

CHRISTIAN VALLEY PARK, C.S.D.  
BOARD OF DIRECTORS MEETING MINUTES  
November 9, 2021 - 7:00 PM Open Session  
LOCATION: Virtually via Zoom

The regular meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Tuesday, November 9th, 2021 at 7:01 p.m. by president, Dan Negus, and General Manager, Don Elias.

Board members present were Dan Negus, Rolando de la Torre and Heidi Temko. General Manager, Don Elias, and Gerry LaBudde of Hydros, Inc. were in attendance of the meeting. There were several residents from the community in attendance as well (via Zoom). Several residents introduced themselves. There are two board member vacancies.

Rolando de la Torre made a motion to approve November 9<sup>th</sup>, 2021 agenda, and Dan Negus seconded the motion, it carried with all ayes. There were no communications to the Board.

Gerry LaBudde presented to the Board a status report (attached to the bottom of this document) of the previous month's repairs and Water Treatment Plant highlights. Gerry reported that the water treatment plant is working well and is processing about 200,000 gallons per day. The leak on Helen Lane was repaired and it was caused by an unused service line. There was a very large leak on Upland Drive (picture of the broken pipe is in the status report below). There is a leak which is slowly filling the sludge basin and they are working on it. The last permit still pending is the SWPPP (Stormwater Pollution Prevention Plan) and they are waiting for the grass to grow so that erosion will be minimized. Gerry noted that he is finalizing the change order for the grit issue, and it has increased to cover the additional new meters and labor to install which got replaced or cleaned of the sandblasting material recently.

Don Elias, General Manager, gave a report of the committees and other items. There were no committee meetings this month. Don reported that the RFP for Operations was completed by Rolando de la Torre and Don Elias. Heidi Temko asked to receive a copy of the RFP before it goes out to an engineer for review and Don Elias will send it to her. Don Elias and Bill Shin of Hydros, Inc. gave a tour to several employees from PCWA (Placer County Water Agency). PCWA is working on giving the district an approximate cost to have a full consolidation or a partial consolidation between the district and PCWA.

Rolando de la Torre made a motion to approve Resolution 2021-04 which would have Don Elias, the General Manager, sign the Notice of Completion. Dan Negus seconded the motion and it did not pass with the following roll call vote: Rolando de la Torre – aye; Dan Negus – aye; and Heidi Temko – nay.

Upon reviewing the financial statements, Heidi Temko had a question about a statement in the report which stated, "Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although no a part of the basic financial statements, is required by the Government Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by the missing information." Heidi would like to know what information is missing and clarification of what is needed. Don Elias will report back to the board his findings about the missing information. Rolando de la Torre made a motion to approve the audited financial statements, year ending June 30, 2021. Dan Negus seconded the motion and it passed with all ayes.

Don Elias reviewed the quarterly financial statements, quarter ending September 30, 2021. After the brief review, Rolando de la Torre made a motion to accept the quarterly financial statements. Dan Negus seconded the motion and it passed with all ayes.

The Board interviewed six well qualified residents of Christian Valley who submitted a letter of intent to be appointed to the Board of Directors. They were interviewed in the following order by random selection of names: Diane Alessi, Ken Cenatiempo, Jane Booth, Greg Bala, Robert McNamara, and Richard Warren. Each candidate was asked the following questions:

1. Tell us about yourself and how long you have lived in Christian Valley.
2. What experience do you have that would benefit board and our community?
3. What is your vision for Christian Valley CSD?
4. What experience do you have with financing, accounting, and budgeting?
5. Describe how you work with others in a collaborative setting.

After the interviews were completed, Heidi Temko made a motion to appoint Richard Warren to the Board of Directors. Rolando de la Torre seconded the motion and it carried with the following roll call vote: Heidi Temko – aye; Rolando de la Torre – aye; and Dan Negus – aye. Rolando de la Torre made a motion to appoint Ken Cenatiempo to the Board of Directors. Heidi Temko seconded the motion and it carried with the following roll call vote: Heidi Temko – aye; Rolando de la Torre – aye; and Dan Negus – aye.

Rolando de la Torre made a motion to approve the Consent Items, which included the minutes to the October 12<sup>th</sup>, 2021 board meeting as well as the approval of the monthly expenditures. Heidi Temko seconded the motion and it passed with the following roll call vote: Heidi Temko – aye; Rolando de la Torre – aye; Dan Negus – aye.

Rolando de la Torre made a motion to adjourn the meeting, Dan Negus seconded the motion. The motion was approved unanimously by the three board members at approximately 8:30pm. The information for future Board meetings can be found on the district website: [www.christianvalley.org](http://www.christianvalley.org).

Respectfully submitted,



Don S. Elias  
District Secretary / General Manager

November 8, 2021

## Water Plant Operation and Maintenance

1. Average flow for the month 0.370MGD raw water was 10.0 NTU.

## Water Line Repairs and Call Outs

1. Repaired leak at 4072 Helen Lane – found a leaking service line that was not shown on maps, placed a repair clamp and backfilled – have not patched the asphalt yet.
2. Repaired major leak at 3740 Upland – 4-inch AC pipe broke, was very large leak. Removed problem section and replaced with C900 and flex couplings.
3. Number of call outs and shutoffs during the month:
  - a. 2577 Gayle – customer needed water shut off
  - b. 1530 Ellen Ct – customer needed water shut off
  - c. 2611 Allen – meter leak
  - d. 3655 Upland – pressure issue after shut down to repair leak – bad PRV on customer side



## Miscellaneous

1. PCWA tour of plant and storage site.
2. Received new meters – split cost between CVP stock and grit issue related to tank project.
3. Leak into sludge basin continues to be an issue; installed one of our electric submersible pumps, hoping it is leaking valve that will clear when basin is cleaned out.

## Capital Improvements

1. None to report

## Upcoming Work

1. Clean sludge basin –delayed until Fall due to high demands and limited storage.
2. Filter inspections – delated to Fall. Replacing gaskets on lower manways will have to wait until winter when demands are reduced.

## Storage Tank Project Update

1. Working on project close out
  - a. USDA documents, finalizing CCOs, O&M manual, SWPPP, Notice of Completion, etc.
2. CCOs
  - a. One remaining – deductive to reduce contract cost with PRT – Don found some clogged meters after the September reading, they have all been cleaned or replaced – total cost - \$3,149, which includes \$2,094.56 for new meters that were installed on when we could not clean them. Plus previous invoice from damage to home.

3. Verux did stormwater monitoring. Post construction monitoring required until vegetation grows, provided a proposal, assuming through November 15<sup>th</sup> to get the Notice of Termination. \$2,600 based on their anticipated timeline, but could go longer if vegetation doesn't grow based on weather.
  - a. Suggest that we place more straw and additional seed on north and east side of site – seems to grow quicker than the hydroseed. Estimate \$1,000 to \$1,500 for labor and material. Goal is to get the Notice of Termination and then no more monitoring.
4. Getting final billing together for next meeting, there could be some additional costs after 'final' but this will allow the project financing to be locked in with USDA.

X:\hydros\projects\cvp>Status Reports\2021\_status\_reports\10\_oct\_2021\CV Status 10\_2021.docx NOTE: Per direction of Board, status reports limited to 10-minutes; not all topics listed above are necessarily covered at Board Meeting for sake of time, but have been included on Water Report Agenda for Board information.