

Minutes
FALL RIVER VALLEY COMMUNITY SERVICES DISTRICT
SPECIAL BOARD MEETING
December 16, 2020
District Office, 24850 3rd Street, Fall River Mills, CA 96028

Mission:

The Fall River Valley CSD is committed to providing quality municipal services to the residents of the Fall River Valley in a reliable, professional, cost effective, and environmentally conscious manner.

CALL TO ORDER: Meeting was called to order at 8:55 pm

ROLL CALL OF DIRECTORS:

Directors present: Monath, Ontano, Gooch, Colby, DeWitt

Directors absent: None

VISITORS: None

PUBLIC COMMENT: None

New Business:

- Consider request for qualifications for Recreation Management Services
 - Director Colby wonders if the salary range needs to be in the RFQ
 - Director Gooch feels that someone being in the office doing the job is beneficial for overseeing the position.
 - Bill Johnson hopes that the new Parks Manager would be able to generate revenue to pay the position.
 - Chairman Monath worries that spending too much on someone to oversee the parks, takes away from the maintenance money for the parks.
 - The Manager needs to be able to find the revenue for these costs.
 - As a contract worked, they would not be able to use the District facilities to do business, because they would be an employee instead.
 - Chairman Monath would like to look into renting a space to the contract employee, so they would not have to be an actual employee of the District.
 - The RFQ is basically asking someone to send the qualifications for a business or send a resume for consideration.
 - Director Colby made a motion to approve the Request for Qualifications for Recreation Management Services. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Colby, Ontano and Monath)
- Consider updated job description and title for Office and Operations Assistant
 - This position was previously titled Accounting Clerk
 - To broaden the scope of the position, the job description was modified to include field work as needed.
 - This can provide backup in all areas of the District, not just the front office.
 - Director Colby made a motion to approve the job description of Office and Operations Assistant. Director Ontano seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Colby,

Ontano and Monath)

- Consider Updated Pay Schedule for 2020/2021
 - The pay schedule requires updating because of the change in title from Accounting Clerk to Office and Operations Assistant.
 - The pay range for the Parks Manager has also been given an asterisk at the bottom of the page to note that this position can be a contract employee in lieu of a District Employee.
 - Director Colby made a motion to approve updated pay schedule for 2020/2021. Director DeWitt seconded, and the motion was passed unanimously with a vote of 5 ayes. (Gooch, DeWitt, Colby, Ontano and Monath)

Meeting Adjourned at 9:40 PM