

**MINUTES of the BOARD OF DIRECTORS, REGULAR MEETING  
ANDERSON VALLEY COMMUNITY SERVICES DISTRICT  
BOONVILLE FIREHOUSE, 14281 Highway 128  
May 21, 2025 at 3pm**

**DRAFT**

1. **Regular Session CTO 3pm**
2. **CALL TO ORDER & ROLL CALL: ROBERT'S RULES OF ORDER:** MCTO by Bill Naves at 3:00 pm. Kathleen McKenna. Andres Avil, Steve Snyder, Sash Williams. Kim Baxter taking minutes.
3. **RECOGNITION OF GUESTS AND HEARING OF PUBLIC:** Mark Scaramella, Martha Crawford, Sash Williams
  - a. **Williams** reported on two projects to the Board. The first is a Caltrans paving and sidewalk project that goes through the town of Boonville. The paving project extends from HWY 253 to Mountain View Rd. The sidewalks will go from Boonville Estates to Mountain View Rd. It is currently scheduled for 28/29 with some flexibility on the date. The plan for Boonville is to pave 80 feet of sidewalk with a combination of sidewalk and AC. **Williams** is gathering data from merchants in the zone with the intention of drawing up a plan based upon these concerns and presenting it to Caltrans. There will be a public meeting at some point but **Williams** stated that he feels that the more feedback that is given on the front end the more productive it will be. Utility lines will greatly affect the design of the sidewalks. Based on this information **Williams** found out through discovery that there are funds that PG&E sets aside for undergrounding. At&t also have their own type of funds for undergrounding. **Williams** said that he has not reached out to At&t but PG&E have, roughly, 4.5M available. At \$1000/ft this would accomplish undergrounding from just past Mountain View to HWY 253. **Naves** asked if the undergrounding would go along the HWY or if it would also be extended to the residences in that area. **Williams** said that it is only going along the HWY. There is significant momentum behind this project because the sidewalks are already going to be torn out for the water/sewer project. There is also a fiber-optics program slated to be put in through town. **Williams** stated that seizing these opportunities of sidewalk construction could greatly decrease the expenses for PG&E and the sidewalk project. He feels like the more cost-effective he can make it for PG&E the more undergrounding the district will get. Discussion followed.
4. **CORRESPONDENCE RECEIVED:** No new correspondence.
5. **CHANGES OR MODIFICATION TO THIS AGENDA:** (M) Kathleen McKenna to move 10b to the top of the agenda. (S) Steve Snyder (P) 4-0-0.
  - a. 10b AVCSD Application for CA State Parks "Art in the Parks" Grant Program to fund Pomo-centered Community Art Projects Installed in the Anderson Valley community Park. Martha Crawford presented the application to the Board. She said that a letter of intent has already been submitted to the Arts in the Parks, California grant program and Parks & Rec are now waiting to receive approval to write an official grant application for planning and development. This is a partnership with the Anderson Valley Land Trust. There is also an agreement and partnership with Kristen Larson who is the superintendent of the school. There is also an agreement with a representative of the Pomo tribe who is affiliated with the Land Trust. The focus of this grant is to celebrate indigenous people of the valley in any capacity. The goal is to do a celebration of Pomo heritage that would be permanent installations for the Community Park. Some examples being proposed are mosaic benches, pavers placed in a garden with native plants relating to the Pomo culture. The intent is to correct the omission of native history in a gentle way. The grant would include participation from the elementary school, high school and senior community members. Senior members have already participated in a pilot project by creating mosaic trash receptacles. The art will be installed in the form of mosaics making them a permanent part of the park. **Crawford**, on behalf of Parks & Rec and the Community Park Project asked the CSD Board to approve the grant application submittal. Discussion followed. (M) **McKenna** Approve at the CSD Board level the submission of the grant for the Arts in the Parks project and maintenance of fiduciary responsibility of the grant moving forward. (S) **Snyder** (P) 4-0-0. After the vote **Avila** clarified that Parks & Rec appeared before the CSD Board according to Policies and Procedures. He said that typically the CSD Board doesn't approve a grant application because it is noncommittal. After the grant is administered the CSD Board will commit to it. Also, he added that the impact to staff, specifically **DeWitt**, was considered. In the case of this grant, concerning her time, the grant will not affect **DeWitt** at all. He added that the reoccurring expense that the grant would create is a consideration. because this grant will be received and fully administered by Parks & Rec it will have little to no effect on the CSD Board and staff. Avil was also concerned with CSD liability. **Crawford** replied that the installations are stationary with no moving parts and requiring no maintenance. **Avila** said that this project checks all of the boxes as far as impacts on the CSD and as far as

maintenance and responsibilities down the road. He wants the members to be aware that the Board should always consider the long-term impacts before granting authority for projects, grants, etc.... to move forward.

**6. CONSENT CALENDAR:**

- a. 4/16/2025 minutes were approved
- b. Approval of expenditures: none.

**7. ADMINISTRATIVE REPORT PRESENTATIONS AND QUESTIONS:**

**Executive Director's Report:** FedEx tank surplus status: once the old tanker is out of the way there will be space to put in new tanks. **Scaramella** will, using his own source, provide water for the tanks that matches the water that was the initial equivalent to the amount of water that was originally stored in the tanker. **Avila** continued by saying that the CSD was bequeathed a donation of \$35K. He agrees that the tank project in Philo would be a good use of these funds. Although, he pointed out that the burden supplying of the water should fall on the owner of the property. He has concern that the needs of the Fire Department not be deferred by things of this nature. **Scaramella** added that he hopes that there will be fund-raising for the project. He stated that using these funds to get the project started would be a beneficial way to front-load the tank project and cover the current fire season for phase-1 of the project. **Avila** concluded that there will be further discussions in the Emergency Services Committee. **Avila** reported on the ambulance augmentation funding from the county. It is a \$200K augmentation of which Anderson valley is to receive 66K. He said that it was established many years ago. There is an upcoming audit to determine if the services provided by AV EMS warrants the sum of 66K. **Scaramella** added that the original allocation from the county of 200K was intended as a "band-aid" to the ambulance services. The county would have rather have done zero but they knew that they had to do something. Going back to 2017 when the measure passed, had AI been honored, millions of dollars would have been allocated from the cannabis fund to the fire districts of the Mendocino. Instead, these funds went into the county's general fund and the allocation of these funds was ignored. **Avila** added that the ambulance funding was a recognition that the county-wide ambulance system was failing with particular mention to Covelo who experienced complete failure and, currently, offer no medical services. There was a back-fill to see if ALS could be put into different areas to stabilize the departments. As to **Scaramella's** point, AI funds were collected supposedly on behalf of the fire districts. But it was dumped into the county's general fund. The fire districts, named beneficiary, are calling on the county to account for the AI funds. **Scaramella** pointed out that the wording of the allocation was that it was for *increased* emergency services. **Avila** continued with his report. He stated that Ukiah based CalStar 4 is no longer and has been reidentified as REACH 35. He said that nothing will change as far as membership but this is an end of an era. Next, he addressed his wage over-payment. Due to an accounting error, he has been over paid. The over payment was caused because a true-up was added to his regular wage as back pay to cover the full span of the executive director's position. But he will be under paid until the sum is recouped. The transfer of 7488 to Mendocino College is completed. The county auditing refund came in the mail. As reported in January, during a county audit it was discovered that AVCSD was owed approximately \$10K from underpaid property tax monies. We received that in full with our second tax payment in April. The approximate sum of 10K that was used to clean up the park trees was reimbursed to the CSD. The left-over funds from this payment will be used to remove stumps and clean up. Finally, taxes are higher than anticipated at this time. At the California Fire EMS and Disaster (CFED) Conference this weekend, the Public Provider Inter-Governmental Transfer (PPIGT) program was discussed in detail. With all the recent federal cuts recently, this has been a major concern for fire agencies with ambulance services. The presenters delineated a clear path for these funds to continue during the next few years or more, without issue. Discussion followed.

**Financial Officer's Report:** none

**8. ADVISORY COMMITTEE REPORTS:**

- a. **EMERGENCY SERVICES COMMITTEE:** **Snyder** was absent for the meeting so there was no report this month.
  - 1. Recommend Board approval granting Chief **Avila** authority to support the call to action on behalf of the AV Fire Department in response to CalChief's and the FDAC White Paper. **Avila** elaborated on the white paper and discussion followed. (M) **Nayes** (S) **Williams** (P) 4-0-0. **Nayes** asked if it would be helpful to have a separate letter directed to Jim **Woods** from the CSD Board on the topic? **Avila** responded that it was a great idea. A resolution will be brought to the CSD Board seeking approval to write a letter to Jim **Woods** signed by the entire board in support of the FDAC White Paper and state funding for small, fire districts. **Scaramella** pointed out that Jim **Woods** has been replaced by Chris **Brown**. Discussion followed.
- b. **BUDGET COMMITTEE:** **Nayes** reported that the preliminary budget was reviewed at the Budget Committee meeting. **Avila** stated that normally, at this time, the Board would approve the budget for public viewing. The budget committee recommends to the board that the budget be released for public viewing. This recommendation

was unanimously approved (P) 4-0-0. **Avila** added that this recommendation was given with the caveat that Parks & Rec supply more notes to accommodate their budget submission. **Nayes** continued that the recommendation to the board to approve the Arts in the Park grant application has been completed. There is also a contract with Consero Solutions to help advise Parks & rec on grant funding. There is a recommendation from the budget committee to the board to approve of this contract. Lastly, he reported that the budget committee recommended that the board approve the public reading of the preliminary budgets as submitted from each branch.

c. **AIRPORT COMMITTEE:** not present.

d. **PARKS & REC. COMMITTEE:** McKenna reported that Parks & Rec also addressed the Arts in the Parks project and the Consero solutions contract. Both have been approved by Parks & Rec. the work day at the park was very successful although there is more work to be done. New bumpers have been purchased for the parking lot but they have yet to be installed. Continuing, she stated that the Department of transportation has offered Parks & Rec one hundred and thirteen free truck loads of fill that could be used by the Skate Park Project. The county wants to get rid of the dirt that resulted from a slide on Mountain View Rd. now but it won't be needed by the park for approximately two years. There was discussion about, if taken, where to put the fill dirt in the meantime. It is still being discussed. **Scaramella** suggested that the CalTrans yard as it is generally used as a staging area for various projects. **Williams** pointed out that it would be in Parks & Rec's best interest to get soil samples ahead of accepting to fill to make sure that the quality of the soil is adequate and can be used as fill. McKenna continued that there are some new, rule, signs to be installed at the park. It has been identified where they are going to go and they should go up this week utilizing money from a previous grant to cover the install. Fund raising is going well with consistent donations coming in. Discussion followed.

e. **WATER PROJECTS:** Hanelt was not present for this meeting. **McKenna** updated. **Snyder** asked if Meadow estates have decided to sign the contract to become part of the Water Project? She said that the consensus was that they were going to sign it but there are details that need to be worked out with the lawyers. Generally speaking, it is thought that Meadow Estates wants to move forward with their participation. **Avila** added that one of the stopping blocks was the appraisal of the property. Meadow Estates wants to see an appraisal by a certified appraiser that has commercial experience. The Water Project Committee decided that Meadow Estates can pick their own appraiser. Discussion followed.

1) Clean Water: **McKenna** reported that there are ongoing discussions with the Fairground about how to handle it if the power goes out during a big event. Generators will be purchased to cover in this event.

2) Drinking Water: nothing new to report.

f. **POLICIES & PROCEDURES:** did not meet.

g. **PERSONNEL COMMITTEE:** no update.

h. **LOSS CONTROL COMMITTEE:** no update.

i. **MCAFD REPORT** – **Avila** invited other members to attend the upcoming meeting on June 11<sup>th</sup>. This meeting month has a LAFCo focus going under review to see if the district is financially stable. Avila stated that he is going to provide information of the true status of the district. He said that ambulance and fire are having financial troubles and he prefers that this be accurately reported to encourage funding.

9. **OLD BUSINESS:** no update.

10. **NEW BUSINESS:**

a. **Nayes** reported that the Budget Committee reviewed the state audit and recommend to the Board that it be approved. **McKenna** asked for some clarity based on the historical wording of "cash" vs "accrual."

**Avila** answered that both of these words are subjective. Generally speaking, the Budget Committee is predominately cash and for auditing purposes it is accrual. Discussion followed. The Budget Committee recommended to the Board that the auditor's report be accepted. (M) **Nayes** that the Board accept State auditor's report. (S) **McKenna** (P) 4-0-0.

b. Addressed earlier.

c. The Budget Committee recommends to the Board that the contract with Consero Solutions and Parks & Rec be accepted. Discussion followed concerning specifics of the business and the contract and ties to the valley and Consero Solutions. Consero will help Parks & Rec secure a large grant from the state that isn't available yet but will soon be. Their service is expensive but **McKenna** commented that it will be

worth it if Parks & Rec lands this large grant. Discussion followed. **Nayes** commented that the Budget Committee recommends the approval of the Consero Solutions contract to the Board. **Avila** added that the grant will be managed by Noor **Dawood** resulting in minimal impact for the CSD. **Avila** stated that the valley resident, Samantha **Good**, associated with Consero Solutions sits on the committee that reviews this contract. Because of this she will recuse herself from any type of decisions that give her an in on the decision making of funding (M) **McKenna** the CSD approves the contract between Consero Solutions and Parks & Rec. (S) **Snyder** (P) 4-0-0.

11. **ANY SPECIAL ITEM NOT ON THE AGENDA BUT APPROVED UNANIMOUSLY**
12. **BY THE BOARD OR LEGALLY REQUIRED OR AUTHORIZED FOR IMMEDIATE ACTION:** None.
13. **ANNOUNCEMENTS/CONCERNS OF DIRECTORS:** none.
14. **ADJOURNMENT:** 4:17 pm

Next meeting 4/21/2025

Minutes: Kim **Baxter**