

CHRISTIAN VALLEY PARK, C.S.D.  
BOARD OF DIRECTORS MEETING MINUTES  
JUNE 9, 2020 - 7:00 PM  
LOCATION: Virtually via Zoom  
while Board Members attended via Zoom at one location: 5185 Westridge Circle, Auburn, CA  
95602

The regular meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Tuesday, June 9th, 2020 at 7:00 p.m. by president, Rolando de la Torre.

Board members present were Dan Negus, Lynn Cook, Kathleen Daugherty (via Zoom), and Rolando de la Torre. General Manager, Don Elias, and Gerry LaBudde, of Hydros Inc, were in attendance as well. There were several residents from the community in attendance as well.

Bonnie Gilmore made a motion to approve the agenda to the June 9, 2020 meeting. Dan Negus seconded the motion and it carried with all ayes.

Gerry LaBudde presented to the Board a status report of what happened during the month as far as repairs, Water Treatment Plant highlights, and progress on the tank project. Gerry reported that the Water Treatment Plant is working great and the Generator at the Pump Station will be serviced by Cummins on June 12, 2020. The blow-off was replaced on Wanda Court and there's a large asphalt patch at the end of the court.

The Tank project broke ground this month. Currently, many trees, stumps, and debris are being removed from the first tank site. It's expected that needed materials will be brought in for the cement pad next week. Don Elias is in the process of having a couple signs made to alert people to stay out of the construction zone. The first progress payment for the tank will be next month.

The Committees are still in the process of being formed and Board members will be choosing which committees they want to attend. The ByLaws have been worked on by Kathleen Daugherty while working with Lynn Cook and Don Elias and the committee will be meeting soon. There have been some volunteers from the district to be a part of the different committees.

First Foundation Bank asked that the District sign a Waiver of Security on the District's bank accounts. The bank would like to have the Federal Deposit Insurance Fund (FDIC) cover the first \$250,000 of funds in all bank accounts and then the First Foundation will cover the remaining or excess amount with 110% approved collateral securities as outlined by federal insured amount per Section 53652 of the Local Agency Deposit Security Law. Bonnie Gilmore made a motion to approve the waiver and Lynn Cook seconded the motion. A roll call vote was given: Dan Negus – aye; Lynn Cook – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; and Kathleen Daugherty – absent.

Lynn Cook made a motion to approve the budget that was developed at the May 19<sup>th</sup>, 2020 budget meeting. Dan Negus seconded the motion. The motion passed with a roll call vote: Dan Negus – aye; Lynn Cook – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; and Kathleen Daugherty – absent.

Dan Negus made a motion to approve Resolution 20-03 to have Placer County Elections run the elections services for the District. Lynn Cook seconded the motion which carried with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; and Kathleen Daugherty – absent.

Bonnie Gilmore made a motion to approve Resolution 20-04 which allows the District to place a direct charge for the Stand-by Water Fee on parcels or properties entitled to water, but have not hooked-up to the

District's water. Lynn Cook seconded the motion and it carried with a roll call vote: Dan Negus – aye; Lynn Cook – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; and Kathleen Daugherty – absent.

Dan Negus made a motion to approve Resolution 20-05 which allows the District to place a direct charge for the debt incurred for the construction of the water main in the Gayle Loop Area. Lynn Cook seconded the motion and it carried with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; and Kathleen Daugherty – absent.

Dan Negus made a motion to have Hydros, Inc. install reflectors in the District. The reflectors alert the fire department of the locations of the hydrants. Bonnie Gilmore seconded the motion and it carried with all ayes and Kathleen Daugherty was absent.

The two bids for the Road Project# 20-01 were opened. There was a rather large discrepancy between the two bids. Lynn Cook made a motion to accept the lowest bid as long as it meets the scope of the project. Bonnie Gilmore seconded the motion and it passed with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; and Kathleen Daugherty – absent.

The Board discussed the Conflict of Interest Code and asked Don Elias to look into how to make the document more restrictive to include other parties to sign the Form 700 from the California Fair Political Practices Commission. Additionally, they looked at the job description for the General Manager. No action was taken on these items. They were for information only purposes and the Board may act on them next month.

Agenda items were discussed for July as well as Action Items for the next meeting: Job Description / Approval for General Manager and Administrative Assistant / Clerk, Board ByLaws Approval, Policy Revision: Fiscal / Purchasing / Bidding Policy, Hiring / Personnel Policy, Conflict of Interest Code, Tank Color, reviewing the qualifications of the attorney who will be reviewing the District's ByLaws. It was suggested that the Board review the Stipend out of Compliance issue as well.

Bonnie Gilmore made a motion to adopt the Consent Items: approval of the April 21, 2020 Special Board Meeting Minutes, approval of the May 12<sup>th</sup>, 2020 Regular Board Meeting Minutes and Minutes to the May 19<sup>th</sup>, 2020 Budget meeting, and approval of the monthly expenditures. Dan Negus seconded the motion and it carried with all ayes.

Since there was no further business, the meeting was adjourned. The next regular board meeting will be on July 14<sup>th</sup>, 2020 at 7pm. It is unknown where the meeting will take place, but the information for the Board meeting will be found on the district website: [www.christianvalley.org](http://www.christianvalley.org).

Respectfully submitted,



Don S. Elias  
District Secretary / General Manager