

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING MINUTES
OCTOBER 13, 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, October 13th, 2020 at 6:33 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.

Kathleen Daugherty made a motion to approve the agenda with a date correction to item C on the agenda to update the meeting date to the October 13th, 2020 meeting instead of the August 11th, 2020 meeting. Lynn Cook seconded the motion and it carried with all ayes. The Board acknowledged receipt of a letter from Bonnie Gilmore about her resignation on September 30, 2020.

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.

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 590 MGD (590,000 gallons per day). He noted that there is a curb-stop that needs to be replaced on Ray Circle. Gerry also noted that there was a small leak reported at the end of Northgate Circle. The parts had been ordered to connect Dr. Barnesdale's property on Pondorex Road (by connecting to the system on Westridge Circe). The generator at the pump station is working great and is ready for the next PSPS (Public Safety Power Shutdown by Pacific Gas and Electric).

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 fourth payment (PP4) to Paseo Robles Tank (PRT) is for \$540,182.91 which is without the retainage and pending approval by the USDA which will likely be done in the near future. There have been no significant change orders to date. The neighbor to the West of tank site asked if the district would be willing to add four trees to the project to make a better visual block of the tank site from his property. The Board agreed to add the trees to the project.

Don Elias gave an update on the different committees which are underway. The Board Compensation Study Committee is being handled and the Board is now working with the information with their attorney. The Fire Safety and Station has not started. The Communications Committee will be starting on Thursday, of this week. 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 November. Lastly, the CIP Projects / Strategic Action Plan Committee has not started and likely will not start until next calendar year.

Placer County Public Works is currently in the process of striping the roads and they will be submitting an invoice in the following month or two. Don Elias asked that the Board approve a tree trimming project on Gayle Lane between Campbell Drive and Allen Drive to not exceed \$750. The money for both the striping and tree trimming along roadways comes out of the road funds. Dan Negus made a motion to approve having the trees trimmed on Gayle Lane. Lynn Cook seconded the motion and it passed with the following roll call vote: Lynn Cook – aye; Dan Negus – aye; Kathleen Daugherty – aye; Rolando de la Torre – aye; Dan Negus – aye.

Dan Negus made a motion to approve Resolution 20-06 with the addition of “The Board reserves the right to award additional compensation for activities necessary to complete the Board’s activities as allowable by law” to section 1 of the Resolution. Kathleen Daugherty seconded the motion and was approved by a roll call vote: Lynn Cook – aye; Dan Negus – aye; Kathleen Daugherty – aye; Rolando de la Torre – no; Dan Negus – aye.

Two new policies were introduced by Kathleen Daugherty: Fiscal, Purchasing, and Bidding Policy and Personnel & Hiring Policy. This item on the agenda was for information and discussion only. Kathleen noted that importance for both policies and requested that the Board and community look them over carefully in the following month so that they may vote on them at the November meeting.

Kathleen Daugherty made a motion to approve the expenditure of \$65 for each of the Board members to attend an Ethics Training put on by Californian Special Districts Association (CSDA) on November 18th, 2020. Lynn Cook 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.

Dan Negus made a motion to approve tree trimming on Gayle Lane between Campbell Drive and Allen Drive and the total cost is not to not exceed \$750. Lynn Cook 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 discussed how business ought to be handled between board meetings if the matter is important to take care of but not so important that a special meeting of the Board of Directors is necessary. A communication to roughly 130 residents had gone out after the General Manager had consulted with two Board Members. Rolando de la Torre made the suggestion that after 3 sets of eyes have been on the document to be distributed to the residents is enough, but Lynn Cook thought that matters going out to the district should be reviewed by all Board Members. The Board agreed that the General Manager should update the entire Board when communications are sent to the residents.

The Board reviewed agenda items for the November regular meeting and added to the list a topic for Board Compensation as well as a Contract with the General Manager. For future agendas after the new board has been elected, the Board added in a training to go over the financial statements with Kathy Coleman, who creates the financial statements for the District.

Kathleen Daugherty made a motion to approve the Consent Items which consisted of a couple items (minutes and monthly expenditures): approval of the minutes to the September 17th, 2020 as well as the September 21, 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; Dan Negus – 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 Elias

Don S. Elias
District Secretary / General Manager