CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT

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**MINUTES**

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

13080 Soda Lake Rd, California Valley, CA 93543

Held on Tuesday August 31, 2021 @ 9:00 AM

**DIRECTOR STAFF**

Piper Wilson- Chair Karina Sanchez, General Manager

Ruth Legaspi -Co/ Chair

1.) CALL TO ORDER- 9:05 AM

2.) ROLL CALL- Director Wilson here, GM Sanchez- here, Director Legaspi- absent.

3.) DISCUSSION AND MOTION ON AUDITOR’S ANNUAL POLICY RECOMMENDATIONS- GM has created an accounting policies and procedures manual. This covers all accounting recommendations that the auditors have recommended. GM is to make some adjustments and bring back to next policy meeting before submitting to the board at a regular board meeting.

4.) DISCUSSION AND MOTION ON REVISING CHAPTER 5000- FACILITIES DEVELOPMENT, OF THE POLICY BOOK- GM has briefed Director Wilson on what was discussed last meeting she was absent (The Policy committee has decided that chapter 5000 of the policy book needs to be revised. GM is to make chapter 5000 of the policy book up to date and complete. Policy 5001 #2 needs a current-colored map representing the tier levels and approximate length of each tier. #6 of Policy 5001 needs updated estimate costs of double chip seal for the next 5 years. The policy committee desires to add policy 5005.5 to make sure we add the manual that the District should use for guidance in building and maintaining gravel roads. For policies 5025.5 and 5030, the policy committee wishes to add that in asphalt surfacing and special and non- road projects, the District is to bid these out. For policy 5040 Maintained Road System (Tier One & Two Roads), the GM is to update all roads with current Tiers and lengths). Director Wilson to look for the District map that she had and see if any information on that map should be included on the new one.

Adjourned: 11:09 AM

Next Meeting: TBA

Posted: Tuesday August 31, 2021

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