

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

July 14th, 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
+16699009128,,5308788050# US (San Jose)
+12532158782,,5308788050# US (Tacoma)

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 JULY 14, 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 Bylaw Revision and Draft
 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 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. **Outdoor Bulletin Board Installation** (D/A): The Board will be asked to approve the purchase of 2 outdoor bulletin boards for posting of meeting and CVPSCD notices
3. **Moderator for Virtual Board Meetings (D/A)** The Board will consider the use of a special moderator to monitor “Hands Raised” or “Chat” for Zoom meetings to enable public comment on agenda items and items not on the agenda
4. **Lapel Microphones for Board Meetings –** (D/A): The Board will be asked to purchase personal or lapel microphones for each Board member to be used during meetings to enhance the ability of the public to hear the discussions.
5. **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.
6. **California Special District Association (CSDA)** (D/A): The Board will be asked to approve a membership with California Special Districts Association for a cost not exceed \$3,000 per year.
7. **Board Compensation** (D/A) The Board will be asked to consider postponing meeting compensation for the month of July to enable the compensation committee to receive feedback from Legal Counsel
8. **Newsletter** (D/A) The Board will review the newsletter for the residents to accompany the water billing.

G. INFORMATION/DISCUSSION/ACTION

1. **Summer Road Project# 20-01** (D/I/A): The Board will receive information on the Road Improvements Project and will discuss and may take action on the following:
 - a) **Road Funds Available** for Improvements
 - b) **Road Maintenance strategies for District owned roads.**
 - c) **Future Needed Road Projects**
2. **Conflict of Interest Code Policy** (D/I): The Board will discuss potential revisions to the current Conflict of Interest Code for the District
3. **Job Description: Administrative Assistant/Clerk** (D/I): The Board will receive the job description for Administrative Assistant/Clerk for review only. Action will be taken at the next regular board meeting with the proposed corresponding salary schedule.
4. **August Agenda Items:** The Board will review the following items and/or develop additional items for the August agenda
 - a. Job Description Approval
 - a. General Manager and corresponding salary schedule
 - b. Administrative Assistant/Clerk and corresponding salary schedule
 - b. Board Bylaws Addendum/Revisions Approval
 - c. Policy Approval
 - a. Conflict of Interest
 - d. Policy Review (1st read)
 - a. Fiscal / Purchasing / Bidding Policy
 - b. Hiring/Personnel

e. Board Compensation Resolution

5. Future Agenda Items:

- f. Policy Updates
- g. Job Description and Corresponding Salary Schedule
- h. Town Hall Meeting
- i. CVPCSD Roads
- j. 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 June 9, 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 _____, 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.