

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING MINUTES
FEBRUARY 11, 2020 - 7:00 PM

LOCATION: Placer Nature Center - 3700 Christian Valley Road, Auburn, CA 95602

The regular meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Tuesday, February 11th, 2020 at 7:00 p.m. by president, Chris Calvert.

Board members present were Dan Negus, Chuck Rust, Lynn Cook, Chris Calvert, and Rolando de la Torre. General Manager, Don Elias and Gerry LaBudde, of Hydros Inc, were in attendance. There were 9 residents from the community in attendance as well: Chris Cravy, Joanne Carmona, Steve Moeller, Jan Leonard, Tiffany Vanderlinden, Diane Alessi, Julia Souza, Lavern Moran, and Greg Bala. Rolando de la Torre made a motion to approve minutes to the January 14th, 2020 regular board meeting. Chuck Rust 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. The Water Treatment Plant is running fine and running on the 5hp pump. Gerry noted that he found a company in Sacramento where he could rent a pump and he is working on getting a quote for renting the pump in case the 20hp pump fails during the summer. The Cummins generator transfer switch is not working and Gerry presented a quote from Cummins Sales and Service of \$1,752.78. The quote is an estimate and Gerry is hoping that the repair will be a simple programming issue. Cummins Sales and Service will not come out until the quote is pre-paid. The board approved the payment of the quote and Don Elias will have the check made out and signed by the board in the next few days and mailed out as soon as possible. Gerry went over the items in the PCWA's Financial Assistance Program (FAP) application. The total requested on the FAP is \$99,575 which consists of Geotech testing and inspections for the tank project, Coating inspections for the tank, Biological Field Survey, and Electrical and Control Inspection for the tank project. Gerry is preparing the scope of work for the different inspectors for the tank project. The board approved the FAP application and Gerry will submit the application in the next few days. Gerry noted that the resident at 5040 Stanley Drive, which is at the intersection of Stanley and Christian Valley Road will be putting up a fence very soon and he's concerned that the fence will be directly above the water main and possibly damage the pipe or be in the way if there is a break in the main a later time. Gerry will go the county and search for a Utility easement on his property. The headworks Capital Improvement project is underway, and Gerry is waiting for the parts to be delivered by the end of February. The Upper Building Doorway project is waiting for the contractor's schedule to open up.

The tank project bidders will have a mandatory pre-bid meeting on February 18th, 2020 in order to go over specific areas of the project including property boundaries, staging areas, locations of the two tanks, etc. There will be a bid opening on March 12, 2020. Gerry will review all the bids and present them at the next board meeting on March 17th, 2020. The Board discussed having the regular board meeting postponed one week to March 17th, 2020 so that there is time to review the bids and then the board will have an option of awarding the contract to the lowest qualified bidder.

Dan Negus presented to the Board his findings from the Rural Community Assistance Corporation (RCAC) and an application for a free income survey for the district. He is expecting to hear back from the RCAC soon. The income survey is for the 626 water customers in the district.

At the last regular board meeting, the Board discussed the idea of having an Open House at the Water Treatment Plant in order to be more transparent with the community, but Gerry gave input that the construction would be well underway and it might be risky for residents traveling through the construction zone. The Board decided to have an Open House after the first tank is complete if it's safe to travel along the road to the Water Treatment Plant.

The Board reviewed the Financial Statements ending on December 31, 2019 which is the middle of the fiscal year for Christian Valley Park, CSD. Rolando de la Torre explained some of the different parts of the financial statements and how the finances have changed from 2014 to present.

The Board talked about some desired revisions to the District's Bylaws. Some Board members turned in written changes to the Bylaws. Lynn Cook made a motion to decrease the Board's stipend of \$300 per Board meeting to \$250 to be aligned with the Bylaws until the Bylaws are changed and approved. Rolando seconded the motion and it carried with all ayes, except Chuck Rust, who voted nay. Julia Souza recommended an attorney who can look over the Bylaws. She has worked with him and he has a specialty in the area of Special Districts.

The District's attorney suggested to Don Elias that the district ought to have a clerk come to the meetings and write the minutes in order to free up the General Manager during the meeting so that he can be apart of the meeting in a better, more constructive way. Rolando reported back about his findings about a transcription service along with the cost which would rely on a recording of the Board meetings. The Board would like to have a person come to the meeting and take notes and write the minutes. Don Elias will look into finding a clerk or an organization that can do the job.

There is a need for a webmaster to make the Christian Valley Park, CSD's website ADA compliant as well as any other regulations which may pertain to a public website. Don Elias will continue to look for a company update the website.

Agenda items were discussed for next month. They included: Interim Financing for the tank project, RCAC update, residents using wells in Christian Valley and receiving hydrant use / protection, Open House at the Water Treatment Plant, Approve Newsletter, Water Restrictions and how they will affect residents in Christian Valley, Webmaster needed, Clerk to take the minutes, Loan documents.

Dan Negus made a motion to approve the Consent Items, which are the expenditures for the month. Lynn Cook seconded the motion and it carried with all ayes. The total expenditures for the month was \$52,694.57

Since there was no further business, the meeting was adjourned at 10:20pm. The next regular board meeting will be 7pm on March 17th, 2020 at the Placer Nature Center located at 3700 Christian Valley Road, Auburn, CA 95602.

Respectfully submitted,



Don S. Elias
District Secretary / General Manager