

CHRISTIAN VALLEY PARK, C.S.D.  
BOARD OF DIRECTORS MEETING  
August 11<sup>th</sup>, 2020 at 7pm

**Location:** Zoom Meeting <https://us02web.zoom.us/j/5308788050>

Don Elias' residence for Rolando de la Torre and Don Elias  
3403 Witt Road  
Auburn CA 95602

Meeting ID: 530 878 8050  
One tap mobile  
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Dial by your location  
+1 669 900 9128 US (San Jose)  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 312 626 6799 US (Chicago)  
+1 646 558 8656 US (New York)  
+1 301 715 8592 US (Germantown)

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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 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 AUGUST 11, 2020**
- D. INTRODUCTIONS AND CORRESPONDENCE**
  - a. Introductions of Board members and people attending the board meeting
  - b. Correspondence – none at this time

## E. REPORTS

- a. **Water Gerry LaBuddle, Hydros Engineering, INC.**
  - i. Plant Maintenance
  - ii. Storage Tank Project Update
- b. **General Manager , Don Elias**
  - i. Obtaining a Webmaster for the Christian Valley Website
  - ii. Committee formation and updates
    1. Board Bylaws
    2. Board Compensation Study
    3. Fire Safety and Station – not started
    4. Communications
    5. Policy Review / Development
    6. CIP Projects / Strategic Action Plan (This committee will not take place until after the new Board is in place after November election.) – not started
- c. **Other Reports**

## F. ACTION ITEMS

1. **“Welcome to Christian Valley” Sign** (D/A): The Board will be asked to approve the purchase of 2 or more signs to be installed in the District.
2. **The General Attorney for the District** (D/A): The Board will review and discuss proposals for legal services and may take action to enter into an engagement agreement with a specific firm.
3. **Job Description: General Manager** (D/A): The Board will be asked to approve the job description for the General Manager and corresponding salary schedule.
4. **Job Description: Administrative Assistant/Clerk** (D/A): The Board will be asked to approve the job description for Administrative Assistant/Clerk and corresponding salary schedule.
5. **Conflict of Interest Code** (D/A): The Board will review and be asked to approve the recommended changes to the present Conflict of Interest Code.
6. **Resolution 20-06 Amending the District’s Water Hook-up Rates** (D/A): The Resolution amends the present Hook-up Rates for new connections and increases it by .088% as per the Construction Cost Index published by Engineering News-Record.
7. **Contract with Streamline for ADA Compliant Website hosting** (D/I/A): The Board will discuss and may direct the General Manager to move forward with a contract with Streamline, as CSDA affiliate, for a new fully compliant website.
8. **District Credit Card** (D/A): The Board will consider opening up a credit card for incidental District expenses.

## G. INFORMATION/DISCUSSION/ACTION

1. **Newsletter** (D/A) The Board will brainstorm ideas for the next newsletter to the residents to accompany the water billing in October.
2. **September Agenda Items** (D/I): The Board will review the following items and/or develop additional items for the September agenda
  - a. Board Bylaws Approval
  - b. Policy Approval
    - a. Conflict of Interest
  - c. Policy Review (1<sup>st</sup> read)
    - a. Fiscal / Purchasing / Bidding Policy
    - b. Hiring/Personnel
  - d. Board Compensation Resolution
3. **Future Agenda Items:**
  - e. Policy Updates
  - f. Job Description and Corresponding Salary Schedule
  - g. Town Hall Meeting
  - h. CVPCSD Roads
  - i. Ordinance Review/updates

**H. 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 July 14, 2020 Regular Board Meeting Minutes**
2. **Review and Approval of monthly expenditures**

**I. COMMENTS FROM THE AUDIENCE ON ITEMS NOT ON THE AGENDA**

**J. ADJOURNMENT**

I certify that on 8-8-2020, I personally posted a copy of this agenda in public view at the Placer Energy Center, 3710 Christian Valley Road, 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.