

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING MINUTES
May 19, 2021 - 6:00 PM Open Session
LOCATION: Virtually via Zoom

The Budget meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Wednesday, May 19th, 2021 at 6:00 p.m. by president, Kathleen Daugherty.

Board members present were Dan Negus, Lynn Cook, Kathleen Daugherty, Heidi Temko (absent for the beginning), and Rolando de la Torre. General Manager, Don Elias, and Gerry LaBudde of Hydros Inc, were in attendance of the meeting from Don Elias' residence. There were several residents from the community in attendance as well (via Zoom).

Rolando de la Torre made a motion to approve the agenda to the May 19th, 2021 meeting except to postpone the Board Compensation Addendum under Discussion/Information/Action – Policy Agenda and send back to the Compensation Committee for amounts of compensation desired for each item. Dan Negus seconded the motion and it carried with all ayes.

Individuals from the community in attendance introduced themselves. There were no letters to the Board of Directors.

Kathleen Daugherty presented to the Board of Directors Policy#1000, Adoption Amendment of Policies and answered any questions. Rolando de la Torre made a motion to approve the policy as written. Dan Negus seconded the motion and it carried with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Heidi Temko – aye; Rolando de la Torre – aye; and Kathleen Daugherty – aye.

Kathleen Daugherty presented to the Board of Directors Policy#2400, Customer Relations, and answered any questions. Dan Negus made a motion to approve the policy as written. Rolando de la Torre seconded the motion and it carried with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Heidi Temko – aye; Rolando de la Torre – aye; and Kathleen Daugherty – aye.

Kathleen Daugherty presented to the Board of Directors Policy#4200, Board Actions and Decisions, and answered any questions. Rolando de la Torre made a motion to approve the policy as written. Lynn Cook seconded the motion and it carried with the following roll call vote: Dan Negus – aye; Lynn Cook – aye; Heidi Temko – aye; Rolando de la Torre – aye; and Kathleen Daugherty – aye.

The Board developed the budget, line by line. A few highlights are that the Board decided to take a proactive approach to the drought conditions with anticipating what may come from the State of California to conserve water and reduced the water usages by 15%. There were some questions about what the Professional Services were used for as well as insurance costs from this last year. Don Elias will research the issues. The draft budget is on page two of this document.

Since there were no comments from the audience pertaining to items not on the meeting agenda, Heidi Temko made a motion to adjourn the meeting. Lynn Cook seconded the motion. The motion was approved by the Board except Rolando de la Torre had to leave the meeting early. The information for future Board meetings can be found on the district website: www.christianvalley.org.

Respectfully submitted,

Don Elias

Don S. Elias

District Secretary / General Manager

Christian Valley Park, CSD
2021-2022 Budget

Operating Revenue	Units	Cost / unit	Water	Roads	Total
Water Service : Service Fee	627	717.48	449,880		449,880
Water Service : Service Fee from CCC	1	3826.92	3,827		3,827
Water Service : Water Usage	139,400	1.28	178,432		178,432
Hook-Up fees	1	7500.00	7,500		7,500
Stand-By fees	47	60.00	2,820		2,820
Gayle Loop Property Tax Income			44,728		44,728
Interest			3,325	500	3,825
Taxes - General				42,000	42,000
Roads Reserves				20,000	20,000
Total Revenue			690,492	62,500	752,992

EXPENSES	WATER		G & A	ROADS	Total
	Water Treatment	Transmission & Distribution		Roads	
Water purchases	52,200				52,200
Employee salaries		4,800	57,695		62,495
Payroll taxes @ 14%		672	8,077		8,749
Contract labor	106,989				106,989
Water plant maintenance	19,000				19,000
Short Lived Assets <i>(Asset life is 15 years or less)</i>	15,000				15,000
Water testing / Backflow Testing	6,000				6,000
Chemicals	25,000				25,000
Electricity / Propane	29,000				29,000
Tank Project Payments	133,402				133,402
Professional services / Engineering	3,000				3,000
Government fees	4,500				4,500
Water meters and boxes		2,400			2,400
Water line repair		55,000			55,000
Office expense			24,000		24,000
Telephone			5,000		5,000
Insurance			9,000		9,000
Accounting			23,000		23,000
Legal			10,000	5,000	15,000
Directors fees			13,000		13,000
Road Maintenance				57,500	57,500
Capital outlays	15,000				15,000
Gayle Loop Property Tax Expense			44,728		44,728
Depreciation			56,000		56,000
Total Expenses	409,091	62,872	250,500	62,500	784,963
				Deficit	(31,971)

Capital Improvements	
Polymer Scale	\$1,250.00
Self Cleaning for TU 5300	\$900.00
Ph Probe	\$1,000.00
Plant Road	\$5,500.00
Tank Pump Station Piping Replacement	\$5,160.00
Total	\$13,810.00
Budgeted Amount above	\$15,000.00