

Please silence electronic devices while the meeting is in progress.

GOLDEN HILLS COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

AGENDA

FOR THE REGULAR MEETING

JUNE 20, 2024

5:00 PM

21415 REEVES STREET

This meeting is held in accordance with the Brown Act. Individuals may address the Board on any matter listed on this Agenda. Members of the audience desiring to address the Board must approach the podium and request recognition from the Board President. Presentation by the audience is limited to three minutes per Agenda item.

Any person with a qualifying disability under the Americans with Disabilities Act of 1990 may request that the District (1) make agendas available in appropriate alternative formats, and (2) provide a disability-related modification or accommodation, including auxiliary aids or services, to participate in any public meeting of the Board of Directors. A request for modification or accommodation shall be made in person, or by telephone, facsimile or written correspondence to the General Manager at the District's office at least ten days before the public meeting for which the modification or accommodation is requested. The District will attempt to accommodate persons who make requests less than seven days before the public meeting.

Staff reports and other disclosable public records related to Open Session agenda items are available at the Golden Hills Community Services District office located at 21415 Reeves Street, Tehachapi, CA during business hours, Monday through Thursday, 7:00 a.m. to 5:30 p.m.

MISSION STATEMENT

To be interactive and responsive to the Golden Hills community and provide those services within our authority.

CLOSED SESSION – 5:00 P.M.

1. ROLL CALL:

Directors present:

Directors absent:

Others present:

2. CLOSED SESSION INPUT:

This portion of the meeting is set aside for members of the public to address any matter on the closed session portion of the agenda. Individuals desiring to address the Board must state their name before giving their presentation.

3. ADJOURN TO CLOSED SESSION:

Chair to reference Closed Session Item as presented on Agenda, and then Board to adjourn to Closed Session.

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Government Code § 54956.9(d)(2) and (d)(4): One matter.

B. EMPLOYMENT

Government. Code § 54957 (b)(1):

Title: Performance Evaluation - General Manager

OPEN SESSION – 6:00 P.M.

4. FLAG SALUTE:

Board and audience to recite the Pledge of Allegiance to the American Flag.

5. REPORTING ON CLOSED SESSION:

Report any action(s) taken during Closed Session

6. PUBLIC COMMENTS:

This portion of the meeting is set aside for members of the public to address any matter not on this agenda, and over which the Board has jurisdiction. Individuals desiring to address the Board must state their name before giving their presentation.

The Brown Act prohibits the Board from discussing items raised during the Public Comments section that have not been placed on the Agenda. Board members may, however, respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information, or request staff to report back to the Board at a later meeting. Also, the Board may take action to direct the staff to place a matter of business on a future agenda.

7. FINANCIAL REPORT:

Monthly financial reports to be presented to Board and public.

8. CONSENT CALENDAR:

All items listed on the Consent Calendar shall be considered routine and will be enacted upon by one roll call vote. There will be no separate discussion of these items unless a member of the Board or an audience member requests specific items to be removed from the Consent Calendar for separate action.

- A. APPROVAL OF THE MINUTES FOR THE REGULAR MEETING OF THE GOLDEN HILLS CSD BOARD OF DIRECTORS HELD ON MAY 16, 2024
- B. RESOLUTION 24-19 EXPENSES OF THE DISTRICT
- C. RESOLUTION 24-23 EXPENSES OF THE DISTRICT.

STAFF RECOMMENDATION: Approve Consent Calendar.

Motion Director _____, seconded Director _____

9. GENERAL MANAGER'S REPORT:

General Manager to provide a report to the Board and public.

10. SLWA INSURANCE SERVICES NLC SERVICE LINE PROGRAM:

Board to hear virtual presentation regarding the National League of Cities (NLC) Service Line Program, offered by Utility Service Partners, a HomeServe Company, designed to educate property owners about their service line responsibilities and to help customers avoid the out-of-pocket expense for unanticipated and potentially costly service line repairs and replacements. (Requested by General Manager.)

STAFF RECOMMENDATION: Direct General Manager to enter the Golden Hills Community Services District into a Marketing agreement with Utility Service Partners, Inc. (USP) for an initial term of three (3) years, subject to Attorney review.

Motion Director _____, seconded Director _____

11. DESIGNATION OF JULY AS PARK AND RECREATION MONTH:

Board to hear collaboration efforts between TVRPD and GHCS D to encourage residents to take advantage of the parks and recreation activities available during the month of July as well as throughout the year. (Requested by General Manager.)

STAFF RECOMMENDATION: Adopt Proclamation designating July as Parks and Recreation month as presented.

Motion Director _____, seconded Director _____

12. TVRPD MEADOWBROOK PARK “MOVIES IN THE PARK” DONATION REQUEST:

Board to hear request from TVRPD for a donation in the amount of \$3,000.00 to help fund this year’s program due to an unanticipated deficit in year-to-date donations . (Requested by General Manager.)

STAFF RECOMMENDATION: Approve a donation of \$3,000.00 to TVRPD to help fund this year’s “Movie in the Park” program held at Meadowbrook park.

Motion Director _____, seconded Director _____

13. PUBLIC HEARING – FISCAL YEAR 2024-2025 WATER STANDBY CHARGES:

Board to conduct a public hearing to allow all persons owning property within the Golden Hills CSD to state their opinions and/or protests regarding the proposed water standby or availability charges. (Requested by General Manager.)

14. PUBLIC HEARING – FISCAL YEAR 2024-2025 PLACEMENT OF DELINQUENT ACCOUNTS ON TAX ROLL FOR COLLECTION PURPOSES:

Board to conduct a public hearing to allow all persons to state their opinions and/or protests regarding the General Manager’s report and the proposed collection of delinquent fees through placement on the tax roll. (Requested by General Manager.)

15. AMENDMENT TO EXHIBIT E, "EQUIPMENT YARD LEASE AGREEMENT", WITH J. TORRES CO. INC.:

Board to review Amended Exhibit E, "Equipment Yard Lease Agreement", within the franchise agreement with J. Torres Co. Inc for the negotiated monthly fee of \$4,500.00 plus a 1% annual escalator. (Requested by General Manager.)

STAFF RECOMMENDATION: Approve Exhibit E, "Equipment Yard Lease Agreement", as presented.

Motion Director _____, seconded Director _____

16. RESOLUTION NO. 24-24 PROVIDING FOR AN INCREASE IN THE SOLID WASTE COLLECTION FEE FOR COMMERCIAL ACCOUNTS EFFECTIVE JULY 1, 2024:

Board to hear staff report regarding a proposed increase in the Solid Waste Collection fee for Commercial Accounts based on an increase in the County's Disposal fee effective July 1, 2024. (Requested by General Manager.)

STAFF RECOMMENDATION: Approve proposed increase in the Solid Waste Collection fees described in Exhibits A and C of Resolution No. 24-24 effective July 1, 2024.

Motion Director _____, seconded Director _____

17. AWARD OF THE CONTRACT FOR THE L1 DRAINAGE CHANNEL PHASE 3 REPAIR PROJECT:

Board to hear recommendation from Provost & Pritchard Consulting Group regarding the award of the contract for the L1 Drainage Channel Phase 3 Repair Project.

STAFF RECOMMENDATION: Approve recommendation from Provost & Pritchard Consulting Group and authorize the General Manager to sign the contract and take all necessary administrative actions. (Requested by General Manager.)

Motion Director _____, seconded Director _____

18. FISCAL YEAR 2024-25 FINAL BUDGET:

Board to review and consider the Final Budget for Fiscal Year 2024-2025 in accordance with Gov. Code § 61110. (Requested by General Manager.)

STAFF RECOMMENDATION: Approve the Final Budget for Fiscal Year 2024-2025 as presented.

Motion Director _____, seconded Director _____

19. FISCAL YEAR 2024-2025 CAPITAL IMPROVEMENT PLAN AND RESERVE POLICY:

Board to review the Fiscal Year 2024-2025 Capital Improvement Plan and Reserve Policy in conjunction with the Fiscal Year 2024-2025 Adopted Budget. (Requested by General Manager.)

STAFF RECOMMENDATION: Approve the Capital Improvement Plan and the Reserve Policy for Fiscal Year 2024-2025 as presented.

Motion Director _____, seconded Director _____

20. RESOLUTION 24-20 CLARIFYING PER DIEM PAYMENT AND EXPENSE REIMBURSEMENT TO DIRECTORS AND ADOPTION OF ETHICS TRAINING REQUIREMENTS:

Board to review and adopt Resolution 24-20 which includes a monthly cap increase of \$400.00 per Director as well as adding Ad Hoc committee meetings to the compensated event section. (Requested by Director King.)

STAFF RECOMMENDATION: Approve Resolution 24-20 as presented.

Motion Director _____, seconded Director _____

21. 2024 DOCUMENT DESTRUCTION AUTHORIZATION:

Board to discuss and take appropriate action regarding request for authorization to destroy old records pursuant to the District’s Record Retention Policy. (Requested by General Manager and Legal Counsel.)

STAFF RECOMMENDATION: Approve request to destroy old records as recommended.

Motion Director _____, seconded Director _____

22. COMMITTEE REPORTS:

A. STANDING COMMITTEES:

- 1) Finance – Directors King and Shaw
- 2) Personnel – Directors Shaw and Wyatt

B. AD HOC COMMITTEES:

- 1) Surrounding Community – Director Benham
- 2) Nature Park Activity Priorities – Director King and Director Buckley
- 3) District Security and Code Enforcement – Director King and Director Wyatt
- 4) Firewise Ad Hoc – Director Shaw

C. REVIEW OF AD HOC COMMITTEES AND ASSIGNED OBJECTIVES.

Board to review current Ad Hoc committees and assigned objectives.

D. REVIEW OF THE STANDING COMMITTEES.

Board to review current standing committees and personnel assigned.

23. NEW BUSINESS:

This portion of the meeting is set aside to provide the Board an opportunity to bring to the attention of the other Board members and the public, matters which have come to their attention. No action can be taken on any matter discussed during this portion of the meeting; however, a Board member may request that a subject be placed on an upcoming agenda.

24. ADJOURN MEETING:

Motion Director _____, seconded Director _____