



COPPER VALLEY COMMUNITY SERVICES DISTRICT
 1000 Saddle Creek Drive
 Copperopolis, CA 95228
 (209) 785-0100 – coppervalleycsd.org

DIRECTORS
 Larry Hoffman, President
 Ken Albertson, Vice President
 Roger Golden
 Darlene DeBaldo

COPPER VALLEY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
TELE-CONFERENCE AGENDA
 January 19, 2021
 2:00 PM

LOCATION: TELECONFERENCE - SEE BELOW
IMPORTANT NOTICE REGARDING COVID-19 AND TELECONFERENCED MEETINGS:

Based on the mandates by the Governor’s Executive Order 33-20 and the County Public Health Officer to shelter in place and the guidance from the CDC, to minimize the spread of the coronavirus, please note the following changes to the District’s ordinary meeting procedures:

- The District offices are not open to the public at this time.
- The meeting will be conducted via teleconference using gotomeeting.com. (See authorization in the Governor’s Executive Order 29-20)
- All members of the public seeking to observe and/or to address the CVCS D Board may participate in the meeting telephonically or otherwise electronically in the manner described below.

Regular Board Meeting

Tue, Jan 19, 2021 2:00 PM - 4:00 PM (PST)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/628343669>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 866 899 4679

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Access Code: 628-343-669

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HOW TO SUBMIT PUBLIC COMMENTS:

Written/ Read Aloud: Please email your comments to mccutchenconsulting@gmail.com write "Public Comment" in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the

meeting (not to exceed three minutes at staff's cadence), prominently write "Read Aloud at Meeting" at the top of the email.

Telephonic / Electronic Comments: During the meeting, the Board President or designee will announce the opportunity to make public comments by voice. Comments can be emailed in advance of the Board meeting. Send email to mccutchenconsulting@gmail.com and write "Public Comment" in the subject line, include the agenda item number and its title, as well as your comments.

ACCESSIBILITY INFORMATION:

Board Meetings are accessible to people with disabilities and others who need assistance. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to observe and/or participate in this meeting and access meeting-related materials should contact Nicole McCutchen, Board Clerk, at least 48 hours before a regular meeting at (209) 272-0957 or mccutchenconsulting@gmail.com. Advanced notification will enable the District to swiftly resolve such requests to ensure accessibility.

PUBLIC RECORDS:

Public records that relate to any item on the open session agenda for a meeting are available for public inspection. Those records that are distributed after the agenda posting deadline for the meeting are available for public inspection at the same time they are distributed to all or a majority of the members of the Board. The Board has designated the District's website located at <https://www.coppervalleycsd.org> as the place for making those public records available for inspection. The documents may also be obtained by calling the District office.

**COPPER VALLEY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING
TELE-CONFERENCE AGENDA**

January 19, 2021
2:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. CHANGES TO ORDER OF AGENDA**

- 5. PUBLIC COMMENT** (Each speaker is limited to two (2) minutes) Members of the public are appreciated for taking the time to attend this meeting and provide comments on matters of District business. Any member of the public may address the Board relating to any matter within the Board's jurisdiction. This need not be related to any item on the agenda; however, the Board cannot act on an item unless it was noticed on the agenda

- 6. CONSENT CALENDAR**

Consent Calendar items are considered routine and will be acted upon by one motion. There will be no separate discussion on these items unless a member of the Board, Staff or a member of the Public requests specific items be set aside for separate discussion.

- a) Review of monthly financial report, approval of bills and claims for the month of December 2020.
- b) Approval of the minutes from the Regular Board Meeting held December 15, 2020.
- c) Approval of amendment to the General Manager's employment agreement to increase salary by 5% effective January 1, 2021

- 7. DISCUSSION AND ACTION ITEMS**

The Board of Directors intends to consider each of the following items and may act at this meeting. Public comment is allowed on each individual agenda item listed below, and such comment will be considered in advance of each Board action.

- a) Status report on the Implementation of the terms of the Interim Operating Agreement with CV Properties
- b) Status update on the implementation of the RFID gate operating system
- c) Consideration of approval of the Management Objectives for the General Manager for the 2021 calendar year
- d) Consideration of the process for filling a vacancy on the Board of Directors due to the resignation of Director Don Kurtz by appointment or election

- 8. STAFF AND DIRECTOR REPORTS**

Brief reports may be provided by District staff and/or Board members as information on matters of general interest. No action will be taken by the Board during Reports, however items discussed may be recommended for discussion and action on a future agenda.

- a) General Managers Report
- b) Site Managers Report

- 9. ADJOURNMENT**

Agenda Materials: May be viewed on the bulletin boards outside the Copper Valley Pro Shop, on the Sports Club Bulletin Board, in the viewing box outside the CSD main office and at the CSD Website typically three days preceding each meeting date. Materials will also be available at the meeting.

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Americans with Disabilities Act Compliance: If you require special assistance to participate in Board Meetings, please contact the CVCSO Board Clerk at (209) 272-0957. Advance notification will enable the District to make reasonable arrangements to insure accessibility.



COPPER VALLEY COMMUNITY SERVICES DISTRICT

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Copperopolis, CA 95228
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DIRECTORS

Roger Golden, President
Larry Hoffman, Vice President
Ken Albertson
Darlene DeBaldo
Don Kurtz

**COPPER VALLEY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING MINUTES
TELE-CONFERENCE**

December 15, 2020
2:00 PM

1. **CALL TO ORDER** Meeting called to order at 2:02pm
2. **ROLL CALL** President Golden, Vice President Hoffman, Director Albertson, Director DeBaldo, Director Kurtz, General Manager Kampa, Office Manager McCutchen, Site Manager Hebard.
3. **PLEDGE OF ALLEGIANCE**
4. **CHANGES TO ORDER OF AGENDA** None requested
5. **PUBLIC COMMENT** Two public comments were read by the General Manager.
6. **CONSENT CALENDAR.**
 - a) Review of monthly financial report, approval of bills and claims for the month of November 2020.
 - b) Approval of the minutes from the Regular Board Meeting held November 17, 2020.
Vice President Hoffman makes a motion to approve the Consent Calendar for the month of December 2020. Director Kurtz seconds, motion passes unanimously.
7. **DISCUSSION AND ACTION ITEMS**
 - a) Adoption of a Resolution abandoning interest in an Open Space Wildlife Habitat Easement within Lot 396, Saddle Creek Unity 4A, Tract No. 94-545 Vice President Hoffman makes a motion to Adopt a Resolution abandoning interest in an Open Space Wildlife Habitat Easement within Lot 396, Saddle Creek Unity 4A, Tract No. 94-545, Director Albertson seconds, motion passes unanimously.
 - b) Discussion and direction to management regarding hourly and FLSA exempt positions with the District, their duties, responsibilities and work schedules Discussion took place, this item needs further legal review, will be tabled for future discussions.
 - c) Approval of a Radio Frequency Identification (RFID) System Implementation procedure Director Kurtz makes a motion to approve a Radio Frequency Identification (RFID) System Implementation procedure. Director Albertson seconds, motion passes unanimously.
 - d) Consideration of approval of membership in the CPS HR Consulting, HR On-Demand program in the amount of \$1,950 for a one year membership Director DeBaldo makes a motion to approve a membership in the CPS HR Consulting, HR ON-Demand program in the amount of \$1,950 for a one year membership. Director Albertson seconds, motion passes unanimously.
 - e) Election of Board Officers for Calendar Year 2021 Director Golden nominated Director Hoffman to serve as President for 2021. Director Hoffman nominated Director Albertson to serve as Vice-President. The motion was approved unanimously.
 - f) Consideration of approval of Task Order #2020-02 with Willdan Engineering for the development of an infrastructure replacement analysis and reserve fund Vice President Hoffman makes a motion to approve of Task Order #2020-02 with Willdan Engineering for the development of an infrastructure replacement analysis and reserve fund. Director DeBaldo seconds, motion passes unanimously.
 - g) Adoption of a Resolution changing the District name and authorizing designated officials on the Local Agency Investment Fund (LAIF) account Director Kurtz makes a motion to Adopt a Resolution changing the District name and authorizing designated officials on the Local Agency Investment Fund (LAIF) account. Vice President Hoffman seconds, motion passes unanimously.
8. **STAFF AND DIRECTOR REPORTS**
 - a) General Managers Report
 - b) Site Managers Report

9. CLOSED SESSION – California Government Code 54957 Closed session began at 3:34pm

Public employee performance evaluation – General Manager

Public comment will be taken on Closed Session items in advance of the Board entering Closed Session.

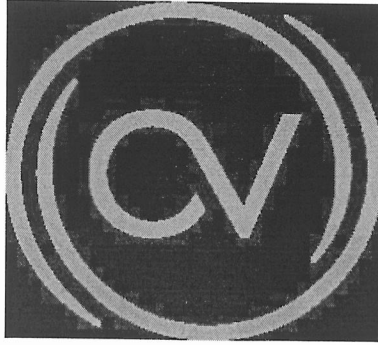
10. RECONVENE OPEN SESSION – Announce Action Taken in Closed Session

a) Consideration of potential amendments to the General Manager employment agreement

The Board reconvened at 3:51pm

Vice President makes a motion to approve a 5% increase to the General Managers salary agreement effective January 1, 2021. Director Albertson seconds, motion passes unanimously.

11. ADJOURNMENT Meeting adjourned at 4:01pm



Copper Valley Community Services District
Treasurer's Report

December 31, 2020

**Copper Valley Community Services District
Treasurer's Report
December 2020**

Statement of Cash Flows

For the 6 Months Ending December 31, 2020

	Umpqua Bank Checking	Calaveras Co Fund 2188	LAIF	YTD Total
Net Income	(1,620,866)	(62,845)	604	(1,683,107)
OPERATING ACTIVITIES				
Adjustments to reconcile Net Income to Net Cash used in Operations:				
1200 Accounts Receivable	-			-
2000 Accounts Payable	23,520			23,520
2050 Umpqua CSDA Visa	9,045			9,045
2100 Payroll Taxes Payable	2,835			2,835
2110 Garnishments Payable	-			-
2150 Accrued Payroll	19,146			19,146
2200 Sales Tax Payable	-			-
Net cash used in operating activities	(1,566,320)	(62,845)	604	(1,628,561)
Net cash decrease for period	(1,566,320)	(62,845)	604	(1,628,561)
Cash at beginning of period (7/1/2020)	2,159,360	62,363	104,553	2,326,276
Cash at end of period	593,039	(482)	105,157	697,714

**Copper Valley Community Services District
Treasurer's Report
December 2020**

Cash Flow Projection

FY 2020-21							FY 21-22	
Dec-2020	Jan-2021	Feb-2021	Mar-2021	Apr-2021	May-2021	Jun-2021	Jul-2021	Aug-2021

REGULAR CHECKING

Beginning Checking Account Balance	\$	728,716	\$	593,039	\$	521,888	\$	1,184,824	\$	1,113,672	\$	1,042,521	\$	1,406,810	\$	1,335,658	\$	1,264,507			
Deposits																					
Assessments	\$	-		\$	734,087							533,881						\$	66,735		
Other Income	\$	50																			
Road Improvement Loan	\$	-																			
Disbursements																					
Paychecks	\$	33,065	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	\$	27,000	
Payroll Taxes	\$	8,617	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	\$	10,000	
Checks Written																					
Other Operating & Admin Costs	\$	8,560	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	\$	14,000	
Bonuses - IRA payments																					
Property Liability Insurance	\$	-																			
Worker's Comp Insurance	\$	-																			
Lease payments	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	\$	1,051	
Capital Outlay	\$	-																			
Projects Costs																					
Series A (2018 project refinance)	\$	-										40861									
Series B (Phase 2 Road Imprpv.)	\$	-										57580									
Valley Entry System	\$	11,218	\$	-																	
American Chevrolet	\$	40,698																			
Signal Service	\$	4,325	\$	-																	
Willdan	\$	6,107	\$	-																	
Tom Mayo Construction	\$	12,055																			
SDFFA (Road Construction Loan)	\$	-																			
Human Resource Practioners	\$	-	\$	-																	
Credit Card Payments	\$	8,091	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	\$	17,000	
ACS Debits - (Utilities, Lease Pymts,P/R processing)	\$	1,940	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	\$	2,100	
Total Disbursements	\$	135,727	\$	71,151	\$	71,151	\$	71,151	\$	71,151	\$	169,592	\$	71,151	\$	71,151	\$	71,151	\$	71,151	
Ending Checking Account Balance	\$	593,039	\$	521,888	\$	1,184,824	\$	1,113,672	\$	1,042,521	\$	1,406,810	\$	1,335,658	\$	1,264,507	\$	1,260,091			
check	\$	0																			
Check	\$	-																			

NOTE: This cash flow projection uses estimates of outlays using information available at the time of preparation

Copper Valley Community Services District

BALANCE SHEET

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1000 Umpqua Bank Checking	593,039
1020 Cash - Fund 2188	-482
1040 Local Agency Investment Fund (LAIF)	105,157
Total Bank Accounts	\$697,715
Total Current Assets	\$697,715
Fixed Assets	
1500 Capital Assets	
1501 Equipment	397,708
1503 Roads	2,360,462
1504 Easements	10,344,000
1505 Buildings	79,000
Total 1500 Capital Assets	13,181,170
1550 Construction in Progress	39,718
1600 Accumulated Depreciation	
1601 Equipment	-265,516
1603 Roads	-782,098
1605 Buildings	-22,120
Total 1600 Accumulated Depreciation	-1,069,734
Total Fixed Assets	\$12,151,155
TOTAL ASSETS	\$12,848,870

Copper Valley Community Services District

BALANCE SHEET

As of December 31, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	23,520
Total Accounts Payable	\$23,520
Credit Cards	
2050 Umpqua CSDA Visa	9,045
Total Credit Cards	\$9,045
Other Current Liabilities	
2100 Payroll Taxes Payable	2,835
2150 Accrued Payroll	19,146
2200 Sales Tax Payable	0
Total Other Current Liabilities	\$21,981
Total Current Liabilities	\$54,546
Long-Term Liabilities	
2500 Lease Payable - John Deere	42,417
2600 Series 2018 Installment Sale	2,082,648
Total Long-Term Liabilities	\$2,125,065
Total Liabilities	\$2,179,611
Equity	
3800 Developer Capital Contributions	12,198,796
3900 Fund Balance	153,570
Net Income	-1,683,107
Total Equity	\$10,669,259
TOTAL LIABILITIES AND EQUITY	\$12,848,870

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2020-21 MONTHLY BUDGET REPORT ANALYSIS
 December 2020

		ACTUALS			BUDGET		
		Last Year July-Dec	This Year July-Dec	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES							
SERVICES AND SUPPLIES							
ADMINISTRATION							
OE01	Audit Expense	\$ -	\$ -	\$ -	\$ 8,500	\$ 8,500	100%
OE02	Finance Expenses	\$ 253	\$ 343	\$ 90	\$ 600	\$ 257	43%
OE02-1	Parcel Tax Implementation	\$ -	\$ -	\$ -	\$ 6,000	\$ 6,000	100%
OE03	Advertising	\$ 365	\$ 1,389	\$ 1,024	\$ 500	\$ (889)	-178%
OE04	Legal Expenses	\$ 225	\$ 900	\$ 675	\$ 5,600	\$ 4,700	84%
OE05	Management Fees	\$ 41,735	\$ -	\$ (41,735)	\$ -	\$ -	#DIV/0!
OE06	Insurance (Property Loss/Liability)	\$ -	\$ 48	\$ 48	\$ 15,400	\$ 15,353	100%
OE07	Miscellaneous/Contingency	\$ 3,160	\$ 343	\$ (2,817)	\$ 4,700	\$ 4,357	93%
OE08	Professional Development (Travel/Training)	\$ 3,281	\$ 4,397	\$ 1,115	\$ 9,400	\$ 5,003	53%
OE09	Dues, Certifications & Subscriptions	\$ 4,630	\$ 3,177	\$ (1,453)	\$ 7,200	\$ 4,023	56%
OE10	Uniform Expenses	\$ 3,226	\$ 6,216	\$ 2,990	\$ 5,400	\$ (816)	-15%
OE11	Electric Power/Water/Sewer	\$ 1,700	\$ 43,024	\$ 41,323	\$ 22,100	\$ (20,924)	-95%
OE11.5	Electric for Office				\$ 11,000		
OE12	Telephone/Internet Service	\$ 2,839	\$ 3,322	\$ 483	\$ 5,900	\$ 2,578	44%
OE14	Office Supplies/Postage	\$ 3,843	\$ 5,727	\$ 1,884	\$ 8,500	\$ 2,773	33%
OE14-1	Office Cleaning		\$ 2,175				
OE15	Office Equipment Repair/Replacement	\$ 2,425	\$ 6,876	\$ 4,451	\$ 3,400	\$ (3,476)	-102%
OE15-1	Office Equipment Lease	\$ 2,331	\$ 1,273	\$ (1,058)	\$ 4,000	\$ 2,727	68%
OE26	County Fees/LAFCO	\$ -	\$ 4,017	\$ 4,017	\$ 7,400	\$ 3,383	46%
OE29	Accounting Services	\$ 14,778	\$ 15,674	\$ -	\$ 23,200	\$ 7,526	32%
OE30	Reimbursable Maint/Repair Expense	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE31	Office Lease				\$ 1,635		
OE41	HR Consultant	\$ 4,150	\$ 500	\$ (3,650)	\$ 8,600	\$ 8,100	94%
PE03-1	Payroll Taxes - Administration	\$ 3,121	\$ 6,343	\$ 3,222	\$ -		
PE06-1	Employee Wages - Administration	\$ 33,316	\$ 100,907	\$ 67,591	\$ -		
	Total Administration	\$ 125,379	\$ 206,651	\$ 81,272	\$ 159,035	\$ 49,174	31%
COMMON AREAS				\$ -		\$ -	
OE16	Gate Maintenance & Opener Purchase	\$ 5,752	\$ 5,081	\$ (671)	\$ 21,000	\$ 15,920	76%
OE16-1	Gate System Improvements (RFID,etc)		\$ 11,218	\$ 11,218	\$ 10,000	\$ (1,218)	-12%
OE17	Streets/Sidewalks/Lighting Maint & Repair	\$ 9,149	\$ 12,641	\$ 3,492	\$ 41,800	\$ 29,159	70%
OE17-2	Storm Drains	\$ -	\$ -	\$ -			
PE03-5	Payroll Taxes - Streets	\$ -	\$ 242	\$ 242	\$ -		
PE06 -5	Employee Wages - Streets	\$ -	\$ 3,130	\$ 3,130	\$ -		
OE18-1	Landscape Supplies & Repairs	\$ 16,437	\$ 22,357	\$ 5,920	\$ 43,800	\$ 21,443	49%
OE18-2	CCWD Water				\$ 31,500		
OE18-3	Landscape Equipment Gas & Oil	\$ 6,485	\$ 3,992	\$ (2,493)	\$ 12,400	\$ 8,408	68%
OE18-4	Landscape Equipment Repair/Replacement	\$ 13,029	\$ 12,644	\$ (385)	\$ 29,800	\$ 17,156	58%
PE03-2	Payroll Taxes - Common Areas	\$ 8,736	\$ 8,380	\$ (355)	\$ -		
PE06 -2	Employee Wages - Common Areas	\$ 111,717	\$ 106,991	\$ (4,726)	\$ -		
	Total Common Areas	\$ 171,305	\$ 186,676	\$ 15,371	\$ 190,300	\$ 90,868	48%

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2020-21 MONTHLY BUDGET REPORT ANALYSIS
 December 2020

		ACTUALS			BUDGET		
		Last Year July-Dec	This Year July-Dec	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES							
MOSQUITO ABATEMENT							
OE22-1	Mosquito Control Products	\$ 14,896	\$ 8,644	\$ (6,251)	\$ 24,800	\$ 16,156	65%
OE22-2	Mosquito Abatement Monitoring & Testing	\$ 1,621	\$ 1,837	\$ 216	\$ 3,400	\$ 1,563	46%
OE22-3	Mosquito Abatement Vehicles Gas & Oil	\$ 6,040	\$ 4,564	\$ (1,476)	\$ 22,500	\$ 17,936	80%
OE22-4	Mosquito Abatement Equipment Maintenance	\$ 8,311	\$ 4,423	\$ (3,888)	\$ 13,800	\$ 9,377	68%
PE03-4	Payroll Taxes - Mosquito Abatement	\$ 629	\$ 377	\$ (251)			
PE06-4	Employee Wages - Mosquito Abatement	\$ 8,364	\$ 4,933	\$ (3,431)			
PE03-6	Payroll Taxes - Wetlands	\$ 218	\$ 70	\$ (148)			
PE06-6	Employee Wages - Wetlands	\$ 2,854	\$ 918	\$ (1,936)			
	Total Mosquito Abatement	\$ 42,932	\$ 25,767	\$ (17,165)	\$ 64,500	\$ 45,031	70%
	<i>Less: Distributed Payroll to Service Areas</i>	\$ (168,955)	\$ (232,292)	\$ (63,337)			
	TOTAL SERVICES & SUPPLIES	\$ 170,662	\$ 186,802	\$ 16,141	\$ 413,835	\$ 185,073	45%
PERSONNEL COSTS							
PE01	Worker Compensation Insurance	\$ 248	\$ 13,658	\$ 13,410	\$ 17,745	\$ 4,087	23%
PE02	Health Insurance	\$ 34,293	\$ 31,671	\$ (2,623)	\$ 78,400	\$ 46,729	60%
PE03	Payroll Taxes	\$ 13,841	\$ 16,701	\$ 2,860	\$ 33,900	\$ 17,199	51%
PE04	Processing Fees	\$ 860	\$ 1,065	\$ 205	\$ 1,800	\$ 735	41%
PE05	Directors Stipend	\$ 5,400	\$ 5,900	\$ 500	\$ 6,000	\$ 100	2%
PE06	Employee Wages	\$ 169,278	\$ 227,115	\$ 57,838	\$ 423,900	\$ 196,785	46%
	TOTAL PERSONNEL COSTS	\$ 223,920	\$ 296,110	\$ 72,190	\$ 561,745	\$ 265,635	47%
EQUIPMENT OUTLAY							
CO04	Cart Replacement	\$ -	\$ -	\$ -	\$ 30,000	\$ -	
CO04	Heavy Duty Truck	\$ -	\$ 40,698	\$ 40,698	\$ 57,000	\$ -	
CO04	Trailer/Spray Rig/Tractor	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
CO10	Depreciation	\$ -	\$ -	\$ -	\$ -	\$ -	
	TOTAL EQUIPMENT OUTLAY	\$ -	\$ 40,698	\$ 40,698	\$ 87,000	\$ -	0%
CAPITAL OUTLAY/STUDIES/ASSESEMENTS							
OE53-2	Landscape Design	\$ 2,560	\$ -	\$ (2,560)	\$ -	\$ -	#DIV/0!
OE53-1	Landscape Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	
OE51-4	Road Improvement (1)	\$ -	\$ 98,904	\$ 98,904	\$ 1,381,722	\$ 1,282,818	93%
OE51-1	Road Project Assessment & Design (Willdan)	\$ 6,491	\$ -	\$ (6,491)	\$ -	\$ -	#DIV/0!
OE51-2	Road Project Management	\$ 21,634	\$ -	\$ (21,634)	\$ -	\$ -	#DIV/0!
OE51-5	Road Improvements PHASE II	\$ -	\$ 980,662	\$ 980,662	\$ 115,160	\$ (865,502)	-752%
OE51-6	CM Services (Willdan)	\$ -	\$ 32,928	\$ 32,928	\$ -	\$ (32,928)	#DIV/0!
OE51-7	Drainage Basin Repairs	\$ -	\$ 15,780	\$ 15,780	\$ -	\$ (15,780)	#DIV/0!
OE51-8	Road Development Standards	\$ -	\$ 9,819	\$ 9,819	\$ -	\$ (9,819)	#DIV/0!
OE54-1	Office Building Paint	\$ -	\$ 10,437	\$ 10,437	\$ -	\$ (10,437)	#DIV/0!
OE54-2	Office Building Siding and Trim	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
OE54-3	Office Building Renovation	\$ -	\$ -	\$ -	\$ -	\$ -	

COPPER VALLEY COMMUNITY SERVICES DISTRICT
 FY 2020-21 MONTHLY BUDGET REPORT ANALYSIS
 December 2020

	ACTUALS			BUDGET		
	Last Year July-Dec	This Year July-Dec	Variance Inc/ (Decr)	This year's BUDGET	\$ Budget Remaining	% Budget Remaining
EXPENDITURES						
OE54-4 Security		\$ 4,325			\$ (4,325)	
TOTAL STUDIES & ASSESSMENTS	\$ 30,685	\$ 1,152,855	\$ 1,122,171	\$ 1,496,882	\$ 1,282,818	86%
DEBT SERVICE						
OE20 John Deere Financing	\$ 8,014	\$ 8,014	\$ -	\$ 27,308	\$ 19,294	71%
OE21 John Deere Financing	\$ 6,308	\$ 6,308	\$ -	\$ -		
OE20-01 Interest Expense	\$ -	\$ -	\$ -			
OE20-3 Series 2018 Installment Sale	\$ -	\$ -	\$ -			
TOTAL DEBT SERVICE	\$ 14,322	\$ 14,322	\$ -	\$ 27,308	\$ 19,294	71%
TOTAL EXPENSES	\$ 439,588	\$ 1,690,788	\$ 1,251,200	\$ 2,586,770	\$ 1,752,820	68%

PAYMENTS AND ASSESSMENTS RECEIVED						
Assessment Income						
Pymt No. 3: (5%) Aug 2020 (FY19)	\$ 51,560	\$ -	\$ (51,560)	\$ 66,735	\$ 66,735	
Pymt No. 1: (55%) Feb 2021 (FY20)	\$ -	\$ -	\$ -	\$ 734,087	\$ 734,087	
Pymt No. 2: (40%) May 2021 (FY20)	\$ -	\$ -	\$ -	\$ 533,881	\$ 533,881	
Total Assessment Income	\$ 51,560	\$ -	\$ (51,560)	\$ 1,334,703	\$ 1,334,703	
Reimbursement Income						
Total Reimbursement Income			\$ -		\$ -	
Other Income						
IN03 Weed Abatement	\$ 3,336	\$ 2,975				
IN05 Investment Interest	\$ 1,286	\$ 721		\$ 2,600		
IN30 Exp Reimbursement Income	\$ -	\$ 3,501		\$ 700		
IN41 Gate Opener Income	\$ 780	\$ 485		\$ 1,500		
IN59 Rebates	\$ -	\$ -		\$ 2,000		
Total Other Income	\$ 5,402	\$ 7,682	\$ 2,280	\$ 4,800	\$ (2,882)	
TOTAL PAYMENTS & ASSESSMENTS	\$ 56,962	\$ 7,682	\$ (49,280)	\$ 1,346,303	\$ 1,331,821	
Net Income	\$ (382,626)	\$ (1,683,107)	\$ (1,300,481)	\$ (1,240,467)	\$ 442,640	
Other Financing Sources & Uses						
Budget Balance		\$ -		\$ -		
		\$ (1,683,107)		\$ -		

Copper Valley Community Services District

1000 Umpqua Bank Checking, Period Ending 12/31/2020

RECONCILIATION REPORT

Reconciled on: 01/15/2021

Reconciled by: Ever Ventura

Any changes made to transactions after this date aren't included in this report.

Summary

	USD
Statement beginning balance.....	732,955.60
Checks and payments cleared (38).....	-117,017.84
Deposits and other credits cleared (1).....	50.00
Statement ending balance.....	<u>615,987.76</u>
Uncleared transactions as of 12/31/2020.....	
Register balance as of 12/31/2020.....	-22,948.46
Cleared transactions after 12/31/2020.....	593,039.30
Uncleared transactions after 12/31/2020.....	0.00
Register balance as of 01/15/2021.....	-50,970.67
	<u>542,068.63</u>

Details

Checks and payments cleared (38)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/17/2020	Bill Payment	2703	California Special Districts Association	-3,004.00
11/17/2020	Bill Payment	2702	The Golf Club at Copper Valley	-977.78
12/01/2020	Expense		John Deere Financial	-1,051.30
12/01/2020	Expense		John Deere Financial	-1,335.71
12/03/2020	Expense	dm	Intuit Full Service Payroll	-147.00
12/04/2020	Check	DD	Gregory Hebard	-200.00
12/04/2020	Check	DD	Gregory Hebard	-2,416.30
12/04/2020	Check	DD	KYLE W CEARLEY	-1,382.68
12/04/2020	Check	DD	CHRIS JACOBS	-1,306.26
12/04/2020	Check	DD	DAMON H WAITE	-1,324.42
12/04/2020	Check	DD	Ralph M. McGeorge	-2,165.68
12/04/2020	Check	DD	PETER J KAMPA	-2,154.50
12/04/2020	Check	DD	BRADLEY S KURTZER	-720.58
12/04/2020	Check	DD	NICOLE D MC CUTCHEN	-100.00
12/04/2020	Check	DD	NICOLE D MC CUTCHEN	-1,711.86
12/09/2020	Check		IRS	-2,635.50
12/09/2020	Bill Payment	2710	American Chevrolet	-40,698.28
12/09/2020	Check		CA EDD	-763.86
12/15/2020	Bill Payment	2711	Joe Cover & Sons Inc	-1,022.50
12/15/2020	Bill Payment	2712	SDRMA-Health Ins.	-5,737.10
12/15/2020	Bill Payment	2717	Willdan	-1,015.05
12/15/2020	Bill Payment	2716	Willdan	-5,092.00
12/16/2020	Bill Payment	2718	Tom Mayo Construction, Inc.	-12,055.17
12/18/2020	Check	DD	KYLE W CEARLEY	-1,382.66
12/18/2020	Check	DD	DAMON H WAITE	-1,324.41
12/18/2020	Check	DD	Ralph M. McGeorge	-2,165.61
12/18/2020	Check	DD	NICOLE D MC CUTCHEN	-1,722.69
12/18/2020	Check	DD	NICOLE D MC CUTCHEN	-100.00
12/18/2020	Check	DD	Gregory Hebard	-2,416.22
12/18/2020	Check	DD	Gregory Hebard	-200.00
12/18/2020	Check	DD	CHRIS JACOBS	-1,262.46
12/18/2020	Check	DD	PETER J KAMPA	-2,154.48
12/18/2020	Check	DD	WILLIAM KELSEY	-785.44
12/18/2020	Check	DD	BRADLEY S KURTZER	-720.56
12/23/2020	Check		IRS	-4,432.36
12/23/2020	Check		CA EDD	-784.93
12/28/2020	Expense	dm	Umpqua Bank Commerical CC	-8,090.81
12/29/2020	Expense	dm	PG&E - 7193	-457.68
Total				-117,017.84

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
12/29/2020	Deposit		Dean Markley	50.00
Total				50.00

Additional Information

Uncleared checks and payments as of 12/31/2020

1/15/2021

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/01/2018	Check	2374	BRADLEY D NICKELL	-257.97
12/15/2020	Bill Payment	2714	VALLEY ENTRY SYSTEMS, INC.	-8,000.00
12/15/2020	Bill Payment	2715	VALLEY ENTRY SYSTEMS, INC.	-3,217.50
12/16/2020	Bill Payment	2713	Signal Service Inc	-4,325.00
12/31/2020	Check	2719	Warmerdam CPA Group	-1,800.00
12/31/2020	Check	2721	ROGER K GOLDEN	-1,096.20
12/31/2020	Check	2722	LAWRENCE D HOFFMAN	-1,075.37
12/31/2020	Check	2723	DONALD P KURTZ	-1,096.20
12/31/2020	Check	2724	DARLENE M LONG-DE BALDO	-1,075.37
12/31/2020	Check	2720	KENNETH R ALBERTSON	-1,004.85
Total				-22,948.46

Uncleared checks and payments after 12/31/2020

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/05/2021	Check	DD	NICOLE D MC CUTCHEN	-100.00
01/05/2021	Check	DD	NICOLE D MC CUTCHEN	-1,568.27
01/05/2021	Check	DD	BRADLEY S KURTZER	-718.98
01/05/2021	Check	DD	WILLIAM KELSEY	-1,277.69
01/05/2021	Check	DD	PETER J KAMPA	-2,151.30
01/05/2021	Check	DD	CHRIS JACOBS	-1,534.53
01/05/2021	Check	DD	Gregory Hebard	-200.00
01/05/2021	Check	DD	Gregory Hebard	-2,414.69
01/05/2021	Check	DD	KYLE W CEARLEY	-1,495.48
01/05/2021	Check	DD	Ralph M. McGeorge	-2,164.13
01/06/2021	Check	DD	DAMON H WAITE	-1,432.10
01/06/2021	Check		IRS	-944.36
01/08/2021	Check		CA EDD	-59.00
01/08/2021	Check		CA EDD	-860.84
01/19/2021	Check		IRS	-4,692.49
01/19/2021	Bill Payment	2738	The Golf Club at Copper Valley	-340.65
01/19/2021	Bill Payment	2730	Kyle Cearley	-100.00
01/19/2021	Bill Payment	2731	Mo-Cal Office Solutions, Inc	-83.23
01/19/2021	Bill Payment	2732	NBS	-1,095.05
01/19/2021	Bill Payment	2733	SDRMA-Health Ins.	-5,737.10
01/19/2021	Bill Payment	2734	USBank Equipment Finance	-170.53
01/19/2021	Bill Payment	2735	Warmerdam CPA Group	-1,800.00
01/19/2021	Bill Payment	2736	Willdan	-1,042.00
01/19/2021	Bill Payment	2737	The Golf Club at Copper Valley	-11,876.77
01/19/2021	Bill Payment	2728	Bryco Supply	-1,009.48
01/19/2021	Bill Payment	2727	Adventist Health - Sonora	-183.00
01/19/2021	Bill Payment	2726	Aaronson, Dickerson etal	-900.00
01/19/2021	Bill Payment	2725	A Plus Cleaning Services	-2,175.00
01/19/2021	Bill Payment	2729	Jim Wilson Excavation	-2,844.00
Total				-50,970.67

Copper Valley Community Services District

TRANSACTION REPORT

December 2020

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Umpqua Bank Checking				
Beginning Balance				
12/01/2020		John Deere Financial	Tractor Payment	-1,051
12/01/2020		John Deere Financial	Tractor Payment	-1,336
12/03/2020	dm	Intuit Full Service Payroll	Payroll Processing Fee	-147
12/04/2020	DD	Gregory Hebard	Pay Period: 11/16/2020-11/30/2020	-2,416
12/04/2020	DD	PETER J KAMPA	Pay Period: 11/16/2020-11/30/2020	-2,155
12/04/2020	DD	Ralph M. McGeorge	Pay Period: 11/16/2020-11/30/2020	-2,166
12/04/2020	DD	NICOLE D MC CUTCHEN	Direct Deposit 2	-100
12/04/2020	DD	Gregory Hebard	Direct Deposit 2	-200
12/04/2020	DD	NICOLE D MC CUTCHEN	Pay Period: 11/16/2020-11/30/2020	-1,712
12/04/2020	DD	KYLE W CEARLEY	Pay Period: 11/16/2020-11/30/2020	-1,383
12/04/2020	DD	DAMON H WAITE	Pay Period: 11/16/2020-11/30/2020	-1,324
12/04/2020	DD	CHRIS JACOBS	Pay Period: 11/16/2020-11/30/2020	-1,306
12/04/2020	DD	BRADLEY S KURTZER	Pay Period: 11/16/2020-11/30/2020	-721
12/09/2020	2710	American Chevrolet	2021 Chevy silverado Vin #108772	-40,698
12/09/2020		IRS	Tax Payment for Period: 12/02/2020-12/04/2020	-2,636
12/09/2020		CA EDD	Tax Payment for Period: 12/02/2020-12/04/2020	-764
12/15/2020	2711	Joe Cover & Sons Inc	Invoice #58578	-1,023
12/15/2020	2715	VALLEY ENTRY SYSTEMS, INC.	Invoice #35802	-3,218
12/15/2020	2713	Signal Service Inc	Proposal #AAAQ7504	-4,325
12/15/2020	2716	Willdan	Invoice #00333549	-5,092
12/15/2020	2712	SDRMA-Health Ins.	Invoice #34212	-5,737
12/15/2020	2714	VALLEY ENTRY SYSTEMS, INC.	Invoice #35811	-8,000
12/15/2020	2717	Willdan	Invoice #00333548	-1,015
12/16/2020	2718	Tom Mayo Construction, Inc.	Invoice #2020030-02	-12,055
12/16/2020	2719	Warmerdam CPA Group	Invoice #17598	-1,800
12/18/2020	DD	PETER J KAMPA	Pay Period: 12/01/2020-12/15/2020	-2,154
12/18/2020	DD	NICOLE D MC CUTCHEN	Pay Period: 12/01/2020-12/15/2020	-1,723
12/18/2020	DD	KYLE W CEARLEY	Pay Period: 12/01/2020-12/15/2020	-1,383
12/18/2020	DD	DAMON H WAITE	Pay Period: 12/01/2020-12/15/2020	-1,324
12/18/2020	DD	CHRIS JACOBS	Pay Period: 12/01/2020-12/15/2020	-1,262
12/18/2020	DD	WILLIAM KELSEY	Pay Period: 12/01/2020-12/15/2020	-785
12/18/2020	DD	BRADLEY S KURTZER	Pay Period: 12/01/2020-12/15/2020	-721
12/18/2020	DD	Ralph M. McGeorge	Pay Period: 12/01/2020-12/15/2020	-2,166
12/18/2020	DD	Gregory Hebard	Pay Period: 12/01/2020-12/15/2020	-2,416
12/18/2020	DD	Gregory Hebard	Direct Deposit 2	-200
12/18/2020	DD	NICOLE D MC CUTCHEN	Direct Deposit 2	-100
12/23/2020		IRS	Tax Payment for Period: 12/16/2020-12/18/2020	-4,432
12/23/2020		CA EDD	Tax Payment for Period: 12/16/2020-12/18/2020	-785
12/28/2020	dm	Umpqua Bank Commerical CC	Umpqua CSDA Visa	-8,091
12/29/2020	dm	PG&E - 7193	Utilities	-458
12/29/2020		Dean Markley		50
12/31/2020	2723	DONALD P KURTZ	Pay Period: 11/14/2020-12/13/2020	-1,096

Copper Valley Community Services District

TRANSACTION REPORT

December 2020

DATE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
12/31/2020	2721	ROGER K GOLDEN	Pay Period: 11/14/2020-12/13/2020	-1,096
12/31/2020	2724	DARLENE M LONG-DE BALDO	Pay Period: 11/14/2020-12/13/2020	-1,075
12/31/2020	2722	LAWRENCE D HOFFMAN	Pay Period: 11/14/2020-12/13/2020	-1,075
12/31/2020	2720	KENNETH R ALBERTSON	Pay Period: 11/14/2020-12/13/2020	-1,005
Total for Umpqua Bank Checking				\$ -135,677
TOTAL				\$ -135,677

Copper Valley Comm Srvs District
 CREDIT CARD - TRANSACTION DETAIL BY ACCOUNT
 December 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
2050 Umpqua CSDA Visa					
12/01/2020	Expense		Intuit - QBO Online		49.00
12/01/2020	Expense		Staples		344.53
12/01/2020	Expense		Hunt & Sons, Inc.		1,049.39
12/01/2020	Expense		Hunt & Sons, Inc.		254.15
12/02/2020	Expense		General Plumbing Supply	Landscape Supplies	113.32
12/02/2020	Expense		Clutch & Brake Xchange, Inc.		534.72
12/03/2020	Expense		Copperopolis Cruisers 25		113.03
12/04/2020	Expense		Verizon Wireless	Verizon telephone	131.02
12/04/2020	Expense		Calaveras Telephone Co.	Calaveras utilities	365.52
12/04/2020	Expense		LogMein, Inc.		5.00
12/04/2020	Credit Card Credit		Amazon		-43.87
12/04/2020	Expense		Cal Waste Recovery Systems		78.16
12/06/2020	Expense		CVS Pharmacy		117.88
12/07/2020	Expense		Vistaprint		349.46
12/09/2020	Expense		Stockton Honda Yamaha		95.01
12/10/2020	Expense		Microsoft Office	Microsoft 360 Subscription	12.50
12/11/2020	Expense		Safe-T-Lite of Modesto Inc.		314.91
12/11/2020	Expense		Exxon		100.00
12/13/2020	Expense		Calaveras Lumber		505.68
12/14/2020	Expense		Aramark Uniform Service		341.80
12/15/2020	Expense		Copper Auto & Marine		40.20
12/16/2020	Expense		Exxon		75.00
12/16/2020	Credit Card Credit		Amazon		-22.50
12/17/2020	Expense		711 Materials		1,587.30
12/19/2020	Expense		Chevron		97.54
12/20/2020	Expense		Staples		64.25
12/22/2020	Expense		Lowe's		1,059.03
12/31/2020	Expense		Calaveras Lumber		214.03
12/31/2020	Expense		Calaveras Lumber		706.77
12/31/2020	Expense		Belkorp Ag, LLC		344.17
12/31/2020	Expense		Tractor Supply Co.		47.99
Total for 2050 Umpqua CSDA Visa					\$9,044.99
TE TOTAL EXPENSES					
1SS SERVICES & SUPPLIES					
AE Administrative Expenses					
OE02 Finance Expenses					
12/01/2020	Expense		Intuit - QBO Online	Monthly QuickBooks Online Fee	49.00
Total for OE02 Finance Expenses					\$49.00
OE08 Professional Development					
12/03/2020	Expense		Copperopolis Cruisers 25	Fuel	113.03
12/11/2020	Expense		Exxon		100.00
12/16/2020	Expense		Exxon		75.00
12/19/2020	Expense		Chevron		97.54
Total for OE08 Professional Development					\$385.57
OE10 Uniform Expense					
12/14/2020	Expense		Aramark Uniform Service		341.80
Total for OE10 Uniform Expense					\$341.80
OE11 Electric Power/Water/Sewer					
12/04/2020	Expense		Cal Waste Recovery Systems		78.16
Total for OE11 Electric Power/Water/Sewer					\$78.16
OE12 Telephone					

Copper Valley Comm Srvs District
 CREDIT CARD - TRANSACTION DETAIL BY ACCOUNT
 December 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
12/04/2020	Expense		Calaveras Telephone Co.		365.52
12/04/2020	Expense		Verizon Wireless		131.02
Total for OE12 Telephone					\$496.54
OE14 Office Supplies/Postage					
12/01/2020	Expense		Staples		344.53
12/04/2020	Expense		LogMein, Inc.		5.00
12/04/2020	Credit Card Credit		Amazon		-43.87
12/06/2020	Expense		CVS Pharmacy		117.88
12/07/2020	Expense		Vistaprint		349.46
12/10/2020	Expense		Microsoft Office		12.50
12/16/2020	Credit Card Credit		Amazon		-22.50
12/20/2020	Expense		Staples		64.25
Total for OE14 Office Supplies/Postage					\$827.25
Total for AE Administrative Expenses					\$2,178.32
OE Operational Expenses					
OE18 Common Areas					
OE16 Gate Maint/Repair/Staff/Openers					
12/22/2020	Expense		Lowe's		1,059.03
Total for OE16 Gate Maint/Repair/Staff/Openers					\$1,059.03
OE17 Streets/Sidewalks/Lighting Maint & Repair					
12/13/2020	Expense		Calaveras Lumber		505.68
12/17/2020	Expense		711 Materials		1,587.30
12/31/2020	Expense		Calaveras Lumber		706.77
Total for OE17 Streets/Sidewalks/Lighting Maint & Repair					\$2,799.75
OE18-1 Landscape Supplies					
12/02/2020	Expense		General Plumbing Supply		113.32
Total for OE18-1 Landscape Supplies					\$113.32
OE18-3 Landscape Equipment Gas & Oil					
12/01/2020	Expense		Hunt & Sons, Inc.		1,049.39
Total for OE18-3 Landscape Equipment Gas & Oil					\$1,049.39
OE18-4 Landscape Equip Repair/Replace					
12/09/2020	Expense		Stockton Honda Yamaha		95.01
12/11/2020	Expense		Safe-T-Lite of Modesto Inc.		314.91
Total for OE18-4 Landscape Equip Repair/Replace					\$409.92
Total for OE18 Common Areas					\$5,431.41
OE22 Mosquito Abatement Expense					
OE22-2 Mosquito Abatement Monitor/Test					
12/31/2020	Expense		Calaveras Lumber		214.03
Total for OE22-2 Mosquito Abatement Monitor/Test					\$214.03
OE22-3 Mosquito Abate Vehicles Gas/Oil					
12/01/2020	Expense		Hunt & Sons, Inc.		254.15
Total for OE22-3 Mosquito Abate Vehicles Gas/Oil					\$254.15
OE22-4 Mosquito Abatement Equip Maint					
12/02/2020	Expense		Clutch & Brake Xchange, Inc.		534.72
12/15/2020	Expense		Copper Auto & Marine		40.20
12/31/2020	Expense		Tractor Supply Co.		47.99
12/31/2020	Expense		Belcorp Ag, LLC		344.17
Total for OE22-4 Mosquito Abatement Equip Maint					\$967.08
Total for OE22 Mosquito Abatement Expense					\$1,435.26
Total for OE Operational Expenses					\$6,866.67

Copper Valley Comm Srvs District

CREDIT CARD - TRANSACTION DETAIL BY ACCOUNT

December 2020

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
Total for 1SS SERVICES & SUPPLIES					\$9,044.99
Total for TE TOTAL EXPENSES					\$9,044.99

GENERAL MANAGER
ANNUAL PERFORMANCE OBJECTIVES
For Evaluation Year 2021

January 2021

Expectation, Goal or Objective Ongoing Management Objectives January 1, 2021 – December 31, 2021	Rating (Met/Did not meet)	Comments
1. Advises the Board on issues, programs and financial status		
2. Develops for Board consideration: short/long range plans; capital improvement plans and funding (including grant funding options)		
3. Manages District Investment funds		
4. Directs the development of specific proposals for action regarding current and future District needs		
5. Oversees preparation of the annual District budget for Board review and approval		
6. Seeks advance input from Board members in development of meeting agendas. Delivers meeting materials to Board Members at least three (3) days in advance of Board meetings		
7. Meets regularly with Board President regarding District matters and receives input regarding community issues		
8. Updates, improves and maintains District website based on Board direction		
9. Oversees and evaluates CSD staff, updates job descriptions and defines individual responsibilities		
10. Works with CV Partners, LLC on the development of new roads and landscaping to ensure compliance with CSD standards & requirements		
11. Works closely with and develops relationships with CV Partners, LLC, County, CCWD, & District Engineer		
12. Establishes and maintains equipment & infrastructure fiscal reserve accounts		
13. Oversees maintenance of: storm drains; District ponds; and mosquito abatement		
14. Works with District engineering firm to develop and implement an ongoing pavement maintenance and condition assessment program		
15. Provides orientations to new Board Members		
Expectation, Goal or Objective Short Term (First 6 Months, i.e., Jan. 1, 2021 - June 30, 2021)	Rating (Met/Did not meet)	Comments

1. Complete the pavement maintenance and condition assessment program		
2. Complete implementation of RFID main gate access system		
3. Establish a hyperlink between the Resolution Index & referenced Resolution; add a "Resolution" page to the website		
4. Complete the development improvement standards in conjunction with CV Partners, LLC		
5. Establish a project priority list at the beginning of the fiscal year for Board approval		
Expectation, Goal or Objective Long Term (12 - 18 MONTHS, i.e., 1/1/2021 – 6/30/2022)	Rating (Met/Did not meet)	Comments
1. Finalize the Memorandum of Understanding (MOU) with CV Partners, LLC		
2. Complete the infrastructure reserve assessment/study for: storm drain system, street lighting and electrical conduits, irrigation systems, and entrance building gatehouse; and establish fiscal reserve		
3. Develop cost effective plan for drought tolerant landscaping and invasive plant control, in lieu of a CV Partners, LLC landscape design		

Expectation, Goal or Objective Additional Expectations Not In Original Ongoing, And Sort Term Goals Or Objectives	Rating (Met/Did not meet)	Comments
1. To Be Determined During 2021		

Don Kurtz resigning from the CV CSD board as of 1/11/21

Don Kurtz <apple.heads@gmail.com>

Mon 1/11/2021 4:41 PM

To: Peter Kampa <pkampa@kampacs.com>; Nicole McCutchen <scsdclerk@caltel.com>

Peter and Nicole

I am resigning from the SC CSD BOD as of 1/11/21.

I will send this same email to each board member individually.

I want to thank you for all your support over the last few years.

We accomplished a lot as a team during that time.

My wife and I plan on traveling throughout most of 2021 so

I will not be available locally any longer. We have a new

baby in Augusta GA that is part of our extended family

and we will be there often to support the parents.

Again thanks for everything and best of luck.

Don Kurtz

VACANCIES ON SPECIAL DISTRICT BOARDS

Action Required by the Governing Board

The district shall notify the county elections official of the vacancy no later than 15 days following either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

The remaining district board members have 60 days immediately subsequent to either the date on which the district board is notified of the vacancy or the effective date of the vacancy; whichever is later, to either fill the vacancy

1. By appointment, or
2. By calling a special election

Government Code §1780 (a)

Appointments to Fill Vacancies

If the Board decides to appoint someone to fill the vacancy, the board first must post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the appointment is made. **(See Attachments C & D for sample notice and application to serve on a board)**

The Board must notify the county elections of the appointment no later than 15 days after the appointment is made.

The person appointed shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall fill the balance of the unexpired term. If the term of office is due to expire following the next general district election and that election is scheduled 130 or more days after the date the county elections official is notified of the vacancy, the person appointed to the vacancy shall fill the balance of the unexpired term of his or her predecessor.

Government Code §1780 (a)

Elections to Fill Vacancies

In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

The election shall be held on the next established election date that is 130 or more days after the date the district board calls the election.

Government Code §1780 (a)

A regular election as defined by Elections Code §1000 is:

- a) The second Tuesday of April in each even-numbered year.
- b) The first Tuesday after the first Monday in March of each odd-numbered year.
- c) The first Tuesday after the first Monday in June of each year.

d) The first Tuesday after the first Monday in November of each year.

If the District Board Fails to Act

If the vacancy is not filled by the district board by either making an appointment or calling a special election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the following shall occur.

Within the next 30 days, the City Council of the city in which the district is wholly located, or if the district is not wholly located within a city, the Board of Supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may fill the vacancy by appointment or may order the district to call an election to fill the vacancy.

The election shall be held on the next established election date (see previous list) that is 130 or more days after the date the city council or board of supervisors calls the election.

Government Code §1780 (b)

If the District Board Lacks a Quorum to Act Within 60 Days

If the number of remaining members of the district board falls below a quorum, at the request of the district secretary, or a remaining board member, the Board of Supervisors or the City Council may waive the 60-day period during which time the district board is allowed to take action, but can't because there is no quorum, and move directly to the 30-day period where the City Council or Board of Supervisors may take action.

Again, the council or board may either appoint immediately to fill the vacancy, or may call an election to fill the vacancy.

The election shall be held on the next established election (see previous list) that is 130 or more days after the date the district board calls the election.

The board of supervisors or the city council shall only fill enough vacancies to provide the board with a quorum.

Government Code §1780 (c)(2)

If the City Council or Board of Supervisors Fails to Act

If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, no action has been taken by any governing body to fill the vacancy by appointment or by calling for a special election, the district must call an election to fill the vacancy.

The election shall be held on the next established election (see previous list) that is 130 or more days after the date the district board calls the election.

Government Code §1780 (c)

Term of Office

A person appointed to fill a vacancy shall hold office only until the next general district election that is scheduled 130 or more days after the date the county elections official is notified of the vacancy

and thereafter until the person elected at that election to fill the vacancy has been qualified to fill the vacancy for the remainder of the unexpired term.

A person elected at an election to fill the vacancy shall hold office for the remainder of the unexpired term.

Government Code §1780 (d)

A person elected at a regular board member election or appointed in-lieu of election takes office at noon on the first Friday in December following his or her election in November and shall serve for four years.

Elections Code §10554, 10507