

**Please silence electronic devices while the meeting is in progress.**

**GOLDEN HILLS COMMUNITY SERVICES DISTRICT**

**BOARD OF DIRECTORS**

**AGENDA**

**FOR THE SPECIAL MEETING**

**MARCH 2, 2024**

**9:00 AM**

**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.

**1. ROLL CALL:**

Directors present:

Directors absent:

Others present:

**2. FLAG SALUTE:**

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

**3. 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.

**4. DISCUSS AND DEFINE DISTRICT GOALS AND OBJECTIVES:**

The Board will host a workshop regarding District goals and objectives, including a review of prior goals, non-water community services, and defining the District's role in the community.

PLEASE NOTE: This agenda item will be addressed in a "workshop" format. Due to technical limitations, this portion of the meeting will not be streamed on the District's website. Members of the public are encouraged to attend the meeting in person and participate in the workshop.

**5. ADJOURN MEETING:**

Motion Director \_\_\_\_\_, seconded \_\_\_\_\_

**Golden Hills Community Services District (GHCS D)**

**Special Meeting Agenda**

**Annual Planning Meeting**

**March 2, 9 a.m. to 1 p.m.**

<b>Time</b>	<b>Topic/Purpose</b>	<b>Who</b>
0900 – 0910	Welcome/Purpose of Meeting	Board Pres & GM
0910 – 0920	Intros/Expectations/Ground Rules/Overview of Agenda	Chris
0920 – 0950	Create Context <ul style="list-style-type: none"> <li>• 2023 Accomplishments and Events</li> <li>• Current Projects/Activities/Plans</li> </ul> Purpose – Information-sharing	GM
0950 – 1030	Nature Park Current Phase <ul style="list-style-type: none"> <li>• Pipeline to Tom Sawyer</li> <li>• Improve Water Quality</li> </ul> Next Phase <ul style="list-style-type: none"> <li>• New pad/Foundation</li> <li>• Cost &amp; Time Analysis</li> </ul> Purpose: Discussion - Ideas/Input on next phases	GM/Chris/All
1030 -1040	Break	
1040 - 1100	Alternative Sources of Energy <ul style="list-style-type: none"> <li>• What’s happening and why</li> </ul> Purpose: Discussion – other forms of energy generation and conservation we should consider?	GM/Chris/All
1100 - 1130	Revenue Streams and Workload <ul style="list-style-type: none"> <li>• New sources of revenue – Grants – Real Estate – Other?</li> </ul> Purpose: Discussion - Do we sub-contract? Hire new staff? Train current staff?	GM/Chris/All
1130 - 1200	Communicating to the Public <ul style="list-style-type: none"> <li>• What’s happening</li> <li>• What’s working – What’s NOT working</li> <li>• Workload</li> </ul> Purpose: Discussion - Do we sub-contract? Hire new staff? Train current staff?	GM/Chris/All
1200 - 1220	Update <ul style="list-style-type: none"> <li>• Security and Enforcement</li> <li>• Regional Relationships and Representatives</li> </ul> Purpose: Information and solutions	GM/Board
1220 – 1250	Neighbor Agency Updates – alignment opportunities New Topics – not previously discussed Purpose: Discussion and determination on any next steps	Chris/All
1250 – 1300	Summary, Next Steps and Close	Board Pres & GM

**GOLDEN HILLS COMMUNITY SERVICES DISTRICT  
STAFF REPORT  
March 2, 2024**

**To: Board of Directors**

**From: Christopher Carlson, General Manager**

**Item: 2023 ACCOMPLISHMENTS**

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The following is offered as a recap of significant accomplishments for calendar year 2023 for use during the 2024 Planning Meeting, followed by a brief description of the goals I have for the District this year:

**ACCOMPLISHMENTS:**

- Continued revision of the District Handbook to ensure compliance with Board-adopted policies or State/federal changes.
- Attended the Spring CRWA Conference in South Lake Tahoe in April and witnessed the graduation ceremony of three District employees from the Cal Rural Water Association apprenticeship program. The program provides coursework and in-class instruction to prepare staff for advanced certification testing.
- Adopted and implemented, through a successful Proposition 218 Election, the 2023 Golden Hills Community Services District Water Rate Study which adjusted rates to allow the District to equalize its revenues and expenses and continue funding sufficient District reserves while maintaining equitable charges to the District's customer base.
- Continued the Tank Asset Management Plan and completed further rehabilitation of water tanks, including the full rehabilitation of the 1 MG Santa Lucia tank along with exterior paintings of Sage tank and Santa Barbara tank, scheduled interior washouts of Country Club East tank and Mountain tank as well as the replacement of the perimeter fencing around Dovetail tank to ensure continued security.
- Received a clean annual audit.
- Completed Phase 2 of the L1 Drainage Easement Repair project and started Phase 3, the final phase, of the project.
- Completed the final phase of the hydropneumatics tank CIP rehabilitation program.
- Continued identifying and addressing issues related to implementation of SB 1383, California's Short-Lived Climate Pollutant Reduction Law.
- Continued collaboration with other Municipal and Industrial (M&I) water users in the Tehachapi Basin to ensure adequate State Water Project water ("surface water") is allocated to M&I users.
- Hosted two community yard sale events, the annual Ghoulden Hills Halloween trick-or-treat, (largest attendance yet) and held a demonstration of the fire departments equipment.
- Installed additional benches and picnic tables in strategic locations within the walking perimeter of the Nature Park.
- The Board adopted a plan to payoff current Building Loan in October of 2025 saving the District around \$300,000 in interest expenses.
- Began the process to liquidate Surplus Land located in Golden Hills.
- Board adopted the 2023 Golden Hills Nature Park Master Plan opening up a multitude of parks and recreation opportunities.

- Purchased a new water utility service truck which increases the efficiency and productivity of Water staff.
- Purchased a new BIG A KM-8000T 4-ton asphalt trailer hot box that allows staff to make permanent asphalt repairs in-house which saves the District money and increases the durability of County roads.
- Began the pipeline installation project from the Poor well to Tom Sawyer lake providing a permanent water supply to the lake to increase aesthetics and create a focal point for the Nature Park to evolve around.
- Completed the implementation of the succession plan, ensuring a smooth transition upon retirement of the previous general manager, Susan Wells.
- Continued management of the delinquency rates associated with Maintenance Districts 1 and 2 (Tracts 3365 and 3366).
- Initiated a new contract with Daupler for Response Management & Callout services.
- Initiated new contract with Ring Central to replace our current phone system.
- Initiated upgrade to current billing and accounting software which offers a cloud-based alternative to the District's current INCODE 9 server-based billing and accounting system. The upgrade greatly improves cybersecurity, increase PCI compliance, allow access to future module improvements, and give the District the ability to implement a mobile service order system allowing seamless communication between office staff and outside staff
- Staff attained the following:
  - One Distribution level 1 certification
- In addition to routine operational tasks, staff replaced 58 lateral water service lines, responded to 1253 water related service requests, responded to 4,017 underground service alerts, and installed 16 new water meters.

**REFLECTION:**

I was fortunate enough to inherit a well-oiled machine when I was given the opportunity to become the General Manager of the Golden Hills CSD. Previous management's effort and Board foresight has been integral to the current growth the District has recently experienced. The amount of high-quality infrastructure projects that have been and continue to be completed on a frequent basis takes a lot of pressure off staff's day-to-day duties, freeing us up to pursue new endeavors.

I am excited to branch out and explore new opportunities to increase the quality of life of the residents of the Golden Hills Community Services District. The implementation of the next phase of the Golden Hills Nature Park Master Plan is at the forefront of the goals I would like to accomplish in 2024. Water is a major component of the District, but now is the time to open up our purview and see what we can accomplish next.