CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT

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**AGENDA**

For a Policy Committee Meeting of the California Valley Community Services District

13080 Soda Lake Rd, California Valley, CA 93543

To be Held on Thursday October 21, 2021 @ 9:00 AM

**DIRECTOR STAFF**

Piper Wilson- Chair Karina Sanchez, General Manager

Ruth Legaspi -Co/ Chair

1.) CALL TO ORDER

2.) ROLL CALL

3.) DISCUSSION AND MOTION ON AUDITOR’S ANNUAL POLICY RECOMMENDATIONS

4.) DISCUSSION AND MOTION ON REVISING CHAPTER 5000- FACILITIES DEVELOPMENT, OF THE POLICY BOOK

5.) DISCUSSION AND MOTION ON ADDING *ADDOPTION/ AMENDMENT OF POLICIES* ON TO THE POLICY BOOK.

6.) DISCUSSION AND MOTION ON ADDING *BASIS OF AUTHORITY POLICY* ON TO THE POLICY BOOK.

7.) DISCUSSION AND MOTION ON ADDING *BOARD SECRETARY* POLICY ON TO THE POLICY BOOK.

8.) DISCUSSION AND MOTION ON ADDING *2100 ADMINISTRATION* CHAPTER AND POLICIES TO THE POLICY BOOK.

*ACCOUNT RECEIVABLE POLICY*

*ASSET PROTECTION AND FRAUD IN THE WORKPLACE*

*BUDGET PREPARATION (REVISE)*

*CREDIT CARD USE AND RESOLUTION*

*INVESTMENT POLICY AND RESOLUTION (REVISE)*

*EMPLOYMENT OF OUTSIDE CONTRACTORS AND CONSULTANTS (REVISE)*

*EXPENSE AUTORIZATION/ PETTY CASH (REVISE)*

*PURCHASING*

*INVESTMENT OF DISTRICT FUNDS (REVISE)*

*RECEIVING/ DEPOSITING REMITTANCES*

*RECORDS RETENTION (REVISE)*

*RESERVE POLICY*

*DEBT MANAGEMENT*

*INTERNAL CONTROLS*

9.) DISCUSSION AND MOTION ON ADDING AN EMPLOYEE ADDITIONAL TRAINING/ COURSE CONTRACT POLICY.

10.) DISCUSSION AND MOTION ON ADDING A PARK AND REC POLICY PROCEEDURE.

Adjourned:

Next Meeting: TBA

Posted: Monday Oct 18, 2021

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.