

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING MINUTES
AUGUST 11, 2020 - 7:00 PM
LOCATION: Virtually via Zoom

while Board Members: Rolando de la Torre 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, August 11th, 2020 at 7:00 p.m. by president, Rolando de la Torre.

Board members present were Dan Negus, Lynn Cook, Kathleen Daugherty (via Zoom), Bonnie Gilmore (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.

Bonnie Gilmore made a motion to approve the agenda to the August 11, 2020 meeting. Dan Negus 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 and Water Treatment Plant highlights. There was a service line leak on Gayle Lane which was difficult to locate because the service line did not come off the main in a regular way (a 90 degree angle from the mainline). The resident at 5900 Stanley will be having four connections to the parcels which will be ready for meters and backflow devices. Plywood was replaced on the filter building due to dry-rot. Cummins came out to troubleshoot the generator and the found that the supply line for propane is undersized. The meter replacements from Don Elias read the meters are nearly complete. A special meter is on order for a residence on Christian Valley Road. This month PCWA, the agency who provides the raw water from the canal to the district, changed out the meter. The usage for the district rose by 40 percent from this time last year which caused some concern. The usage is higher than normal for this time of year, but from internal calculations, it's about 30 percent higher this month. If the meter from PCWA is accurate, then the usage charged to the residents will be higher and the district will gain back the additional cost. The production of water is at an average of 810,000 gallons per day. Gerry will be in contact with PCWA to ensure that there are no problems with the new meter.

The Tank project is slightly ahead of time. The tank ring-wall foundation is complete and the tank crew who will put together all the metal will be at the site beginning August 17th, 2020. The site piping has just started and will cause the area around the reservoir to be congested in the coming months. Gerry asked Lynn to poll all the neighbors in close proximity to the tank about what color they would like to have so that the painting contractor can order all the right paint. A general concern is going to be with the electrical contractor to have the water treatment plant working properly as well as having the new reservoir operate while second tank is being constructed. The second progress payment in the amount of \$191,089.18 for the tank project is waiting for the USDA to approve the expenses and agree with the percentages of completion on the different phases. The amount can change due to USDA approval.

Don Elias gave an update on the Committees to the Board. The Bylaws committee has finished editing the document and it's submitted to the California Special District Association staff attorney for review and then the document will go to the new attorney. At that time, the attorney will assist with the Board Compensation and give a recommendation to the Board on how to deal with the Board Compensation issue. The Communications Committee will be starting up soon and Kathleen Daugherty and Rolando de la Torre will be the Board members attending the Committee meetings. The Policy Committee will be beginning shortly with Kathleen Daugherty and Dan Negus from the Board attending the committee meetings.

The Board reviewed the sign created by Wendy Arild to replace the “Welcome to Christian Valley Park, CSD” and Diane Alessi volunteered to make some adjustments to it so it will include reflective lettering as well as adding the vehicle code.

The Board reviewed the different engagement letters from several different qualified attorneys who could represent the district. Lynn Cook made a motion to have Margaret Long with Prentice Long. Kathleen Daugherty seconded the motion. A roll call vote was given, and it was approved with the following vote: Bonnie Gilmore – aye; Kathleen Daugherty – aye; Dan Negus – aye; Lynn Cook – aye; and Rolando de la Torre - aye.

The Board reviewed the General Manager’s (GM) job description and associated salary schedule. Bonnie Gilmore made a motion to approve both the job description and associated salary schedule. The motion passed with the following vote: Bonnie Gilmore – aye; Kathleen Daugherty-aye; Dan Negus-aye; and Rolando de la Torre –aye; Lynn Cook abstained.

The Board reviewed the Administrative Assistant’s job description and associated salary schedule. Kathleen Daugherty made a motion to approve the job description and associated salary schedule. Bonnie Gilmore seconded the motion. The motion passed with the following ayes: Kathleen Daugherty, Bonnie Gilmore, and Dan Negus. The noes were: Rolando de la Torre and Lynn Cook.

The Board reviewed the Conflict of Interest Code. Lynn Cook made a motion to approve the Conflict of Interest Code with all people and other entities who influence purchases for the District to sign the Form 700 from the Fair Political Practices Commission. Kathleen Daugherty seconded the motion and it carried with the all ayes with the roll call vote: Dan Negus – aye; Kathleen Daugherty – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; Lynn Cook – aye.

The Board reviewed Resolution 20-06 to Amending the District’s Water Hook-up Rates. The Board chose to defer the approval until next month. There was a question about if the district can legally charge a higher percentage than the percentage derived from the Engineering News Record’s 20 Cities Construction Cost Index. Don Elias will contact the attorney to get an answer to the question.

The District’s website needs to become ADA Compliant. Thanks to resident, Diane Alessi, she found a website hosting company, Streamline, whose niche is with Special Districts which maintains websites which are ADA compliant. There is a possibility for the district to receive a 15-month grant to cover the normal expense of \$100 per month covering the hosting of the website. Kathleen Daugherty made a motion to contract with Streamline and apply for the grant as well. Bonnie Gilmore seconded the motion and it carried with the following roll call vote: Dan Negus – aye; Kathleen Daugherty – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; Lynn Cook – aye.

The Board brainstormed ideas for the upcoming newsletter. Some suggestions were to ask for volunteers to build the signposts for the new “Welcome to Christian Valley” signs, clean culverts and gutters, tank update, and launching of the new website.

Agenda items were discussed for the September regular Board meeting:

Kathleen Daugherty made a motion to adopt the Consent Items: Approval of the June 9th, 2020 meeting minutes, and approval of the monthly expenditures. Lynn Cook seconded the motion and it carried with all ayes with the following roll call vote: Dan Negus – aye; Kathleen Daugherty – aye; Bonnie Gilmore – aye; Rolando de la Torre – aye; Lynn Cook – aye.

Since there was no further business, Kathleen Daugherty made a motion to adjourn the meeting. Dan Negus seconded the motion and it carried with all ayes. The next regular board meeting is scheduled to be on

September 8th, 2020 at 7pm. The information for the Board meeting via Zoom will be found on the district website: www.christianvalley.org.

Respectfully submitted,

Don Elias

Don S. Elias
District Secretary / General Manager