

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT
BOONVILLE FIREHOUSE, 14281 Highway 128
August 21st, 2024 at 3pm**

Approved

1. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER:** MCTO by Valerie **Hanelt** at 3:01pm. Steve **Snyder**, Bill **Nayes**, Franois **Christen**. Kathleen **McKenna**, Andres **Avila** on Zoom. Caleigh **Bennett** taking minutes.
2. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Morgan **Baynham**, Mark **Scaramella**, Sash **Williams**, Clay **Eubank**.
3. **CORRESPONDENCE RECEIVED:** Reviewed.
4. **CHANGES OR MODIFICATION TO THIS AGENDA:** None.
5. **CONSENT CALENDAR:**
 - a. 7/17/2024 minutes were approved
 - b. Approved.
6. **ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS:**
 - a. **Executive Director's Report:** See attached.
7. **ADVISORY COMMITTEE REPORTS:**
 - a. **EMERGENCY SERVICES COMMITTEE:** Reviewed.
 - b. 1) Approval of the contract for the 2023 IGT Capitated rates program: **Eubank** spoke about the IGT program contract. The EMS department contribution is around \$20,000 due in November with reimbursement in January. **Christen** wanted to know the difference between the IGT and the PPIGT. **Eubank** explained that they are different funding streams and that the portion we will receive from it will decrease going forward but we are invited to participate and will continue to do so and as far as the other program we are still receiving the benefits of enhanced rates from it although we are not participating. **Christen** asks if we will continue being compensated even if we don't contribute. **Eubank** says that there is legislation that guarantees the payment although the contribution is voluntary although the system relies on contributions and will be discontinued if the funding falls short. The choice for the EMS department to withdraw was because the contribution was not being recovered. **Hanelt** asks if the money invested will be covered with the IGT program. **Eubank** says it will come out of operating funds. **Hanelt** announces that since the item is also on the agenda under New Business it will be discussed further if needed and voted on when that agenda item comes up.
 - c. **BUDGET COMMITTEE:** Reviewed.
 - 1) Review of process by which withdrawals are made from county accounts and explore possible other options for savings accounts: **Nayes** wanted to make sure that keeping funds in the County accounts is the most sensible option for the CSD and that withdrawing money wouldn't be too cumbersome to be practical. **McKenna** explained that the resolution on the agenda for today would help expedite that process by granting the Financial Officer access to the account without having to provide minutes from meetings or other documentation and that the money is in the county account to accrue maximum interest and be used as "deep reserves" so it is not typically needed quickly. **Nayes** points out that there are other institutions with similar interest rates but concludes that if the resolution speeds up withdrawal and there aren't other issues it can continue as is unless problems arise.
 - d. **AIRPORT COMMITTEE:** Did not present.
 - e. **PARKS & REC. COMMITTEE:** Presented by **McKenna**. The other half of the playground equipment is to be installed next week by Greg Hoyt Construction. Park work day October 12th. There was a presentataion about the Skate Park fundraising campaign at the Parks & Rec meeting but more needs to be done to work out the budget as the estimated revenue from fundraising is only about \$600,000. **Christen** inquired about the cost of the project. **McKenna** estimated the project at \$1.2 million as it is now with a skate park, bathroom, and pavilion. **Christen** asks what is necessary in the project to which **McKenna** replies that they are not and that phase one is a skate park. There has been talk of redesigning the park. **Christen** suggests a phasing of construction, starting with the basics and building on from there. **Scaramella** asks what the estimated usage of the park is. **McKenna** doesn't have a solid answer to that but there is report or study that was done.
 - f. **WATER PROJECTS: Hanelt.** Clean Water and Drinking Water: still waiting for the Rate Studies. Once we have them the CSD will meet with the engineers and decide on which of the options we will select to determine our rate structure. The Rate Study will allow us to start the LAFCo process for both projects. LAFCo will be

sending out letters to the parcel owners in the boundaries to alert them that LAFCo is approving the district and parcel owners will have the opportunity to protest. Then we can send out our Proposition 218 letter (one for each project) with the information about projected monthly rates and the parcel owners have another opportunity to protest. If we receive 50% plus one protests that stops the project/s. The LAFCo process will take 3-6 months. Clean Water: We are starting the purchase agreement with the owners of the Valley Views property. The purchase agreement is predicated on the project being approved by the community (parcel owners in the Sewer boundaries) and CSD receiving the construction grant. Drinking Water: We are waiting for the signatures on the last four agreements. They have gone back and forth several times and our attorney has signed off on them. Meadow Estates is a little more complicated because we must continue service to their customers after purchasing their system before constructing and activating ours. Hanelt explains a little about the timeline and the process of the rate study and protest letters. We are setting up a field trip to Forestville in the fall to see their sewer system with its purple pipe water arrangement. Attending will be the Chief, our engineers, Val & Kathleen and any Director who would like to accompany us. As previously reported the timing of the CSD installing Water projects and Cal Trans installing bike lanes, sidewalks, etc, have been realigned. There is an AV community planning group being formed to come up with ideas and interact with Caltrans. The project leaders are Sash Williams, Johnny Schmitt, and Marcus Magdaleno. This group is independent of the CSD but our new Director Sash Williams (term starts in December) will be our liaison. **Hanelt** reported that yesterday the State Water Board met and the panel from the DFA (Department of Financial Assistance) included two members who have been working with us from the start of our project 10 years ago. They recommended that the average cost per connection be increased and have an inflationary clause. The State DFA seems to be recommending turning the decision about mixed-use parcels back to project managers. We will know more after the next meeting with our project managers.

- g. **POLICIES & PROCEDURES:** Did not meet.
 - h. **PERSONNEL COMMITTEE:** Did not meet.
 - i. **LOSS CONTROL COMMITTEE:** Did not meet.
8. **OLD BUSINESS:**
- a. MCAFD Update: Nothing to report.
 - b. Update on Vets' Home transfer from Mendocino County to AV American Legion Post 385: Tabled.
9. **NEW BUSINESS:**
- a. Recommendation to Accept Audit 21-22 & 22-23: M/S/P **Nayes/Snyder**. Audit issues have been cleared up. 5
 - b. Resolution 2024-09: Resolution Naming Alternate Depository & Naming Financial Officer as District Treasurer: M/S/P **McKenna/Nayes/5**
 - c. Recommendation for approval of the contract for the 2023 IGT Capitated Rates Program: M/S/P: **Nayes/Snyder/5**
 - d. Recommendation to approve Annual Benefit Assessment Review Changes to be sent to the County: **McKenna** presented a spreadsheet with changes to the benefit assessment of several parcels in the district compiled by herself and Colin Wilson. Only one parcel replied to the protest letter that the assessment hadn't changed due to a complete demo of the previous residence. M/S/P: **McKenna/Christen/5**
10. **ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION:** None.
11. **ANNOUNCEMENTS/CONCERNS OF DIRECTORS:** Christen announces a meeting tomorrow with Director Nayes and himself with supervisors Gjerde and Mulheren.
12. **ADJOURNMENT:** 4:17pm