

**Grizzly Flats Community Services District**  
**Minutes of the Regular Meeting of the Board**  
**August 8, 2024**

**A. CALL TO ORDER**

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

**ROLL CALL OF THE BOARD**

Present: Directors, Chigazola, Davidson, Forbey, Hannblom, and Director Malonson

Called-in: None

Absent: None

Others: Kim Gustafson 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 Malonson 2<sup>nd</sup> 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 July 18, 2024 regular meeting minutes.**
2. **Review monthly System Report for July (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts).**
3. **Approval of the financial reports and spending for July 2024** - Director Hannblom asked why there wasn't anything in the budget for the water usage liens. Kim Gustafson said she would check with the bookkeeper (Darlene Serpa).
4. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF).**

**Director Davidson made a motion to approve the consent calendar as presented. Director Forbey 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**E. 2024/2025 BUDGET SESSION**

1. **Review and consider adoption of the proposed budget for the 2024/2025 fiscal year for Operation and Maintenance (O&M), Asset Management and Capital Improvement Projects (CIP)** - Director Hannblom suggested an increase for account 62300 Distribution System to \$50,000. The Board had a brief discussion on the Operations Supervisor. They agreed the candidate's skill set should include backhoe experience to reduce costs on outside contractors for leak repairs, etc.

**Director Chigazola made a motion to approve the 2024/2025 fiscal year budget as presented. Director Forbey 2<sup>nd</sup> 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. **Receive the financial audit report for the 2022/2023 fiscal year** - The Board of Directors agreed to have Larry Bain (Financial Auditor) present the 2022-2023 audit after he has completed the 2023-2024 audit.
2. **Update on the State Water Resources Control Board's Compliance Inspection which took place on July 24, 2024** - Kim Gustafson said every 3-5 years the Water Resources Control Board will do a compliance inspection at the District.

The Inspection is to make sure there is safe water for the community and a safe environment for employees. This inspection can result in funding for the District from the Department of Finance if significant deficiencies exist.

3. **Update on candidate filing for the District’s Board election** - Kim Gustafson said the last day to file has been extended to August 14,2024, she said Director Forbey and Director Hannblom have filed. Director Davidson plans to resign from the Board after his current term which will leave a vacant seat on the Board.

**G. AMERICAN RESCUE PLAN ACT (ARPA) PROJECTS**

1. **Update on the District’s ARPA projects** - Kim Gustafson said that Brian Oneto was at the District today to inspect a couple of trees that need to be felled so that Pacific Tank and Construction can install the new Clearwell tank. They hope to have the clearwell installed, coated, and running by this winter. She mentioned plans and designs are moving forward for the water treatment plant replacements.

2. **Discuss and approve contract amendment with Kier+Wright to cover geotechnical inspection/testing during construction and construction staking for a not-to-exceed cost of \$20,000. With this additional work, the total contract amount is not to-exceed \$176,308** - Kim Gustafson said the District needs construction staking and minor construction management which was not originally included in the engineering contract. After a brief discussion the Board granted the General Manager permission to amend the contract with Kier+Wright.

**Director Chigazola made a motion to authorize the General Manager to amend the contract terms with Kier+Wright to include geotechnical inspection, testing, and construction staking for a not-to-exceed cost of \$176,308. Director Malonson 2<sup>nd</sup> the motion. There was no further discussion. Director Hannblom called for a vote. The motion passed with all directors present voting aye.**

**H. DISASTER RECOVERY**

1. **Review the most recent Disaster Recovery Status Report**- Kim Gustafson said as of today August 8, 2024, Syblon Reid started mobilizing for the reservoir liner repair project. She said the project should be completed by August 30, 2024 and once that is finished the reservoir debris removal project will begin.
2. **Update on hazard tree marking for USDA grant to move hazard trees along Eagle Ditch pipeline**- Kim Gustafson said Nate’s Tree Service has completed 65-75% of the tree project and next week they will have two crews out to complete the project. Director Davidson mentioned he was out by the Eagle Ditch line and noticed many trees down on the pipeline. Kim let Director Davidson know that Nate’s Tree Service will be removing trees off the pipeline and roadways and repairing any leaks along the ditch line that were caused by felled trees. Kim mentioned the District is out to bid for the second phase of the tree felling project, and bids should be turned in by September 5, 2024. Director Davidson expressed his concern with the buck brush along the line and says eventually the roots are going to affect the pipeline. He suggested hiring someone to clean up the easement after the tree project is concluded. Kim said she would reach out to a couple of contacts to see if they are aware of any grants that would help with debris removal.

**I. ANNOUNCEMENTS / DIRECTORS COMMENTS** – There were no announcements or director comments.

**J. ADJOURNMENT - Director Malonson made a motion to adjourn. Director Forbey 2<sup>nd</sup> 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.**

Minutes submitted by:

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*Kim Gustafson, Board Secretary*

Approved by:

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*Lynn Hannblom, Board Chair*

Date:

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