**CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT**

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**MINUTES**

**OF A REGULAR BOARD OF DIRECTORS MEETING**

HELD ON

TUESDAY, JULY 5, 2022 @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 prior to a closed session are asked to fill out a board appearance request form to submit to the Secretary of the Board prior to discussion of the agenda item. Each individual speaker is limited to a maximum of (3) minutes during the Consent Agenda, Public Hearing, Board Business, and prior to closed session.

**1. CALL TO ORDER-** 10:02AM

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL –** ALL PRESENT

**4. PUBLIC AGENCY REPORTS/UPDATES-** CAL Fire reports eight calls in the month of June. Two medical aids and six 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.

-No 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 JUNE 1, 2022, WARRANTS

APPROVAL OF JUNE 7, 2022, MEETING MINUTES

APPROVAL OF JUNE 8, 2022, WARRANTS

APPROVAL OF JUNE 14, 2022, FINANCE COMMITTEE MINUTES

APPROVAL OF JUNE 16, 2022, WARRANTS

APPROVAL OF JUNE 20, 2022, SPECIAL MEETING MINUTES

APPROVAL OF JUNE 20, 2022, SWCD COMMITTEE MEETING MINUTES

APPROVAL OF JUNE 21, 2022, ROADS COMMITTEE MEETING MINUTES

APPROVAL OF JUNE 22, 2022, POLICY COMMITTEE MEETING MINUTES

MAY 16-31 PAYROLL SUMMARY

JUNE 1-15 PAYROLL SUMMARY

ACCOUNT BALANCES

GENERAL MANAGERS REPORT- GM gives oral report and submits written report.

**Roads**

Road work orders are still on hold due to our grader being in the shop. The latest on this piece of equipment is that they had to order another new engine because the last one they received failed the compressor test. They received the new one last week and the mechanics from Quin have been told from CAT to inspect the timing gears in the front cover because it was making a ticking noise. Joanne from Quinn is to give me an update as soon as possible. All other road vehicles/ equipment is doing ok. The John Deere is one that needs to be replaced. Agenda Item # 9 will explain an option for the district as far as replacing it. I have received the county assessors report and will be working on road charges this month. FEMA has not responded to CALOES latest request concerning Belmont Trl. FEMA has until the end of August to respond.

 **SWCD**

Delinquent bills will be worked on this month as well. They will be turned in along with Road charges to added on property tax bills. The estimated amount on delinquents is 20,160.00. As the board is already aware of, our trash truck is inoperable and needs some parts replaced before we can operate it. We have received the parts and one of our employees is working on replacing these parts. We are hoping that we will not have to use San Miguel tomorrow. We have received the latest quote from Affinity truck Center in Paso Robles for our new trash truck. The total is $174,286.16. this includes sales tax and DMV fees. I have submitted the pre grant application to the USDA. They will review and let me know if I need to make any corrections or need additional information before submitting. Remember that this does not mean that we will be granted the grant.

**Finances**

Account balances have been turned in in the consent agenda. As well with the 2022-23 proposed budget and resolution. Also, the district still has to conduct the transfer from the LAIF account to the General account for upcoming purchases that the SWCD account does not have funds for.

**Meetings**

The District had one special meeting and three committee meetings in the month of June. The Special Meeting was on June 20, 2022. In this special meeting the board reviewed different bids submitted for a new trash truck and decided on the one that is a better price and going to be delivered to us in a timely manner. June 20, 2022, we held a SWCS committed to talk about the Prop 218 we plan to have in the next couple of months. June 21, 2022, we held a Roads committee to talk about the same. Lastly, on June 22, 2022, we held a Policy meeting where we worked on policies that you will be reviewing today to adopt.

**Other**

I am requesting that I be able to take a week of vacation in August. The dates are not for sure yet as I have not purchased my plane ticket, but the event that I will be part of is August 11-14. Attached are special dates sent by the county for the upcoming election. Two seats on our current board will be open.

**Employees**

I have let go an employee and hired a new employee, Francisco DeLeon.

ROAD MAINTENANCE AND ROAD WORK ORDERS

BOARD/COMMITTEE REPORTS- President Legaspi and Vice president Wilson give oral reports and submit written reports of all five meetings they attended in the month of June- 1 Finance committee meeting, 1 Special meeting, 1 SWCD committee meeting, 1 Roads committee meeting, and 1 Policy committee meeting.

Public comment on consent agenda- none.

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

**OLD BUSINESS:**

7.) DISCUSSION AND MOTION ON HAVING A SPRING CLEAN UP DAY FOR CALIFORNIA VALLEY RESIDENTS- Tabled.

**NEW BUSINESS**

8.) DISCUSSION AND MOTION ON RESOLUTION 2022-05 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT ADOPTING THE 2022/23 FISCAL YEAR BUDGET. President Legaspi motions to suspend the rules and vote on this item today. Director Petersen seconds.

Public comment- none. Roll call to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to accept Resolution 2022-05 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT ADOPTING THE 2022/23 FISCAL YEAR BUDGET. Vice President Wilson seconds.

Public comment- none. Roll call vote to accept Resolution 2022-05 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT ADOPTING THE 2022/23 FISCAL YEAR BUDGET- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

9.) DISCUSSION AND MOTION ON AIR POLLUTION CONTROL DISTRICT (APCD) OFF ROAD EQUIPMENT REPLACEMENT GRANT. A REPLACEMENT OPTION FOR THE DISTRICTS JOHN DEERE. President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to move forward with submitting APCD grant application for the John Deere replacement. Director Petersen seconds.

Public comment- none. Roll call vote to move forward with submitting APCD grant application for the John Deere replacement- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

10.) DISCUSSION AND MOTION ON THE DISTRICT ENTERING A CONTRACT WITH VERIZON CONNECT REVEAL, A FLEET MANAGEMENT AND TRACKING SYSTEM. President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to purchase Verizon Connect Reveal and submit reimbursement requests to SDRMA for loss prevention funds. Director Nancy seconds.

Public comment- none. Roll call vote to purchase Verizon Connect Reveal and submit reimbursement requests to SDRMA for loss prevention funds- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

11.) DISCUSSION AND MOTION ON ADOPTING POLICY 9045- Employee Tuition Reimbursement. President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to adopt Policy 9045- Employee Tuition Reimbursement. Vice President Wilson seconds.

Public comment- none. Roll call vote to adopt Policy 9045- Employee Tuition Reimbursement- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

12.) DISCUSSION AND MOTION ON PASSING RESOLUTION 2022-06 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT FOR THE ADOPTION OF AN EMPLOYEE TUITION REIMBURSEMENT POLICY. President Legaspi motions to suspend the rules and vote on this item today. Vice President Legaspi seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to accept RESOLUTION 2022-06 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT FOR THE ADOPTION OF AN EMPLOYEE TUITION REIMBURSEMENT POLICY. Vice President Wilson Seconds.

Public Comment- none. Roll call vote to accept RESOLUTION 2022-06 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICES DISTRICT FOR THE ADOPTION OF AN EMPLOYEE TUITION REIMBURSEMENT POLICY- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

13.) DISCUSSION AND MOTION ON REPLACING POLICY 8030- COMPENSATION WITH REVISED POLICY 8030- COMPENSATION. President Legaspi motions to suspend the rules and vote on this item today. Director Glowski seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to adopt new Policy 8030- Compensation. Director Petersen seconds.

Public comment- none. Roll call vote to adopt new Policy 8030- Compensation- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

14.) DISCUSSION AND MOTION ON CONSOLIDATING POLICY 8040-VEHICLE COST REIMBURSEMENT, POLICY 8041- CELL PHONE REIMBURSEMENT, AND POLICY 11005- BUSINESS TRAVEL & REIMBURSEMENT, INTO ONE NEW POLICY 8055- REIMBURSEMENT POLICY. President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to adopt new Policy 8055- Reimbursement Policy. Director Glowski seconds.

Public comment- none. Roll call vote to adopt new Policy 8055- Reimbursement Policy- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

15.) DISCUSSION AND MOTION ON REPLACING POLICY 8035- UNIFORMS TO NEW POLICY 10031 UNIFORMS AND PROTECTIVE CLOTHING. President Legaspi motions to suspend the rules and vote on this item today. Vice President Wilson seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions adopt new Policy 10031- Uniforms and Protective Clothing. Director Glowski seconds.

Public comment- none. Roll call vote to adopt new Policy 10031-Uniforms and Protective Clothing- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

16.) DISCUSSION AND MOTION ON PASSING RESOLUTION 2022-07 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 8, 2022, CONSOLIDATED GENERAL ELECTION. President Legaspi motions to suspend the rules and vote on this item today. Director Roberta seconds.

Public comment- none. Roll call vote to suspend the rules and vote on this item today- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

After board discussion President Legaspi motions to accept RESOLUTION 2022-07 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 8, 2022, CONSOLIDATED GENERAL ELECTION. Director Glowski seconds.

Public comment- none. Roll call vote to accept RESOLUTION 2022-07 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CALIFORNIA VALLEY COMMUNITY SERVICE DISTRICT REQUESTING CONSOLIDATION OF THEIR BIENNIAL ELECTION WITH THE NOVEMBER 8, 2022, CONSOLIDATED GENERAL ELECTION- Director Glowski- yes, Director Petersen- yes, Director McVicar- yes, Vice President Wilson-yes, President Legaspi- yes. Motion carries.

17.) DISCUSSION ON WHAT SOLID WASTE COLLECTION & DISPOSAL COMMITTEE AND ROADS COMMITTEE HAVE COME UP WITH REGARDING FEES TO BE ADDED BY PROP 218. This was a discussion only. President Legaspi explains what the SWCD and Roads committees have come up with in additional fees to get the district out of the red. As of now it is a $10.00 yearly fee for trash to all property owners and a $30.00 increase for Road Maintenance charges. These fees would be attached to all APN’s and placed on property taxes.

Adjourned: 11:22 am

Posted: Wednesday July 6, 2022

Next Board Meeting, Tuesday, August 2, 2022, 10:00 AM

**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.