

CHRISTIAN VALLEY PARK, C.S.D.
BOARD OF DIRECTORS MEETING

June 9th, 2020 at 7pm

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

Lynn Cook's residence
5185 Westridge Circle
Auburn CA 95602

(The Board will physically attend the meeting and the public will attend the meeting via Zoom)

Meeting ID: 530 878 8050

One tap mobile

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Dial by your location

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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 JUNE 9, 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, Operations Manager/Engineer**
 - 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 ByLaw Revision
 2. Board Compensation Study
 3. Fire Safety and Station
 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.)
- c. **Other**

F. ACTION ITEMS

- a. **Waiver of Security (D/A):** The District will be asked to consider waiving security for the portion of deposits which are already insured by the FDIC
- b. **Budget developed at the May 19, 2020 Budget Meeting (D/A):** The Board will be asked to adopt the budget developed on May 19, 2020
- c. **Consider Resolution # 20-03 Placer County Election Services (D/A):** the Board will be asked to approve Resolution # 20-03, requesting Placer County Elections Services for the District election
- d. **Resolution # 20-04 Direct Charge of Stand-by Water Fees (D/A):** The Board will be asked to approve Resolution # 20-04, Placing Direct Charge of Stand-by Water Fees on the identified properties entitled to water from the District
- e. **Resolution# 20-05 Direct Charge of the Gayle Loop Properties for the Main line Extension (D/A):** The Board will be asked to approve Resolution # 20-05, Placing a Direct Charge on identified properties to fund the debt payment of the Main line extension in the Gayle Loop area
- f. **Installation of street reflectors for hydrant locations (D/A):** The Board will be asked to consider a contract with Hydros, Inc for the installation of the street reflectors at a cost of up to \$650

G. INFORMATION/DISCUSSION

- a. **Summer Road Project# 20-01 (D/A):** The Board will open the sealed bids and may award the contract
- b. **Conflict of Interest Code Policy (D/I):** The Board will consider revisions to the current Conflict of Interest Code for the District
- c. **Job Description (D/I):** The Board will receive the following job descriptions for review only. Action will be taken at the next regular board meeting with the proposed corresponding salary schedules.
 1. General Manager
 2. Administrative Assistant / Clerk
- d. **July Agenda Items:** The Board will review the following items and/or develop additional items for the July agenda
 1. Job Description Approval for General Manager and Administrative Assistant/Clerk
 2. Board Bylaws Approval
 3. Policy Revision
 - a. Fiscal / Purchasing / Bidding Policy
 - b. Hiring / Personnel Policy
 - c. Conflict of Interest
 - 4.
 - 5.
 - 6.

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 May 12, 2020 Regular Board Meeting Minutes**
2. **Approve the Budget Meeting minutes of May 19, 2020**
3. **Review and Approval of monthly expenditures**

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

J. ADJOURNMENT

I certify that on _____, I personally posted a copy of this agenda in public view at the Placer Energy Center, 3710 Christian Valley Road, Auburn, CA 95602.

_____ 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.