

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT**

MINUTES OF THE BOARD MEETING OF DIRECTORS

JUNE 13, 2024

CALL TO ORDER AND ROLL CALL

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:00 p.m. by Chairman Mendes

DIRECTORS

Nathan Magsig (P)
Juan Mejia (P)
Vince Palomar (P)
Scott Robertson, Vice Chair (P)
Buddy Mendes, Chairman (P)

STAFF AND CONSULTANTS

Veronica Cazares, General Manager/Secretary
Alicia Kirk, Executive Assistant to the G.M.
Tricia Miller, Administrative Services/HR Manager
Hilda Cantú-Montoy, General Counsel
David Bacon, Information Systems Analyst

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Board meeting of June 13, 2024, was made by Director Robertson, seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Director Magsig, Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

PUBLIC FORUM

None

CONSENT CALENDAR

Items placed on the consent calendar are routine in nature. They may be approved by one motion, second, and majority vote. Any Board member or member of the public may request removal of any item from the consent calendar for independent consideration.

- A. Minutes of March 13, 2024, Joint Board and PAC meeting. Minutes of May 9, 2024, Regular Board Meeting. Minutes of May 29, 2024, Special Board Meeting. *(p.1)*

B. Warrant List Reports of, May 8, 2024, and May 22, 2024. (p.12)

C. Cash Activity Report of, May 30, 2024. (p.14)

D. Subject: Annual Budget Transfer to Refurbishment & Replacement Account. (p. 16)

Recommendation: That the Board authorize Staff to do an annual budget transfer of \$1,838,155.00 from the Operation & Maintenance account to the Refurbishment & Replacement account and transfer \$126,670.00 from the District Expansion account to the Refurbishment & Replacement account for Fiscal Year 2023-24.

E. Subject: Chief Plant Operator Craig Perry's out-of-State training request for the Tri-State Seminar in Las Vegas, NV. (p.17)

Recommendation: That the Board approve Chief Plant Operator Craig Perry's out of state training request as presented.

F. Subject: Employee Recognition Program (p.18)

Recommendation: General Manager Cazares recommends that the Board accept FY 2024-25 Employee Recognition Program

G. Subject: Second Reading of Ordinance No. 2024-01, An Ordinance Amending Ordinance No. 3, "An Ordinance Providing for the Establishment of Sewer Service Charges for Services and Facilities Furnished by District's Sewage System, Collection Procedures, Penalties for Delinquency and Restriction on the Use of Funds Derived." (p.20)

Recommendation: That the Board waive full reading and adopt Ordinance No. 2024-01, An Ordinance Amending Ordinance No. 3, "An Ordinance Providing for the Establishment of Sewer Service Charges for Services and Facilities Furnished by District's Sewage System, Collection Procedures, Penalties for Delinquency and Restriction on the Use of Funds Derived."

H. Second Reading of Ordinance No. 2024-02, An Ordinance Electing to Collect Sewer Service Charges And Delinquencies on the Fresno County Tax Roll. (p.46)

Recommendation: That the Board waive full reading and adopt Ordinance No. 2024-02, An Ordinance Electing to Collect Sewer Service Charges And Delinquencies on the Fresno County Tax Roll

There being no comment from the public, a motion to approve the consent calendar was made by Director Robertson and seconded by Director Mejia and approved by a unanimous voice vote:

AYE: Director Magsig, Mejia, Palomar, Vice Chair Roberston, Chairman Mendes

NO:
ABSENT:
ABSTAIN:

PUBLIC HEARINGS

A. Subject: Public Hearing on Capital Improvement Program for FY 2024-25 (*p. 49*)

Recommendation: That the Board conduct the public hearing, receive staff report and public comments, and consider adoption of Resolution No. 2024-09 which accepts the Capital Improvement Program for Fiscal Year 2024-25.

The Public Hearing was opened on a vote made by Director Robertson and seconded by Director Palomar.

General Manager Cazares let the Board know that District Staff had met on March 27, 2024, with the Policy Advisory Committee (PAC) and that PAC asked Staff to let the Board know that they asked for the CIP to amended should the new sewer rates not be adopted. The City of Selma asked for additional involvement of future Capital Improvements, mostly to CCTV of the Collection System. The Board was first presented with the draft version at the April 4, 2024, meeting, and there have been no changes. Hearing no public comment a motion to close the public hearing was made by Director Robertson and seconded by Director Palomar.

There being no comment from the public, a motion to approve Resolution 2024-09 which accepts the Capital Improvement Program for Fiscal Year 2024-25 was made by Director Robertson, seconded by Director Mejia, and approved by a unanimous voice vote:

AYE: Director Magsig, Mejia, Palomar, Vice Chair Roberston, Chairman Mendes
NO:
ABSENT:
ABSTAIN:

B. Subject: Public Hearing on FY 2024-25 Budget (*p. 51*)

Recommendation: That the Board conduct the public hearing, receive staff report and public comments, and consider adoption of Resolution No. 2024-10 which establishes the Budget for Fiscal Year 2024-25

Administrative Services/HR Manager Miller paralleled GM Cazares by letting the Board know that the figures are based on the proposed rates from Proposition 218, and that the PAC had given their recommendation at the March 27, 2024 PAC asked Staff to let the Board know that the Budget be amended should the new sewer rates not be adopted The Board first received the Draft Budget at the April 4, 2024 Board Meeting.

The Public Hearing was opened by Chairman Mendes

There being no comment from the public, a motion to close the hearing was made by Director Robertson, seconded by Director Palomar.

There being no comment from the public, a motion to adopt Resolution 2024-10 which establishes the Budget for Fiscal Year 2024-25 was made by Director Magsig, seconded by Director Mejia and approved by a unanimous voice vote:

AYE: Director Magsig, Mejia, Palomar, Vice Chair Roberston, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

NEW BUSINESS

- A. Subject: Resolution No. 2024-11, A Resolution Overruling Protests and Confirming The Annual Written Report on Sewer Service Charges for Selma-Kingsburg-Fowler County Sanitation District for Fiscal Year 2024-2025 *(p.53)*

Recommendation: That the Board adopt Resolution No. 2024-11, A Resolution Overruling Protests and Confirming The Annual Written Report on Sewer Service Charges for Selma-Kingsburg-Fowler County Sanitation District for Fiscal Year 2024-2025

Resolution No. 2024-11 needs to be adopted and filed with the County of Fresno in order to approve the list of parcels and the assessments to be collected on the tax roll.

There being no comment from the public, a motion to adopt Resolution 2024-11, A Resolution Overruling Protests and Confirming The Annual Written Report on Sewer Service Charges for Selma-Kingsburg-Fowler County Sanitation District for Fiscal Year 2024-2025 was made by Director Palomar, seconded by Director Robertson, and approved by a unanimous voice vote:

AYE: Director Magsig, Mejia, Palomar, Vice Chair Roberston, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

- B. Subject: Resolution No. 2024-12, A Resolution of the Board of Directors of the Selma-Kingsburg Fowler County Sanitation District Certifying to the County of Tulare the Validity of the Legal Process Used to Place Direct Charges (Special Assessments) in the Secured Tax Roll for Fiscal Year 2024-25.

Recommendation: That the Board adopt Resolution No. 2024-12, A Resolution of the Board of Directors of the Selma-Kingsburg Fowler County Sanitation District Certifying to the County of Tulare the Validity of the Legal Process Used to Place Direct Charges (Special Assessments) in the Secured Tax Roll for Fiscal Year 2024-25. (p.57)

Resolution No. 2024-12 needs to be adopted to approve the list of parcels and the assessments to be collected on the County of Tulare tax roll. The Board approved the Agreement for Compensation to County of Tulare for Collection of Special Assessment at the March 10, 2022, Board meeting. There being no comment from the public, a motion to adopt Resolution 2024-12, A Resolution of the Board of Directors of the Selma-Kingsburg Fowler County Sanitation District Certifying to the County of Tulare the Validity of the Legal Process Used to Place Direct Charges (Special Assessments) in the Secured Tax Roll for Fiscal Year 2024-25 was made by Director Mejia, seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Director Magsig, Mejia, Palomar, Vice Chair Roberston, Chairman Mendes
NO:
ABSENT:
ABSTAIN:

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

Director Palomar mentioned that Kingsburg's Concert in the park has begun and will run on Thursday nights for the next 5 weeks.

Vice Chairman Robertson mentioned that Selma will have movies in the park.

GENERAL MANAGER REPORTS

GM Cazares, District Engineering Department and SKF Chairman/Fresno County Supervisor Buddy Mendes attended the groundbreaking ceremony for the Amberwood Project.

Valley ROP Students began on June 10, 2024, here at the District.

ADJOURNMENT

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Mejia, and seconded by Director Palomar, and approved by a unanimous voice vote at 4:19 p.m.

Respectfully submitted,

Veronica Cazares

Veronica Cazares, General Manager

Approved,

Buddy Mendes

Buddy Mendes, Chairman of
the Board