

**BOARD OF DIRECTORS  
CALLAYOMI COUNTY WATER DISTRICT**

<b>OFFICIAL MEETING MINUTES REGULAR MEETING: June 20, 2024</b>
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- A. CALL TO ORDER:** *at 4:05 pm by Vice-President Dessel.*
  
- B. ROLL CALL:**
  - Directors Present – *Dessel\*, Giacomini, Cordova*
  - Directors Absent – *Velarde, Hopkins*
  - Staff Present – *GM Fiora, Meri Schlink, Jasmin Feliciano*
  - \*Vice-President Dessel announced that she had to leave by 5:00pm.*
  
- C. MAY 16, 2024 MINUTES:** *A spelling error was found and corrected. Approved as amended. Motion: Director Cordova / Second: Giacomi. Vote: 3 Ayes, 0 Nays, 2 Absent.*
  
- D. MAY 2024 FINANCIALS:** *There was an unreconciled amount of \$175, which was explained as an erroneous charge from the County of Lake, which will be corrected in June. Approved. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*
  
- E. MANAGERS REPORT:** *GM Fiora provided a written report on prior month Production, updates on ongoing Projects of the Santana Well, Rabbit Hill tank painting, and the Consumer Confidence Report. After discussion, the report was approved. Motion: Director Cordova / Second: Director Giacomini. Vote: 3 Ayes, 0 Nays, 2 Absent.*
  
- F. CORRESPONDENCE: Public Records Request.** *Director Cordova recused herself from this discussion, due to a potential conflict of interest with regard to the requesting customer. The matter was then tabled to the next meeting, due to lack of quorum.*
  
- G. PUBLIC INPUT:** *None.*
  
- H. ITEMS NOT APPEARING ON THE POSTED AGENDA:** *None.*
  
- I. OLD BUISNESS:**
  - 1. Consideration to Approve Resolution 2024-01: Approval of Final Rabbit Hill Tank Painting Designs.** *Due to ongoing design adjustments, this item was tabled until the next meeting. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*
  
  - 2. Consideration to Adopt Policy #12180 - Pension Funding Plan** *Board directed staff create a separate policy identifying what is to be included in financial reports monthly, quarterly, and annually, and where this policy would be included in that. After some discussion and identification of a typo, the Policy was adopted as amended. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*
  
  - 3. Consideration to Approve Resolution 2024-02: Santana Well Contractor Close-Out.** *Due to ongoing corrections to the final reimbursement request for contractor work, this item was tabled until the next meeting. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*

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**J. NEW BUSINESS:**

1. **Consideration to Approve Resolution 2024-03: Election Consolidation.** *This resolution was identified as a formality requested by the Voter Registrar’s Office each election year. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*
2. **Consideration to Approve the 2024 Local Agency Biennial Notice:** *The Political Reform Act requires every local government agency to review its Conflict of Interest Code biennially, and this notice is also required as an appendix to CCWD Policy #11020 – Conflict of Interest. After discussion, the existing Notice was approved with no amendments. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*
3. **Consideration to Approve Proposal for Paving the Bulk Water Station Driveway.** *The Board noted that bids received were not easy to compare, due to different scope measurements. GM Fiora explained differences and recommended the Epidendio Construction bid. To protect themselves from unforeseen changes, the Board approved the recommended bid “not to exceed” the quoted price. Motion: Director Giacomini / Second: Director Cordova. Vote: 3 Ayes, 0 Nays, 2 Absent.*

*At this time, Vice-President Dessel had to leave the meeting, and there was no quorum to continue, so the remaining items were tabled due to lack of quorum.*

4. **Consideration to Approve Engagement Letter from Larry Bain CPA for 2023-2024 Fiscal Year Audit.** *Tabled to next meeting, due to lack of quorum.*
5. **Consideration to Adopt Policy #13405 – Bereavement Leave** *Tabled to next meeting, due to lack of quorum.*

**K. Consideration to Adopt Policy #13465 – Time Keeping** *Tabled to next meeting, due to lack of quorum.*

**L. ANNOUNCEMENTS:**

1. **The upcoming Election will include two 4-year terms currently held by Cordova & Velarde.** Candidates should receive emails with instructions directly from the Registrar of Voters Office; if not received by July 1, contact Meri.
2. **Next Regular Meeting July 18, 2024**

**M. ADJOURNMENT:** *at 4:58 by Vice-President Dessel.*

Approved: July 18, 2024

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Attest: Meri Schlink, Secretary of the Board