

Rescheduled and updated from April 13, 2024

# *Ponderosa Community Services District*

RESPONSIBLY PROVIDING PURE MOUNTAIN WATER AND EFFECTIVE SNOW REMOVAL

## Board Meeting Agenda

**Saturday May 10, 2024**

12:30 pm, in the District Building

Use this link to join via zoom: <https://tinyurl.com/fs46jc9w>, the link is also available on PCSD website's home page; <http://ponderosacsd.com/> phone in option: +1 669 900 6833 US (San Jose) • +1 669 444 9171 US, Meeting ID: 868 0750 7287 Passcode: 104487

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. *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, Guest introductions**

**Comments from the Public** ~ Please introduce yourself before you speak. Each speaker will be allowed three minutes. This is an opportunity for public comments to be made on the record. To comply with the requirements of the Brown Act, any item not already on this agenda can have discussion or action taken. After the public comments, any dialog with the Board must be an agenda item with recognition by the Board.

**Acceptance of Minutes** from February 10, 2024, regular meeting.

### **Communications**

April

Received email from state water board for reports due: electronic annual report April 1, 2024, monthly drought reports due April 30, 2024, and lead line inventory due October 16, 2024.

4/10 state water board: electronic annual report accepted

4/23 USDA sent letter for annual report related to USDA loan due within 90 days from close of fiscal year

4/24 CSDA network newsletter regarding proposed legislation related to employment, grant accessibility, and local revenues.

4/25 state water board spring funding fair information – forwarded to O'Neill and Ohnesorgen

4/30 CSDA additional email regarding legislative initiative 1935 which could retroactively invalidate local revenue, CSDA is requesting all members to pass a resolution in opposition.

May

5/1 from Benton regarding RCAC technical assistance. After researching RCAC website, an email was sent to RCAC requesting assistance to help us develop an "asset management system", help us "assess our local economy and identify potential projects" and then help us figure out how to fund those projects, and if they offer any sort of training specifically on service line identification methods. Waiting for response from RCAC Jean Thompson RCAC / ENVIRONMENTAL PROGRAMS, Assistant Field Manager / Lodi.

5/7 from CSDA – "U.S. House of Representatives overwhelmingly passed the *Special District Grant Accessibility Act (H.R. 7525)*, legislation that would codify a first-ever definition of "special district" in federal law.

Additionally, the bill would direct the White House Office of Management and Budget to require federal agencies to ensure that special districts are eligible for all appropriate forms of federal assistance." This legislation still needs to go through the Senate.

### **Staff and Contractor Reports**

Contracted water operator – Klemcke

General Manager – Griesbach

- Proposed wage increase for T. Harness
- Discussion and possible revision to treasurer job description to require in-person attendance at board meetings

Secretary – Robertson

Operations reports

Water

Snow

Hydrant removal update

Treasurer – Landers

Resolutions to move monies within current budgets

Insurance discussion regarding:

- snowplow truck
- moving fuel tank away from structure

Preliminary 2024-2025 budget discussion

Acceptance of treasurer’s report

**Additional Reports**

PPOA Liaison - Ohnesorgen

US Forest Service Liaison

**Status Update** – Holby Tank replacement project (grant)

**Director Comments**

**Business items:**

Ongoing items: *These will be completed as weather and time allow.*

- Gates or access *barriers* on Holby foot bridge, and access road to Holby well site – on hold until Spring.
- Status of upgrade for current radio/walkie talkie communication equipment – *Dolmovic*
- Look for funding opportunities for new building to house district equipment and workshop
- Inspection of Summit tank

Old Business

- Status update: Starlink equipment purchase complete, installation estimate \$1400 - *O’Neill*
- Status of security cameras for PCSD building and well sites – *O’Neill and Dolmovic*
- Discussion of Snow Removal rates: Are current rates meeting costs to provide services?  
Rate increases must go through Proposition 218 public hearing – timeline: 45-day notice prior  
Voting requirements: ballots can be mailed with the public hearing notice and due at the public hearing.  
Justification requirement for rate of increase: Need technical survey/report  
Determination about whether to move forward with the rate increase process.  
Note: *ballots are due at a public hearing, new rates cannot become effective until July 1, 2026, for fiscal year 2026-2027.*  
*Education campaign public meetings are not subject to 45-day notice.*
- Social media – discussion whether to create social media presence for PCSD, which platform(s) to use, need policy and guidelines for use and engagement.
- Grant for water system needs – O’Neill to report

**New Business**

- Review, discussion, and possible adoption of proposed fiscal policies  
FS-401 Contracting Services (new)  
FS-402 Purchasing and Authorization (revises and combines current polices 108 and 109)  
FS-403 Credit Card (new)

## **Adjourn**

The next regular meeting is scheduled for Saturday June 8, 2024, at 12:30 pm in the district building. Additionally, the zoom link is available on PCSD website home page, [www.ponderosacsd.com](http://www.ponderosacsd.com).

*Note: Per policy ADM 102, Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors. The request must be made no later than 7 am, 5 days prior to a scheduled meeting. The request is preferably in writing, email, or text, although a verbal request may be considered. No item that is legally required to be discussed in closed session can be added to a regular meeting agenda.*

*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 [www.ponderosacsd.com/Agenda.php](http://www.ponderosacsd.com/Agenda.php) or hard copies are available upon request