

PROVOST&PRITCHARD CONSULTING GROUP

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MEETING NOTES

Date: 1/16/2024	Time: 6:00PM – 7:00PM
Called by: Keeler CSD	Location: Keeler, CA
Subject: Q1 Keeler CSD Public Meeting	
Attendees: Tonia Holmes, Hamish Kellam, Karen Riggs, Bailey McRoberts, Myrna Tew, Lucette Poulin, Elayne Todd, John Dukes, Jim Macey. Online: Steve Spencer, Breanna Hardy, Carole Puryear, Chris Ormonde, Dawn White, Grace Holder.	

- Meeting slides are attached for reference.
- **Community Accountability and Engagement Plan (CAEP)**
 - The CAEP is proceeding as planned, with the continuation of quarterly community meetings as required.
- **Emergency Response**
 - We are in the process of updating the emergency contact list.
 - Additional notification sign-up forms have been made available at the Keeler Fire Station.
- **Water System Performance**
 - On Sunday, November 26, 2023, there was a broken valve causing a leak; John Bowden helped resolve the issue. Everyone was made aware of the issue, including those on the P&P team. Ben Magana (operator) reported that the valve appeared to have been over-torqued. A new valve was installed the same day by Ben Magana. Hamish Kellam emphasized that only authorized staff should be working on the water system, as tampering with the water system poses a public health risk and additional maintenance costs.
 - The P&P team will address any unauthorized persons who tamper with the water system and will work to avoid taking legal action unless necessary. The P&P team asked Keeler residents to report any unauthorized persons who tamper with the system.
 - Chlorination continued in December. Chlorination in the water system is recommended throughout the whole year. Hamish explained this is common practice for water systems across the state. Dawn White from Golden State Water Company explained that the State Water Board recommends continuous chlorination, which helps keep the pipes clean and prevents organisms such as algae from growing.
- **Project & Planning Updates**
 - RCAC continues water bottle deliveries. Keeler residents requested that bottled water delivery notices also be sent out via email due to disagreements over the post office and its posted notices. As of now, notices are being banned from the post office.
 - P&P will oversee longterm improvement engineering designs; Hamish explained that he attends GHD Engineers' monthly meetings to listen to updates, which he then relays to the Community Engagement Meetings.
 - There is potential funding available for emergency generators.
- **Water Rates & Billing**

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- P&P discussed delinquent accounts. Letters were mailed to residents who had delinquent accounts prior to March 2023. Steve Spencer explained that they would like to rectify those account balances before they go to the tax rolls.
- P&P is completing the rate study. Initial rates for the true cost of the system have been estimated. Rates would need to increase to approximately \$130 per month to sustain the system as-is without treatment. A standard 5% increase per year is necessary to maintain a sustainable rate. P&P was clear that this rate increase will not be implemented in the near future and that it is currently an estimate.
- **Financial Health**
 - Cash balance is sitting at \$63,297, showing the community is receiving reimbursements. About 48% of water service has been collected, putting the community on par halfway through the fiscal year. Revenue and expenditure trends show that the community is in line with the budgeted schedule, spending about 42% of the budgeted amount.
- **Community Engagement**
 - The next meeting is scheduled for April 2024.
- **Public Comment Period**
 - There was discussion among residents, Golden State Water Company, and P&P about potential long-term plans for consolidation. Dawn White assured residents that any long-term decisions would be made to benefit all parties involved.