

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

REGULAR MEETING OF BOARD OF DIRECTORS

JANUARY 9, 2025

4:00 P.M.

11301 E. Conejo Avenue, Kingsburg, CA 93631

1. CALL TO ORDER AND ROLL CALL

DIRECTORS

Nathan Magsig
Amarjeet Gill
Vince Palomar
Jim Avalos
Buddy Mendes, Chairman

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
Craig Perry, Plant Operations Manager
David Bacon, Information Systems Analyst

2. APPROVAL OF AGENDA

Additions, deletions, substitutions, and adoption of agenda

3. PUBLIC FORUM

At this time, any member of the public may address the Board regarding any item not on the agenda over which the Board has jurisdiction. No action or discussion will be taken on any item not on the agenda, except to briefly respond to statements or questions by the public. Members of the public shall limit their remarks to three minutes.

4. 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 Regular Board Meeting, November 14, 2024 *(p.1)*
- B. Warrant List Reports of November 6, 2024, November 20, 2024 *(p.5)*
December 4, 2024, December 18, 2024, December 31, 2024
- C. Cash Activity Report of November 30, 2024, and of December 31, 2024 *(p.12)*
- D. Fiscal Year 2025-26 Budget Preparation Schedule *(p.17)*
- E. Resolution No. 2025-01, a Resolution of Recognition and *(p.22)*
Commendation to Robbie Soto as 2024 Employee of the Year

- F. Resolution No. 2025-02, a Resolution of Recognition and Commendation to Ralph Gonzales for Forty-Five Years of Dedicated Service. *(p.23)*
- G. Resolution No. 2025-03, a Resolution of Recognition and Commendation to David Bacon for Twenty-Five Years of Dedicated Service. *(p.24)*
- H. Resolution No. 2025-04, a Resolution of Recognition and Commendation to Frank Hernandez for Twenty Years of Dedicated Service. *(p.25)*
- I. Resolution No. 2025-05, a Resolution of Recognition and Commendation to Robbie Soto for Twenty Years of Dedicated Service. *(p.26)*
- J. Resolution No. 2025-06, A Resolution Honoring Ralph Gonzales, Plant Maintenance Supervisor upon his retirement after forty-five years of service to the Selma-Kingsburg-Fowler County Sanitation District. *(p.27)*

5. NEW BUSINESS

- A. Subject: The Board will receive the Fiscal Year 2023-24 Audit Report Presentation *(p.28)*

Recommendation: That the Board of Directors accept the independent auditor's report for the fiscal year ending June 30, 2024.

6. BOARD MEMBER COMMUNICATION/AGENDA ITEMS

7. GENERAL MANAGER REPORTS

- A. CWEA Annual Installation of Officers and Award Banquet will be held on Friday, January 24, 2025, at 5:30pm.

8. ADJOURNMENT

Motion to Adjourn

Next Regular Meeting: Thursday, February 13, 2025, at 4:00 p.m.

Next Ordinance: 2025-01

Next Resolution: 2025-07

NOTICE OF AVAILABILITY OF AGENDA MATERIALS: Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District Office located at 11301 E. Conejo Ave., Kingsburg,

CA 93631 during normal business hours of 8:00 a.m.-4:30 p.m., Mondays through Fridays. Such writings or documents will also be made available on the District website at www.skfcsd.org

ADA COMPLIANCE AND REASONABLE ACCOMMODATIONS POLICY. The District has adopted a Reasonable Accommodations Policy that provides a procedure for receiving and resolving requests for accommodation to participate in this meeting. If you need assistance in order to attend the Board of Directors meeting, or if you require auxiliary aids or services, e.g., hearing aids or signing services to make a presentation to the Board, the Board is happy to assist you. Please contact the District Office at (559)897-6500 Extension 213 so such aids or services can be arranged. Requests may also be made by email to the Executive Assistant to the General Manager at: akirk@skfcsd.org or can be sent by US Mail to: Alicia Kirk, PO BOX 158, Kingsburg, CA 93631. Accommodations should be requested as early as possible as additional time may be required in order to provide the requested accommodation; 72 hours in advance is suggested.

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

MINUTES OF THE BOARD MEETING OF DIRECTORS

NOVEMBER 14, 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 pm. by Chairman Mendes

DIRECTORS

Nathan Magsig (A)
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
Craig Perry, Chief Plant Operator
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 November 14, 2024, was made by Director Robertson seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Directors Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Magsig

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 October 24, 2024, Board Meeting. *(p.1)*

B. Warrant List Reports of October 9, 2024, and October 23, 2024 *(p.4)*

C. Cash Activity Report of October 31, 2024 (p.8)

D. Subject: Consider adoption of the Amended Section 125 Premium Only Plan for Calendar Year 2025. (p.9)

Vice Chairman Roberston asked for Item B to be pulled

There being no comment from the public, a motion to approve items A, C, and D were made by Director Robertson, and seconded by Director Palomar and approved by a unanimous voice vote:

AYE: Directors Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Magsig

ABSTAIN:

Item B, page 6; It was asked about the PG&E bill; The District does have solar; however, the electricity costs can fluctuate based on peak demand times which are different in Summer and Winter months.

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

AYE: Directors Mejia, Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Director Magsig

ABSTAIN:

NEW BUSINESS

A. Subject: Bid Results SKF Selma Sewer Rehabilitation Project and Award of Contract (p.13)

Recommendation: That the Board approve contract award to JT2 Inc. DBA Todd Companies in the amount of total base bid of \$1,088,750.00 and contingencies in the amount of \$50,000 for a total amount of \$1,138,750.00 and authorize the General Manager to execute agreement.

Public comment was made by Deputy City Manager from the City of Selma. The request was to table/delay this item or split items into two projects. Deputy City Manager had spoken with Selma's Representative of SKF Scott Robertson about this prior to the board meeting. This project is already in coordination with the City of Selma's paving project. Re-bidding this project would lead to delays, increased expenses, as well as trenching in newly paved alleys. Per General Counsel you cannot take away items from a bid that has already been submitted.

Jim Avalos from Selma City spoke on the matter and is in favor of moving forward as the project needs to be completed.

There being no further comment from the public, a motion to award the contract award to JT2 Inc. DBA Todd Companies in the amount of total base bid of \$1,088,750.00 and contingencies in the amount of \$50,000 for a total amount of \$1,138,750.00 and authorizing the General Manager to execute agreement was made by Director Mendes and seconded by Director Palomar and approved by the following voice vote:

AYE: Directors Mejia, Palomar, Chairman Mendes
NO: Vice Chairman Robertson
ABSENT: Director Magsig
ABSTAIN:

B. Subject: Consider Purchase of Generator Per Result of Request for Quotes Generator 200 amp. (p.15)

Recommendation: That the Board of Directors approve the purchase of the Generator in the amount of \$134,394.00 from Telstar Instruments Inc. and authorize the General Manager to issue purchase order and execute the necessary agreement.

This generator is needed to accommodate the recent upgrades to lift stations, to keep service moving in case of any extended power outages. Currently, the District does not have one that meets California Tier 4 requirements.

There being no comment from the public, a motion to approve the purchase of the Generator in the amount of \$134,394.00 from Telstar Instruments Inc. and authorize the General Manager to issue purchase order and execute the necessary agreement was made by Director Robertson and seconded by Director Mejia and approved by a unanimous voice vote:

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

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

None

GENERAL MANAGER REPORTS

SKF participated in Career Day at Fowler High school on November 7, 2024.

Possibility of canceling the December 12, 2024, Board Meeting.

ADJOURNMENT

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Magsig and seconded by Director Palomar and approved by a unanimous voice vote at 4:20 p.m.

Respectfully submitted,

Approved,

Veronica Cazares, General Manager

Buddy Mendes, Chairman of
the Board

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

November 06, 2024

WARRANT LIST

ALERT O LITE, INC.	SAFETY SUPPLIES, SMALL TOOLS	62.60
ALICIA KIRK	TRAVEL & TRAINING REIMBURSEMENT	232.43
AMAZON CAPITAL SERVICES	SAFETY AWARDS,INFO SYSTEMS, EQUIPMENT MAINTENANCE	958.29
AMERICAN EXPRESS	TRAVEL&TRAINING,POSTAGE	659.11
ANDERSON & BALLOU INC.	REPAIRS & MAINTENANCE	10,500.00
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	184.72
ASI	INFORMATION SYSTEMS	375.00
BSK ASSOCIATES	EXTERNAL LAB SERVICES	1,606.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	19.51
CALPERS	RETIREMENT	48,339.83
CASA	MEMBERSHIPS, TRAVEL & TRAINING	15,870.00
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER, LAB SUPPLY	408.55
CINTAS CORPORATION NO.2	AED LEASES	284.42
CSDA	MEMBERSHIPS	5,569.67
CWEA CSJ SECTION	TRAVEL & TRAINING	350.00
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	184.72
DAVIS ENGINEERING COMPANY	EQUIPMENT REPAIRS & MAINTENANCE	370.00
DKF SOLUTIONS GROUP, LLC	PROF.SERVICES - MED & SAFETY	470.00
ENVIRONMENTAL LEVERAGE INC.	CHEMICALS	375.00
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FISHER SCIENTIFIC	LABORATORY SUPPLIES	36.56
GARY HELM	RETIREE HEALTH REIMBURSEMENT	184.72
GOLDEN STATE MECHANICAL	MAINTENANCE BLDG & GROUNDS	1,426.16
HD SUPPLY INC	EQUIPMENT REPAIRS & MAINTENANCE, CHEMICALS	13,315.24
HEALTH METRICS, INC.	PROF.SERVICES - MED & SAFETY	975.00
HEALTH EQUITY INC.	PROF.SERVICES - MGT & HUM REL.	200.00
HOME DEPOT CREDIT SERVICES	SMALL TOOLS, EQUIPMENT MAINTENANCE, BLDG & GROUNDS MAINTENANCE	854.77
IN-SITU INC.	RENTAL EQUIPMENT	1,495.26
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	184.72
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	184.72
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	184.72
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	410.87
JUAN MEJIA	DIRECTOR'S FEE	127.63
KINGSBURG, CITY OF	WATER UTILITIES	64.50
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	184.72
MID VALLEY DISPOSAL	WASTE UTILITIES	1,561.35
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	361.00
N&S TRACTOR	EQUIPMENT REPAIRS & MAINTENANCE	1,669.96
NAPA AUTO PARTS	EQUIPMENT REPAIRS & MAINTENANCE	526.67
NATHAN MAGSIG	DIRECTOR'S FEE	127.63
NELSON'S ACE HARDWARE	EQUIPMENT REPAIRS & MAINTENANCE	138.91
O'REILLY AUTO PARTS	AUTO MAINTENANCE	53.63
PG&E	ELECTRIC UTILITIES	1,095.01
PRECISION CIVIL ENGINEERING INC	PROF.SERVICES - ENGR & TECH	11,340.00

QUINN CO	EQUIPMENT REPAIRS & MAINTENANCE	202.88
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	184.72
ROBERT V JENSEN, INC.	LUBRICANTS	2,434.38
SALINAS, JOSE LUIS	TRAVEL & TRAINING REIMBURSEMENT	174.38
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	184.72
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	184.72
SCOTT ROBERTSON	DIRECTOR'S FEE	127.63
SERENA COATES	TRAVEL & TRAINING REIMBURSEMENT	321.14
SILVAS OIL CO. INC.	FUEL	2,401.17
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	291.38
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	167.79
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	1,859.91
T-MOBILE USA INC.	COMMUNICATIONS	1,106.09
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	758.46
TRANSWESTERN INS ADMIN	DENTAL & VISION INSURANCE	98.01
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,733.34
VINCE PALOMAR	DIRECTOR'S FEE	127.63
WORKFORCE GO!	INFORMATION SYSTEMS	150.00
MAS 200 Total Checks		\$136,909.57

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

November 20, 2024

WARRANT LIST

AMAZON CAPITAL SERVICES	SAFETY AWARDS,	1,638.27
ANDERSON & BALLOU INC.	MISCELLANEOUS REPAIRS: SELMA	13,500.00
APPLIED INDUSTRIAL TECH CA-LLC	EQUIPMENT REPAIRS & MAINTENANCE	2,139.47
AT&T MOBILITY	COMMUNICATIONS	151.53
AT&T/CALNET 3	COMMUNICATIONS	149.44
BSK ASSOCIATES	EXTERNAL LAB SERVICES	414.00
CALIFORNIA CAD SOLUTIONS INC	PROF SERVICES ENGR & TECH	9,756.25
CALIFORNIA WATER SERVICE	WATER UTILITIES	48.78
COMCAST	COMMUNICATIONS	180.91
CONSOLIDATED IRRIGATION DIST	PROPERTY ASSESSMENTS	5,825.38
CWEA	MEMBERSHIPS	956.00
DANIEL MURRIETA	EMPLOYEE RECOGNITION PROGRAM	103.51
DOPUDJA & WELLS CONSULTING INC.	COLLECTION SYSTEM MASTER PLAN	2,140.00
ELECTRIC MOTOR SHOP, INC.	EQUIPMENT REPAIRS & MAINTENANCE	44.49
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FIRST IN SAFETY INC.	CPR TRAINING	3,420.00
HD SUPPLY INC	CHEMICALS	288.72
HOME DEPOT CREDIT SERVICES	SAFETY AWARDS,OFFICE SUPPLY, FENCING	1,155.31
JOE SAUBERT INC.	EQUIPMENT REPAIRS & MAINTENANCE	110.00
JOSEPH BARELA	CERTIFICATION FEE REIMBURSEMENT	106.00
JUAN MEJIA	DIRECTOR'S FEE	127.63
KINGS INDUSTRIAL OCC. MED. CTR, INC.	PROF.SERVICES - MED & SAFETY	251.00
LIEBERT CASSIDY WHITMORE	PROF.SERVICES - MGT & HUM. REL	100.00
LOPEZ, PAUL	CERTIFICATION FEE REIMBURSEMENT	106.00
MID VALLEY DISPOSAL	WASTE UTILITIES	3,418.01
MKN	CCTV REVIEW, NORTH ST. PROJECT, COLLECTION SYSTEM PROJECTS, SELMA SEWER REPLACEMENT	84,337.36
MONTROY LAW CORPORATION	PROF.SERVICES - LEGAL	1,275.00
MORGAN BROTHERS INC	PEST CONTROL	155.00
MUNIQUIP LLC	EQUIPMENT REPAIRS & MAINTENANCE	34,583.28
NAPA AUTO PARTS	AUTO/EQUIPMENT MAINTENANCE	829.07
NELSON'S ACE HARDWARE	MAINT BLDG & GROUNDS, SMALL TOOLS, EQUIPMENT MAINTENANCE	821.59
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	411.42
O'REILLY AUTO PARTS	EQUIPMENT REPAIRS & MAINTENANCE	278.84
ORTIZ, GABINO	CERTIFICATION FEE REIMBURSEMENT	116.00
PG&E	ELECTRIC UTILITIES	10,194.92
QUADIENT FINANCE USA, INC.	POSTAGE	500.00
RAYMOND MIKE ALANIZ	CERTIFICATION FEE REIMBURSEMENT	111.00
RESA POWER SOLUTIONS	EQUIPMENT REPAIRS & MAINTENANCE	3,735.00
RS AMERICAS INC.	EQUIPMENT REPAIRS & MAINTENANCE	490.96
SAMPSON SAMPSON & PARTNERS LLC	PROF ACCOUNTING SERVICES	3,500.00
SCOTT ROBERTSON	DIRECTOR'S FEE	127.63
SHAPE INC	EQUIPMENT REPAIRS & MAINTENANCE	22,391.74
SILVAS OIL CO. INC.	FUEL	2,071.49
SYNAGRO TECHNOLOGIES	BIOSOLIDS HAULING	68,553.06
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	10,978.52

THE GAS CO	GAS UTILITIES	363.29
TOTAL COMPENSATION SYSTEMS	PROF ACCOUNTING SERVICES	990.00
TRANSWESTERN INS ADMIN	DENTAL & VISION INSURANCE	1,658.40
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,696.92
VIDEO INSPECTION SPECIALISTS	CCTV INSPECTIONS	4,312.50
VINCE PALOMAR	DIRECTOR'S FEE	127.63
WORKFORCE GO!	INFORMATION SYSTEMS	20.82
MAS 200 Total Checks		\$300,889.77

**SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT
December 04, 2024
WARRANT LIST**

AKUSHA KAUR	WELLNESS PROGRAM REIMB.	40.00
ASI	INFORMATION SYSTEMS	375.00
AMAZON CAPITAL SERVICES	SAFETY AWARDS	1,767.85
AMERICAN EXPRESS	TRAVEL/TRAINING, MEMBERSHIPS, EMPLOYEE RECOGNITION	4,689.55
ANDERSON & BALLOU INC.	COLLECTIONS REPAIRS & MAINTENANCE	28,500.00
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
BILL'S AUTO OF KINGSBURG, INC.	AUTO MAINTENANCE	71.70
BSK ASSOCIATES	EXTERNAL LAB SERVICES	708.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	19.51
CALPERS	RETIREMENT	48,339.83
CALPERS HEALTH	HEALTH INSURANCE DEC2024	42,271.39
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	614.55
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	231.80
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
DKF SOLUTIONS GROUP, LLC	PROFESSIONAL MED & SAFETY	470.00
FERGUSON WATERWORKS	MAINTENANCE BLDG & GROUNDS	323.46
FISHER SCIENTIFIC	LABORATORY SUPPLIES	700.49
FOWLER ACE HARDWARE	EQUIPMENT MAINTENANCE	9.36
GARY HELM	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
HERITAGE-CRYSTAL CLEAN INC.	EQUIPMENT MAINTENANCE	40.00
HOME DEPOT CREDIT SERVICES	BUILDING & GROUNDS MAINTENANCE, SAFETY AWARDS	660.57
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT DEC2024	410.87
KINGS WATER ALLIANCE	PERMITS	47,776.00
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
MID VALLEY DISPOSAL	WASTE UTILITIES	952.36
MONTOY LAW CORPORATION	PROFESSIONAL LEGAL SERVICES	867.00
MUNIQUEP LLC	EQUIPMENT MAINTENANCE	3,222.44
NAPA AUTO PARTS	MAINTENANCE BLDG & GROUNDS, EQUIPMENT MAINTENANCE	26.90
NELSON'S ACE HARDWARE	MAINTENANCE BLDG & GROUNDS, EQUIPMENT MAINTENANCE	168.90
NEW ENGLAND SHEET METAL & MECHANICAL CO.	EQUIPMENT MAINTENANCE	3,900.00
PAPE KENWORTH	EQUIPMENT MAINTENANCE	2,296.30
PG&E	ELECTRIC UTILITIES	1,274.66
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
SALINAS, JOSE LUIS	WELLNESS PROGRAM REIMB.	40.00
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT DEC2024	184.72
SCOUT SPECIALTIES INC.	EQUIPMENT MAINTENANCE	196.67
SELMA, CITY OF	PHARMA KIOSK OUTREACH	347.50
SIEMENS INDUSTRY INC.	EQUIPMENT MAINTENANCE	3,787.76
SILVAS OIL CO. INC.	FUEL	1,892.07
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	109.23
STATE WATER RESOURCES CONTROL BOARD	MCCALL PROJECT LOAN PAYMENT	263,843.57
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT DEC2024	167.79
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	3,000.32
T-MOBILE USA INC.	COMMUNICATIONS	1,997.71
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	758.46
TRANSWESTERN INS ADMIN	DENTAL/VISION INSURANCE	2,187.60
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,733.35

MAS 200 Total Checks

\$473,447.71

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

December 18, 2024

WARRANT LIST

AMAZON CAPITAL SERVICES	SAFETY AWARDS	191.73
ANDERSON & BALLOU INC.	KINGSBURG & SELMA LINE REPAIRS	26,000.00
AT&T MOBILITY	COMMUNICATIONS	151.53
AT&T/CALNET 3	COMMUNICATIONS	157.47
CALIFORNIA CAD SOLUTIONS INC	PROFESSIONAL SERVICES ENGR & TECH	5,468.75
CALIFORNIA WATER SERVICE	WATER UTILITIES	48.78
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	45.65
CENTRAL VALLEY CULLIGAN, INC.	EXTERNAL LAB SERVICES	325.16
CINTAS CORPORATION NO.2	AED LEASE EQUIPMENT	284.42
COMCAST	COMMUNICATIONS	195.91
DANIEL MURRIETA	EMPLOYEE RECOGNITION JACKET/PLAQUES	686.55
DATCO	PROFESSIONAL SERVICES - MEDICAL	20.00
ELECTRIC MOTOR SHOP, INC.	EQUIPMENT REPAIRS & MAINTENANCE	4,079.82
HD SUPPLY INC	SAFETY SUPPLIES, CHEMICALS	7,071.78
HOME DEPOT CREDIT SERVICES	OFFICE SUPPLY, BUILDING & GROUNDS MAINT.	198.85
KINGSBURG TOWING	EQUIPMENT REPAIRS & MAINTENANCE	1,130.00
KINGSBURG, CITY OF	WATER UTILITIES	64.50
KRAMER, MATTHEW	TRAVEL EXPENSE REIMBURSEMENT	15.00
LIEBERT CASSIDY WHITMORE	TRAVEL & TRAINING	100.00
MARTIN ALEXANDER DIAZ	MEMBERSHIP/CERTIFICATION REIMBURSMNT	345.00
MID VALLEY DISPOSAL	WASTE UTILITIES	150.00
MORGAN BROTHERS INC	PEST CONTROL	155.00
NAPA AUTO PARTS	AUTO & EQUIPMENT MAINTENANCE	426.95
NELSON'S ACE HARDWARE	BUILDING & GROUNDS / EQUIPMENT MAINT.	245.97
NEW ENGLAND SHEET METAL & MECHANICAL CO.	EQUIPMENT REPAIRS & MAINTENANCE	1,891.28
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	411.42
PG&E	ELECTRIC UTILITIES	53,662.12
PRO-ACCESS SOLUTIONS INC.	BUILDING & GROUNDS MAINTENANCE	355.00
SAMPSON SAMPSON & PARTNERS LLC	PROFESSIONAL SERVICES - ACCOUNTING	11,000.00
SIEMENS INDUSTRY INC.	EQUIPMENT REPAIRS & MAINTENANCE	557.15
SILVAS OIL CO. INC.	FUEL	2,326.58
SKF - EAC	EMPLOYEE RECOGNITION WINTER DINNER	1,530.00
SMARTCOVER SYSTEMS	EQUIPMENT REPAIRS & MAINTENANCE	15,237.09
SOTO, ROBERT	CERTIFICATION FEE REIMBURSEMENT	224.00
SUNSHINE FILTERS OF PINELLAS INC.	EQUIPMENT REPAIRS & MAINTENANCE	1,740.48
SWRCB ACCOUNTING OFFICE	PERMITS	63,660.00
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	12,971.41
THE GAS CO	GAS UTILITIES	769.72
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,722.05
VESTIS	UNIFORMS, MATS, MOPS, TOWELS	1,693.38
VIDEO INSPECTION SPECIALISTS	EQUIPMENT REPAIRS & MAINTENANCE	3,480.00
MAS 200 Total Checks		\$220,790.50

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

December 31, 2024

WARRANT LIST

AMAZON CAPITAL SERVICES	OFFICE EQUIPMENT,INFO SYSTEMS, OFFICE SUPPLY, MAINT BUILD & GROUNDS	534.99
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
BSK ASSOCIATES	EXTERNAL LAB SERVICES	4,292.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	19.51
CALPERS HEALTH	HEALTH INSURANCE JAN2025	45,288.94
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	4,083.43
DATA FLOW SYSTEMS INC.	INFORMATION SYSTEMS, MAINT. EQUIPMENT	998.61
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
FISHER SCIENTIFIC	LABORATORY SUPPLIES	1,674.87
FOWLER ACE HARDWARE	MAINTENANCE EQUIPMENT, SMALL TOOLS	33.95
GARY HELM	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
GOLDEN STATE MECHANICAL	MAINTENANCE EQUIPMENT	155.98
GONZALES, MARK	CERTIFICATION FEE REIMBURSEMENT	106.00
HOME DEPOT CREDIT SERVICES	BUILDING & GROUNDS MAINTENANCE	168.61
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
JEFFREY GLENN RANSOM	CERTIFICATION FEE REIMBURSEMENT	106.00
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT JAN2025	409.87
KINGSBURG CHAMBER OF COMMERCE	MEMBERSHIPS	500.00
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
MONTOY LAW CORPORATION	PROF. SERVICES - LEGAL	1,657.50
NAPA AUTO PARTS	EQUIPMENT / AUTO MAINTENANCE	583.58
NELSON'S ACE HARDWARE	EQUIPMENT / BLDG & GROUNDS MAINT.	76.40
PG&E	ELECTRIC UTILITIES	36,501.61
POLYDYNE, INC	CHEMICALS	19,021.05
POWER BUSINESS TECHNOLOGY LLC	OFFICE SUPPLIES	15.95
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
QUADIENT LEASING USA, INC.	COPIER LEASE	717.42
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
ROBERT V JENSEN, INC.	LUBRICANTS	3,479.23
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT JAN2025	284.25
SILVAS OIL CO. INC.	FUEL	2,273.02
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	773.74
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT JAN2025	185.08
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	995.45
VALLEY SECURITY ALARM	ALARM SERVICE	774.00
VESTIS	UNIFORMS, MATS, MOPS, TOWELS	1,100.32
MAS 200 Total Checks		\$129,429.61

SKF COUNTY SANITATION DISTRICT
CASH ACTIVITY REPORT
Month: NOVEMBER
Fiscal Year: 2024-25

Cash Account Description	End of Month Cash Balance June 30, 2024	End of Month Cash Balance November 30, 2024
Cash in Treasury: Operations & Maintenance	\$ 5,721,311.82	\$ 3,844,859.60
Cash in Bank: Operations & Maintenance	\$ 28,404.88	\$ 146,529.89
Cash in Bank: Payroll	\$ 111,170.65	\$ 120,159.08
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 5,861,587.35	\$ 4,112,248.57
Cash in County Treasury:Expansion	\$ 5,601,597.99	\$ 6,456,147.60
Cash in County Treasury: R&R	\$ 7,533,302.44	\$ 7,494,768.83
Cash in County Treasury:Selma	\$ 1,814,835.10	\$ 1,728,689.95
Cash in County Treasury: Selma SWRCB Reserve	\$ 270,991.10	\$ 273,013.31
Total Selma	\$ 2,085,826.20	\$ 2,001,703.26
Cash in County Treasury:Kingsburg	\$ 3,335,437.54	\$ 3,254,295.45
Cash in County Treasury:Fowler	\$ 1,933,409.66	\$ 1,863,370.46
Total Cash Balance	\$ 26,351,161.18	\$ 25,182,534.17

SKF COUNTY SANITATION DISTRICT
CASH ACTIVITY REPORT
Month: DECEMBER
Fiscal Year: 2024-25

Cash Account Description	End of Month Cash Balance June 30, 2024	End of Month Cash Balance December 31, 2024
Cash in Treasury: Operations & Maintenance	\$ 5,721,311.82	\$ 7,446,394.45
Cash in Bank: Operations & Maintenance	\$ 28,404.88	\$ 27,633.37
Cash in Bank: Payroll	\$ 111,170.65	\$ 147,216.30
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 5,861,587.35	\$ 7,621,944.12
Cash in County Treasury:Expansion	\$ 5,601,597.99	\$ 6,593,583.96
Cash in County Treasury: R&R	\$ 7,533,302.44	\$ 7,549,301.07
Cash in County Treasury:Selma	\$ 1,814,835.10	\$ 1,835,151.27
Cash in County Treasury: Selma SWRCB Reserve	\$ 270,991.10	\$ 274,980.46
Total Selma	\$ 2,085,826.20	\$ 2,110,131.73
Cash in County Treasury:Kingsburg	\$ 3,335,437.54	\$ 3,399,142.09
Cash in County Treasury:Fowler	\$ 1,933,409.66	\$ 1,973,315.91
Total Cash Balance	\$ 26,351,161.18	\$ 29,247,418.88

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED NOVEMBER 30, 2024

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	11/6/2024	\$	136,909.57
WARRANT LIST ENDING	11/20/2024	\$	300,889.77
			437,799.34
TOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 437,799.34

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	11/3/2024	\$	106,114.90
EMPLOYER CONTRIBUTIONS (PERS)	11/3/2024	\$	10,705.29
EMPLOYER TAXES	11/3/2024	\$	1,384.91
HEALTH INSURANCE	11/3/2024	\$	15,387.90
			\$ 133,593.00

TOTAL SALARIES PERIOD ENDING:

SALARIES	11/17/2024	\$	106,389.35
EMPLOYER CONTRIBUTIONS (PERS)	11/17/2024	\$	10,715.17
EMPLOYER TAXES	11/17/2024	\$	1,392.03
HEALTH INSURANCE	11/17/2024	\$	15,387.90
			\$ 133,884.45

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES			\$ 267,477.46
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	GRAND TOTAL	\$	705,276.80
			705,276.80

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED DECEMBER 31, 2024

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	12/4/2024	\$ 473,447.71
WARRANT LIST ENDING	12/18/2024	\$ 220,790.50
WARRANT LIST ENDING	12/31/2024	\$ 129,429.61
		\$ 823,667.82
TOTAL SERVICE AND SUPPLIES EXPENDITURES		\$ 823,667.82

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	12/1/2024	\$ 109,371.43
EMPLOYER CONTRIBUTIONS (PERS)	12/1/2024	\$ 10,713.68
EMPLOYER TAXES	12/1/2024	\$ 1,440.43
HEALTH INSURANCE	12/1/2024	\$ 15,387.90
		\$ 136,913.44

TOTAL SALARIES PERIOD ENDING:

SALARIES	12/15/2024	\$ 107,402.79
EMPLOYER CONTRIBUTIONS (PERS)	12/15/2024	\$ 10,720.41
EMPLOYER TAXES	12/15/2024	\$ 1,412.21
HEALTH INSURANCE	12/15/2024	\$ 15,387.90
		\$ 134,923.31

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES	\$ 271,836.76
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GRAND TOTAL	\$ 1,095,504.58
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MEMORANDUM

(January 9, 2025, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: December 16, 2024
Staff Report Prepared By: Tricia Miller, HR./Administrative Services Manager

Agenda Item: 4-D
Action: Informational

SUBJECT:

Fiscal Year 2025-26 Budget Preparation Schedule

RECOMMENDATION

Informational to the Board of Directors.

EXECUTIVE SUMMARY

Attached is the schedule that staff will be using to prepare the draft budget for Fiscal Year (FY) 2025-26. The fiscal year begins July 1, 2025.

There are many people, reports, calculations, notices, reviews, and approvals necessary to prepare the annual budget. They are itemized in the attached schedule.

Presentation of the draft budget to the Board is scheduled for April 2025.

Special budget workshops may need to be held in March and April to approve the budget and related resolutions and ordinances by May 2025.

Attachment: Fiscal Year 2025-26 Budget Preparation Schedule Staff Memo dated December 16, 2024.

MEMO

Date: December 16, 2024
To: Staff
From: Tricia Miller
Subject: FY 2024-25 Budget Preparation Schedule

PARTICIPANTS: VC = Veronica Cazares, Interim General Manager
AK = Alicia Kirk, Executive Assistant to the General Manager
LRC = Labor Relations Consultant
DB = David Bacon, Information Systems Analyst
JF = Jimmy Floyd, Assistant Maintenance Supervisor
KS = Karen Steinhauer, Laboratory Supervisor
TM = Tricia Miller, Administrative Services/Human Resources Manager
CP = Craig Perry, Plant Operations Supervisor
SC = Serena Coates, Administrative Technician II
LS = Luis Salinas, Accountant
BOARD = Board of Directors
PAC = Policy Advisory Committee

	<u>ACTIVITY</u>	<u>PARTICIPANTS</u>	<u>DATE / TIME</u>
1)	Update of draft CIP and Repair & Maintenance Program (RMP).	Supervisors and staff	July 2024 thru January 2025
2)	Presentation of budget schedule.	VC to staff	1-9-25
3)	Submittal of draft of updates for CIP and RMP.	CP, AK, KS, TM to VC	July 2024 thru January 2025
4)	Administrative staff to enter current year approved budgeted amounts into SAGE.	TM and staff	1-2-25 thru 1-20-25
5)	Dept. heads submit personnel request justifications for positions or changes in job description, reclassifications, salary ranges, or benefits.	CP, VC, JF, KS, TM	1-20-25

	The % for CalPERS pension, septic revenue, anticipated rent and ESFRs for misc. industries.	SC and LS to TM to VC	1-20-25
	Individual non-represented employees (including dept. heads) may submit suggestions for changes in across-the-board salaries, benefits and personnel-related administrative policies and identify priority.	Individual non-represented employees to VC	1-20-25 by noon
6)	Review draft of updates for CIP and RMP. Development of draft capital and RMP budgets.	CP, VC, JF, KS, TM	1-2-25 thru 1-24-25
7)	Mailing of letter to industries requesting projected loadings.	KS to VC	1-27-25
8)	Presentation of electrical energy usage report (breakdown by flow, BOD and TSS).	CP to VC	1-27-25
9)	Presentation of 125 Plan Contributions Report - departments not necessary, just union, non-rep and total thru 7 months.	SC to TM to VC	1-27-25
10)	Preparation of personnel services budget.	TM and VC	Week of 1-27-25
11)	Presentation of services and supplies draft seven-month budget vs. actual summary.	TM to staff and VC	Week of 1-27-25
12)	Review services and supplies draft seven-month budget vs. actual summary for coding of G/L account numbers.	TM and VC	Week of 1-27-25
13)	Preparation of departmental services and supplies budget requests including equipment purchases, especially if over \$8,000. KS give VC a list of industries which lab bills for fixed charge only.	VC, CP, JF, KS, TM	Prepare week of 1-27-25; Submit 2-7-25 by noon
14)	Submission of report comparing baseline discharges to actual loadings, with excesses highlighted (used for determination of peak loadings-capital charges). Also, calculation of total industrial flow for Excel spreadsheet called flow data – historical.	KS to TM and VC	2-10-25 by noon
15)	Submission of report of ESFR distribution to residential & commercial.	SC and LS to TM to VC	2-3-25 by noon
16)	Submission of industrial loading projections.	KS to TM to VC	2-3-25 by noon
17)	Preparation of services and supplies budget.	TM and VC	Week of 2-3-25

18)	Development of rate model and determination of recommendation for sewer service charge rates for industrial, residential, commercial, and institutional. Preparation of pretreatment program budget identification page.	TM, LS and VC	Week of 1-6-25
19)	Development of septic hauler rates.	TM and VC	Week of 1-6-25
20)	Preparation of fiscal plan summaries, cash flow projections, policy statements, charts of accounts descriptions, and budget message.	TM and VC	Week of 1-6-25
21)	Preliminary preparations for Proposition 218 notices, if necessary .	TM and Staff	Week of 1-27-25
22)	Final management review, editing, copying and assembly of draft budget.	TM, VC, AK and staff	Week of 1-27-25
23)	Meet with PAC review sewer service charge rates, draft CIP and Budget, if necessary	VC, AK	Week of 1-27-25 thru 2-17-25
24)	Ordering of the Proposition 218 notices to be mailed, if necessary (must have minimum of 45 days between mailing of notices and public hearing.) Proposition 218 notices must be mailed by March 25th for a May 9th public hearing. Any rate changes must be adopted by the end of May to be effective July 1st.	Board of Directors	3-13-25
25)	Setting of dates and times for three public hearings: ordinance establishing service charge rate; ordinance electing to collect service charges on the tax roll; and budget resolution	Board of Directors	3-13-25
26)	Delivery of revenue program to industrial dischargers.	TM and VC to industrial users	Week of 3-10-25
27)	Revise draft District fiscal plan as needed	TM and VC	Week of 3-10-25
28)	Budget workshop for Board, as needed.	Board and staff	Mid to late March
29)	Mailing of Proposition 218 notices, if necessary.	TM and staff	Before 3-22-2025
30)	If necessary. Resolution No. 2025-??, A Resolution of the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District Ratifying the Proposition 218 Process Relating to Increased	Board of Directors (Need four aye votes)	4-10-25

Sewer Service Charges and Authorizing the Adoption of an Ordinance Imposing Increased Fees.

- | | | | |
|-----|--|--|--------------------------------|
| 31) | Consider First Reading of Ordinance No. 2025-??, 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. | Board of Directors
(Need four aye votes) | 4-10-25 |
| 32) | Consider First Reading of Ordinance No. 2025-??, An Ordinance Electing to Collect Sewer Service Charges for FY 2025-26 on the Fresno County Tax Roll. | Board of Directors
(Need four aye votes) | 4-10-25 |
| 33) | Revise draft District fiscal plan as needed | VC, TM | Week of 4-14-25 |
| 34) | Budget workshop for Board, as needed | Board and Staff | Mid to late April |
| 35) | Posting and publication of notice of adoption (Ord. electing to collect). Posting and publication of notice of public hearings (service charge ordinance and resolution confirming election to collect). Law requires publication "once a week for two successive weeks, not more than 30 nor less than 10 days before the public hearing. | TM, VC | 4-10-25 |
| 36) | Consideration of industrial dischargers diversion allowances. | Board of Directors
necessary every 5
years) | Due to be renewed
6-30-2025 |
| 37) | Public hearings for ordinance establishing service charge rate (2/3 VOTE); resolution confirming ordinance electing to collect service charges on the tax roll (2/3 VOTE); and budget resolution. | Board of Directors
<u>(NEED FOUR AYE
VOTES)</u> | 5-8-25 |
| 38) | Consider Second Reading of Ordinance No. 2025-??, An Ordinance Amending Ordinance No. ____, 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. | Board of Directors
<u>(NEED FOUR AYE
VOTES)</u> | 5-8-25 |

39)	Consider Second Reading of Ordinance No. 2025-??, An Ordinance Electing to Collect Sewer Service Charges for the FY 2025-26 on the Fresno County Tax Roll	Board of Directors <u>(NEED FOUR AYE VOTES)</u>	5-8-25
40)	Resolution No. 2025-??, A Resolution Approving and Adopting the Budget for the FY 2024-25	Board of Directors	5-8-25
41)	Resolution No. 2025-??, A Resolution Overruling Protests and Confirming Report on Sewer Service Charges and Delinquent Sewer Service Charges for Selma-Kingsburg-Fowler County Sanitation District for the FY 2025-26	Board of Directors	5-8-25
42)	Resolution No.2025-?? A Resolution to Place Direct Charges on the Tulare County Tax Roll for FY 2025-26.	Board of Directors	5-8-25
43)	Posting and publication of Notice of Adoption for the Service Charge Ordinance. Law requires that it be published once within 15 days of adoption.	TM,VC	5-9-25
44)	Completion of the columns “approved” with the proper authorized amount (for certain vehicles and capital items over specified amount, the “approved” amount is zero). Replacement of front cover on all copies of Draft Budget, showing the date adopted and the resolution number.	TM, VC	Week of 5-12-25
45)	Filing of Budget with Fresno County auditor-controller and state agencies as necessary.	TM	Week of 5-12-25
46)	Updating of the Information Sheet.	TM to DB	Week of 5-12-25

RESOLUTION NO. 2025-01

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT

A RESOLUTION OF RECOGNITION AND COMMENDATION TO

ROBBIE SOTO

AS 2024 EMPLOYEE OF THE YEAR

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District that:

WHEREAS, Robbie Soto has been nominated by his Department Supervisor and has been selected by the General Manager as a most outstanding example of employee dedication, cooperation, innovation, honesty, and productivity; and

WHEREAS, he has been named as the Selma-Kingsburg-Fowler County Sanitation District 2024 Employee of the Year.

NOW, THEREFORE, the Board of Directors hereby honors Robbie Soto for his exceptional service to the citizens of Selma, Kingsburg, and Fowler.

The foregoing resolution was adopted on January 9, 2025, on a motion duly made, seconded and approved by the following vote:

DIRECTOR MAGSIG	_____
DIRECTOR GILL	_____
DIRECTOR PALOMAR	_____
DIRECTOR AVALOS	_____
CHAIRMAN MENDES	_____

WHEREUPON, the Chairman declared the foregoing resolution adopted, and SO ORDERED.

 Veronica Cazares, General Manager
 Secretary of the Board of Directors
 SELMA-KINGSBURG-FOWLER
 COUNTY SANITATION DISTRICT

RESOLUTION NO. 2025-02

A RESOLUTION OF RECOGNITION AND COMMENDATION TO

RALPH GONZALES

FOR FORTY-FIVE YEARS OF DEDICATED SERVICE

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District that:

WHEREAS, Ralph Gonzales has been employed by the Selma-Kingsburg-Fowler County Sanitation District since August 8, 1979; and

WHEREAS, he has been a conscientious and dedicated public employee over the years; and

WHEREAS, he has diligently performed his duties in maintaining the public works facilities with which he has been entrusted.

NOW, THEREFORE, the Board of Directors hereby honors Ralph Gonzales forty-five years of dedicated service.

The foregoing resolution was adopted on January 9, 2025, on a motion duly made, seconded and approved by the following vote:

DIRECTOR MAGSIG	_____
DIRECTOR GILL	_____
DIRECTOR PALOMAR	_____
DIRECTOR AVALOS	_____
CHAIRMAN MENDES	_____

WHEREUPON, the Chairman declared the foregoing resolution adopted, and SO ORDERED.

Veronica Cazares, General Manager
Secretary of the Board of Directors
SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT

RESOLUTION NO. 2025-03

A RESOLUTION OF RECOGNITION AND COMMENDATION TO

DAVID BACON

FOR TWENTY-FIVE YEARS OF DEDICATED SERVICE

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District that:

WHEREAS, David Bacon has been employed by the Selma-Kingsburg-Fowler County Sanitation District since September 7, 1999; and

WHEREAS, he has been a conscientious and dedicated public employee over the years; and

WHEREAS, he has diligently performed his duties in administering the public works facilities with which he has been entrusted.

NOW, THEREFORE, the Board of Directors hereby honors David Bacon twenty-five years of dedicated service.

The foregoing resolution was adopted on January 9, 2025, on a motion duly made, seconded and approved by the following vote:

DIRECTOR MAGSIG	_____
DIRECTOR GILL	_____
DIRECTOR PALOMAR	_____
DIRECTOR AVALOS	_____
CHAIRMAN MENDES	_____

WHEREUPON, the Chairman declared the foregoing resolution adopted, and SO ORDERED.

Veronica Cazares, General Manager
Secretary of the Board of Directors
SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT

RESOLUTION NO. 2025-04

A RESOLUTION OF RECOGNITION AND COMMENDATION TO

FRANK HERNANDEZ

FOR TWENTY YEARS OF DEDICATED SERVICE

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District that:

WHEREAS, Frank Hernandez has been employed by the Selma-Kingsburg-Fowler County Sanitation District since December 1, 2004; and

WHEREAS, he has been a conscientious and dedicated public employee over the years; and

WHEREAS, he has diligently performed his duties in engineering the public works facilities with which he has been entrusted.

NOW, THEREFORE, the Board of Directors hereby honors Frank Hernandez twenty years of dedicated service.

The foregoing resolution was adopted on January 9, 2025, on a motion duly made, seconded and approved by following vote:

DIRECTOR MAGSIG

DIRECTOR GILL

DIRECTOR PALOMAR

DIRECTOR AVALOS

CHAIRMAN MENDES

WHEREUPON, the Chairman declared the foregoing resolution adopted, and SO ORDERED.

Veronica Cazares, General Manager
Secretary of the Board of Directors
SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT

RESOLUTION NO. 2025-05

A RESOLUTION OF RECOGNITION AND COMMENDATION TO

ROBBIE SOTO

FOR TWENTY YEARS OF DEDICATED SERVICE

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District that:

WHEREAS, Robbie Soto has been employed by the Selma-Kingsburg-Fowler County Sanitation District since September 1, 2004; and

WHEREAS, he has been a conscientious and dedicated public employee over the years; and

WHEREAS, he has diligently performed his duties in administering the public works facilities with which he has been entrusted.

NOW, THEREFORE, the Board of Directors hereby honors Robbie Soto for twenty years of dedicated service.

The foregoing resolution was adopted on January 9, 2025, on a motion duly made, seconded and approved by the following vote:

DIRECTOR MAGSIG	_____
DIRECTOR GILL	_____
DIRECTOR PALOMAR	_____
DIRECTOR AVALOS	_____
CHAIRMAN MENDES	_____

WHEREUPON, the Chairman declared the foregoing resolution adopted, and SO ORDERED.

Veronica Cazares, General Manager
Secretary of the Board of Directors
SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT

RESOLUTION NO. 2025-06

A RESOLUTION HONORING

RALPH GONZALES

PLANT MAINTENANCE SUPERVISOR UPON HIS RETIREMENT AFTER FORTY-FIVE
YEARS OF SERVICE TO THE
SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District that;

WHEREAS, Ralph Gonzales has served as Plant Maintenance Supervisor since April 1, 2011 and;

WHEREAS, he will retire on December 20, 2024;

NOW, THEREFORE, the Board of Directors hereby thanks and honors Ralph Gonzales for forty-five years of excellent public service.

The foregoing resolution was adopted on January 9, 2025, on a motion duly made, seconded and approved by the following vote:

DIRECTOR MAGSIG	_____
DIRECTOR GILL	_____
DIRECTOR PALOMAR	_____
DIRECTOR AVALOS	_____
CHAIRMAN MENDES	_____

WHEREUPON, the Chairwoman declared the foregoing resolution adopted, and SO ORDERED.

Veronica Cazares, General Manager
Secretary of the Board of Directors
SELMA-KINGSBURG-FOWLER
COUNTY SANITATION DISTRICT

MEMORANDUM

(January 9, 2025, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: December 17, 2024
Staff Report prepared by Tricia Miller, Administration Services/HR Manager

Agenda Item: 5-A
Action: Motion

SUBJECT:

Fiscal Year 2023-24 Audit Report Presentation

RECOMMENDATION

That the Board of Directors accept the independent auditor's report for fiscal year ending June 30, 2024.

EXECUTIVE SUMMARY

Max Leung, independent auditor from the firm Sampson, Sampson & Patterson, LLP, of Fresno, will present the Draft Fiscal Year 2023-24 Audit Report to the Board. Board acceptance is requested.