

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

REGULAR MEETING

May 18, 2021

MINUTES

1. CALL TO ORDER

Vice President Gilbert Plubell called the meeting to order at 7:00 pm.

2. ROLL CALL

Present:

- Directors: Ray Lomelli, Gilbert Plubell, and Teresa Borrego.
- Not present: Susan King. Susan joined meeting at 7:04 p.m.
- One Seat is currently vacant.
- District Counsel: Not present.
- General Manager/Board Clerk: Leo Refsland.
- Admin Secretary/Bookkeeper: Vickie Chavarria
- Note: Vice president Gilbert Plubell is Chairing the meeting.
- Public: Elisa Sabatini of Yolo County, Nicole Ortega Jewell of MBK Engineers and Roberto Chavez.

3. APPROVAL OF AGENDA

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

Motion by: Director Teresa Borrego to approve the agenda with modifications.

Second by: Director Ramon Lomelli.

Discussion: GM mentioned that having Mr. Morales still on agenda was a typo and asked that the MCSD claim for reimbursement be moved to next meeting and that we add Drought conditions to discussion items.

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

4. PUBLIC COMMENTS

Vice President Gilbert Plubell called for public comment – None.

5. PRESENTATION BY YOLO COUNTY AND MBK ENGINEERS:

Elisa Sabatini Manager of Natural Resources, Yolo County opened the presentation to discuss a three-year flood management project improving the levee system around Knights Landing. A background on role of local CSA's, the reported condition of levees by Army Corps of Engineers, current deferred maintenance needs and funding to improve the conditions and protections of levees in and around Knights Landing. Nicole Ortega Jewell Project Manager, MBK Engineers Spoke about the funding of and planning/design

and improvements to surrounding levees and flood management for Knights Landing. This would provide 100-year flood protection and follow federal guidelines. Several agencies are involved. She also spoke about the need for a cross levee that may encroach on the WWTF. They plan on working with KLCSD to ensure a mutually beneficial improvement and reduce impacts on the local farming community. There were questions from KLCSD Board and discussion regarding the questions. Those discussions included discharge of interior water, recreation and public access.

6. CORRESPONDENCE: None.

7. APPROVAL OF MINUTES: March 16, 2021, March 23, 2021 and April 20, 2021

Motion by: Director Teresa Borrego to approve the March 16, 23 and April 20, 2021 minutes as presented.

Second by: Director Ramon Lomelli.

Discussion: None.

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

8. FINANCIAL REPORT:

- GM went over income. Still below budget even with rate increase and the initial numbers that we worked off of when establishing budget might have been off as well. Going to be short for the year by about \$10,000. The rate increase goes into effect end of June. COVID-19 issues still having an effect on income as well.
- GM explained the status of expense budget. Some depts. over others under same as before. In the middle of an audit. Cost of audit and consulting will be approx. \$15,000. Utilities will for sure be over. There have been many improvements in cash flow but will still end up being over budget.

9. APPROVAL OF CLAIMS:

Vice President Gilbert Plubell asked for a motion to approve the claims for 03/12/ 2021 to 05/14/2021.

Motion by: Director Susan King to approve the claims for 03/12/2021 to 05/14/2021.

Second by: Director Ramon Lomelli.

Discussion: None

Vote: **Ayes:** 4 **No:** 0 **Abstain:** 0 **Motion:** Passed

Vice President Gilbert Plubell asked for a motion to approve invoices for Madison CSD Contract Management and Operations. Invoice for 3-21 and 4-21.

Motion by: Director Ramon Lomelli to approve invoices for Madison CSD Contract Management and Operations. Invoice for 3-21 and 4-21.

Second by: Director Teresa Borrego.

Discussion: None

Vote: Ayes: 4 No: 0 Abstain: 0 Motion: Passed

Vice President Gilbert Plubell noted no reimbursement invoice for Madison CSD Contract operations expenses this month.

Motion by: None.

Second by: None.

Discussion: None.

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

10. DISCUSSION ITEMS:

Notice of Violation at WWTF and impact on current grant application:

GM spoke about the inspection that the Central Valley Regional Water Quality Control Board (CVRWQCB) completed on April 14, 2021 and the violation that followed. We are in the process of responding and going through what it means to existing grant that was applied for. Will try to add items listed in NOV requiring correction to the grant.

The entire facility needs to be evaluated and in need of maintenance, repair or modification. There were questions from the board and discussion about the response and timelines.

18-19 and 19-20 FY Audits:

Went over representation letter from auditor addressed to KLCSD Board.

There was discussion about the process, costs and timeline.

Drought Conditions:

11. ACTION ITEMS:

a) None.

Motion by: None:

Second by: None.

Discussion: None.

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

a) GENERAL MANAGERS REPORT

- Rebuilding weed spray rig. Pretty well beat up and in disrepair.
- The KLCSD truck is in such disrepair and beat up may not be wise to put money into it. More than likely needs to be disposed of (sold)
- Both districts will need to work together to purchase two new trucks. More likely sooner than later.
- Working on funding for KLCSD ended up participating in a discussion with Sen Dodd. Lobbied for infrastructure funding.
- Working on a drought response plan. Working with the three other CSD's and to have a static water level/drawdown study done. Will split the cost four ways. YCFCWCD is helping with data acquisition.
- Still working on the final installation plan for the generators. Not real confident moving forward with the plan. May scrap the whole thing and start over with a single generator plan.
- Withdrew grant request from OES and Davis Rotary for dual genset installation.
- Spent time with Davis Rotary showing them some of the community projects and needs
- Getting equipment sorted out.
- Things are going well.
- Had some repairs.


b) FUTURE AGENDA ITEMS

c) ADJOURNMENT

Meeting adjourned at 8:30 pm by Vice President Gilbert Plubell

NEXT MEETING DATE: Tuesday, 06-15-2021 @ 7:00 pm

Board Clerk Leo Refsland



Adopted Date: 06-15-21