

# *Ponderosa Community Services District*

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

## Board Meeting Agenda

May 12, 2022

12:30 pm, in the District Building

*If possible, a zoom link will be posted on the PCSD website's home page,*

*<http://ponderosacsd.com/>*

Meeting Procedures: All meetings will follow Roberts' Rules of Order.

Purposes of the meeting are:

1. To provide an opportunity for public input
  2. To set policy for the District and for Staff
  3. To afford Board members the opportunity to share information relevant to the District
- Meetings are always open to the public; however, any correspondence delivered to the Board at the meeting will not be accepted for action at that time.*

**Welcome: Call to Order: Flag Salute:**

### **President Comments**

### **Guest introductions**

**Comments from the Public** ~ Please introduce yourself before you speak. Each speaker will be allowed three minutes. This is the opportunity for public comments to be made for the record. In order to comply with the requirements of the Brown Act, neither action nor discussion will occur at this time or this meeting unless and until it appears on the agenda. Subsequent to the public comments, any dialog with the Board must be an agenda item with recognition by the Board.

**Acceptance of Minutes** from March 10, 2022, regular meeting. There was no April 2022 meeting due to lack of quorum.

### **Communications**

- ✓ 3/14 sent notice of resignations to the county Board of Supervisors and received reply
- ✓ 3/15 received 1<sup>st</sup> quarter reminder from state waterboard
- ✓ 3/15 send email to Townsend about concerns from the public about vacation rentals, received reply.
- ✓ 3/21 received notice from the state water board the annual EAR is available and due by May 21, 2022.
- ✓ 4/7 received notice about appointment of Gordon and Walton to PCSD board
- ✓ 4/11 received email from Leah Walton declining appointment to PCSD board.
- ✓ 4/12 notified board of supervisors of Ms. Walton's refusal of appointment
- ✓ 4/23 emailed director appointment forms to William Dolmovic
- ✓ 4/26 received completed forms from Dolmovic, confirmed board of supervisors has also received.

### **Staff Reports**

General Manager

Secretary

### **Water System Report**

Water manager– Cope

Contracted water operator – Klemcke

- Discussion item – billing of property owner(s) during water loss event
- Review of current procedure – see Oct 2007 minutes, winter letter 2007
- Discussion and possible action on revision of current procedure and current charges

## Snow Removal Report

Snow removal Manager  
Snow Coordinator

## Financial Report

Treasurer

Resolution(s) as needed to move money within current budget or pay invoices

- The 740 snow budget needs funds from contingency to balance insurance line. Resolution
- The 740 water budget needs funds from contingency to balance payroll and social security line items due to new employee position (Cope). Resolution
- Monies for down payment on new Holby tank need to be accessed from 735 UDSA reserve account into 735/8300 new equipment, these funds should be reimbursed from the grant. Resolution
- Pay invoice (number) from the (tank company) for (exact amount) as down payment of Holby tank(s). Resolution

Acting Financial Coordinator

## Additional Reports

PPOA Liaison

US Forest Service Liaison

## Director Comments

### Unfinished Business

Ongoing items: *These will be completed as weather allows.*

Gates or access barriers on Holby foot bridge, and access road to Holby well site

Doors on PCSD building 'carport'

### Status Update – Grant

Update the cost for water tank(s)

Review bids related to site preparation and installation.

### Old Business.

Carried forward business:

Discussion and possible action to purchase equipment (mini backhoe) proposed cost \$1000.00.

Discussion and possible action on invoices received from Del White

- Rental on Skid Steer for back fill during water line replacement – 6 dates \$65/hour no minimum charge and no mobilization fees

Discussion and action on changing the regular board meeting date from the second Thursday of every month to a Friday. The idea is that changing the day of the week will make it easier for more people to attend the meetings in person.

### New Business

Consideration of an Amendment to the District's Water Ordinance, and corresponding revisions to the District's Application for Water Service and standard Will-Serve Letter

- A. **Second reading of a Draft Ordinance** Amending the District Water Ordinance (Section 2.16.060) to Clarify the Requirements for Connection to the District's Water System
- B. Consideration of adding an acknowledgment of building permit requirement to application for new water service connections
- C. Review of changes to will-serve letter template consistent with the revised Section 2.16.060
- D. Vote to adopt ordinance and accept changes to will-serve letter template.

The next regular meeting will be held June 9, at 12:30 pm in the district building, if possible, a zoom link will be available on PCSD website home page, [www.ponderosacsd.com](http://www.ponderosacsd.com).

*Note: The deadline for items to be added to the agenda for Board meetings is 5 (five) days prior to the scheduled meeting date. Please submit requests in writing for consideration.*

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting or if you need to this agenda and documents in the agenda packet made available in an alternative format to accommodate a disability, please contact the Secretary to the Board, Jennifer Robertson at 559 359-6595.*

*Notification 48 hours prior to the Board meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and/or to provide alternative formats to person with disability.*

Supporting agenda documents are available online or hard copies are available upon request