

CHRISTIAN VALLEY PARK, C.S.D.  
BOARD OF DIRECTORS MEETING MINUTES  
April 13, 2021 - 7:00 PM Open Session  
LOCATION: Virtually via Zoom

The regular meeting of the Christian Valley Park Community Service District Board of Directors was called to order on Tuesday, April 13th, 2021 at 7:01 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).

Dan Negus made a motion to approve the agenda to the April 13<sup>th</sup>, 2021 meeting. Lynn Cook seconded the motion and it carried with all ayes.

Individuals from the community in attendance introduced themselves. There was one letter to the Board of Directors from Jo Anne Carmona dated March 11<sup>th</sup>, 2021.

Gerry LaBudde presented to the Board a status report of what happened during the month regarding repairs and Water Treatment Plant highlights. It was reported that there was a very small leak reported on Witt Road, but no apparent source of the water leak was located at the time of the report. Mr. LaBudde replaced the flange on Filter 2. He installed an actuator on Filter 1/Cell 1 and modified the brackets for the remaining actuators. Mr. LaBudde will be creating the Consumer Confidence Report and deliver it to Don Elias for posting on the district website.

With regards to the Tank Project, an engineer from the Department of Drinking Water asked that the final tie-in will be upstream of an existing valve and will eliminate the shut-down of the entire system. As the Tank Project nears completion, the fencing around the entire Tank Site may need to be modified to allow the Plant Road for leisurely walking by residents of Christian Valley. The original fencing bid was based on 535 feet of fencing, and may need to be increased to 570 feet of fencing. The construction of the Tank itself is beginning the week of April 11<sup>th</sup>, 2021, and the schedule indicates that the Tank construction will be completed by June 15<sup>th</sup>, 2021.

Don Elias, General Manager, gave a report of the committees. The Board Compensation and the Communication Committees did not meet this month. The Policy Review Committee met and discussed a few policies that were adopted at the April General Meeting. These policies were discussed in detail later in the April Meeting. Don Elias stated that the Strategic Action Plan Committee, the Tank Project/Reservoir Replacement Review Committee, the Community Interest Committee, and the Firewise Committee were newly formed. The Firewise committee will be meeting Thursday, April 15<sup>th</sup>, 2021. The Board asked Don Elias to create a website page for "road issues," where the community may request roadwork and submit pictures.

Rolando de la Torre made a motion to have a website page devoted to projects, budgets, warrants, policies, and bylaws created by July 1<sup>st</sup>. The website will list the above items dating back to the year 2019 at the time of the website page creation. Lynn Cook seconded the motion, and it passed with all ayes. It should be noted that Heidi Temko was absent for this roll call vote.

Dan Negus made a motion to create a website page for contracts dating to the year 2019 for increased transparency to community members. Lynn Cook seconded the motion, and it passed with all ayes. It should be noted that Heidi Temko was absent for this roll call vote.

The Board discussed the need to update the Operations Contract and send it for an RFP (Request for Proposal). In order to do so, Lynn Cook, Heidi Temko, and Don Elias will meet with Gerry LaBudde to review the need for an O&M Manual (Operations and Maintenance).

The Board discussed the possible need for a Treasurer Position and asked that Don Elias review other small districts to determine how they handle the Treasurer Position.

Dan Negus made a motion to approve the ILG Good Governance Checklist and Handbook along with the legal counsel and auditor policy. Both documents will serve as a guide. Lynn Cook seconded the motion, and it passed with the following roll call vote: Lynn Cook - aye, Heidi Temko - aye, Dan Negus - aye, Kathleen Daugherty – aye, and Rolando de la Torre – aye.

The Board agreed to have a Budget Meeting date of May 18<sup>th</sup>, 2021, which is one week after the regular May Board Meeting.

Don Elias informed the Board for the need for the generator to be serviced before the summer usage and the PSPS begin. Don Elias will present a proposal bid at the next Board Meeting.

The following policies were posted for the first read: Adoption Amendment of Policies, Board Actions and Decisions, and Customer Relations. The Board Compensation Committee may propose an amendment to the Board Compensation Policy.

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, Dan Negus seconded the motion. The motion was approved unanimously by the Board. The information for future Board meetings can be found on the district website: [www.christianvalley.org](http://www.christianvalley.org).

Respectfully submitted,

*Don Elias*

Don S. Elias  
District Secretary / General Manager