



Auburn Valley Community Service

District

P.O. Box 8138 Auburn, California 95604

Dave Harden - General Manager

530-906-1806

dharden@ben-en.com

District Engineer - Ali Holladay

aholladay@ben-en.com

Board of Directors

Jim Leidigh - President John Imrie - Vice President

Dale Kuehne - Treasurer Gerald Sherburne - Collections Bob Mantz - Technical

Minutes

BOARD OF DIRECTORS MEETING AND PUBLIC HEARING

Tuesday, June 28, 2022

Meeting Held by Microsoft Teams and at 9845 Spyglass Circle

Meeting called to order at 3:00 p.m.

Roll Call: Dale Kuehne was absent

Established a quorum.

Approval of the June 28, 2022 meeting agenda (4-0 / 1 absentee)

Reports:

Treasurer's Report - Dale Kuehne

May 31, 2022 bank balances are:

Bond Account	\$228,114
O&M Account	\$230,326
Reserve Account	\$200,004

Receivables as of May 31, 2022 are \$9,378.15 for the community with a breakdown of \$8,340.45 for the O&M account, \$41.70 for the bond account and \$996.00 for the Spyglass Bond.

Bond for the Spyglass community is increasing from \$1,992.00 to \$2,046.00 per year. This is an increase of \$54. Payments due for 22/23 fiscal year for the Spyglass community are \$108,418. This is for 53 parcels.

Monthly water rates for O&M are being increased from \$45.00 to \$45.90, quarterly from \$135.00 to \$137.70. This is a 2% increase.

All CSD bills are paid current.

General Manager Report - Dave Harden (GM)

Reserve Study

The DE/GM participated in a meeting on 6/23/22 with Browning to discuss the GM/DE and District comments on the second draft. Browning delivered the updated draft on 5/23/2022.

In Progress Items

1. Rate Study Request for Proposal (Proposals are under review)
2. Annual Budget
3. District Code Research (on hold due to emergency responses)
4. Website Compliance (ongoing)
5. Ongoing Grant Research

District Engineer Report - Ali Holliday (DM)

Well #3 Refurbishment

Due to the emergency situation and increased drought conditions, the project has been split into two phases in order to expedite the pump replacement for Well #3. The first phase will be the pump replacement and the second phase will be the relocation of the power pole. Bennett has prepared two Memorandums of Understanding (MOU) for temporary construction easements with both property owners. Once the MOUs are signed, Bennett will schedule the work to be done with the operators as soon as possible. In the meantime, Bennett has reached out to PG&E to determine the next steps for both options.

Lift Station Failure Analysis

A site visit has been conducted and the report is being drafted. The GM is awaiting costs from the operators to submit the request for reimbursement from PG&E.

District Engineer To Do List

The items listed below are known to be needed but are pending allocation of funds and development of scope. The following will be considered with the development of the Capital Improvement Program:

1. SCADA (supervisory control and data acquisition) System Upgrades
2. Water system capacity and Meet Dailey Demand Study
3. Capital Improvement Plan (Water and Wastewater)
4. New Well project (and funding)
5. Lead Service Line Mapping
6. Collect / create as-built files (CAD maps have been drafted)
7. Inflow & Infiltration Study

811 (Call before you dig phone number)

The District is now a member of 811 and has successfully submitted the service area.

Well #4 Update

Well 4 has been brought back online successfully, a special thanks to our operators for their hard work. We now have a backup pump and acquiring parts, so it is fully operational for future emergencies. The operators will continue to monitor the wells performance and report to the District Engineer. As part of this emergency effort the downed tree was removed. A task order is on the agenda for approval for the emergency engineering services that were provided.

Water Conservation Efforts

1. Homeowners were requested to conserve water due to Well 4 being offline. The majority of homeowners complied, and usage was much lower than usual for this time of year. Since Well 4 has been brought back online the usage is inching back closer to 200,000 gallons per day.
2. The District will continue to monitor water usage within the community and adjust irrigation schedules as needed.

Funding / Billing

Grants/ Funding Opportunities

1. Possible funding through EPA for Lead Service Lines – has not yet been released
2. Placer County Emergency Services was contacted for potential funding related to Well 4

30 Day Notice to Terminate Service Letters

1. Postmarked by 30 days or received on the 45th day: A trial run was initiated to see how the process would work, as it will require more coordination of the members who pick up the mail and drop off the checks to WW&T. This process will be on trial for the next billing cycle. After the next billing cycle the Board will decide whether to make the switch or not.
2. Removing the one time late forgiveness: Jerry expressed his desire to remove it as it is hard to track. Bennett does not mind keeping a running list, but will leave that up to the Board Members.
3. One water service termination notice was issued. The payment has been received.
4. A homeowner is petitioning her late fees be waived. The homeowner has used their late fee forgiveness back in 2015 They feel like it should be more than once when the system to pay is archaic and not clear. About 5 homeowners have complained that they are relying on the mail service to get their bills in on time, which is unreliable. This is especially hard when traveling during the billing cycle.
5. The AVPOA manager, Corrine Reyes at Hignell Management, has been contacted twice regarding Hignell's online portal payment process. There has been no response from Corinne.

Communications with Auburn Sierra Golf Club

State Water Quality Ownership Form

Andrew Duong has been contacted to provide information needed to complete the RWQCB (Regional Water Quality Control Board) document. A response has not been received.

Contact Issues

Two pieces of certified mail have been sent to the Duong's at two separate addresses. According to USPS tracking both letters were delivered and handed to a person who signed for them. We are continuing to reach out.

President's Report - Jim Leidigh

Water Conservation

Thank you to the majority of the community for your water conservation . There was less water used this quarter compared to last year at the same time. **A reminder that Sunday is a no water day!**

Rate Study

The Board is in the process of reviewing proposal's received from two firms for the rate study. The community needs to be aware that after the rate study is completed, the study will probably recommend an increase in rates other than the 2% all ready in effect.

PG&E

Communication was received regarding low interest and/or zero interest loans to help improve our infrastructure.

Alternate Payment Options

Community members are asked to volunteer to form a committee to research alternate payment options for AVCSD. Please contact Dave Harden if interested.

Alternate Water Sources

A few years, ago a committee researched alternate water sources for Auburn Valley. The committee looked at NID, PCWA and the use of canal water. The District is again asking for volunteers to form a committee to further research alternate water sources. Please contact Dave Harden if interested.

Vice President Report - John Imre

WW&T is now closed on Fridays. Board members need to co-ordinate pick up of the mail on Monday's and Wednesday's to deliver to WW&T.

Technical Director Report - Bob Mantz

A failure analysis is being done regarding the failure of Well 4 as this should not have happened to a well that is only 6 years old. The failure more than likely happened due to stress caused by the drought and over use in the community. Please conserve water.

Delinquencies/Volunteer Committee - Gerald Sherburne (no report)

Consent Item

The minutes were approved for the meetings held on May 24, 2022 and May 31, 2022.

Old Business

PG&E

The seven accounts with PG&E have now been consolidated to two accounts.

Annual Budget

A motion was made, seconded and approved to accept the Annual Fiscal Budget for 2022/23 as presented. (4-0 / 1 absentee)

New Business

Resolutions

A motion was made, seconded, and passed (4-0 / 1 absentee) to adopt Resolution TR 2022-05 Requesting Collection of Charges on Tax Roll for tax year 2022/23

A motion was made, seconded, and approved (4-0 / 1 absentee) to adopt Resolution 2022-06: Notice of Governing Board Member Election.

Bennett Task Order 1.2

Task Order 1.2 was amended to include the following:

Emergency Fund - OPTIONAL

The DE will provide emergency support for the District's water and wastewater system needs. This task will only be utilized and billed to with the authorization from at least one (1) member of the Auburn Valley Community Service Districts Council. The council may authorize use of emergency funds of up to \$5,000.

A motion was made, seconded and approved to accept the addition of the Emergency Fund to Bennett Task Order 1.2. (4-0 / 1 absentee)

Turf Replacement Program

Ongoing research continues on having a turf replacement program. At this time, there are no grants available. Jim Leidigh is looking into what other special districts are offering. A suggestion was made to take a poll of the Auburn Valley homeowners to see who would be interested.

Conflict of Interest

California Form 700 regarding conflict of interest has been reviewed, signed, and submitted to the State of California.

AVCSD Elections

There will be two (2) vacancies on the AVCSD Board this year. Jim Leidigh and John Imrie terms end in December. Homeowners are encouraged to file paper work for a Board position with the Placer County Elections Office. The filing time period for candidates is mid July to August 12, 2022.

Declaration of Emergency

California is in a prolonged drought. In response, the Governor has signed Executive Order N-7-22 declaring emergency conditions conservation measures throughout California. In response to this, the AVCSD Board of Directors decided to implement irrigation water conservation measures. AVCSD will continue to implement the staggered irrigation schedule. (attached)

Until Well 3 is up and running, AVCSD requests that residents limit non-essential water usage. Homeowners are asked to check for any leaks in you irrigation system; hand water plants and shrubs with minimal amount of water; discontinue filling pools and spas; consider reducing watering grass lawns from three days per week to two days.

Adjournment - there being no further business before the board, the meeting was adjourned at 4:16 p.m.

**Respectfully Submitted,
Diane Peterson
Recording Secretary**

Next Meeting: July 29, 2022 at 3:00 p.m.

Irrigation Schedule by Address

**GROUPS A & B MONDAY, WEDNESDAY & FRIDAY
GROUPS C & D TUESDAY, THURSDAY & SATURDAY
NO WATERING ON SUNDAYS!**

8824 Auburn Valley Road D
8860 Auburn Valley Road D
8860 Auburn Valley Road D
8880 Auburn Valley Road D
8880 Auburn Valley Road D
8910 Auburn Valley Road D
8980 Auburn Valley Road D
6409 Caddie Court A
6415 Caddie Court A
6427 Caddie Court A
6433 Caddie Court A
6439 Caddie Court A

6403 Caddie Ct A
6424 Caddie Ct A
6434 Caddie Ct A
6525 Curtola Ranch A
6535 Curtola Ranch A
6515 Curtola Rd A
6310 Cypress Court A
6320 Cypress Court A
6460 Eagle Court A
6461 Eagle Court A
6469 Eagle Court A
6470 Eagle Court A
6450 Eagle Ct A
6720 Estates Court C
6725 Estates Court B
6730 Estates Court C
6735 Estates Court B
6740 Estates Court C
6745 Estates Court B
6750 Estates Court C
6760 Estates Court C
6770 Estates Court C
9800 Estates Court C
6415 Fairway Court B
6420 Fairway Court D
6435 Fairway Court B
6440 Fairway Court D
6445 Fairway Court B
6455 Fairway Court B
6700 Niblick Court A
6705 Niblick Court A
6710 Niblick Court A
6715 Niblick Court A
6720 Niblick Court A
6725 Niblick Court A
6730 Niblick Court A
6740 Niblick Court A
6745 Niblick Court A
6750 Niblick Court A
6755 Niblick Court A
6760 Niblick Court A
6765 Niblick Court A
6770 Niblick Court A
6775 Niblick Court A
9975 Spyglass B
9815 Spyglass Circle B
9816 Spyglass Circle D
9825 Spyglass Circle B
9826 Spyglass Circle D
9836 Spyglass Circle D
9845 Spyglass Circle B
9846 Spyglass Circle D
9855 Spyglass Circle B
9856 Spyglass Circle D
9865 Spyglass Circle B
9866 Spyglass Circle D
9875 Spyglass Circle B
9876 Spyglass Circle D
9886 Spyglass Circle D
9886 Spyglass Circle D
9895 Spyglass Circle B
9896 Spyglass Circle D
9905 Spyglass Circle B
9915 Spyglass Circle B

9925 Spyglass Circle B
9926 Spyglass Circle D
9945 Spyglass Circle B
9946 Spyglass Circle D
9950 Spyglass Circle D
9955 Spyglass Circle B
9965 Spyglass Circle B
9966 Spyglass Circle D
9956 Spyglass Court D
8950 Upper Valley Road C
8980 Upper Valley Road C
9009 Upper Valley Road B
9010 Upper Valley Road C
9030 Upper Valley Road C
9070 Upper Valley Road C
9100 Upper Valley Road C
9140 Upper Valley Road C
9180 Upper Valley Road C
9210 Upper Valley Road C
9250 Upper Valley Road C
9300 Upper Valley Road C
9340 Upper Valley Road C
9380 Upper Valley Road C
9410 Upper Valley Road C
9447 Upper Valley Road B
9460 Upper Valley Road C
9477 Upper Valley Road B
9497 Upper Valley Road B
9510 Upper Valley Road C
9537 Upper Valley Road B
9550 Upper Valley Road C
9567 Upper Valley Road B
9580 Upper Valley Road C
9597 Upper Valley Road B
9610 Upper Valley Road C
9647 Upper Valley Road B
9660 Upper Valley Road C
9690 Upper Valley Road C
9700 Upper Valley Road C
9407 Upper Valley Road B