

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

January 12<sup>th</sup>, 2021

Open Session at 6:30pm

Closed Session at 6:40pm

Open Session at 7:15am

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

Don Elias' residence for Lynn Cook, Rolando de la Torre, Dan Negus 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

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+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)

Meeting ID: 530 878 8050

Find your local number: <https://us02web.zoom.us/j/5308788050>

***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 not 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 JANUARY 12, 2021**
- D. INTRODUCTIONS AND CORRESPONDENCE**
  - a) Introductions of people attending the board meeting

**E. PUBLIC ANNOUNCEMENT OF ITEMS FOR CLOSED SESSION**

- (1) CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: one case

**F. Public Comments on Closed Session Items**

*Remarks for closed session items shall be limited to no more than three (3) minutes.*

- G. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION** Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: one case

**OPEN SESSION**

**H. PUBLIC REPORT OF ACTION TAKEN IN CLOSED SESSION**

**J. REPORTS**

1. **Water Gerry LaBuddle, Hydros Engineering, Inc.**
  - a) Plant Maintenance
  - b) Storage Tank Project Update
2. **General Manager, Don Elias**
  - a) Board Training opportunities
  - b) Board Overpayment Update
  - c) Committee formation and updates
    1. Fire Safety and Station – not started
    2. Communications
    3. Policy Review / Development
    4. CIP Projects / Strategic Action Plan/ Other Projects (This committee will not take place until after the new Board is in place after November election.)
3. **Roads**
4. **Other Reports**

**K. ACTION ITEMS**

1. **Financial Assistance Program from PCWA (D/A)** The Board will be asked to approve a list of items to be included on the FAP application.
2. **Paso Robles Tank (D/A)** The Board will be asked to consider the release funds to PRT which have been used as a retainer
3. **Brown Act and Governance Training (D/A)** The Board will be asked to schedule a Brown Act Training
4. **Town Hall Meeting (D/A)** The Board will be asked to set a date and topic for a Town Hall Meeting,
5. **Approve a video of the Tank Project (D/A)** The Board will be asked to approve the tank project video if it's available.
6. **Policy Adoption (D/A) 2<sup>nd</sup> Read:** The Board will be asked to approve the following policies as recommended by CSDA and as reviewed by the Policy Committee.
  - a) Code of Ethics
  - b) Records Retention
  - c) Public Complaints
  - d) Correspondence to the Board

**L. INFORMATION/DISCUSSION/ACTION**

1. **Policy Review (D/I) First Read:** The Board will review the following policies as recommended by CSDA These policies will be reviewed by the policy committee and brought back for final approval at the February Regular Meeting.
  - a) Emergency preparedness
  - b) Claims Against the District

c) California Public Records Act Response Procedures

2. **February 2021 Agenda Items (D/I):** The Board will review the following items and/or develop additional items for the January agenda
3. **Policy approvals**
  - a) Emergency preparedness
  - b) Claims Against the District
  - c) California Public Records Act Response Procedures
4. **New Policy review**
  - a) Social Media
  - b) District Electronic Resources Policy and Procedures
  - c) Web Page
  - d) Electronic Document Retention
5. **Contracts for GM and Independent Contractors**
6. **New Hire: Administrative Assistant (Part time)**
7. **Appointment of a District Treasurer**
8. **List of Board Activities approved for compensation**
9. **Future Agenda Items:**
  - a) Town Hall Meeting
  - b) CVPCSD Roads
  - c) Ordinance Review/Updates
  - d) Brown Act ad Governance Training

**M. 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 December 15, 2020 Regular Board Meeting Minutes
2. Review and Approval of monthly expenditures

**N. COMMENTS FROM THE AUDIENCE FOR ITEMS NOT ON THE AGENDA**

**O. ADJOURNMENT**

I certify that on 1-9-2021, I personally posted a copy of this agenda in public view at the Placer Energy Center, 3710 Christian Valley Road, Auburn, CA 95602 and 5174 Westridge Circle, 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.