

**Grizzly Flats Community Services District**  
**Minutes of the Regular Meeting of the Board**  
**February 13, 2025**

**A. CALL TO ORDER**

The regular meeting of the Grizzly Flats CSD Board of Directors was called to order at 6:01 P.M. by Director Hannblom.

**ROLL CALL OF THE BOARD**

Present: Directors Chigazola, Forbey, Hannblom, and Malonson

Called-in: Jessi Phillips and Larry Bain

Absent: None

Others: Kim Gustafson

**SALUTE TO THE FLAG** was led by Director Hannblom.

- B. APPROVAL OF THE AGENDA** – Kim Gustafson said she did not receive the quote for construction work to remove and replace the Treatment Plant wall during the Water Treatment Module replacement project. She said she expects to have the quote next week and would therefore like to defer item G.2. “Review and approve quote for construction work to remove and replace the Treatment Plant wall during the Water Treatment Module replacement project, or direct staff to obtain additional proposals if deemed necessary” to the March 13, 2025 regular meeting.

**Director Malonson made a motion to approve the agenda as amended. Director Chigazola 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** – No public comment.

- 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 January 9, 2025 regular meeting minutes.**
2. **Review monthly System Report for January (production data, rainfall information, operations unrelated to the Caldor Fire Recovery efforts) -** Director Hannblom requested that the billing summary on pk 6 reflect the fiscal year instead of the calendar year.
3. **Approval of the financial reports and spending for January 2025** – While offering a boot allowance to full time employees Director Chigazola said the District should offer work boots to temporary/part time employees that are required to wear protective footwear. Director Hannblom said the policy change should be reviewed by the Personnel and Policy Review Committee.
4. **Receive and file the Quarterly Interest Report from the Local Agency Investment Fund (LAIF).**
5. **Receive and file letter about Nominations for El Dorado Local Agency Formation Commission (LAFCO Special District Commissioner).**

**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. PRESENTATION – ANNUAL AUDIT, FOR THE YEAR ENDING IN JUNE 2024** – Larry Bain from Larry Bain, CPA, An Accounting Corporation presented the District’s annual audit to the Board. He said the financial statements present fairly indicating a clean opinion with the audit. Larry referred the Board to page 3 of the audit (pk 28), Statement of Net Position June 30, 2024, and mentioned that this is a snapshot of assets and liabilities as of June 30, 2024. Larry said he had nothing to note other than a large unearned revenue over 1 million dollars that was received in advance from either grantors or insurance, which has not yet been spent. He then referred the Board to page 4 of the audit (pk 29) Statement of Revenues, Expenses, and Changes in Net Position for the Fiscal Year ended June 30, 2024, where there is grant money that is recognized to match grant expenditures during the 2023-2024 fiscal year. Larry then

referred the Board to Page 5 (pk 30), Statement of Cash Flows June 30, 2024, and mentioned that 1.6 million is set aside for recovery projects. Larry said page 6-13 (pk 31-38) are the Notes to the financial Statements for year ending June 30, 2024, providing more details for the financial statements.

**F. OFFICE & FINANCE**

***Financial Operations:***

1. **Review and approve the cost increase of Change Order #1 from \$55,000 to \$155,000 for Emergency Pipeline and Earthwork Repairs, relative to Phase 1 of the USDA Eagle Ditch Tree Felling Project** – Kim Gustafson said the costs for Joe Vicini’s crew to repair the damaged sections of Eagle Ditch pipelines exceeded the original estimate. Director Hannblom pointed out the change order form has the wrong NET increase amount; it shows the increase at \$55,000 and it should show \$100,000. Kim said she would update the form to reflect the correct amount.

**Director Chigazola made a motion to approve the cost increase for change order #1 from \$55,000 to \$155,000 as amended. 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.**

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

1. **Update on the District’s ARPA Projects** – Kim Gustafson said she was in touch with the El Dorado Water Agency staff who assured her that the ARPA funding was already received by El Dorado County and should not be impacted by the federal funding freeze. Kim Gustafson said the new Clearwell tank has been coated and will need 72 hours of cure time with temperatures being above 50 degrees before it can be disinfected. Once the coating has cured, M-3 Construction will come back out to finish the tie-ins and the coating contractor will do the chlorination to clean the inside. She said Carnahan Electric installed the conduit lines and wiring for the new Treatment Plants and put in a new transformer and a new breaker box. Kim indicated that the treatment plants are expected to be here in June 2025.
2. **Review and approve quote for construction work to remove and replace the Treatment Plant wall during the Water Treatment Module replacement project, or direct staff to obtain additional proposals if deemed necessary** – This item was deferred to the March 13, 2025 regular meeting.

**H. DISASTER RECOVERY**

1. **Review the most recent Disaster Recovery Status Report** - Kim Gustafson said that the unobligated fire recovery projects are on hold at FEMA, but the USDA Tree Removal Project’s funding has not been affected. She is getting ready to submit a reimbursement request to Robin Yasso at USDA and was advised to do so as soon as possible to avoid reimbursement delays due to lack of staffing.

**I. ANNOUNCEMENTS/DIRECTORS COMMENTS** – Kim Gustafson said she registered Director Chigazola and Director Hannblom for the Special District Risk Management Authority’s spring education day on March 26, 2025. Director Hannblom indicated that there was a Mountain Counties Water Resources Association meeting scheduled for tomorrow at 9:00 AM, which she is planning to participate in remotely.

**J. ADJOURNMENT- Director Chigazola made a motion to adjourn. 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 and the meeting was adjourned at 7:06 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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