovered that a wire was shorting out and melted through the fuel line. He quickly discarded the wire and later returned to replace the damaged fuel line. She said that the total for maintenance labor and parts totaled \$2,053.07. There was a brief discussion about the condition of the District’s vehicles. The Board of Directors recommended that staff allocate \$10,000 in the budget to purchase another used vehicle for the District.
2. **Update for El Dorado Water Agency’s Spring Plenary which was held on May 2, 2024 –** Kim Gustafson

reported that she attended the Spring Plenary wherein various participants were asked to brainstorm funding mechanisms to maintain the value of El Dorado County’s recreational features.

Financial Operations:

3. **Update on billing from H2O Urban Solutions, Inc-** Kim Gustafson said billing has been received through 6/30/2023. Although the Operations and Maintenance invoices were paid, there are a few invoices left for engineering and FEMA that will be sorted through and paid within the next couple of weeks. The Board instructed staff not to issue the remaining payments until Scott Myers submits all outstanding invoices.
4. **Discuss the quarterly statement for the District’s California Disaster Loan (CDL) and decide if the balance should be paid off to avoid future interest charges** - Kim Gustafson said the District received the first quarterly statement for the District’s California Disaster Loan (CDL), and \$517.73 interest was assessed for the first draw. Kim requested the Board’s approval to pay off the balance of the loan to avoid additional interest fees.

Director Forbey made a motion to authorize the General Manager to pay off the California Disaster Loan. 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.

G. AMERICAN RESCUE PLAN ACT (ARPA) PROJECTS

1. **Update on the District’s ARPA projects** –Kim Gustafson said in the next few days, 70% of the plans will be ready for submittal. A deeper test pit was needed for the geo technical team to perform testing of the soil for the new Clearwell tank location. She said the debris survey dive for the reservoir cleaning project was completed, and the liner had much less sediment than expected. The reservoir cleaning project is expected to take two weeks instead of the original estimate of ten weeks. Once the results are in for the soil and sludge tests, the reports and plans for the projects can be completed.
2. **Present the draft Preliminary Design Report (PDR) to the Board for the Water Treatment Plant Improvements Project-** Kim Gustafson presented the draft report to the Board and let them know everything is on schedule.

H. DISASTER RECOVERY

1. **Review the most recent Disaster Recovery Status Report** – Kim Gustafson said District staff is still working with Angel Jimenez (FEMA) to document damages for the water meter and service line project, and that the tanks and booster facilities estimate will be into the Cost Recovery Center (CRC) by Monday to be costed out. She said they are trying to close everything out as soon as possible.
2. **Review proposals for the Reservoir Liner Repair Project and authorize staff to contract with the most qualified firm** – Kim Gustafson said the District received one bid from Syblon Reid.

Director Davidson made a motion to award the Reservoir Liner Repair Project contract to Syblon Reid for a not-to-exceed total of \$153,375. 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.

- I. **ANNOUNCEMENTS / DIRECTORS COMMENTS** – Kim Gustafson said the Budget and Finance Committee meeting and a special meeting will be scheduled for June.

- J. **ADJOURNMENT - Director Chigazola made a motion to adjourn. 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 and the meeting was adjourned at 7:34 P.M.**

Minutes submitted by:

Kim Gustafson, Board Secretary

Approved by:

Lynn Hannblom, Board Chair

Date:
