

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

REGULAR MEETING OF BOARD OF DIRECTORS

JULY 11, 2024

4:00 P.M.

11301 E. Conejo Avenue, Kingsburg, CA 93631

1. CALL TO ORDER AND ROLL CALL

DIRECTORS

Nathan Magsig

Juan Mejia

Vince Palomar

Scott Robertson, Vice Chair

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, Chief Plant Operator

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. PRESENTATIONS

A. Subject: Valley Regional Occupational Program-District Job Shadowing Training Program. Brianna Capetillo, Anthony Delgado, Xavier Jasso, Sonia Pacheco, Angel Vasquez.

B. Subject: Introduction of Richard Craig Jr. Assistant Plant Operations Supervisor

5. 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 June 13, 2024, Regular Board Meeting (p.1)
- B. Minutes of March 27, 2024, PAC meeting and Minutes of October 11, 2023, PAC meeting (p.7)
- C. Warrant List Reports of, June 5, 2024, June 19, 2024, June 26, 2024 (p.14)
- D. Cash Activity Report of, June 30, 2024 (p.18)
- E. Subject: Agreement for Special Services between SKF and Liebert, Cassidy, Whitmore (p.20)

Recommendation: That the Board approve Amendment No. 1 legal services agreement with Liebert Cassidy Whitmore to update fee schedule.

- F. Subject: Resolution No. 2024-14, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors adopting CalPERS delegation of authority to request disbursements California Employers' Retiree Benefit Trust (CERBT). (p.24)

Recommendation: That the Board adopt Resolution No. 2024-14, A Resolution Delegating Authority to Request Disbursements for the California Employers' Retiree Benefit Trust (CERBT) to the General Manager and Administrative Services/HR Manager.

6. **NEW BUSINESS**

- A. Subject: Aeration Basin 3 Neuros NX 3 Motor and Compressor Replacement (p.28)

Recommendation: That the Board consider authorizing the purchase of the Neuros NX 3 Motor and Compressor in the amount of \$64,977.78.

7. **BOARD MEMBER COMMUNICATION/AGENDA ITEMS**

8. **GENERAL MANAGER REPORTS**

- A. Touch a Truck Happy Day School Event on June 3, 2024.
- B. PAC Meeting on July 3, 2024.

9. ADJOURNMENT

Motion to Adjourn

Next Regular Meeting: Thursday, August 8, 2024 at 4:00 p.m.

Next Ordinance: 2024-03

Next Resolution: 2024-15

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

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, General Manager

Approved,

Buddy Mendes, Chaiman of
the Board

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

**MINUTES OF THE SPECIAL MEETING OF
POLICY ADVISORY COMMITTEE**

March 27, 2024

10:00 a.m.

CALL TO ORDER AND ROLL CALL

The Policy Advisory Committee (PAC) meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 10:01 a.m. by Chairman Fernando Santillan.

MEMBERS

Alex Henderson, Kingsburg City Manager (P)
Wilma Tucker, Fowler City Manager (P)
Fernando Santillan, Selma City Manager (P)
Paul Nerland, Fresno County AO (A)
Veronica Cazares, General Manager/Secretary (P)

STAFF AND CONSULTANTS

Alicia Kirk, Executive Assistant to the GM
Craig Perry, Chief Plant Operator
Tricia Miller, Admin Services/HR Manager

CITY OF SELMA STAFF

Jerome Keene, Deputy City Manager
David Horn, City Engineer
Michael Honn, Public Works Director

APPROVAL OF AGENDA

There being no comment from the public a motion to approve the agenda of the PAC meeting of March 27, 2024, was made by Member Henderson, and seconded by Member Tucker, and approved by the following vote:

AYE: Members Cazares, Henderson, Vice Chair Tucker, Chairman Santillan

NO:

ABSENT: Member Nerland

ABSTAIN:

PUBLIC FORUM

None

A. Subject: The Committee will review the S-K-F FY2024-25 Draft Budget. *(p.1)*

Recommendation: That the Committee accept the S-K-F FY2024-25 Draft Budget and consider recommending its approval by the S-K-F CSD Board of Directors

City Engineer Horn asked about coordination of City and District Projects. Projects should be coordinated. Selma requested that the proposed amount of \$65,000 currently budgeted for the CCTV be guaranteed. District staff could not guarantee expenditures.

Public Works Director Honn said that Selma should have more say and direction as to what areas they want to have videoed. City Manager Santillan said that they need that data, however City Manager Henderson noted that it wasn't necessary as SKF is responsible for maintaining the cities' sewer systems. It was said that if cities are looking to maintain their sewer on top of SKF already doing this, it would be a duplication of services and therefore cost the rate payers more.

As the Fiscal Year 24-25 budget must still go to the Board at the April 4, 2024, meeting as a first presentation, City Manager Tucker said that she would agree to recommend the Draft Budget to the SKF Board of Directors if the Budget would represent two columns. The first being the existing revenue, and the second being the new revenue should the Proposition 218 pass. City Manager Henderson agreed that he couldn't recommend as the Prop 218 hasn't been passed yet. It was asked if SKF General Counsel Montoy was aware of the current Draft Budget and it was answered yes. City Managers Tucker and Henderson support the Board having the first presentation as long as it's clear and transparent.

There being no comment from the public, a motion to approve consideration of the S-K-F FY2024-25 Draft Budget approval to the Board of Directors, if inclusion of the two columns is added or notation regarding it is based on Prop 218 passing, was made by Member Tucker and seconded by Member Henderson and approved by the following vote:

AYE: Members Cazares, Henderson, Vice Chair Tucker
NO: Chairman Santillan
ABSENT: Member Nerland
ABSTAIN:

Motion passed on a 3-1 vote.

B. Subject: The Committee will review the FY2024-25 Capital Improvement Program. *(p.2)*

Recommendation: That the Committee accept the FY2024-25 Capital Improvement Program and consider recommending its approval by the S-K-F CSD Board of Directors.

Discussion regarding the CIP included upcoming and future projects for both the Plant and the three cities. It was asked about the Barabara Pump Station being moved to a later date and if inflation was factored in, and it was answered it would be the same cost currently shown in the CIP. The CIP is in current dollars and the sewer rate study accounted for a 3% escalator. Future CIP's will be updated with the 3% escalator as they are reviewed on annual basis.

Selma City Engineer Horn asked if the District anticipates a final report on the Master Plan including expansion pieces and it was answered yes. No details on estimates at this time. The Master Plan document is currently being worked on. City Manager Tucker said that she would agree to recommend the Draft CIP to the SKF Board of Directors if it would represent two columns or notation regarding it is based on Prop 218 passing. The first being the existing revenue, and the second being the new revenue should the Proposition 218 pass.

There being no comment from the public a motion to approve consideration of the S-K-F FY 2024-25 Draft Capital Improvement Plan approval to the Board of Directors, if inclusion of the two columns is added or notation, was made by Member Tucker and seconded by Member Henderson and approved by the following vote:

AYE: Members Cazares, Henderson, Vice Chair Tucker, Chairman Santillan

NO:

ABSENT: Member Nerland

ABSTAIN:

Motion passed on a 4-0 vote.

ADJOURNMENT

There being no further business to come before the Committee, Chairman Santillan declared the meeting adjourned at 10:56 a.m.



Veronica Cazares, General Manager/
Secretary



Fernando Santillan/Chairman
of the Committee

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

MINUTES OF THE POLICY ADVISORY COMMITTEE MEETING

**October 11, 2023
10:00 a.m.**

CALL TO ORDER AND ROLL CALL

The Policy Advisory Committee (PAC) meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 10:05 a.m. by Chairman Fernando Santillan.

MEMBERS

Fernando Santillan, Selma City Manager (P)
Alex Henderson, Kingsburg City Manager (P)
Wilma Tucker, Fowler City Manager (P)
Paul Nerland, Fresno County AO A)
Veronica Cazares, General Manager/
Secretary (P)

STAFF AND CONSULTANTS

Alicia Kirk, Executive Assistant to the GM
Craig Perry, Chief Plant Operator
Tricia Miller, Admin Services/HR Manager
Jon Wells, Dopudja and Wells Engineering
Consultant

APPROVAL OF AGENDA

There being no comment from the public a motion to approve the agenda of the PAC meeting of October 11, 2023, was made by Member Henderson, and seconded by Member Santillan, and approved by the following vote:

AYE: Members Cazares, Henderson, Vice Chair Tucker, Chairman Santillan
NO:
ABSENT: Members Nerland
ABSTAIN:

CONSENT CALENDAR

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

There being no comment from the public a motion to approve the minutes of the July 26, 2023, Policy Advisory Committee meeting was made by Member Cazares, and seconded by Member Cazares and approved by a unanimous vote:

AYE: Members Cazares, Henderson, Vice Chair Tucker, Chairman Santillan
NO:
ABSENT: Members Nerland

ABSTAIN:

Member Tucker arrived at 10:13 a.m.

UNFINISHED BUSINESS

- A. Subject: Collection System Master Plan Update Status Report - Receive presentation from Jon Wells, Dopudja & Wells

Jon Wells, Dopudja & Wells, gave a power point presentation on items to be identified in the Collection System Mater Plan for the three cities SKF serves. It showed that calibrated flows have decreased in the years since the last Plan was created. It was asked what current MGD's the plant is currently at, and it was answered 4.15 MGD's.

There are four tiers associated with projected development in the three cities (Selma, Kingsburg, Fowler): Primary, Tier 1, 2, and 3. For Primary and Tier 1, future projects regarding infrastructure planned to affect gravity mains are key, otherwise Lift Stations may need to be added.

Kingsburg City Engineer Dave Peters expressed the need to upsize the sewer starting at Stroud Avenue and continuing north, as they have exhausted most of their sewer capacity there. In the past it was discussed run parallel 10 inch, however the area now is completely impacted. General Manager Cazares also mentioned it's approximately 40 acres remaining to which Engineer Peters replied that it would eliminate putting anymore there. An important area for Kingsburg with regards to the CSMP. Engineer Peters asked if there are or will be any improvements in Selma that would rely on Kingsburg. It was answered by Jon Wells that they are completely separate.

Fowler will require new lines in the following areas: Jefferson, Adams, South and Parlier Avenues. Fowler City Engineer, Soo Ho Park mentioned that a housing tract by K Hovnanian development has been constructed, and they have constructed a lift station to accommodate it. He also mentioned there will be more development to the south of this housing construction, which of course more flow will be expected. For Fowler, their Tier 2 is already locked in, and they will potentially have one commercial development in the near future.

Selma City Manager Santillan asked for the presentation and data on flows and tiers from Jon Wells.

Kingsburg City Engineer Dave Peters asked if improvements are funded by impact fees, and if SKF would be doing an impact fee study. General Manager Cazares said that each city is responsible for setting their own rates, as well as all capacity fee development. It was asked if SKF is responsible for Lift Stations in the three cities and it was answered there are four District owned lift stations that are SKF's responsibility. All other lift stations are city owned and maintained by SKF.

Kingsburg City Engineer Dave Peters asked if there will be any new Lift Stations SKF will be responsible for and General Manager Cazares answered no, based on the map in today's meeting.

Kingsburg City Manager Alex Henderson if dollar amounts could be identified on the improvements, and Jon Wells said that cost will be assigned to development tiers. It is important that the three cities' infrastructure is clearly defined. It is the goal for Dopudja and Wells in collaboration with SKF to make the CIP defensible and transparent.

Individual meetings for the three cities will be setup in the next few weeks to bring back comments.

It was asked by Public Works Director Eric Rocha if SKF can support future solids, and SKF Chief Plant Operator Craig Perry said that currently SKF is at 40-50 percent BOD, and Mr. Rocha asked if that was per city and General Manager Cazares answered that the plant doesn't break down solids by individual city.

NEW BUSINESS

None

COMMITTEE MEMBER COMMUNICATION/AGENDA ITEMS

None

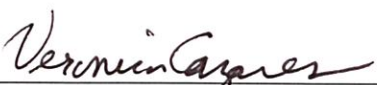
GENERAL MANAGER REPORTS

A. Grant Opportunities for Future Infrastructure

City Manager Santillan asked General Manager Cazares about using Lobbyists and SKF will not be using funds for that type of service. He also asked about Grant Writers, and at this time that is not a feasible route. Administrative Services/Human Resources Manager Miller did say that depending on which projects are eligible, we (SKF) may at some point use a grant writing service. Potential grant applications will be presented to the SKF Board for approval as needed.

ADJOURNMENT

There being no further business to come before the Committee, Chairman Santillan declared the meeting adjourned on a motion made by Member Henderson and seconded by Member Cazares and approved by a unanimous voice vote at 10:55 a.m.



Veronica Cazares, General Manager/
Secretary



Fernando Santillan/Chairman
of the Committee

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

June 05, 2024

WARRANT LIST

ALICIA KIRK	WELLNESS PRORGAM REIMBURSEMENT	40.00
AMAZON CAPITAL SERVICES	BOOKS, MAINT BUILDING & GROUNDS, INFO SYSTEMS	1,178.02
AMERICAN EXPRESS	TRAVEL&TRAINING, MEMBERSHIP, INFO SYSTEMS, OUTREACH, BOOKS & PUBLICATIONS	2,858.36
ASI	INFORMATION SYSTEMS	375.00
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	184.72
BSK ASSOCIATES	EXTERNAL LAB SERVICES	4,796.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	15.67
CALPERS	RETIREMENT	40,822.50
CASA	TRAVEL & TRAINING	695.00
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	159.70
CENTRAL VALLEY SALINITY COALITION INC.	PERMITS	5,711.48
CINTAS CORPORATION NO.2	SAFETY SUPPLIES	35.51
COLE-PARMER INSTRUMENT COMPANY LLC	LABORATORY SUPPLIES	453.66
DAVID D. SUMAYA	SAFETY SUPPLIES & EQUIP	2,002.29
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	184.72
DKF SOLUTIONS GROUP, LLC	SAFETY OFFICER MEMBERSHIP	350.00
ERNEST C MENDES	DIRECTOR'S FEES	127.63
FERGUSON WATERWORKS	BUILDING & GROUNDS MAINTENANCE	238.91
FISHER SCIENTIFIC	LABORATORY SUPPLIES	541.89
GARY HELM	RETIREE HEALTH REIMBURSEMENT	184.72
GISELA ROSALES	AUTO MAINTENANCE	40.00
HD SUPPLY INC	EQUIPMENT MAINTENANCE	1,013.10
HERNANDEZ, FRANK	WELLNESS PROGRAM REIMBURSEMENT	37.97
HOME DEPOT CREDIT SERVICES	OFFICE SUPPLIES	86.67
ISAGUIRRE, RICARDO	CERTIFICATION FEE REIMBURSEMENT	150.00
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 FEES	127.63
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	184.72
MCCLATCHY LLC	LEGAL AD NOTICE	411.34
MID VALLEY DISPOSAL	WASTE UTILITIES	930.25
MKN	SELMA SEWER REPLACEMENT	5,143.75
MONTOY LAW CORPORATION	PROFESSIONAL LEGAL SERVICES	2,000.50
NAPA AUTO PARTS	EQUIPMENT MAINTENANCE	382.18
NATHAN MAGSIG	DIRECTOR'S FEES	127.63
NELSON'S ACE HARDWARE	BUILDING & GROUNDS MAINTENANCE, EQUIPMENT MAINTENANCE, SAFETY SUPPLIES, SMALL TOOLS	433.87
NWESTCO LLC	EQUIPMENT MAINTENANCE	570.55
PG&E	ELECTRIC UTILITIES	43,237.84
POWER BUSINESS TECHNOLOGY LLC	OFFICE SUPPLIES	15.95
PRE-EMPLOYMENT INVESTIGATIONS	PROFESSIONAL SERVICES MGT & HUM REL	72.00
RANDY CABALLERO	SAFETY SHOE REIMBURSEMENT	225.00
RAYMOND MIKE ALANIZ	TRAINING REIMBURSEMENT	2,320.50
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	184.72
ROBERT V JENSEN, INC.	LUBRICANTS	2,723.99

RS AMERICAS INC.	EQUIPMENT MAINTENANCE	61.32
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	184.72
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	184.72
SCOTT ROBERTSON	DIRECTOR'S FEES	127.63
SCOUT SPECIALTIES INC.	EQUIPMENT MAINTENANCE	216.84
SELMA, CITY OF	OUTRAECH PHARM KIOSK	173.75
SERENA COATES	TRAINING REIMBURSEMENT	440.74
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	96.59
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	167.79
THE BUSINESS JOURNAL	PRINTING - ADVERTISING	487.50
T-MOBILE USA INC.	COMMUNICATIONS	1,106.03
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	740.03
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	811.75
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
V&N FIELD SERVICE INC	EQUIPMENT MAINTENANCE	705.35
VERONICA CAZARES	TRAVEL & TRAINING REIMBURSEMENT	377.93
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,655.25
VINCE PALOMAR	DIRECTOR'S FEES	127.63
WORKFORCE GO!	INFORMATION SYSTEMS	5,908.56

MAS 200 Total Checks

\$136,665.09

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

**June 19, 2024
WARRANT LIST**

AMAZON CAPITAL SERVICES	INFORMATION SYSTEMS	528.13
AT&T MOBILITY	COMMUNICATIONS	151.32
BOOT BARN HOLDINGS INC.	SAFETY SUPPLIES	1,363.67
CINTAS CORPORATION NO.2	AED LEASE	284.42
CSDA	MEMBERSHIPS	7,240.00
CWEA	MEMBERSHIPS	663.00
CWEA CSJ SECTION	TRAINING	440.00
FRESNO COUNTY TREAS.	PERMITS	609.00
KINGSBURG, CITY OF	WATER UTILITIES	64.50
MID VALLEY DISPOSAL	WASTE UTILITIES	150.00
MKN	LIFT STATION NORTH ST / CCTV	9,687.37
NAPA AUTO PARTS	EQUIPMENT MAINTENANCE	204.95
NELSON'S ACE HARDWARE	EQUIPMENT MAINTENANCE	253.67
POSTMASTER	PO BOX RENEWAL	364.00
QUINN CO	EQUIPMENT MAINTENANCE	4,015.23
RAFTELIS FINANCIAL CONSULTANTS	SEWER RATE STUDY	630.00
SILVAS OIL CO. INC.	FUEL	1,576.69
SOTO, ROBBIE	CERTIFICATION REIMBURSEMENT	305.00
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	1,322.00
THE GAS CO	GAS UTILITIES	157.79
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	845.15
VESTIS	UNIFORMS, MATS, MOPS, TOWELS	1,658.79
VIDEO INSPECTION SPECIALISTS	SPOT REPAIRS	49,450.00
MAS 200 Total Checks		\$81,964.68

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

June 26, 2024

WARRANT LIST

AMAZON CAPITAL SERVICES	INFORMATION SYSTEMS	226.98
ANDERSON & BALLOU INC.	P TRAP REPAIRS & MAINTENANCE	18,000.00
AT&T/CALNET 3	COMMUNICATIONS	144.02
BSK ASSOCIATES	EXTERNAL LAB SERVICES	1,488.00
CALIFORNIA CAD SOLUTIONS INC	PROF. SERVICES - ENGR & TECH	8,925.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	63.51
CALPERS	RETIREMENT	1,861.60
PETTY CASH REIMBURSEMENT	TRAVEL & TRAINING, SAFETY,OUTREACH, OFFICE SUPPLY	421.14
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	39.00
COMCAST	INFORMATION SYSTEMS	180.91
CWEA	MEMBERSHIPS	221.00
DOPUDJA & WELLS CONSULTING INC.	COLLECTION SYSTEM UPDATE	13,750.00
ENVIRONMENTAL LEVERAGE INC.	CHEMICALS	375.00
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FISHER SCIENTIFIC	LABORATORY SUPPLIES	2,943.23
FOWLER ACE HARDWARE	EQUIPMENT MAINTENANCE	15.89
GISELA ROSALES	AUTO MAINTENANCE	20.00
GOLDEN STATE MECHANICAL	EQUIPMENT MAINTENANCE	1,185.39
HD SUPPLY INC	SAFETY SUPPLIES	235.17
HOME DEPOT CREDIT SERVICES	OFFICE SUPPLY, BLDG & GROUNDS MAINT	439.62
JOSEPH BARELA	CERTIFICATION FEE REIMBURSEMENT	103.00
JUAN MEJIA	DIRECTOR'S FEE	127.63
KINGSBURG, CITY OF	PHARMA KIOSK OUTREACH	373.75
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	622.00
MUNICIPAL MAINT EQUIPMENT, INC	EQUIPMENT MAINTENANCE	630.30
NAPA AUTO PARTS	EQUIPMENT MAINTENANCE	290.58
NATHAN MAGSIG	DIRECTOR'S FEE	127.63
NELSON'S ACE HARDWARE	SAFETY SUPPLY, EQUIPMENT MAINT.	111.39
NORTH CENTRAL LABS, INC	LABORATORY SUPPLIES	118.67
PG&E	ELECTRICAL UTILITIES	11,193.81
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
QUADIANT FINANCE USA, INC.	POSTAGE	500.00
RAYMOND MIKE ALANIZ	WELLNESS PROGRAM REIMB.	40.00
RODRIGUEZ, ERNESTO	CERTIFICATION FEE REIMBURSEMENT	98.00
SCOTT ROBERTSON	DIRECTOR'S FEE	127.63
SILVAS OIL CO. INC.	FUEL	2,148.47
STEINHAUER, KAREN	WELLNESS PROGRAM REIMB., SAFETY SHOE REIMBURSEMENT	159.16
TELSTAR INSTRUMENTS, INC.	COMMUNICATIONS	2,993.00
VESTIS	UNIFORMS,MATS,MOPS,TOWELS	1,652.46
VINCE PALOMAR	DIRECTOR'S FEE	127.63
WESTAMERICA	PRINTED FORMS	106.83
WORKFORCE GO!	INFORMATION SYSTEMS	325.00

MAS 200 Total Checks

\$72,700.03

SKF COUNTY SANITATION DISTRICT
 CASH ACTIVITY REPORT
 Month: JUNE
 Fiscal Year: 2023-24

Cash Account Description	End of Month Cash Balance as of June 30, 2023	End of Month Cash Balance June 30, 2024
*** Cash in Treasury: Operations & Maintenance	\$ 5,043,024.93	\$ 5,314,659.13
Cash in Bank: Operations & Maintenance	\$ 28,912.44	\$ 28,404.88
Cash in Bank: Payroll	\$ 203.46	\$ 111,170.65
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 5,072,840.83	\$ 5,454,934.66
*** Cash in County Treasury:Expansion	\$ 5,393,049.36	\$ 5,566,893.51
*** Cash in County Treasury: R&R	\$ 6,245,192.21	\$ 7,496,124.96
*** Cash in County Treasury:Selma	\$ 2,319,258.37	\$ 1,778,776.10
*** Cash in County Treasury: Selma SWRCB Reserve	\$ 267,803.77	\$ 269,198.61
Total Selma	\$ 2,587,062.14	\$ 2,047,974.71
*** Cash in County Treasury:Kingsburg	\$ 3,426,769.60	\$ 3,302,154.14
*** Cash in County Treasury:Fowler	\$ 1,932,604.12	\$ 1,912,875.78
Total Cash Balance	\$ 24,657,518.26	\$ 25,780,957.76

*** PENDING COUNTY REPORTS @ 6/30/2024

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

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	6/5/2024	\$	136,665.09
WARRANT LIST ENDING	6/19/2024	\$	81,964.68
WARRANT LIST ENDING	6/26/2024	\$	72,700.03
			291,329.80
TOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 291,329.80

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	6/2/2024	\$	98,947.84
EMPLOYER CONTRIBUTIONS (PERS)	6/2/2024	\$	9,736.42
EMPLOYER TAXES	6/2/2024	\$	1,276.90
HEALTH INSURANCE	6/2/2024	\$	13,670.80
			123,631.96

TOTAL SALARIES PERIOD ENDING:

SALARIES	6/16/2024	\$	97,824.25
EMPLOYER CONTRIBUTIONS (PERS)	6/16/2024	\$	9,736.42
EMPLOYER TAXES	6/16/2024	\$	1,279.37
HEALTH INSURANCE	6/16/2024	\$	13,670.80
			122,510.84

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES			\$ 246,142.79
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	GRAND TOTAL	\$	537,472.59
			537,472.59

MEMORANDUM
(July 11, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Prepared: July 2, 2024

Agenda Item: 5-D
Action: Motion

SUBJECT

Agreement for Special Services between SKF and Liebert, Cassidy, Whitmore

RECOMMENDATION

That the Board approve Amendment No. 1 Legal Services Agreement with Liebert Cassidy Whitmore to update fee schedule.

EXECUTIVE SUMMARY

An Agreement between the Selma-Kingsburg-Fowler County Sanitation District and Liebert Cassidy Whitmore (LCW) was entered in 2011 and amended by Addendum No. 1 in 2015. The Agreement was subsequently updated and approved in 2020 by the Board.

LCW submitted documentation that their rates will be increasing on July 1, 2024. An amendment to LCW's agreement is needed to update the rate schedule.

The agreement provides that Liebert Cassidy Whitmore will provide the District with consulting, representational and legal services pertaining to employment relations matters, including representation in negotiations and in administrative and court proceedings, as requested by District or otherwise required by law.

Attachment: Amendment No. 1, LCW Rate Schedule

**AMENDMENT NO. 1
SPECIAL SERVICES AGREEMENT BETWEEN
SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
AND LIEBERT CASSIDY WHITMORE**

This Amendment No. 1 to Special Services Agreement is made and entered into effective the 11th day of July 2024, by and between the Selma-Kingsburg-Fowler County Sanitation District (hereinafter referred to as “District”) and Liebert Cassidy Whitmore, a Professional Corporation (hereinafter referred to as “Firm”).

RECITALS

WHEREAS, the District and Firm entered a Special Services Agreement (“Agreement”) effective January 24, 2011; and

WHEREAS, the parties have since that time amended that Agreement and entered a new agreement on January 9, 2020; and

WHEREAS, the Agreement provides that Firm will provide legal services pertaining to employee relations matters as requested by District; and

WHEREAS, Firm has advised District of new billing rates.

WHEREAS, the parties wish to amend the 2020 Agreement.

NOW, THEREFORE, THE PARTIES HERETO DO MUTUALLY AGREE AS FOLLOWS:

Section 1. Section 3 titled “Fees, Costs, Expenses” of the AGREEMENT is hereby amended to provide that the hourly rates shall be:

Partners	\$450
Senior Counsel	\$375
Associates	\$270-\$355
Labor Relations/HR Consultant	\$290
Compensation/Classification Consultant	\$210
Paraprofessionals	\$145-\$185
Litigation Support	\$145-185
E-Discovery Fees	\$450/Month

Section 2. Except as expressly modified in this Amendment No. 1, the terms and conditions of the Special Services Agreement with Liebert Cassidy Whitmore and the rights, duties, and obligations of the parties thereunder are unchanged and remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment No. 1 to Special Services Agreement as set forth below.

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT

Veronica Cazares, General Manager

Date: _____

LIEBERT CASSIDY WHITMORE, A PROFESSIONAL CORPORATION

By Shelline Bennett, Managing Partner

Date: _____

NOTICE TO ALL CLIENTS

Please be advised that Liebert Cassidy Whitmore will be increasing its rates effective July 1, 2024. A summary of rate changes is located below.

Partners	\$450.00
Senior Counsel	\$375.00
Associates	\$270.00 - \$355.00
Labor Relations/HR Consultant	\$290.00
Compensation/Classification Consultant	\$210.00
Paraprofessionals & Litigation Support	\$145.00 - \$185.00
E-Discovery Fees	\$450/Month

Thank you for giving Liebert Cassidy Whitmore the opportunity to provide legal services to your Agency. You are truly a valued client and it is our mission to continue to provide you with the very best and most cost effective legal representation possible. If you have any questions regarding this notice, or any other matter involving our Legal Services Agreement, please do not hesitate to contact Paul Hessing at (310) 981-2075.

MEMORANDUM
(July 11, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Prepared: July 2, 2024

Agenda Item: 5-E
Action: Motion

SUBJECT

Resolution No. 2024-14, A Resolution of the Selma-Kingsburg-Fowler County Sanitation District Board of Directors adopting CalPERS delegation of authority to request disbursements California Employers' Retiree Benefit Trust (CERBT).

RECOMMENDATION

That the Board adopt Resolution No. 2024-14, A Resolution Delegating Authority to Request Disbursements for the California Employers' Retiree Benefit Trust (CERBT) to the General Manager and Administrative Services/HR Manager.

EXECUTIVE SUMMARY

The Board approved the OPEB agreement with CalPERS in 2012. The agreement contains a resolution authorizing individuals to request disbursements. The positions of General Manager and Chief Accountant were originally assigned the authority to seek disbursements. The District organization has changed since this was established in 2012. The Resolution of Delegation of Authority to Request Disbursements needs to be updated to remove Chief Accountant and add Administrative Services /HR Manager.

Attachments: Resolution No. 2024-14
CalPERS form Resolution Delegation of Authority to Request Disbursements

RESOLUTION NO. 2024-14

**A RESOLUTION OF THE SELMA-KINGSBURG-FOWLER COUNTY
SANITATION DISTRICT BOARD OF DIRECTORS ADOPTING
CALPERS DELEGATION OF AUTHORITY TO REQUEST
DISBURSEMENTS CALIFORNIA EMPLOYERS' RETIREE BENEFIT
TRUST (CERBT) RESOLUTION**

WHEREAS, the District approved an OPEB agreement with CalPERS in 2012; and

WHEREAS, the agreement contains a Resolution of Delegation of Authority to Request Disbursements authorizing individuals to request disbursements; and

WHEREAS, the positions of General Manager and Chief Accountant were originally assigned the authority to seek disbursements; and

WHEREAS, the Resolution of Delegation of Authority to Request Disbursements in form required by CalPERS needs to be updated to remove Chief Accountant and add Administrative Services/HR Manager.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District as follows:

SECTION 1. The recitals set forth above are true and correct and are incorporated herein by reference.

SECTION 2. As required by CalPERS, the Board Adopts the CalPERS Delegation Of Authority To Request Disbursements California Employers' Retiree Benefit Trust (CERBT) Resolution attached hereto as **Attachment A**. That resolution authorizes the General Manager and Administrative Services/HR Manager to make disbursements.

SECTION 3. This resolution is effective upon adoption.

(certification on next page)

CERTIFICATION

The foregoing Resolution No. 2024-14 was adopted on July 11, 2024, on a motion duly made, seconded, and approved as follows:

DIRECTOR MAGSIG _____
DIRECTOR MEJIA _____
DIRECTOR PALOMAR _____
VICE CHAIR ROBERTSON _____
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



State of California
California Public Employees' Retirement System California
Employers' Retiree Benefit Trust (CERBT) 400 Q Street,
Sacramento, CA 95811
www.calpers.ca.gov

Delegation of Authority to Request Disbursements
California Employers' Retiree Benefit Trust
(CERBT)

RESOLUTION
OF THE

(GOVERNING BODY)

OF THE

(NAME OF EMPLOYER)

The _____ delegates to the incumbents
(GOVERNING BODY)

in the positions of _____ and
(TITLE)

_____, and/or
(TITLE)

_____ authority to request on behalf of the
(TITLE)

Employer disbursements from the Other Post Employment Prefunding Plan and to certify as
to the purpose for which the disbursed funds will be used.

By _____

Title _____

Witness _____

Date _____

MEMORANDUM

(July 11, 2024, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Staff Report Prepared By: Craig Perry, Plant Operations Manager
Date Prepared: June 24, 2024

Agenda Item: 6-A
Action: Motion

SUBJECT

Neuros NX300 Blower Motor and Compressor Replacement From Neuros USA

RECOMMENDATION

That the Board consider authorizing the purchase of the Neuros NX 3 Motor and Compressor in the amount of \$64,977.78.

EXECUTIVE SUMMARY

Aeration Basin #3 has four separate Neuros NX300 turbo blowers to provide oxygen to the activated sludge system that were installed in 2010. Under heavy loads operations staff will need to run as many as three Neuros turbo blowers per day to meet demand. Aeration basin blower number 4 is used with the other three Neuros blowers to meet demand and split runtime evenly to ensure all blowers wear at an equal rate. The blower motor and compressor need replacement in Neuros turbo blower number xx. The purchase amount of the Neuros NX3 Motor and Compressor is over the purchase authorization of the District and requires District Board approval. This will be funded from Operation and Maintenance account GL 7720-103-00 at an amount of \$64,977.78.

This cost includes swapping our existing blower motor and compressor (core) with a rebuilt core from Neuros and removal of existing core, one day of on-site Neuros representative inspection after start-up for warranty validation and taxes. Blower core and compressor replacement will be performed by District staff and start-up will be performed by a Telstar Instruments technician certified to repair Neuros equipment. Neuros has a 60,000-hour life expectancy for rebuilt blower cores.