

Indian Valley Community Services District

Indian Valley Community Services District **AGENDA**

Regular Meeting

August 28, 2024 05:30 PM

127 Crescent St., Suite 5, Greenville, CA 95947

<https://www.indianvalleycsd.com/>

Board of Directors

Director Wanda Carpenter • Vice-Chair Susan Doran • Chair Kristine Gorbet • Director Mary Cronin • Director Andy Meyers

RULES AND PROCEDURES OF THIS BOARD

Public Comment: Non-Agenda Items

The board cannot take action on comments regarding non-agenda items. We do, however, value public input and will consider comments for future action. **Comments on non-agenda items are not accepted at special meetings.**

Public Comment: Agenda Items

The chairperson or presiding officer shall have the exclusive authority to recognize speakers from the public during the point of discussion and before is taken for each agenda item within the agenda. Although there is no time limit, comments are respectfully requested to be within 3 minutes per speaker per agenda item.

REASONABLE ACCOMMODATIONS

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the clerk of the Board at 530-284-7224. Notification 72 hours prior to the meeting will enable the IVCSD to make reasonable arrangements to ensure accessibility {28 CFR 35.102.35.104 ADA Title II}

1. Call to Order

A. Roll Call

B. Pledge of Allegiance

2. Approve the Agenda

Discussion Possible Action  [Comment](#)

3. Public Comments

Discussion  [Comment](#)

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4. Approve Meeting Minutes


Discussion Possible Action  [Comment](#) [View Item](#)

Approve Minutes from July 24, 2024 Board Meeting and August 14, 2024 Special Board Meeting

5. Financials Review: July 2024 Financials

Discussion Possible Action  [Comment](#) [View Item](#)

6. General Manager Report: By Adam Cox

Discussion  [Comment](#)

7. Utility Operations Manager Report: By Mike Sundby

Discussion  [Comment](#) [View Item](#)

8. Fire Chief Report: By Bob Orange

Discussion  [Comment](#) [View Item](#)

9. New Job Description: Administrative Supervisor

Discussion Possible Action  [Comment](#) [View Item](#)

Approve the creation of the Administrative Supervisor position and adopt the job description and salary schedule. Effective September 2nd, 2024, the Business Manager position will be vacated due to retirement and the position will be eliminated. In order to provide for continued leadership of the front office, it is proposed to create a new mid-management position of Administrative Supervisor.

10. Appoint 2 Board Members to an Ad Hoc Committee to Discuss a Potential Annexation of Indian Valley Recreation and Parks District

Discussion Possible Action  [Comment](#)

IVCSD and IVRPD have each expressed interest in a closer working relationship, including the possibility of an annexation of the Rec district by IVCSD. In order to advance the discussion, it's recommended that IVCSD appoint an ad hoc committee to meet with IVRPD board members and discuss a path forward.

11. Review Draft Final Budget for FY 2024-25

Discussion  [Comment](#) [View Item](#)

In June, the Board approved an initial/placeholder budget for FY 2024-25. This allowed the District to continue operating and paying employees and vendors while District administration continued to refine the budget and re-classify transactions from the 2023-24 fiscal year. The initial budget projected a total net loss of **\$1.16 million** across all funds. Since June and as a result of additional work, the total operating net loss across all funds has been reduced to approximately **\$438,000**.

Nearly half of this operational deficit is due to the Fire Department. Future revenue streams to operate the Fire Department must be explored.

This draft operating budget - which will return to the Board for approval on September 25 - anticipates that all pre-fire water and sewer rates will return to normal (from a 50% discount) in October. One-time capital expenditures have also been removed from this operating budget and will instead be approved by the board in a separate capital projects and fixed assets budget.

12. Update Plumas Bank Signature Card and Umpqua Bank Signature Card

Discussion Possible Action  [Comment](#)

Remove Business Manager Jennifer Ayres and replace her with Administrative Supervisor Jessica Johnson for read-only access to all bank accounts.

13. Adjournment

Posted 3:26 pm on September 12, 2024

This agenda was posted on the front window of the office of the Indian Valley Community Services District located at 127 Crescent St., Greenville, California, emailed to the Plumas News Editor, and posted at www.indianvalleycsd.com. by September 12, 2024 3:26 pm by the undersigned. Jennifer Ayres, IVCSD Clerk to the Board