

CHRISTIAN VALLEY PARK, C.S.D.  
BOARD OF DIRECTORS MEETING  
June 14<sup>th</sup>, 2021 at 6pm – Open Session  
6:15pm – Closed Session  
7:00 – Open Session

**Location: Zoom Meeting Link: <https://us02web.zoom.us/j/5308788050>**

Meeting ID: 530 878 8050  
One tap mobile  
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+12532158782,,5308788050# US (Tacoma)

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***AGENDA***

Public documents relating to any open session item listed on this agenda that are distributed to all or a majority of the members of the Board of Directors not less than 72 hours before the meeting are available for public inspection in the customer service area of the District's Administrative Office at the address listed above.

**COMMENTS FROM THE AUDIENCE ON ITEMS ON THE AGENDA**

The public are invited to address the Board regarding items listed on the agenda. Comments on an agenda item will be accepted during consideration of that item, or prior to consideration of the item in the case of a closed session item. The President will call for public comments at the appropriate time. Comments will be subject to 3 minutes or reasonable time limits if there are multiple speakers, as determined by the Board President.

**COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA**

The public are invited to address the Board regarding items not listed on the agenda. No individual presentation shall be for more than three (3) minutes, and the total time for this purpose shall not exceed fifteen (15) minutes. Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

Persons who wish to request items to be placed on an agenda should notify the General Manager at least seven days before the scheduled meeting.

**OPEN SESSION**

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF AGENDA FOR REGULAR MEETING FOR JUNE 14, 2021**
- D. INTRODUCTIONS AND CORRESPONDENCE**
- E. PUBLIC ANNOUNCEMENT OF ITEMS FOR CLOSED SESSION**

1. **CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: one case – Board Member Compensation

**F. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION**

**G. REPORTS**

1. **Water Gerry LaBudde, Hydros Engineering, Inc. (10 minutes)**
  - a) Plant Maintenance
  - b) Storage Tank Project Update
2. **General Manager, Don Elias**
  - a) Committee formation and updates  
Update:
    1. Board Compensation Committee
    2. Communications Committee
    3. Policy Review / Development Committee
    4. [Firewise](#) Committee
    5. Strategic Action Plan CommitteeNew:
    6. Tank Project / Reservoir Replacement Review Committee
    7. Community Interest Committee (Internet Service, [Plane Noise and Safety](#) Complaints, etc.)
  - b) Roads
  - c) Update on the transition plan for Water Plant Operations and Distribution
  - d) Other Reports
3. **Other Reports – Public Interest Reports**

**H. ACTION ITEMS**

1. **Operations Contract RFP (D/I/A)** The Board will be asked to give direction on how to move forward to explore different options for the draft RFP for Operations: employee, subcontractor, hybrid of both, or have PCWA take ownership of the District or have PCWA run the operations as a subcontractor, or some other option.
  - a. Explore possibility of using Meadow Water Services for Operations
  - b. Presentation from Jason Lowe with PCWA – Lead Treatment Plant Operator
2. **Treasurer Position (D/I/A)** The Board will receive a report on similar districts and the Treasurer's position and may decide to post a position or not.
3. **Policy Adoption (D/A)** Second Read: The Board will be asked to adopt the following policies as recommended by CSDA and/or reviewed by the policy committee.
  - a) Board Compensation Addendum
  - b) "Delinquent Water Bills"
4. **Compensation for Lynn Cook's List (D/A)** The Board will be asked to review and may approve all or part of Lynn Cook's request for credit for past service on behalf of the district prior to the approval of the Bylaws on September 17, 2020 and prior to the Board Compensation Policy.
5. **Approve Newsletter (D/A)** The Board will be asked to approve the newsletter to be sent out with the water bills to the residents.
6. **Approval of Firewise Flier (D/A)** The Board will be asked to approve the Firewise flier to be sent out with the water bills to the residents, while printing and folding will be paid by private residents.
7. **Budget Approval for 2021-2022 (D/A)** The Board will be asked to approve the budget which was prepared at the budget meeting on May 19<sup>th</sup>, 2021.
8. **Road Contract 2021 (D/A)** The Board will be asked to approve the road contract and direct staff to mail the contract out to potential bidders.

9. **July Regular Board Meeting Date (D/A)** The Board will be asked to change the regular meeting date to the week of July 20<sup>th</sup>, 2021.

**I. INFORMATION/DISCUSSION/ACTION**

1. **Policy Review (D/I)** First Read: The Board will review the following policies as recommended by CSDA. These policies will be reviewed by the policy committee and brought back for final approval at the May Regular Meeting.
- a) Overview of the Role of the General Manager
  - b) Duties of the Board Secretary
  - c) "Delinquent Water Bills"
2. **The District's Drought Position (D/I)** The Board will discuss and develop the essential components that will be published in a mailer for the residents and posted to the District's website as community information to keep in mind this summer.

3. **July 2021 Agenda Items**

- a) **Policy Approvals**
  - 1. Overview of the Role of the General Manager
  - 2. Duties of the Board Secretary
- b) **New Policy/Procedure review**
- c) **New Hire Update: Part-time Administrative Assistant Introduction**
- d) **2021 & 2022 Contracts for GM and Independent Contractors**

4. **Future Agenda Items:**

- a) Town Hall Meeting
- b) CVPCSD Roads
- c) Governance Handbook
- d) Ordinance Review/updates
- e) Multi-year Budgets
- f) Role of Contractors versus District Employees, Protocols and Oversight
- g) Road Signs

- H. CONSENT ITEMS** All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The President will call for public comments at the appropriate time prior to Board action.

- a) Approval of the May 19<sup>th</sup>, 2021 Special Board Meeting
- b) Approval of the May 11, 2021 Regular Board Meeting Minutes
- c) Review and Approval of monthly expenditures

**COMMENTS FROM THE AUDIENCE FOR ITEMS NOT ON THE AGENDA**

**I. ADJOURNMENT**

I certify that on 6-11-2021, I personally posted a copy of this agenda in public view at the Placer Energy Center, 3710 Christian Valley Road, Auburn, CA 95602 and 5174 Westridge Circle, Auburn, CA 95602.



Don S. Elias, General Manager / District Secretary

In compliance with the Americans with Disabilities Act, if you have a disability, and you need a disability-related modification or accommodation to participate in this meeting, then please contact Christian Valley Park Community Services District at (530) 878-8050. Requests must be made as early as possible, and at least one full business day before the start of the meeting.