

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 10, 2020 - 6:30 PM
LOCATION: Virtually via Zoom

while Board Members: Rolando de la Torre, Dan Negus and Lynn Cook attended via Zoom at one location along with Don Elias and Gerry LaBudde: 3403 Witt Road, Auburn, CA 95602

The regular meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Tuesday, November 10th, 2020 at 6:45 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.

Dan Negus made a motion to approve the agenda to the November 10th, 2020 meeting. Lynn Cook seconded the motion and it carried with all ayes. Don Elias read a Letter of Protest regarding the Settlement Agreement for the Board Compensation from Diane Alessi.

The Board went into a Closed Session to discuss exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54945.9 After the Closed Session, the Board announced that they gave direction to staff and no other action was taken.

Kathleen Daugherty made a motion to approve the Settlement Agreement with revision to read, “Whereas, on February 11, 2020 CVPCSD was made aware of a potential overpayment due to the inconsistency in the bylaws and on March 31, 2020 the CVPCSD became further aware of a potential overpayment is violation of California law, and began to diligently investigate the matter, including retaining district council to advise on the matter, and;” and to have Don Elias and legal counsel to create a letter to be ready to be approved to send out to present board members and past members from the last three years regarding overpayment of their board compensation. Lynn Cook seconded the motion and it passed with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Kathleen Daugherty – aye; Rolando de la Torre – aye.

Gerry LaBudde presented to the Board a status report of what happened during the month as far as repairs and Water Treatment Plant highlights. The plant is operating on the 20-horsepower pump and the average daily production of water for the month is about .490 MGD (490,000 gallons per day). Gerry reported that the Public Safety Power Shutdown (PSPS) went very well with no problems. The raw water meter was repaired and needed a new sensor wheel. It was replaced and an additional spare wheel was purchased too. Dr. Barnesdale’s connection was made on Westridge Circle and Gerry explained why it wasn’t prudent to tap into the 10-inch main which went through his property. The sludge basins at the Water Treatment Plant was emptied and utilized the excavator which was used for the Westridge Circle connection and the cost of the backhoe was prorated between the two jobs. The actuator for Filter 1 did not match exactly and Gerry will attempt to find one that matches and then order the other ones which are needed. This month the benchtop turbidimeter was installed and calibrated.

The Reservoir Replacement Project (Tank Project) is still on schedule. The first tank’s main structure is complete and the tank coating is will be complete soon. The fifth payment (PP5) to Paseo Robles Tank (PRT) is for about \$330,000 will be issued as soon as USDA approves the construction costs. There have been no significant change orders to date. Lynn Cook suggested that the district install the trees this winter and Gerry will look into the possibility. Weather permitting, the tie-in by connecting the new tank to the system will be done in mid-December and all the piping will be exposed ahead of time to reduce the time for residents without water as well as to reduce any uncertainties.

Don Elias gave an update on the different committees which are underway. The Board Compensation Study Committee is now being handled by the Board and working with the information with the district's attorney. The Fire Safety and Station has not started. The Communications Committee has met a few times and Rolando de la Torre presented a spreadsheet outlining the different forms of communication as well as topics to be covered on the next newsletter. The next newsletter will be written by Jo Anne Carmona and Diane Alessi who both were present at the Communications Committee meetings. They will ask for people to volunteer to be the Treasurer who were former CPA's or bookkeepers and Kathleen agreed to supply the duties of the Treasurer from the CSDA website which is based on government code. The Policy Review / Development has a couple new policies to consider: Fiscal / Purchasing / Bidding Policy, Hiring Policy and both policies will be considered at the next Board meeting in December. Lastly, the CIP Projects / Strategic Action Plan Committee have not started and likely will not start until next calendar year. Placer County Public Works has striped some of the roads and the tree trimming project will be happening soon.

Kathleen Daugherty made a motion to adopt the revised Conflict of Interest Code which outlined two categories of people who need to file the Form 700. Dan Negus seconded the motion and it carried with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Rolando de la Torre – aye; Kathleen Daugherty – aye.

The Board briefly discussed the Town Hall Meeting. The Board decided to wait until Heidi Temko is on the Board and to form a sub-committee to decide the specifics of the meeting.

The Board reviewed agenda items for the December regular meeting and added to the list a topic for the swearing in of new and returning Board Members, nominate a Board President and Vice-President, policy approvals, contract for the executive director and Hydros Engineering Inc. For future agendas after the new board has been installed, the Board will add in a training to go over the financial statements with Kathy Coleman, who creates the financial statements for the District, as well as a board training on the Browne Act.

Lynn Cook made a motion to approve the Consent Items which consisted of a couple items (minutes and monthly expenditures): approval of the minutes to the October 13th, 2020 as well as the October 30, 2020 Board meetings and the monthly expenditures for the month. Dan Negus seconded the motion and it carried with a roll call vote: Lynn Cook – aye; Dan Negus – aye; Kathleen Daugherty – aye; Rolando de la Torre – aye.

Since there was no further business, the meeting was adjourned. The information for future Board meetings will be found on the district website: www.christianvalley.org.

Respectfully submitted,



Don S. Elias
District Secretary / General Manager