

KNIGHTS LANDING COMMUNITY SERVICES DISTRICT

PROVIDING – WATER – WASTEWATER – RECREATION – STREETLIGHT – DRAINAGE – SERVICE

BOARD OF DIRECTORS MEETING KNIGHTS LANDING COMMUNITY SERVICES DISTRICT

REGULAR MEETING
August 18, 2020
MINUTES

1. CALL TO ORDER

Vice President Gilbert Plubell called the meeting to order at 7:08 pm.

2. ROLL CALL

Present:

- Directors: Ray Lomelli, Teresa Borrego, Gilbert Plubell.
- Not present: Willie Morales, Vacant
- District Counsel: Not present.
- General Manager: Leo Refsland.
- Board Clerk: Leo Refsland.
- Admin Secretary/Bookkeeper: Vickie Chavarria

Public: None.

3. APPROVAL OF AGENDA

Vice President Gilbert Plubell called for a motion to approve the agenda.

Motion by: President Ray Lomelli to approve the agenda as presented with removal of item I. Closed session: Personnel

Second by: Director Teresa Borrego.

Discussion: GM indicated that item I. needs to be removed from the agenda.

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed

4. PUBLIC COMMENTS

Vice President Gilbert Plubell called for public comment – None.

5. CORRESPONDENCE: None.

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6. APPROVAL OF MINUTES:

Moved to next regularly scheduled meeting.

Motion by: None.

Second by: None.

Discussion: GM asked that the July 21, 2020 meeting minutes get moved to the next regularly scheduled meeting.

Vote: Ayes: 0 No: 0 Abstain: 0 Motion: None

7. APPROVAL OF CLAIMS:

Vice President Gilbert Plubell asked for a motion to approve the claims for August 2020.

Motion by: President Ray Lomelli to approve the claims for August 2020.

Second by: Director Teresa Borrego.

Discussion: None

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed

8. FINANCIAL REPORT:

AS/B Vickie Chavarria reported on Income.

9. DISCUSSION ITEMS: None

10. ACTION ITEMS:

a) Authorize GM to apply and obtain single CalCard Visa for district purchases.

Vice President Gilbert Plubell asked for a motion to approve authorization.

Motion by: Director Teresa Borrego to Authorize GM to apply for and obtain a single CalCard Visa credit card for district purchases.

Second by: President Ray Lomelli

Discussion: GM explained purpose of obtaining the CalCard and its benefits

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed

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- b) **Authorize GM to apply for insurance coverage through YCPARMIA.**
Vice President Gilbert Plubell asked for a motion to approve authorization.
Motion by: Director Teresa Borrego to Authorize GM to apply for insurance through YCPARMIA
Second by: President Ray Lomelli
Discussion: GM presented the benefits of applying for insurance through YCPARMIA

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed
- c) **Authorize GM to seek and apply for drinking water system repair and upgrade grants and other funding options.**
Vice President Gilbert Plubell asked for a motion to approve authorization.
Motion by: President Ray Lomelli to Authorize GM to seek and apply for drinking water system repair and upgrade grants and other funding options.
Second by: Director Teresa Borrego
Discussion: GM spoke about the different water system needs and funding possibilities.

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed
- d) **Authorize GM to seek and apply for waste water system/headworks repair and upgrade grants and other funding options.**
Vice President Gilbert Plubell asked for a motion to approve authorization.
Motion by: President Ray Lomelli to Authorize GM to apply for and obtain a single CalCard Visa credit card for district purchases.
Second by: Director Teresa Borrego
Discussion: GM spoke about the different waste water system needs and funding possibilities.

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed
- e) **Update status of work completed, contract with Kennedy Jenks status and approve generators installation of new generators at Ridge Cut Well.**
Vice President Gilbert Plubell asked for a motion to approve authorization.
Motion by: President Ray Lomelli to Authorize GM to look into what it would take to get the new generators installed at Ridge Cut Well.
Second by: Director Teresa Borrego
Discussion: Discussion followed about past issues and the reasons for this grant. Including what was going on with the generators before the project was stalled

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed

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f) Approve new rate structure and set Prop 218 public hearing date of 10/20/2020.

Vice President Gilbert Plubell asked for a motion to approve new rate structure.

Motion by: President Ray Lomelli to adopt new monthly rates with increases for the next three years with the first year at \$12.00 the second year at \$8.00 and the third year at \$4.00 per month increases for residential. Commercial/industrial accounts to be classified as such and will increase by 20% over residential rates. New rates effective January 1st 2021

Second by: Director Teresa Borrego

Discussion: There was discussion about conversation at the previous meeting. Further discussion about potential budget shortfalls and the need to move forward with a rate increase. GM presented numbers he felt were accurate to improve the current financial crisis. Separating commercial from residential is a must. A complete connection audit and customer type designation needs to be performed soon.

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed

g) Adopt resolution approving application(s) for PER CAPITA grant funds.

Vice President Gilbert Plubell asked for a motion to adopt resolution.

Motion by: President Ray Lomelli to adopt resolution 202008-1 authorizing GM to represent KLCSD and approving application(s) for Per Capita grant funds.

Second by: Director Teresa Borrego

Discussion: None

Vote: Ayes: 3 No: 0 Abstain: 0 Motion: Passed

a) GENERAL MANAGERS REPORT

Working on getting up to speed with the district learning about the 3 wells and ponds.
Working on administrative including budget and procedures


b) FUTURE AGENDA ITEMS

c) ADJOURNMENT

Meeting adjourned at 8:12 pm by Vice President Gilbert Plubell


NEXT MEETING DATE: Tuesday, 09-15-2020 @ 7:00 pm

President Ray Lomelli



Adopted Date: 11-17-20

Board Clerk Leo Refsland



Adopted Date: 11-17-20