

**BOARD OF DIRECTORS MEETING  
KNIGHTS LANDING COMMUNITY SERVICES DISTRICT**

REGULAR MEETING  
April 19, 2022  
MINUTES

**1. CALL TO ORDER**

Director Ray Lomeli called the meeting to order at 7:04 pm.

**2. ROLL CALL**

**Present:**

- Directors: Ray Lomeli and Roberto Chavez, Roberto Paniagua
- Director: Teresa Borrego- Not present
- Director: Sophia Plubell- Not present
- District Counsel: Not present.
- General Manager/Board Clerk: Leo Refsland.
- Admin Secretary/Bookkeeper: Vickie Chavarria
- Public: Mark Krummenacker

**3. APPROVAL OF AGENDA**

Director Ray Lomeli called for a motion to approve the agenda.

**Motion by:** Director Roberto Chavez to approve the agenda. with addition of Moving Audit result presentation to top of agenda.

**Second by:** Director Roberto Paniagua.

**Discussion:** A request to move Mark krunacker to the top of agenda so he can present the results of the audit was presented

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

**4. PUBLIC COMMENTS**

Director Ray Lomeli called for public comment – Mark Krummenacker presented the district audit to the board.

**5. CORRESPONDENCE:** None

**6. APPROVAL OF MINUTES:** March 15, 2022 Meeting moved to April meeting

**Motion by:**

**Second by:**

**Discussion:**

**Vote:**    **Ayes:** 0    **No:** 0    **Abstain:** 0    **Motion:.**

**7. FINANCIAL REPORT:**

- Income: March \$44,529.00

- Expense: March : 61.31% yr. within budget

**8. APPROVAL OF CLAIMS:**

Director Ray Lomeli asked for a motion to approve the claims for April 2022.

**Motion by:** Director Roberto Chavez to approve claims for March 2022

**Second by:** Director Roberto Paniagua

**Discussion:** None.

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

Director Ray Lomeli asked for a motion to approve invoice for Madison CSD Contract Management and Operations 3/22 Invoice #202049

**Motion by:** Director Robert Paniagua to approve invoice for Madison CSD Contract Management and Operations 3/22 Invoice #202049

**Second by:** Director Roberto Chavez

**Discussion:** None.

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

**9. DISCUSSION ITEMS:** Arrearages, Grant Applications and Edsen Property

**10. ACTION ITEMS: Approve and accept Audit for fiscal years ended June 30, 2019 and June 30, 2020**

A. Director Ray Lomeli asked for a motion to approve and accept Audit for fiscal years ended June 30, 2019 and June 30, 2020

**Motion by:** Director Roberto Paniagua approve and accept Audit for fiscal years ended June 30, 2019 and June 30, 2020

**Second by:** Director Roberto Chavez

**Discussion:** Mark Krmmenacker gave a presentation on Audit result .There was discussion on findings and policy and procedures that need to be implemented

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

**B. Approve and implement shut-off and lien policy #2101 for delinquent and unpaid accounts**

Director Ray Lomeli asked for a motion to approve and implement shut-off and lien policy #2101 for delinquent and unpaid accounts

**Motion by:** Director Roberto Chavez approve and implement shut-off and lien policy #2101 for delinquent and unpaid accounts.

**Second by:** Roberto Paniagua

**Discussion:** There was discussion about the proposed policy,implementation and the impact on dealing with delinquent accounts.

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

**C. Choose and appoint a Vice President**

Director Ray Lomeli asked for a motion to appoint a Vice President

**Motion by:** Director Roberto Paniagua to appoint Roberto Chavez as Vice President

**Second by:** Ray Lomeli

**Discussion:** Roberto Chavez to chair the Vice President position.

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

**D. Authorize the President and GM to transfer banking accounts from UMPQUA to Bank of the West.**

Director Ray Lomeli asked for a motion to authorize the President and GM to transfer banking accounts from UMPQUA to Bank of the West.

**Motion by:** Director Robert Chavez to authorize the President and GM to transfer banking accounts from UMPQUA to Bank of the West.

**Second by:** Roberto Paniagua

**Discussion:** None.

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

**D. Authorize DIF loan payment for the 21-22 budget year.**

Director Ray Lomeli asked for a motion to authorize DIF loan payment for the 21-22 budget year.

**Motion by:** Director Robert Chavez to authorize DIF loan payment for the 21-22 budget year.

**Second by:** Roberto Paniagua

**Discussion:** None.

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

**1. GENERAL MANAGERS REPORT**

- Ponds are working good for overall condition. Working on weed spraying.
- Update on the improvements that we are working on.
- All three well sites are in good shape.
- Water conservation still an issue. Current static level is stable.
- Development going well, some of the houses are finished. and occupied.

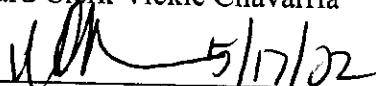
**2. FUTURE AGENDA ITEMS:** Tour of facilities, Grease ordinance, Drought Conservation, housing audit, penalties for water waste.

**3. ADJOURNMENT:**


Meeting adjourned at 9:02 pm by Director Ray Lomeli

**NEXT MEETING DATE:** Tuesday, 5/17/2022 @ 7:00 pm

Board Clerk Vickie Chavarria

  
Adopted Date: 5/17/22

Board President Ray Lomeli

  
Adopted Date: 5/17/22