



Indian Valley Community Services District

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Minutes

Regular Meeting

January 7th, 2026 06:00 PM

127 Crescent St., Suite 1, Greenville, CA 95947

<https://www.indianvalleycsd.com/>

1. Call to Order

The meeting was called to order at 6:00 pm by Director Wanda Carpenter.

A. Roll Call

Present: Director Wanda Carpenter, Director Dan Kearns, Director Roger Cherry and Director Joshua Dunnington

Absent: Director Andy Meyers

B. Pledge of Allegiance

Led by Director Wanda Carpenter

2. Approve Agenda

Dan Kearns: Item 5 can be removed or combined with Item 6: Items 9 & 10 wording is confusing. The purpose of Item 9 is to establish Committees and Committee Chairpersons and Item 10 is Nominations and Elections of Board Officers which are Chair and Co-Chair.

Director Dan Kearns motioned to approve. Director Roger Cherry seconds the motion.

The motion passed with the following vote:

4 In Favor Opposed
 Abstained 1 Absent Recused

3. Public Comments

No Public Comments

4. Approve Meeting Minutes

December 16th, 2025, Meeting Minutes – PG&E transformer that is in the middle of the drainage sump at the Safety Center – we are working through this to clarify for the public.

Director Roger Cherry motions to approve and Dan Kearns seconds the motion:

The motion passed with the following vote:

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

December 17th, 2025, Meeting Minutes

Dan Kearns: Safety Center change orders phase one was supposed to be around \$960,000 at update from Jeff Morrish, New estimate amount is \$1.6 Million doesn't remember details, is this correct?

Jamie Little: Have email out to Jeff to verify the amount stated.

Roger Cherry: I don't remember it being that high.

Kristie Vineyard: From what I remember phase one was supposed to be \$1.5Million.

Dan Kearns: Need update from Jeff Morrish to get correct amount.

Director Dan Kearns Motions to approve Director Roger Cherry seconds the motion:

The motion passed with the following vote:

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

5. Bank Signature Card Authorization Update

- A. 2026-001 Plumas Bank Signature Authorization Resolution
- B. 2026-002 CLASS Bank Signature Authorization Resolution
- C. 2026-003 Umpqua/Columbia Bank Signature Authorization Resolution

Mackenzie Anderson (Legal Counsel) verifies they can all be voted on together and does not have to be individually

Dan Kearns: To clarify this is a boilerplate resolution to update signature cards after Board has changed positions and added a new Board Member. Has counsel looked over resolutions and verified they are correct?

Mackenzie Anderson, yes, has looked over documents, and they are okay and a resolution may not be needed also requests that we make time for public comment.

Public Comment, Dick (online): states that this is not Umpqua Bank anymore they have changed to Columbia Bank

Board agrees – Director Dan Kearns motions to approve and Director Roger Cherry seconds the motion:

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

6. Policy Update – Election and Duties of Officers B-60

Dan Kearns: Policy establishes the rules for the duties of the officers. The Attachment is our draft with notes from legal representation. Dan Kearns read Updated Policy as attached.

Ask for public comment, hearing none.

As per Dan Kearns and Jamie Little, in order to approve these new policy edits we need to read it one more time at following meeting.

Director Dan Kearns makes motion to approve as read, Director Roger Cherry seconds the motion.

The motion passed with the following vote:

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

7. On Going Projects

Jamie Little: Gives update from Safety Center by Jeff Morrish: they have stopped work just before rain came at Christmas, the ground is saturated and difficult to work with. They still need to over excavate and recompact along the West driveway which will require 3 to 4 more compaction tests. They also will need to complete some work on Caltrans encroachment and do some work on the containment basins. This work will be completed by sometime in early Spring. The plans were submitted to the Building Dept with the plan check fee and application. They will do their final redlines sometimes at the end of January and have more comments at that time.

Dave Schrammel – How much is it going to cost to fix Riley's Jerky waterline? He heard that we dug that up.

Board Response – We have not heard that. Did he say when that happened?

Dan Kearns stated this has already been fixed. Also, the Western driveway has been graded up to match the same level of the project, but the Eastern entrance is significantly lower with a big dip, can we follow up with Jeff on this? I want to make sure it's not a flooding issue and will not affect the pond.

Jamie Little – Jamie will contact Jeff regarding this.

Dave Schrammel – The Ad Hoc Committee is there a summary of all the grants and where they went and who did what?

Dan Kearns – Not yet, we have extended that to March 1st.

Dave Schrammel – So there's nothing no update or findings?

Dan Kearns – We are going to release all that information together once the report is complete.

Keli Ward Plumas County – Jamie missed what you said can you repeat that one sentence where Jeff was talking about West Driveway and Compaction tests?

Jamie Little – Re-Read Jeff's comment above.

Jamie Little – On the other projects PG&E, FEMA funds, Rick Wood and Pam Duffield are working on our books still and hoping to have complete by February so we can start a Budget. That will only go back through 2024, but Jamie Little will still be going in to look back farther, but that way we can have our books complete and accurate to have a decent Budget.

Dave Schrammel – Is the PG&E Settlement still negotiating and still pending out there?

Jamie Little – Yes

Dan Kearns – What was the arbitration date?

Jamie Little – The 9th of January

Dave Schrammel – Is there going to be any financial discussion tonight?

Jamie Little- We bring that out on the 3rd Wednesday of the month Meeting as we are doing 2 meetings per month.

Dave Schrammel – If you can't make the meeting is it on the website

Jamie Little – Yes

Dan Kearns – Rick Wood finishes the financials I'm excited about that as that will give us a clear picture instead of limping along with no accurate budget.

Jamie Little – The financials, I am bringing out from QuickBooks, and they are not perfect at all, but they are getting better.

Lara Wheeler – IVCSD has been waiting for several months for information from the county for all the grants the county applied for with IVCSD and their former staff. Have we received that information yet?

Jamie Little – We received information from Tracy Ferguson several weeks ago.

Dan Kearns – This is part of the reason the Ad Hoc committee has been delayed as we were waiting on information and what we are receiving has been more detailed and scrutinous than we have anticipated.

8. Appointing Committee Members from Board of Directors

Dan Kearns – Currently the way our Policies and Ordinances issues are being handled right now is as a problem comes. We need to update this. We need to be honest with everyone's bandwidth. It would be silly to create these committees and then not follow through with them. With finance there isn't really anything for them to do currently until we get the information in.

Dave Schrammel – I support the forming of committees as then we will know who will collect the information on projects and make it shorter for everyone involved. And questions can be answered more accurately and faster.

Travis – It would also allow Board Members to meet with staff as they cannot have more than 2 Board Members meet at a time and be responsible for reporting to the board and collecting questions for the rest of the Board. And make the reporting more accurate and faster.

Dan Kearns – So establish them and then if we need to use them, we can use them when needed.

Travis – They can also focus on their certain areas and get a better understanding of what the policies and ordinances are around them.

Jamie Little Begins to Create Board Committees

Policies and Ordinances Committees – Josh Dunnington and Dan Kearns

Finance Committee – Roger Cherry and Andy Meyers

Personnel Committees – Roger Cherry and Wanda Carpenter

Public Relations Committee – Dan Kearns and Andy Meyers

Committees will appoint their own Chairs

Mackenzie states votes are not needed as the Board has discretion to make appointments, but it is always a good idea to take public comment.

Asked for Public Comment - None

The motion passed with the following vote: **No vote needed per counsel**

☐ Favor ☐ Opposed
☐ Abstained ☐ Absent ☐ Recused

9. Appointing Board member Positions from Board of Directors

Appointing Board Chair and Co-Chair

Roger Cherry nominates Dan Kearns for Board Chair – Dan Kearns Accepts

Roger Cherry nominates Wanda Carpenter for Board Co-Chair – Wanda Carpenter accepts

Dan Kearns – Thank you to Wanda Carpenter for leading us and the number of hours and time you put in to being Board Chair.

Director Wanda Carpenter makes motion to appoint Dan Kearns as Board Chair –Director Roger Cherry seconds the motion – all approve

Director Roger Cherry makes motion to appoint Wanda Carpenter as Board Co-Chair, Director Dan Kearns seconds the motion – all approve

The motion passed with the following vote:

☒ 4 Favor ☐ Opposed
☐ Abstained ☒ 1 Absent ☐ Recused

10. Declaring Surplus Property

Jamie states this is only for purchased property, asks counsel if we need to declare donated properties as surplus properties.

Mackenzie – Yes all would need to be declared under legal guidelines

Dan Kearns – asks counsel – we have 3 properties that are associated with the Town Center project. One donated property and 2 purchased. If we have a new champion to take over the Town Center Project, could we transfer those properties to them or would we need to surplus them first

Mackenzie – There are exemptions that are aimed at housing development to build, other exemptions are if the lot is small and cannot be used for this purpose or if you are transferring to another public agency or tribe. We would need to examine this closer, including the size of the parcel, to know what we can do.

Dan Kearns – When you declare properties do other gov agencies have dibs on acquiring that property before you can sell to public

Mackenzie Anderson – Putting this on Surplus list does not mean you can't pull this off the list. This just opens the door to trying to offer this through the CA Surplus Land Act and then other agencies as well as housing developers who have submitted their HCD Applications. You do not have to make negotiations at this time you would need to list and wait 60 days until you can pull back off the list.

Dan Kearns – My concern would be because these are for a specific purpose for the Town Center. How can we protect us from someone swooping in with no intent to use this for this purpose?

Jamie Little – Right now we are just declaring this surplus, we do not have to get rid of them at this time we would have to go through all the hoops and send out notices to start taking bids

Dan Kearns – Is it a concern to think someone could try to grab this up for other purposes

Mackenzie Anderson – it is a concern we would need to know who would purchase, and we would need to lay down specifics as to what we want to do with this property.

Dan Kearns – If we are to declare this surplus now, that doesn't put that at risk?

Mackenzie Anderson – Correct it's just sitting on a list

Wanda Carpenter – Do the rules apply for the donated property as well as purchased property

Mackenzie Anderson – Yes

Dave Schrammel – Are these properties costing the district money? I would say if it's not costing you much money and you don't need the money from selling. If not, it might be a good idea to sit on them for a while as property in Greenville is a pretty valuable asset.

Jamie Little – Property Tax is the only costs we are occurring only on a couple of the properties, and they are on our insurance.

Dave Schrammel – But it's under the umbrella of insurance not costing the district more.

Travis – If property is not going to be used for the Community Center, I'm sure the Museum would like to have that property back

Jamie Little – Absolutely, yes. The only property we have interest in is Hot Springs Road property.

Dan Kearns – The only property I would not hesitate to declare as surplus property is the 123 Ayoob Alley and the 163 Hot Springs Road. 117 Ayoob Alley has creek access, and I would like to see if we can get a drafting point to draft water from.

Roger Cherry – Do we need to move on this right now?

Jamie Little – The only one that has interest is 163 Hot Springs Rd.

Keli Ward – Are there any deed restrictions on any of the donated properties?

Jamie Little – I can look into that.

Director Dan Kearns makes motion to declare 123 Ayoob Alley and 163 Hot Springs Rd surplus and make no change to other properties at this time: Director Roger Cherry second's the motion

Jamie Little – Mackenzie, with the Museum property donated to us, can we just give this back without declaring surplus.

Mackenzie Anderson – That would depend on what the property documents look like but we can look and see.

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

11. PayStar

[Indian Valley CSD wCA law PAYSTAR.pdf](#)

New payment processor for our new billing software.

Jamie Little – One change on contract was made on section 10.3 the laws of Louisiana will govern all matters arising out of this agreement, we requested to be updated to the laws of California, and they accepted and this will be sent to us to sign and posted with the minutes as we received today.

Ask for Public Comments – No public comments

Dan Kearns – Is this what staff wants, this new software?

Kristie Vineyard – Yes, I am having trouble with stripe getting accurate payout amounts and would like to change over to a new system.

Director Dan Kearns makes motion to approve: Director Roger Cherry second's the motion

4 Favor Opposed
 Abstained 1 Absent Recused

12. Part-Time Seasonal Employee

[..IVCSD Park Maintenance Job Duties.pdf](#)

Appointing Part-Time Seasonal Employee

Jamie Little – Charles thinks that staff can cover this and start the year off this way before we consider hiring a new position.

Dan Kearns – Charles stated that the staff can handle this work except for the gophers and we can offer a little overtime.

Dave Schrammel – I would encourage you to have one designated employee for this job as the reason this went wrong is there were several people doing this job and things were being missed. Or contact Quincy and see if we can hire one employee for different areas.

Roger Cherry – Charles is the best manager we have had, and we need to trust him to take care of this.

Melissa Schrammel – Why do they not want to handle the gophers?

Dan Kearns – Because they know how difficult that is and how much time it can take up.

Dave Schrammel – Along those lines if we IVCSD is looking to get out of Parks and Recreation which is on your logo as big as any other symbol and pass along to an unfunded district, I would certainly think you should consider sending an amount of your PG&E settlement to send along with the Recreation District.

Dan Kearns – We wouldn't consider or do that unless they become a funded district. This is about 2 years out.

Crystal Leininger – What loses did the Park have that they would be eligible for PG&E settlement money?

Dave Schrammel – I am not saying that, but the Recreation District is an asset of IVCSD historically for as long as I can remember and if they are sending this to an unfunded place, they should send funding.

Crystal Leininger – Well there's a lot of noble ideas, but the Parks should have proof they can support all of their facilities.

Director Roger Cherry makes motion to not hire a Part Time Employee at this time – Director Dan Kearns seconds the motion.

4 Favor ___ Opposed
___ Abstained 1 Absent ___ Recused

13. **FEMA Consultant Proposal**

A. Terrafort, Brady Joseph, gives presentation.

Crystal Leininger – How is your app utilized?

Brady Joseph – the platform is built around locations for damage and migrate all documents in: contracts, labor and everything surrounding the project, the artificial intelligence navigates and combs through the information.

Crystal Leininger – Why do you need artificial intelligence if you are familiar with the FEMA process. It will be upon staff to get all documents together and then upload them to the FEMA portal and then through this other artificial intelligence app seems like an extra step and doesn't seem efficient

Brady Joseph – Our platform just allows us to make faster and more efficient decisions.

Crystal Leininger – What kind of decisions, give me an example of the decisions you need to make.

Brady Joseph – the platform just checks against contracts and invoices to check that everything is gone through and not duplicated, and things are not missed as happens by humans.

Crystal Leininger – What platform do you use?

Brady Joseph – Our platform is built around Googles Gemini

Crystal Leininger – So they have a spreadsheet, right?

Brady Joseph – Yes, they have Google Sheets and Workspace.

B. DRE, Charles Robomad CEO and Sean Smith President, give presentation.

Crystal Leininger – the support that I think the district needs is administrative support for invoicing for uploading to the FEMA portal and understanding the platform that FEMA has and being able to interpret the information from the district to FEMA and being able to ask those FEMA questions that may be foreign to the district.

Brady Joseph, Terrafort – That is part of our plan we will place staff within the district. Also, I was the original product owner for grants manager and grants portal when I was at FEMA, so I helped bring that platform to fruition one of our staff, Bill Ridge Sr. An executive on our team did service as the Deputy Regional Manager for FEMA.

Sean Smith, DRE – Yes, we do that. Another thing we also do is create a briefing on the project status for the Board and Brief the Board every other month. So, on top of all the in-office administrative tasks, we provide regular updates to the Board.

Jamie Little – So you guys come in person to the office

Sean Smith, DRE – Yes, we come into the office

Jamie Little – There is no action on this do we have the wrong agenda

Dan Kearns – Just to be clear Mackenzie the agenda I am looking at has no action item, but it was our intention to take action on this tonight.

Mackenzie Anderson – The agenda I am looking at online does have the action item listed, so you are okay to act on this item.

Dan Kearns – After looking through the responses a couple things stood out: they don't use any subcontractors and they do not use AI which fits better into our district, and they come highly recommended by other districts. Seems to be a little more of a fit for us.

Dave Schrammel – Also a little cheaper

Director Dan Kearns makes motion to enter into contract with DRE and Director Roger Cherry seconds the motion.

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

14. **Communications Specialist Position**

Dan Kearns – We received 3 responses. Two of them didn't seem to have the skill set need as a lot of this is going to be press releases and interacting with the public getting our message out there and some work on the website.

Jamie Little – We received a grant and have been looking for somebody

Dan Kearns – The person that seemed the best qualified for this may have withdrawn but may be resubmitting. Do we need to extend the period for this position.

Mackenzie Anderson – You should continue this item and get written confirmation until IVCS is sure there is an offer for this position.

Wanda Carpenter tables item.

15. **Closed Session**

Closed Session Starts at 7:34pm

A. **Litigation - Anticipated Litigation (Initiation of Litigation)**

Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(4) - Case name would jeopardize settlement negotiations.

No action taken: Discussion and direction.

B. **Litigation - Pending/Existing Litigation**

Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1) - Case name would jeopardize services of process.

No action taken.

C. Litigation - Anticipated Litigation (Significant Exposure to Litigation)

Conference with Legal Counsel – Liability Claims Pursuant to Gov. Code Section 54946.95 (d)(1) –
Claimant: Lisa Washoe Claim Against: Indian Valley Community Services District

No action taken: Discussion and direction.

Closed Session Ends at 8:18pm

16. **Adjournment**

Dan makes motion to adjourn meeting and Roger Cherry second's motion

4 **Favor** **Opposed**
 Abstained 1 **Absent** **Recused**

Meeting adjourned at 8:19