**CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT**

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**MINUTES**

Regular Meeting of the Board of Directors of California Valley

Held on

TUESDAY, JULY 6, 2021 @7:30 PM

**BOARD OF DIRECTORS AND STAFF**

RUTH LEGASPI, PRESIDENT GENERAL MANAGER

NANCY GLOWSKI, VICE PRESIDENT KARINA SANCHEZ

STEPHEN MCVICAR, DIRECTOR

ROBERTA PETERSEN, DIRECTOR

PIPER WILSON, 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 prior to a closed session are asked to fill out a board appearance request form.

**1. CALL TO ORDER** 7:32 PM

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL-** Director Petersen-here, Director Wilson-here, Director McVicar-here, Vice President Glowski- here, President Legaspi-here.

**4. PUBLIC AGENCY REPORTS/UPDATES-** Cal Fire reports 6 total calls- 4 medical aids, 2 vegetation fires.

**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 OUR A “BOARD APPEARANCE REQUEST FORM” TO SUBMIT TO THE SECRETARY OF THE BOARD PRIOR TO DISCUSSION OF THE ITEM. EACH INDIVIDUAL IS LIMITED TO A THREE- MINUTE PRESENTATION. – Resident John Wilson reminds the District about swap meets every second Saturday of the month.

**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 JUNE 1, 2021, MEETING MINUTES

APPROVAL OF JUNE 28, 2021, SWCD ADHOC COMMITTEE MINUTES

APPROVAL OF JUNE 29, 2021, POLICY MINUTES

APPROVAL OF JUNE 2, 2021, WARRANTS

APPROVAL OF, JUNE 15, 2021, WARRANTS

MAY 16-31 PAYROLL SUMMARY

JUNE 1-15 PAYROLL SUMMARY

ACCOUNT BALANCES

GENERAL MANAGERS REPORT- GM Karina Sanchez submits a written and verbal report for the month of June. The District had a policy and a SWCD ad hoc meeting. CVCSD plans on conducting a Prop 218 to add an essential fee to properties to help the SWCD account that keeps going in the red often. The policy committee revised policy 2040- Community Service Building use. GM also announced that the CVCSD passed Call Fire inspection for the year.

BOARD/COMMITTEE REPORTS- President Legaspi submits a verbal and written report on the policy committee and SWCD ad hoc committee that was held in the month of June. Vice President Glowski submits a written and verbal report on the SWCD ad hoc committee she attended, and Director Wilson also submits a written and verbal report on the policy meeting she attended.

After board discussion, President Legaspi motions to accept consent agenda as is, Director Wilson seconds.

Public Comment- None

Roll call to accept consent agenda as is- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

**OLD BUSSINESS:**

7.) DISCUSSION AND MOTION ON GETTING A CREDIT CARD FOR DISTRICT PURPOSES-

After board discussion, President Legaspi motions to allow herself and GM Sanchez go to Bank Of America and apply for the credit card. Director Petersen seconds.

Public comment – John Wilson

Roll call to allow President Legaspi and GM Sanchez go to Bank of America to apply for a District credit card- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

**NEW BUSINESS:**

8.) DISCUSSION AND MOTION ON ANSWERING AUDIT QUESTIONAIRE FOR THE BOARD- President Legaspi motions to Suspend the rules and vote on this item tonight, Vice President Glowski seconds.

Public comment- John Wilson

Roll call vote to suspend the rules and vote on this item tonight- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

After board discussion and the answering of the questionnaire, President Legaspi motions to accept answers and submit to Auditors, Director Petersen seconds.

Public comment- John Wilson

Roll call to accept answers and submit to Auditors- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

9.) DISCUSSION AND MOTION ON HAVING THE DISTRICT SEND AN EMPLYEE TO A TRUCK DRIVING SCHOOL, PAY FOR THEIR TRAINING, AND HAVE THE EMPLOYEE RE PAY THE DISTRICT ONCE THEY HAVE COMPLETED THE COURSE. EMPLOYEE WILL ALSO ENTER A CONTRACT AGREEING TO STAY WITH THE DISTRICT FOR A MINIMUM OF SO MANY YEARS.

Tabled to next meeting. GM to look into contracts that other Special Districts have and bring back. Also, Policy committee to get together to form a policy regarding this item.

Public comment- John Wilson

10.) DISCUSSION AND MOTION ON ALLOWING THE GENERAL MANAGER TO WORK OVERTIME AND WORK ON POLICIES NEEDED ACCORDING TO AUDIT AND TO RUN DISTRICT OPERATIONS (POLICIES AND PROCEEDURES)- President Legaspi motions to suspend the rules and vote on this item tonight, Director Petersen Seconds.

Public comment- John Wilson

Roll call to suspend the rules and vote on this item tonight- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

After board discussion, President Legaspi motions to allow GM 8 hours of overtime to work on Auditors Recommended policies, Director Wilson seconds.

Public comment- John Wilson

Roll call to allow GM 8 hours of overtime to work on policies- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

11.) DISCUSSION AND MOTION ON CHANGING TIME OF THE DISTRICT REGULAR MONTHLY MEETINGS- President Legaspi motions to suspend the rules and vote on this item tonight. Director Petersen seconds.

Public comment- John Wilson

Roll call to suspend the rules and vote on this item tonight- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

After board discussion, President Legaspi motions to change the regular monthly meeting to 10AM. Vice President Glowski seconds.

Public comment- John Wilson

Roll call to change the regular monthly meeting to 10AM- Director Petersen-yes, Director Wilson- yes, Director McVicar- no, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

GM to create a resolution with new time and bring back to the next meeting as new business.

12.) DISCUSSION AND MOTION ON POLICY 2040- COMMUNITY SERVICE BUILDING USE- Tabled to next meeting- GM to Bring back with corrections and resolution.

Public comment- No.

13.) DISCUSSION AND MOTION ON HAVING CHC (VACCINE TASK FORCE) ADMINISTER COVID- 19 VACCINES TO THE RESIDENTS OF CALIFORNIA VALLEY INSIDE OUR DISTRICT BUILDING.

* FIRST VISIT WOULD BE JULY 16, 2021, FROM 11AM -2PM
* SECOND VISIT WOULD BE AUGUST 13, 2021.

President Legaspi motions to suspend the rules and vote on this item tonight. Director Wilson seconds.

Public comment- John Wilson

Roll call to suspend the rules and vote on this item tonight- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

After board discussion, President Legaspi motions to allow CHC use two rooms in our building to administer vaccines and have a waiting area with the condition that the CVCSD will not be responsible for any mishaps having to do with the vaccine. Director Wilson seconds.

Public comment- John Wilson

Roll call to allow CHC use two rooms for the administration of vaccines with the condition that the CVCSD will not be responsible for any mishaps of the vaccine- Director Petersen-yes, Director Wilson- yes, Director McVicar- yes, Vice president Glowski- yes, President Legaspi- yes. Motion carries.

Adjourned: 9:59 PM

Posted: Thursday July 1, 2021

Next Board Meeting, Tuesday, August 3, 2021, 7:30pm

American 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.