



Auburn Valley Community Service

District

P.O. Box 8138 Auburn, California 95604

Dave Harden - General Manager

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District Engineer - Ali Holladay

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Board of Directors

Gerald Sherburne Byron Pipkin Kaylene Hallberg

Richard Welker Sukhpal (SP) Mann

Minutes

BOARD OF DIRECTORS MEETING AND PUBLIC HEARING

Tuesday, May 23, 2023

Meeting Held by Microsoft Teams and at 9965 Spyglass Circle, Auburn, CA 95602

Meeting called to order at 1:00 p.m.

Roll Call: Director Byron Pipkin was absent

Established a quorum

Approval of the May 23, 2023 meeting agenda (4-0 / 1 absentee)

Reports:

Treasurer's Report - Richard Welker

This is a basic outline of current assets and liabilities:

April 30, 2023 bank balances are:

#1120 - US Bank - Operations Acct.	\$ 59,447.00
#1130 - US Bank - Bond Servicing Acct.	\$ 161,838.00

#1150 - US Bank - Money Market - Reserve Acct.	\$ 200,100.00
Total:	\$421,385.00
Receivables	
Accounts Receivable	\$ 51,808.00
Liabilities	
Current Accounts Payable	\$ 20,712.00

CSD payables are current.

General Manager Report - Dave Harden (GM)

A. Transition from GM/DE to Board

1. The Board needs a new online meeting platform.
2. Due to Board Member turnover and the GM/DE resignation it is recommended that the Board begin transitioning contact numbers now. This may include PCWA, Placer County, etc. This has not been fully completed since the last board resignation. See the District Flow Chart of organizations on the AVCSD One drive. New lead contacts need to be established (Operators/Board President) by June 16th.
3. BENIEN will assist the treasurer with the Budget. The treasurer is gathering financial information. Once the appropriate info has been gathered the GM/DE and Treasurer will plan a meeting or call to go over the Draft Budget. It is expected that a Draft Budget will be presented at a special meeting and approved at the regular June meeting.

District Manager Report - Ali Holliday (DM)

1. The DM is in the process of transferring AVCSD documents to three (3) flash drives that will be delivered to board directors.
2. Placer County has requested a routine inspection of the water system in May or early June. It is recommended that the Board Member and/or operator be present during inspection.
3. Placer County has requested a GIS layer of AVCSD water system infrastructure for fire preparedness. BEN IEN can export the system out of CAD to a GIS layer depending on the County's parameters. Or the District can assign someone to upload each hydrant and tank individually on the County website.

President's Report - Gerald Sherburne

The water line has been located on the Cypress Court lot.
A valve was replaced at home on Auburn Valley Road.

Vice President Report - Byron Pipkin (absent)

Technical Director Report - SP Mann

A will serve letter has been issued for the lot located at 6315 Cypress Court.

SP thanked all that were in involved in getting the CIP (Community Improvement Plan) done.

The AVPOA is taking care of the sewer laterals that are exposed on a homeowners lot.

Collections/Enforcement - Gerald Sherburne

30 day notices will be sent after June 1st.

Consent Item

The April 25, 2023 minutes were approved (4-0 / 1 absentee)

Old Business

CIP (Community Improvement Plan)

The CIP Draft has been completed. After distributing the report to the community, there was little input / comments received. Discussion was help regarding the report. With some minor changes (wording, etc), a motion was made and passed to approve the AVCSD Community Improvement Plan. (4-0 / 1 absentee).

Well #3 - Jerry Sherburne

On May 8, Jerry Sherburne, Charlie from 49er Water and Byron met with the Nash's at their home to go over the proposed refurbishment of Well #3 - coming through the easement (except to come across their lawn to minimize damage to the landscaping) into the side yard to the wellhead.

The next step is for Charlie to co-ordinate with Dave Nash to string a rope from the PG&E pole across the canal to determine the location of the new pole - as far west along the fence line as possible. This is to be done by the 3rd week of May.

After that, in June, 49er Water will install a new pole in the new location, move the electronics to the new pole and connect to the underground wiring. The old pole will be cut off at the ground.

After that a plan will be developed to refurbish the well itself.

New Business

BENIEN Resignation

BenEn will not renew their contract at the end of the 2022-2023 fiscal year.

Annual inflation adjustment to sewer and water rates (2%)

Discussion was held regarding inflation, future rates increase and the process of raising rates. The CIP will be sent to Lechowicz & Tseng Municipal Consultants (L&T) for the Rate Study and for their recommendations on how to proceed with rate increases. The increase is necessary to fund the CIP and to keep up with inflation.

A motion was made, seconded and approved to implement the annual inflation 2% raise of the water / sewer rates as of July 1, 2023. (4-0 / 1 absentee)

2023/34 Budget

Rich will be sending the budget worksheet to the board members for their input and approval. The 2023/24 budget will be presented at the June meeting.

Summer Watering Schedule

The board approved (4-0 / 1 absentee) to resume the summer water schedule that the previous AVCSD board implemented last summer. A copy of the schedule will be sent to the homeowners.

Adjournment - there being no further business before the board, the meeting was adjourned at 1:37 p.m.

Respectfully Submitted,
Diane Peterson
Recording Secretary

Next Meeting:
June 27, 2023 @ 1:00 p.m.