# Volcano Community Services District



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### **AGENDA**

##### Thursday December 5, 2019

#### **Volcano Armory Hall**

**Regular Session 7:00 P.M.**

**Agenda as follows:**

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability –related modification or accommodation to participate in this meeting, then please contact Sharon Owens at (775) 771-8768 or email VolcanoCSD@gmail.com Requests must be made as early as possible and at least one-full business day before the start of the meeting.

Floor discussion, at board discretion will be limited to 2 minutes per subject per individual – At the VCSD board’s discretion, agenda items may be taken out of order.

**CONSENT AGENDA**: Items on the - agenda are considered routine and may be enacted by one motion. Any item may be removed for discussion and made part of the regular agenda under Agenda items at the request of a Board member.

1. Minutes of the previous regular meeting
2. October & November Expenditures

**CORRESPONDENCE AND AGENDA-RELATED DOCUMENTS**:

Laboratory reports –**to District Engineer Report**

1. CPA engagement letter – to Agenda item #

**Meeting items on other side:**

**MEETING CALLED TO ORDER:** Minutes of regular meetings are recorded be electronic device. Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Volcano Community Services District. Each person may have up to three minutes to comment. Any matter that requires action will be referred to Staff for a report and action.

STAFF REPORTS/ITEMS:

**Billing Secretary, Treasurers/Secretary Report**: S. Owens

**District Engineer’s Report** – G. Barnes

* Backflow device certification – **Action**
* **Laboratory – possible change in company – Action**
* Curb stops – exercise them - **Action**
* **Capital Improvements:**
	+ **2014-2018 Capital Improvement Plan – action**
	+ **Long Term Strategic Plan - Action**
	+ **Hydrant addition/repair & Hydrant survey – Action**
	+ **Increase water storage supply – possible grant funding – Action**
	+ **Fire Hydrants – Action**
* **Curb stops, turning them off – Action**
* **California Rural Water Association Membership - Action**

**Hall/Park Manager’s Report** – A. Macheel

**Armory Hall Items:**

* 1. Sign for park for no BBQ’s – **Action**
	2. Hall Storage – **Action**
	3. Hall donation box – **Action**
	4. Reservations – **Action**
	5. Hall stairs – metal strip replacement and painting of steps – **Action**
	6. Generator service – **Action**
	7. Septic – **Action**

***Regular Meeting AGENDA ITEMS Current:***

1. VCA – Colleen Rogers – **informational**
	1. Limit for hall use days – **Action**
2. LAFCO, VCSD update - **Action**
3. Cemetery Maintenance & Headstone replacement - **Action**
4. Restroom donations – **Action**
	1. Theater usage, portable potties -
5. Insurance Restroom & Water Tank and other items- **Action**
6. Performance Reviews – **Action**
7. Job descriptions for independent contractors - **Action**
8. Late payment policy – **Action**
9. Website (must be running by Jan. 2020) – **Action**
10. Audit follow-up items – **Action**
	1. Engagement letter for 2018-2019 audit - **Action**

**Follow up from previous meeting(s)**

**Hearing for those who wish to address the board:**.

**Adjournment**