**CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT**

HCR 69, BOX 3094 CALIFORNIA VALLEY, CA 93453

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**MINUTES**

**OF A REGULAR BOARD OF DIRECTORS MEETING**

HELD ON

TUESDAY, MAY 7, 2024 @ 10:00 AM

**BOARD OF DIRECTORS AND STAFF**

RUTH LEGASPI, PRESIDENT GENERAL MANAGER

PIPER WILSON, VICE PRESIDENT KARINA SANCHEZ

STEPHEN MCVICAR, DIRECTOR

ROBERTA PETERSEN, DIRECTOR

NANCY GLOWSKI, DIRECTOR

NOTE**:** ALL COMMENTS CONCERNING AGENDA ITEMS ARE TO BE DIRECTED TO THE BOARD PRESIDENT.

ALL persons desiring to speak on agenda items during public comment or before a closed session are asked to fill out a board appearance request form to submit to the Secretary of the Board before the discussion of the agenda item. Each speaker is limited to a maximum of (3) minutes during the Consent Agenda, Public Hearing, Board Business, and before the closed session.

**1. CALL TO ORDER:** *10:20 a.m.*

**2. PLEDGE OF ALLEGIANCE-** *Led by President Legaspi*

**3. ROLL CALL-** *Directors Glowski, Petersen, Wilson, Legaspi- Present. Director McVicar- Absent*

**4. PUBLIC AGENCY REPORTS/UPDATES** *– CAL Fire-1 traffic call, 3 vehicle accidents, 4 medical aids, and 1 public assist.*

*Deputy McKenny- Absent. No report given.*

**5. PUBLIC COMMENT FOR ITEMS NOT ON THE AGENDA**

THIS IS THE TIME SET ASIDE FOR THE PUBLIC TO ADDRESS THE BOARD ON ITEMS OTHER THAN THOSE SCHEDULED ON THE AGENDA. EACH PERSON IS ASKED TO FILL OUT A “BOARD APPEARANCE REQUEST FORM” TO SUBMIT TO THE SECRETARY OF THE BOARD BEFORE THE DISCUSSION OF THE ITEM. EACH INDIVIDUAL IS LIMITED TO A THREE-MINUTE PRESENTATION.

*Public Comment-*

**6. CONSENT AGENDA**

THE FOLLOWING ITEMS ARE CONSIDERED ROUTINE AND NON-CONTROVERSIAL BY STAFF AND MAY BE APPROVED BY ONE MOTION IF NO MEMBER OF THE BOARD WISHES AN ITEM REMOVED. IF DISCUSSION IS DESIRED, THE ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND WILL BE CONSIDERED SEPARATELY. QUESTIONS MAY BE ASKED FOR CLARIFICATION SEPARATELY. QUESTIONS MAY BE ASKED FOR CLARIFICATION MADE BY THE BOARD. THE RECOMMENDATION FOR EACH ITEM IS NOTED IN BRACKETS.

ROUTINE ITEMS:

APPROVAL OF APRIL 1, 2024, WARRANTS

APPROVAL OF APRIL 2, 2024, BOARD MEETING MINUTES

APPROVAL OF APRIL 15, 2024, FINANCE COMMITTEE MINUTES

APPROVAL OF APRIL 16, 2024, POLICY COMMITTEE MINUTES

APPROVAL OF APRIL 16, 2024, WARRANTS

APPROVAL OF APRIL 22, 2024, WARRANTS

APPROVAL OF APRIL 25, 2024, WARRANTS

MAR 16- 31 PAYROLL SUMMARY

APR 1-15 PAYROLL SUMMARY

ACCOUNT BALANCES

ROAD MAINTENANCE LIST

BOARD MEMBER/ COMMITTEE REPORTS- *Directors Legaspi and Wilson give an oral report on the Finance Committee that they and GM attended on the 15th of April. During that meeting, they worked on the proposed 2024-25 Budget. Directors submitted this report. Both Director Legaspi and Director Wilson also gave an oral report and submitted a written report on the Policy meeting that they had on the 16th of the month with the GM concerning Board policies, Employee Handbook, and Holiday pay.*

GENERAL MANAGER REPORT- *GM Sanchez gives an oral report and submits a typed report.*

*Public Comment- John Wilson on Belmont Trail and Emergency calls.*

**CLOSED SESSION**

*7.) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: ONE (1) CASE PURSUANT TO GOV. CODE SECTION 54956.9 (d)(2) AND (3)-Tabled to the end of the meeting.*

**OLD BUSINESS**

8.) DISCUSSION AND MOTION ON THE FINDINGS OF SAN LUIS OBISPO COUNTY CERTIFIED UNIFIED PROGRAM AGENCY (CUPA) HAZARDOUS MATERIAL INSPECTION- *GM waiting on more information. No Public comment. This item is tabled for the next meeting.*

**NEW BUSINESS**

9.) DISCUSSION AND MOTION ON ORDINANCE NO. 2024-02- AN ORDINANCE OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS ESTABLISHING RULES AND REGULATIONS FOR THE COLLECTION AND DISPOSAL OF SOLID WASTE FOR THE FISCAL YEAR 2024-2025- *First reading.*

*Public comment- John Wilson. He believes that the ordinance should replace “developed properties” with “all properties” when it comes to the fee since the fee is attached to the APN and not the person or building. James Cordoza comments against fee on Vacant lots.*

*GM to send to the lawyer to review new board recommendations.*

10.) DISCUSSION AND MOTION ON RESOLUTION NO. 2024-02- A RESOLUTION BY THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT FOR THE COLLECTION AND PLACEMENT OF ALL DELINQUENT SOLID WASTE COLLECTION AND DISPOSAL FEES AND CHARGES FOR THE 2024-2025 FISCAL YEAR ONTO THE COUNTY PROPERTY TAX ROLL- *First Reading. No public comment.*

11.) DISCUSSION AND MOTION ON ORDINANCE NO. 2024-03- AN ORDINANCE OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT TO READOPT AND REPUBLISH THE ROAD MAINTENANCE CHARGE FOR THE FISCAL YEAR 2024-2025-*First reading. No Public Comment.*

12.) DISCUSSION AND MOTION ON RESOLUTION NO. 2024-03- A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT ELECTING TO HAVE THE 2024-2025 FISCAL YEAR ROAD MAINTENANCE CHARGES COLLECTED ON THE SAN LUIS OBISPO COUNTY TAX ROLL PURSUANT TO GOVERNMENT CODE 61115 CH2 FINANCE (61100-61126.5)- *First reading. No Public Comment.*

*The board agrees to a 5-minute recess. Recess start- 11:36 am. Return- 11:43 am.*

13.) DISCUSSION AND MOTION ON THE PROPOSED FISCAL YEAR 2024-25 BUDGET- *First review. Board members are to take it home for further review and bring back to the next board meeting with any issues, if any, before adoption.*

14.) DISCUSSION AND MOTION ON RESOLUTION 2024-04 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT ADOPTING THE 2024-25 FISCAL YEAR BUDGET**-** *First reading. No public comment.*

15.) DISCUSSION AND MOTION ON THE DISTRICT APPLYING FOR A PREPAID CREDIT CARD ($5,000.00 Limit)- *after board discussion and public comment from J. Wilson, President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds. No public Comment. Roll call vote- Glowski, Petersen, Wilson, Legaspi-yes, McVicar absent. Motion carries.*

*President Legaspi motions to allow the district to look into a prepaid card, Glowski seconds. Roll call vote- Glowski, Petersen, Wilson, Legaspi-yes, McVicar absent. Motion carries.*

16.) DISCUSSION AND MOTION ON TRANSFERING ABOUT $60,000.00 FROM THE LAIF ACCOUNT TO THE ROADS ($25,000.00), SWCD ($25,000.00), AND GENERAL ACCOUNT($10,000.00), TO COVER THE DISTRICT’S COSTS ( BILLS AND PAYROLL)-*After board discussion and no public comment. President Legaspi motions to suspend the rules and vote on this item today. Director Glowski seconds. No public comment. Roll call vote- Glowski, Petersen, Wilson, Legaspi-yes, McVicar absent. Motion carries.*

*Vice President Wilson motions to transfer $25,000.00 into the Roads, $25,000.00 into the SWCD account, and $10,000.00 into the General account. Director Glowski seconds. Roll call vote- Glowski, Petersen, Wilson- Yes, Legaspi- No, McVicar absent. Motion carries.*

17.) DISCUSSION AND MOTION ON THE EMPLOYEE HANDBOOK AND ADOPTION TO THE DISTRICT POLICY BOOK AS POLICY 11000- EMPLOYEE HANDBOOK- *Board to take home for further review. No public comment. Tabled.*

18.) DISCUSSION AND MOTION ON NEW DRAFT POLICY 1040- CORRESPONDENCE TO THE BOARD- *After board discussion and public comment from J. Wilson, President Legaspi motions to reject proposed Policy 1040- Correspondence to the Board. Director Glowski seconds. No public comment. Roll call vote- Glowski, Petersen, Wilson, Legaspi-yes, McVicar absent. Motion carries.*

19.) DISCUSSION AND MOTION ON NEW DRAFT POLICY 1045- LEGAL COUNSEL AND AUDITOR- *Tabled. GM to consult legal counsel over changing auditors in the same firm.*

20.) DISCUSSION AND MOTION ON REVISING POLICY 9010- HOLIDAYS- *Tabled. GM to consult legal counsel about making some changes to the policy.*

21.) DISCUSSION AND MOTION TO HAVE THE GENERAL MANAGER CONTACT THE COUNTY TO GET OUR UNIT AND LOT NUMBERS ON THE RECORDS FOR MAILBOXES IN CALIFORNIA VALLEY FOR PEOPLE WHO LIVE OFF GRID BUT LEGALLY OWN THE PROPERTY- *After board discussion and Public comment by J. Wilson, President Legaspi motions to suspend the rules and vote on this item today. Director Glowski seconds. No public comment. Roll call vote- Glowski, Petersen, Wilson, Legaspi-yes, McVicar absent. Motion carries.*

*President Legaspi motions to have the GM contact the county to find out what property owners can do to be allowed to get Mailboxes issued to them by providing legal descriptions of their properties such as Unit and Lot numbers. Director Glowski seconds. No public comment. Roll call vote- Glowski, Petersen, Wilson, Legaspi-yes, McVicar absent. Motion carries.*

**CLOSED SESSION**

*7.) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: ONE (1) CASE PURSUANT TO GOV. CODE SECTION 54956.9 (d)(2) AND (3)- The Board entered closed session at 12:51 pm and returned at 1:34 pm. No reportable action was taken at this time.*

Adjourned*- 1:35 pm*

 Posted: Thursday, May 9, 2024

Next Board Meeting, Tuesday, June 4, 2024

**Americans with Disabilities ACT**

If you need a disability-related modification or accommodation to participate in this meeting, please contact (General Manager) at (805)-475-2211. Requests must be submitted one full business day before the meeting.