

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING
March 9th, 2021 Open Session at 6:30pm
Closed Session at 6:40pm
Open Session at 7:15pm

Location: Zoom Meeting Link: <https://us02web.zoom.us/j/5308788050>
3403 Witt Road
Auburn CA 95602

Meeting ID: 530 878 8050
One tap mobile
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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 MARCH 9, 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 – Tank Project COVID Expenses Claim

F. Public Comments on Closed Session Items

Remarks for closed session items shall be limited to no more than three (3) minutes.

G. 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 – Tank Project

OPEN SESSION

H. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION

I. REPORTS

1. **Water Gerry LaBudde, Hydros Engineering, Inc. (10 minutes)**
 - i. Plant Maintenance
 - ii. Storage Tank Project Update
2. **General Manager, Don Elias**
 - i. New Board Training opportunities:
[Ethics Training from CSDA](#)
[Ethics Training from FPPC](#)
 - ii. Committee formation and updates
 - a) Fire Safety and [Firewise](#) participation – need to form a Committee
 - b) Communications
 - c) Policy Review / Development
 - d) CIP Projects / Strategic Action Plan/ Other Projects
 - e) [Firewise](#) Committee
 - iii. Roads
3. **Other Reports**

J. ACTION ITEMS

1. **Approve a video of the Tank Project (D/A)** The Board will be asked to approve the tank project video.
2. **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 compensation 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.
3. **Administrative Assistant Position (D/I/A)** The Board will discuss the information gained from the special budget review meeting / simplistic budget vs. actual expenses report and be asked to approve a temporary administrative assistant position for up to 50 hours from April through June 30th, 2021 using the attached salary schedule.
4. **Newsletter (D/I/A)** The Board will be asked to review and approve the newsletter that will go out with the next water bill in April 2021.

K. 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 April Regular Meeting
 - a) CSDA sample resolution(s) for delinquent water payments
 - b) Proposed Draft of Board Compensation Addendum

- c) CSDA Board Member Handbook 2020 Update
 - d) ILG Good Governance Checklist
 - e) Legal Counsel and Auditor Policy
2. **Internet Service (D/I/A)** The Board will discuss internet issues in the Christian Valley and may decide to craft a letter to other potential service providers.
 3. **Treasurer Position (D/I/A)** The Board will discuss the need for a Treasurer position and may direct staff to post the position of Treasurer.
 3. **April 2021 Agenda Items (D/I):** The Board will review the following items and/or develop additional items for the Agenda
 - a) **Policy approvals**
 - b) CSDA Board Member Handbook 2020 Update
 - c) ILG Good Governance Checklist
 - d) Legal Counsel and Auditor Policy
 - b) **New Policy/Procedure review**
 - a) Adoption Amendment of Policies
 - b) Board Actions and Decisions
 - c) Customer Relations

c) **New Hire: Administrative Assistant (Part time)**

L. Future Agenda Items:

- a. Contracts for GM and Independent Contractors
- b. Town Hall Meeting
- c. CVPCSD Roads
- d. Governance Handbook
- e. Ordinance Review/updates
- f. Strategic Planning
- g. Multi-year Budgets
- h. Reservoir Project Review
- i. Role of Contractors versus District Employees, Protocols and Oversight
- j. Noise and Safety Complaints
- k. Road Signs
- l. Future District Staff Positions

M. 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.

1. Approval of the February 9, 2020 Regular Board Meeting Minutes
2. Approval of the February 22, 2020 Budget Review Board Meeting
3. Review and Approval of monthly expenditures

N. COMMENTS FROM THE AUDIENCE FOR ITEMS NOT ON THE AGENDA

O. ADJOURNMENT

I certify that on 3-6-2021, 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 Elias 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.