

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

**REGULAR MEETING OF BOARD OF DIRECTORS**

**March 10, 2022**

**4:00 P.M.**

**11301 E. Conejo Avenue, Kingsburg, CA 93631**

**THE BOARD OF DIRECTORS HAS RESUMED MEETINGS IN PERSON. PER PROVISIONS OF EXECUTIVE ORDERS N-25-20 AND N-29-20 ISSUED BY THE GOVERNOR'S OFFICE, THE MEETING WILL ALSO BE AVAILABLE REMOTELY FOR DIRECTORS AND MEMBERS OF THE PUBLIC.**

The meeting will be open to the public. The meeting will also be available for public viewing and participation through Zoom.

Weblink: <https://zoom.us/j/93500065909?pwd=cnZuME1KNkNPMENZTi9NV2IDSjVUUT09>

Telephone number: 1-669-900-6833

Meeting ID: 935 0006 5909

Public comment will be accepted in person, via Zoom and by email at [akirk@skfcsd.org](mailto:akirk@skfcsd.org).

**Thank you for taking all precautions to prevent the spreading of the COVID-19 virus.**

**1. CALL TO ORDER AND ROLL CALL**

**DIRECTORS**

Nathan Magsig

Sarah Guerra

David Cárdenas

Buddy Mendes, Vice Chair

Michelle Roman, Chairwoman

**STAFF and CONSULTANTS**

Veronica Cazares, Interim 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 Supervisor

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 considered 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 February 10, 2022. (p.5)
- B. Minutes of the Special Board Meeting February 17, 2022 (p.8)
- C. Warrant List Reports of February 2, 2022, February 16, 2022 and February 23, 2022. (p.12)
- D. Cash Activity Report of February 28, 2022. (p.16)
- E. The Board will consider adoption of Resolution No. 2022-08 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. (p.17) *Staff Report Prepared By: Interim General Manager Cazares*

### **5. UNFINISHED BUSINESS**

- A. None.

### **6. NEW BUSINESS**

- A. Resolution No. 2022-09, A Resolution of The Board of Directors of The Selma-Kingsburg-Fowler County Sanitation District Authorizing Persons in Specified Positions to Act as District Signatories For Checks, Warrants, or Other Orders For the Payment of Money and Directing Staff to Update All Necessary County and Westamerica Bank Documents. (p.21) *Staff Report by Tricia Miller, HR/Administrative Services*
- B. The Board will consider approving the Agreement for Compensation to County of Tulare for Collection of Special Assessment; and authorize Interim General Manager Cazares to execute the Agreements. (p.24) *Staff Report Prepared by Tricia Miller, HR/Administrative Services*

- C. The Board will consider the acceptance of the Groundwater Monitor Wells – 2022 Project Change Order No. 1, and filing of the Notice of Completion (p.32) *Staff Report Prepared by Veronica Cazares, Interim General Manager*

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

- A. Board members may suggest future agenda items or may give reports.

**8. GENERAL MANAGER REPORTS**

- A. All Form 700s filed with the Clerk to the Board’s office need to be submitted using the eDisclosure system. Board members, Alternates, General Counsel, and designated employees must submit Annual Statement of Economic Interest for calendar year 2021 by Friday, April 1, 2022.
- B. Sixth Annual Selma and Kingsburg Chamber of Commerce Mixer scheduled 5:00 p.m.-7:00 p.m., Wednesday, March 16, 2022, at the District’s Boardroom
- C. Chairperson’s Barbecue scheduled for May 25, 2022

**9. CLOSED SESSION**

- A. Conference with Legal Counsel – Anticipated Litigation pursuant to Government Code Section 54956.9(d)(2)  
SW Construction Inc. v. Selma-Kingsburg-Fowler County Sanitation District.

**10. RECONVENE OPEN SESSION**

- A. Provide Report from Closed Session if required.

**11. ADJOURNMENT**

Motion to Adjourn  
Next Regular Meeting: Thursday, April 14, 2022, at 4:00 p.m.  
Next Ordinance: 2022-01  
Next Resolution: 2022-10

**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](http://www.skfcsd.org).

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Alicia Kirk at (559) 897-6500 ext. 213. Notification of at least 48 hours prior to the meeting will enable staff to make reasonable arrangements to ensure accessibility to the meeting.

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

**MINUTES OF THE REGULAR BOARD MEETING OF BOARD  
MEETING  
FEBRUARY 10, 2022**

**CALL TO ORDER AND ROLL CALL**

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:01 p.m. by Chairwoman Roman

**DIRECTORS**

Nathan Magsig (A)  
Sarah Guerra (P)  
David Cárdenas (P)  
Buddy Mendes, Vice Chair (P)  
Michelle Roman, Chairwoman (P)

**STAFF and CONSULTANTS**

Ben Muñoz, Jr., General Manager/Secretary  
Alicia Kirk, Executive Assistant to the G.M.  
Hilda Cantú Montoy, General Counsel (A)  
Veronica Cazares, District Engineer  
Craig Perry, Operations Supervisor  
David Bacon, Information Systems Analyst

**APPROVAL OF AGENDA**

There being no comment from the public, a motion to approve the agenda of the Regular Board meeting of February 10, 2022, was made by Director Mendes, and seconded by Director Guerra and approved by the following roll call vote:

AYE: Directors Guerra, Cárdenas, Vice Chair Mendes, Chairwoman Roman  
NO:  
ABSENT: Director Magsig  
ABSTAIN:

**PUBLIC FORUM**

None

**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 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 January 13, 2022. (p.4)
- B. Warrant List Reports of January 5, 2022 and January 19, 2022. (p.10)
- C. Cash Activity Report of January 31, 2022. (p.13)
- D. The Board will consider adoption of Resolution No. 2022-07 Reauthorizing Remote Teleconference Public Meetings by the Board of Directors and subsidiary standing committees in Accordance with Assembly Bill 361. (p.14) *Staff Report Prepared By: General Manager*

There being no comment from the public, a motion to approve the consent calendar was made by Director Cárdenas, seconded by Director Mendes, and approved by the following roll call vote:

AYE: Directors Guerra, Cárdenas, Vice Chair Mendes, Chairwoman Roman

NO:

ABSENT: Director Magsig

ABSTAIN:

### **UNFINISHED BUSINESS**

None

### **NEW BUSINESS**

None

### **GENERAL MANAGER REPORTS**

General Manager Muñoz reminded the Board that the deadline to file Form 700 is April 1, 2022.

General Manager let the Board know that he attended a Special Meeting Workshop with Selma on February 7 at 5:00 pm. The Meeting went well, and questions were answered pertaining to SKF and the City of Selma.

### **CLOSED SESSION**

Closed Session began at 4:20 pm.

### **RECONVENE OPEN SESSION**

Reconvened at 5:30 pm. Counsel reported that there was nothing to report at this time.

A Special Meeting will be scheduled for Thursday, February 17<sup>th</sup> at 4:00 pm.

**ADJOURNMENT**

There being no further business to come before the Board, Chairwoman Roman declared the meeting adjourned on a motion made by Director Mendes, and seconded by Director Cárdenas, and approved by a unanimous voice vote at 5:30 pm.

Respectfully submitted,

Approved,

\_\_\_\_\_  
Veronica Cazares Interim General Manager/  
Secretary of the Board

\_\_\_\_\_  
Michelle Roman  
Chairwoman of the Board

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

**MINUTES OF SPECIAL BOARD MEETING  
FEBRUARY 17, 2022**

**CALL TO ORDER AND ROLL CALL**

The Special Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:07 p.m. by Chairwoman Roman.

**DIRECTORS**

Nathan Magsig (A)  
Sarah Guerra (P)  
David Cárdenas (A)  
Buddy Mendes, Vice Chair (P)  
Michelle Roman, Chairwoman (P)

**STAFF and CONSULTANTS**

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

**NOTICE IS HEREBY GIVEN** that the Board of Directors has called a Special Meeting.

Members of the public will have an opportunity to address the Board on matters on this agenda.

The business discussed was as follows:

**APPROVAL OF AGENDA**

There being no comment from the public, a motion to approve the agenda of the Special Board meeting of February 17, 2022, was made by Director Mendes, and seconded by Director Guerra, and approved by the following vote:

AYE: Director Guerra, Vice Chair Mendes, Chairwoman Roman

NO:

ABSENT: Directors Magsig, Cárdenas

ABSTAIN:

**PUBLIC FORUM**

None

**CLOSED SESSION Pursuant to Government Code Section 54957(b)(1)**

Public Employee Appointment  
Title: Interim General Manager



Closed Session began at 4:08 p.m.

### **RECONVENNE OPEN SESSION**

The Board returned from Closed session at 4:15 p.m.

Note: Director Nathan Magsig participated in Closed Session via phone.

### **APPOINTMENT OF INTERIM GENERAL MANAGER**

- A. Consider approval of Interim General Manager Employment Agreement with Veronica Cazares.

General Counsel instructed Chairwoman Roman to read aloud the outcome of Closed Session per the Brown Act. It was said that Veronica Cazares, District Engineer would retain the position of Interim General Manager effective March 5, 2022, as current General Manager Ben Muñoz, Jr. will retire effective March 4, 2022. Chairwoman Roman read aloud the terms set forth in the agreement, from page four [4] in the Special Board meeting packet. It was said to redact the holiday of Cesar Chavez, as the District does not receive that, and to add the holiday of Good Friday which the District currently receives.

There being no comment from the public, a motion to approve Veronica Cazares as interim General Manager was made by Director Mendes and seconded by Director Guerra, and approved by the following voice vote:

AYE: Director Guerra, Vice Chair Mendes, Chairwoman Roman

NO:

ABSENT: Directors Magsig, Cárdenas

ABSTAIN:

- B. Establish Board Ad Hoc liaison with Interim General Manager

Vice Chairman Mendes voted Director Cárdenas and Chairwoman Roman appointed herself as the Ad Hoc liaisons for Interim General Manager Cazares. There are no aye votes required for this per General Counsel, only a consensus is needed. Consensus was received from all three members present.

### **RECRUITMENT FOR GENERAL MANAGER POSITION**

- A. Discuss options for recruitment and provide direction including for issuance of RFP (Request for Proposal) for recruitment consultant or other recruitment method.

It was said that Alicia will work with Hilda in putting together an RFP for the recruitment of a General Manager for the SKF District.

B. Establish Board Ad Hoc Committee to work on recruitment matters

Chairwoman Michelle Roman and Director Sarah Guerra will head up the Ad Hoc Committee for recruitment.

**ADJOURNMENT**

There being no further business to come before the Board, Chairwoman Roman declared the meeting adjourned on a motion made by Director Mendes and seconded by Director Guerra, and approved by a unanimous voice vote at 4:27 p.m.

Respectfully submitted,

Approved

\_\_\_\_\_  
Veronica Cazares Interim General Manager/  
Secretary of the Board

\_\_\_\_\_  
Michelle Roman  
Chairwoman of the Board

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT  
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY  
FOR THE MONTH ENDED FEBRUARY 28, 2022

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	2/2/2022	\$	563,896.54
WARRANT LIST ENDING	2/16/2022	\$	924,342.98
WARRANT LIST ENDING	2/23/2022	\$	13,231.00

SUBTOTAL SERVICE AND SUPPLIES EXPENDITURES		\$	<u>1,501,470.52</u>
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SALARIES, PERS AND HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES ENDING	1/30/2022	\$	64,121.26
TOTAL SALARIES ENDING	2/13/2022	\$	64,979.65

SUBTOTAL SALARIES		\$	<u>129,100.91</u>
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TOTAL PERS (EMPLOYERS PORTION)	1/30/2022		9,178.28
TOTAL PERS (EMPLOYEES PORTION PAID BY EMPLOYER)	1/30/2022		-
TOTAL HEALTH INSURANCE EXPENDITURES	1/30/2022		16,411.85
TOTAL PERS (EMPLOYERS PORTION)	2/13/2022		9,196.24
TOTAL PERS (EMPLOYEES PORTION PAID BY EMPLOYER)	2/13/2022		-
TOTAL HEALTH INSURANCE EXPENDITURES	2/13/2022		16,411.85

SUBTOTAL PERS AND HEALTH INSURANCE EXPENDITURES		\$	<u>51,198.21</u>
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GRAND TOTAL		\$	<u><u>1,681,769.64</u></u>
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**SELMA-KINGSBURG-FOWLER  
COUNTY SANITATION DISTRICT**

**February 02, 2022**

**WARRANT LIST**

ALLIED ELECTRIC MOTOR INC.	EQUIPMENT MAINTENANCE	3,149.34
AMERICAN EXPRESS	TRAVEL & TRAINING, SAFETY SUPPLY, OFFICE SUPPLY, PROF. SERVICES ACCOUNTING	86.55
ARAMARK	UNIFORMS, MATS, MOPS, TOWELS	1,124.18
ARMANDO BLANCAS	RETIREE HEALTH REIMBURSEMENT	145.65
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	145.65
AT&T/CALNET 3	COMMUNICATIONS	195.05
BECS PACIFIC LTD	EQUIPMENT MAINTENANCE	390.00
BSK ASSOCIATES	EXTERNAL LAB SERVICES	457.50
CALIFORNIA WATER SERVICE	WATER UTILITIES	48.24
CALPERS HEALTH	HEALTH INSURANCE	39,414.32
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	145.65
DONNA STUCKY	RETIREE HEALTH REIMBURSEMENT	153.53
DSD BUSINESS SYSTEMS	INFORMATION SYSTEMS	97.50
FISHER SCIENTIFIC	LABORATORY SUPPLIES	88.75
FOWLER, CITY OF	FYE 2021 FRANCHISE FEES	137,465.63
GARY HELM	RETIREE HEALTH REIMBURSEMENT	145.65
GRAINGER	EQUIPMENT MAINTENANCE, SAFETY SUPPLY	234.17
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	145.65
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	145.65
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	145.65
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	418.87
KINGSBURG, CITY OF	FYE 2021 FRANCHISE FEES	170,582.51
LIEBERT CASSIDY WHITMORE	PROFESSIONAL SERVICES: MGT & HUM REL	2,067.00
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	145.65
MICHAEL FONG	RETIREE HEALTH REIMBURSEMENT	232.94
MID VALLEY DISPOSAL	WASTE UTILITIES	867.54
MONTOY LAW CORPORATION	PROFESSIONAL SERVICES: LEGAL	1,062.00
NAPA AUTO PARTS	AUTO/EQUIPMENT MAINTENANCE	832.80
NELSON'S ACE HARDWARE	BUILDING & GROUNDS, EQUIPMENT MAINT.	84.45
PG&E	ELECTRIC UTILITIES	21,812.77
PROCLEAN SUPPLY	BUILDING & GROUNDS, OFFICE SUPPLIES	1,555.02
PCN	COMMUNICATIONS	60.00
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	145.65
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	145.65
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	145.65
SELMA, CITY OF	FYE 2021 FRANCHISE FEES	174,130.81
SILVAS OIL CO. INC.	FUEL	3,537.75
STAPLES CREDIT PLAN	OFFICE SUPPLIES	89.18
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	153.53
SYNCB/AMAZON	INFORMATION SYSTEMS	64.82
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,837.64

**MAS 200 Total Checks**

**\$563,896.54**

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

**February 16, 2022**

**WARRANT LIST**

*CARDENAS, DAVID	DIRECTOR'S FEE	127.63
ANDERSON & BALLOU INC.	MISCELLANEOUS REPAIRS - FOWLER	30,600.00
ARAMARK	UNIFORMS,MATS,MOPS,TOWELS	1,127.68
BOOT BARN HOLDINGS INC.	SAFETY FOOTWEAR	170.84
BRADLEY & SONS INC	MONITORING WELL INSTALLATION	85,200.00
BSK ASSOCIATES	EXTERNAL LAB SERVICES	1,017.50
CALIFORNIA WATER SERVICE	WATER UTILITIES	36.01
CALPERS	RETIREMENT	36,740.08
CDW GOVERNMENT, INC.	INFO SYSTEMS EXPENSE	942.95
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	194.00
CITY NATIONAL BANK	SOLAR INSTALLMENT SALE AGREEMENT	661,240.00
COMCAST	COMMUNICATIONS	109.95
DKF SOLUTIONS GROUP, LLC	PROFESSIONAL SERVICES: MED & SAFETY	350.00
DSD BUSINESS SYSTEMS	INFO SYSTEMS EXPENSE	195.00
ELITE UNIFORMS	SAFETY SUPPLIES	248.93
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FERGUSON WATERWORKS	EQUIPMENT REPAIRS & MAINTENANCE	2,176.84
FISHER SCIENTIFIC	LABORATORY SUPPLIES	261.77
GISELA ROSALES	EQUIPMENT REPAIRS & MAINTENANCE	175.00
GRAINGER	SAFETY SUPPLIES	135.85
HD FACILITIES MAINTENANCE	EQUIPMENT REPAIRS & MAINTENANCE	155.29
HOME DEPOT CREDIT SERVICES	EQUIPMENT REPAIRS & MAINTENANCE, OFFICE SUPPLIES, BLDG & GROUNDS MAINT., SMALL TOOLS	357.70
JEFFREY GLENN RANSOM	CERTIFICATION FEE REIMBURSEMENT	180.00
KENNETH D. SCHMIDT	PROFESSIONAL SERVICES: ENGR & TECH	6,872.02
KENNIES INDOOR COMFORT SPECIAL	EQUIPMENT REPAIRS & MAINTENANCE	770.00
KINGSBURG CHAMBER OF COMMERCE	OUTREACH	50.00
KINGSBURG, CITY OF	PHARMA KIOSK OUTREACH, WATER UTILITIES	364.50
LAURA VOSS	CERTIFICATION FEE REIMBURSEMENT	101.00
MICHELLE ROMAN	DIRECTOR'S FEE	127.63
MID VALLEY DISPOSAL	WASTE UTILITIES	374.26
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	181.00
MORGAN BROTHERS INC	PEST CONTROL	149.00
NAPA AUTO PARTS	EQUIPMENT REPAIRS & MAINTENANCE	303.16
NELSON'S ACE HARDWARE	EQUIPMENT REPAIRS & MAINTENANCE, BLDG & GROUNDS MAINTENANCE, SMALL TOOLS	883.84
O'REILLY AUTO PARTS	AUTO MAINTENANCE	73.89
PG&E	ELECTRIC UTILITIES	7,238.80
POWER BUSINESS TECHNOLOGY LLC	OFFICE SUPPLIES	119.08
R.G. GREENWOOD ASSOCIATES INC.	PROFESSIONAL SERVICES: ENGR & TECH	2,225.00
RAYMOND MIKE ALANIZ	CERTIFICATION FEE REIMBURSEMENT	91.00
ROCKWELL ENGINEERING CO.	EQUIPMENT REPAIRS & MAINTENANCE	5,565.53
SALINAS, JOSE LUIS	TRAVEL/TRAINING REIMBURSEMENT	117.52
SAMPSON SAMPSON & PARTNERS LLC	PROFESSIONAL SERVICES: ACCOUNTING	3,000.00
SARAH GUERRA	DIRECTOR'S FEE	127.63
SCOUT SPECIALTIES INC.	MAINTENANCE BUIDLING & GROUNDS	250.24
SERENA COATES	TRAVEL/TRAINING REIMBURSEMENT	143.58

SILVAS OIL CO. INC.	FUEL	2,944.53
STREAMLINE	INFO SYSTEMS EXPENSE	400.00
SW CONSTRUCTION INC.	DIST LIFT STATION REFURB D4	52,217.29
SYNCB/AMAZON	INFO SYSTEMS EXPENSE	13.61
TELETRAC NAVMAN US LTD.	COMMUNICATIONS	1,076.39
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	2,945.75
THE GAS CO	GAS UTILITIES	666.82
THOMAS & ASSOCIATES	EQUIPMENT REPAIRS & MAINTENANCE	7,485.68
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	658.33
TOTAL COMPENSATION SYSTEMS	PROFESSIONAL SERVICES: ACCOUNTING	1,800.00
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,178.62
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VERIZON WIRELESS	COMMUNICATIONS	1,074.94
ZEE MEDICAL SERVICE	SAFETY SUPPLIES	131.70
<b>MAS 200 Total Checks</b>		<b>\$924,342.98</b>

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

**February 23, 2022**

**WARRANT LIST**

CALIFORNIA CAD SOLUTIONS INC	PROFESSIONAL SERVICES - ENGINEERING	13,231.00
<b>MAS 200 Total Checks</b>		<b>\$13,231.00</b>

SKF COUNTY SANITATION DISTRICT  
 CASH ACTIVITY REPORT  
 Month: FEBRUARY  
 Fiscal Year: 2021-22

Cash Account Description	End of Month Cash Balance as of June 30, 2021	End of Month Cash Balance 2/28/2022
Cash in Treasury: Operations & Maintenance	\$ 4,849,753.43	\$ 4,785,441.45
Cash in Bank: Operations & Maintenance	\$ 29,164.97	\$ 27,344.52
Cash in Bank: Payroll	\$ 202.85	\$ 203.12
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 4,879,821.25	\$ 4,813,689.09
Cash in County Treasury:Expansion	\$ 3,355,773.82	\$ 4,635,089.07
Cash in County Treasury: R&R	\$ 2,916,929.82	\$ 2,443,936.04
Cash in County Treasury:Selma	\$ 2,086,379.20	\$ 2,037,469.31
Cash in County Treasury:Kingsburg	\$ 2,948,693.41	\$ 3,033,464.32
Cash in County Treasury:Fowler	\$ 1,614,363.12	\$ 1,599,035.82
<b>Total Cash Balance</b>	<b>\$ 17,801,960.62</b>	<b>\$ 18,562,683.65</b>



**RESOLUTION NO. 2022-08**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SELMA KINGSBURG FOWLER COUNTY SANITATION DISTRICT REAUTHORIZING REMOTE TELECONFERENCE MEETINGS BY THE BOARD OF DIRECTORS AND STANDING COMMITTEES OF THE DISTRICT IN ACCORDANCE WITH ASSEMBLY BILL 361**

**WHEREAS**, COVID-19 (also known as the “Coronavirus Disease”) is a respiratory disease which was first detected in China and has now spread across the globe, with multiple confirmed cases in California, including the Selma Kingsburg Fowler County Sanitation District; and

**WHEREAS**, on January 31, 2020, the United States Secretary of Health and Human Services declared a public health emergency based on the threat caused by COVID-19, and the President of the United States issued a Proclamation Declaring a National Emergency Concerning COVID-19 beginning March 1, 2020; and

**WHEREAS**, in response to COVID-19, the Governor of the State of California issued a Proclamation of a State of Emergency in response to COVID-19 on March 4, 2020; and

**WHEREAS**, the Cities of Selma, Kingsburg, and Fowler and the County of Fresno adopted a proclamation of a local emergency related to the COVID-19 virus; and

**WHEREAS**, the District is committed to preserving and fostering public access, transparency, observation, and participation in meetings of the Board of Directors and Standing Committees; and

**WHEREAS**, all meetings of the Board of Directors and standing committees are open and public as required by the Ralph M. Brown Act, Government Code sections 54950 – 54963, so that any member of the public may attend, observe, and participate in a meaningful way; and

**WHEREAS**, Government Section 54953 (b) (3) of the Brown Act allows a local legislative body to hold public meetings by teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body, as long as the following requirements are met:

1. Each teleconference location from which a member is participating is noticed on the agenda;
2. Each teleconference location is accessible to the public;
3. Members of the public must be able to address the body at each teleconference location;
4. At least one member of the legislative body must be physically present at the location specified in the meeting agenda; and
5. During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the local body’s territorial jurisdiction; and

**WHEREAS**, the Brown Act, as amended by AB 361 (2021), at Government Code section 54953(e) *et seq.*, allows for remote observation and participation in meetings by members of a legislative body and members of the public without compliance with the requirements of Government Code section 54953(b)(3), subject to certain conditions; and

**WHEREAS**, the initial required condition is a declaration of a state of emergency by the Governor pursuant to the California Emergency Services Act at Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state and within the boundaries of the District caused by conditions as described in Government Code section 8558; and

**WHEREAS**, the Governor's Proclamation of a State of Emergency includes area within the jurisdictional boundaries of the District; and

**WHEREAS**, Government Code Section 54953(e)(3)(A-B) added by AB 361 provides an alternative to having public meetings in accordance with Government Code Section 54953(b)(3) when Board of Directors has reconsidered the circumstances of the COVID-19 state of emergency and that the following circumstances exist:

1. The state of emergency as a result of COVID-19 continues to directly impact the ability of the members of Board of Directors and the members of the Standing Committees to meet safely in person; and
2. The State of California and the County of Fresno continue to recommend measures to promote social distancing.

**WHEREAS**, Government Code Section 54953(e) *et seq.* further requires that state or local officials have imposed or recommended measures to promote social distancing or the legislative body finds that meeting in person would present an imminent risk to the health or safety of attendees; and

**WHEREAS**, such conditions now exist in the District in that (i) State and Local officials recommend social distancing measures and (ii) emergency conditions evidenced by COVID-19 and its variants create ongoing COVID-19 cases, hospitalizations, and deaths and meeting in person would present imminent risk to health or safety of attendees; and

**WHEREAS**, the Board of Directors affirms that it will allow for observation and participation by Directors as well as Standing Committee Members and the public via teleconferencing as authorized under AB 361 in an effort to protect the constitutional and statutory rights of all attendees; and

**WHEREAS**, on October 14, 2021, the Board adopted Resolution No. 2021-08 Authorizing Remote Teleconference Meetings by the Board of Directors and all Boards, Commissions, and Standing Committees of the City in Accordance With Assembly Bill 361; and

**WHEREAS**, Government Code Section 54953(e)(3) requires that the Board review the

need and make findings for continuing the teleconferencing as authorized by AB 361 at least once every thirty days until the Governor terminates the state of emergency; and

WHEREAS, on February 10, 2022, the Board approved a Reauthorizing Resolution for an additional thirty days; and

WHEREAS, the Board wishes to reaffirm the need and findings necessary for continuing the teleconferencing as authorized by AB 361.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SELMA KINGSBURG FOWLER COUNTY SANITATION DISTRICT HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** The above recitals are true and correct and are incorporated herein by this reference.

**Section 2.** The Board of Directors finds that the state of emergency conditions related to COVID-19 as set forth of Proclamations of Emergency by the Governor, County of Fresno, and Cities of Selma, Kingsburg, and Fowler are on-going.

**Section 3.** The Board of Directors further finds that state and county official recommend social distancing conditions causing imminent risk to attendees as described above exist.

**Section 4.** The Board of Directors hereby recognize and affirm that the Cities of Selma, Kingsburg, and Fowler and the County of Fresno have adopted a proclamation of a local emergency related to the COVID-19 virus regarding the existence and conditions of a state of emergency as proclaimed by the Governor.

**Section 5.** The Board of Directors finds that the state of emergency as a result of COVID-19 continues to directly impact the ability of members of the Board of Directors and the members of standing committees to meet safely in person and such fact creates an imminent health risk to such members.

**Section 6.** The Board of Directors and Standing Committees of District are authorized to conduct their meetings without compliance with Government Code section 54953(b)(3), and to instead comply with the remote meeting requirements as authorized by Government Code section 54953(e) *et seq.*

**Section 7.** The General Manager is authorized and directed to take all actions reasonably necessary to carry out the intent and purpose of this Resolution, including, conducting open and public meetings remotely in accordance with Government Code section 54953(e) *et seq.*, and other applicable provisions of the Brown Act, for all Board of Directors meetings, and all Boards, Commissions, and standing committee meetings of the City.

**Section 8.** This Resolution shall take effect immediately upon its adoption and shall be effective for thirty days.

\* \* \* \* \*

**Approved and adopted this 10th day of March 2022.**

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Chairwoman  
Michelle Roman

ATTEST

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Veronica Cazares Interim General Manager/ Secretary to Board

## **MEMORANDUM**

(March 10, 2022)

To: S-K-F CSD Board of Directors

Agenda Item: 6-A

From: Veronica Cazares, Interim General Manager

Action: Resolution No. 2022-09

Staff Report Prepared By: Tricia Miller, Administration Services/HR Manager

Date Prepared: February 24, 2022

SUBJECT: Resolution No., A Resolution of The Board of Directors of The Selma-Kingsburg-Fowler County Sanitation District Authorizing Persons in Specified Positions to Act as District Signatories For Checks, Warrants, or Other Orders For the Payment of Money and Directing Staff to Update All Necessary County and Westamerica Bank Documents

### **DIRECTORS' SUMMARY**

Due to the retirement of General Manager Ben Munoz, Jr., the District needs to update the attached County of Fresno Auditor-Controller/Treasurer-Tax Collector Special District/Organization Data Sheet and Westamerica Bank Personal Information Sheet for check signatures and release authorization. The Board had approved Resolution No. 2019-07, A Resolution of The Board of Directors of The Selma-Kingsburg-Fowler County Sanitation District Authorizing Persons in Specified Positions to Act as District Signatories For Checks, Warrants, or Other Orders For the Payment of Money and Directing Staff to Update All Necessary County and Westamerica Bank Documents in March 2019. However, the District needs to update the names of the signatories for the Westamerica Bank Document.

### **STAFF RECOMMENDATION**

Interim General Manager Cazares recommends that the Board approve Resolution No. 2022-09, A Resolution of The Board of Directors of The Selma-Kingsburg-Fowler County Sanitation District Authorizing Persons in Specified Positions to Act as District Signatories For Checks, Warrants, or Other Orders For the Payment of Money and Directing Staff to Update All Necessary County and Westamerica Bank Documents.

### **ACTION**

Motion to approve Resolution No. 2022-09, A Resolution of The Board of Directors of The Selma-Kingsburg-Fowler County Sanitation District Authorizing Persons in Specified Positions to Act as District Signatories For Checks, Warrants, or Other Orders For the Payment of Money and Directing Staff to Update All Necessary County and Westamerica Bank Documents.

### **BACKGROUND**

Special Districts that have their Funds on deposit with County of Fresno are required to update the County of Fresno Auditor-Controller/Treasurer-Tax Collector Special District/Organization Data Sheet for check signatures and release authorization.

Westamerica Bank requires checking account holders to have on their file an updated Personal Information Sheet for check signatures and release authorization. The completed forms must be submitted to County of Fresno Auditor-Controller/Treasurer-Tax Collector office and Westamerica Bank.

Attachments: (1) Resolution No. 2022-09

**RESOLUTION NO. 2022-09**

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT AUTHORIZING PERSONS IN SPECIFIED POSITIONS TO ACT AS DISTRICT SIGNATORIES FOR CHECKS, WARRANTS, OR OTHER ORDERS FOR THE PAYMENT OF MONEY AND DIRECTING STAFF TO UPDATE ALL NECESSARY COUNTY AND WESTAMERICA BANK DOCUMENTS.

WHEREAS, the County Auditor-Controller/Treasure-Tax Collector and Westamerica Bank require documentation of authorized signatories and signatures; and

WHEREAS, the District has new management staff; and

WHEREAS, the District determines that it is necessary for the efficient administration of the fiscal affairs of the District that this resolution be passed and adopted.

NOW, THEREFORE, the Board of Directors hereby resolves as follows:

Section 1. Each bank doing business with the District is hereby authorized to honor checks, warrants, or other orders for the payment of money drawn in the name of the District on all its accounts when bearing at least two of the following signatures:

- (a) Board Chairwoman Michelle Roman
- (b) Board Vice-Chairman Ernest Mendes
- (c) Administrative Services/Human Resources Manager Tricia Miller
- (d) Interim General Manager Veronica Cazares

Section 2. Directs staff to cause the completion and submission of necessary documents regarding Section 1 as required by the County Auditor Controller/Treasurer-Tax Collector and Westamerica Bank.

Section 3. This resolution shall become effective immediately upon its passage and adoption. All previous resolutions and approvals authorizing the honoring of signatures of District officials other than those set forth in this resolution are hereby rescinded.

**CERTIFICATION**

The foregoing Resolution 2022-09 was introduced by, seconded by, and adopted on roll call on by the following vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_

ABSENCES:

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

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

## **MEMORANDUM**

(March 10, 2022)

To: S-K-F CSD Board of Directors  
From: Veronica Cazares, Interim General Manager  
Staff Report Prepared By: Tricia Miller, Administration Services/HR Manager  
Date Prepared: February 25, 2022  
SUBJECT: Agreement for Compensation to County of Tulare for Collection of Special Assessments

Agenda Item: 6-B

Action: Motion

### **DIRECTORS' SUMMARY**

An Agreement for Compensation to Tulare County for Collection of Special Assessments between the District and the Tulare County Board of Supervisors needs to be approved by the Board. This will be the first step in allowing the District to add direct sewer service charges to the tax roll.

### **STAFF RECOMMENDATION**

Interim General Manager Cazares recommends that the Board approve the Agreement for Compensation to County of Tulare for Collection of Special Assessments.

### **ACTION**

Motion to approve the Agreement for Compensation to County of Tulare for Collection of Special Assessments.

### **BACKGROUND**

San Joaquin Valley Homes is building the Summerlyn housing development in Kingsburg which is partially within Tulare County. There are 178 single family homes in this development that are in the District service area in Tulare County. Tulare County is able to allow the District to add direct sewer service charges for these parcels to the tax roll. The needed paperwork was filed with LAFCO as well as the extra territorial agreement with the county. All new agencies applying assessments for the first time must have a one-time agreement between Tulare County and the District that must be approved by the Board of Supervisors. We are currently hand billing the homes that have been finalized in the development.

Currently Tulare County's proportionate recovery cost is \$1.00 per parcel for assessments transmitted by computer and \$3.00 per parcel for assessments transmitted manually. Additionally, the District will incur \$200.00 per fund on which special assessments are to be collected for accounting services related to the processing of the special assessments; and for correction of any assessment requested by the District after extension of the tax roll, the amount of \$25.00 per correction.

Similar to what we do for Fresno County, after this agreement is approved by Tulare County, we will need an annual resolution approving placement of the charges on the tax roll for collection by this Board.

Attachments: (1) Agreement for Compensation to County of Tulare for Collection of Special Assessment



**AGREEMENT FOR COMPENSATION  
TO COUNTY OF TULARE FOR COLLECTION  
OF SPECIAL ASSESSMENTS**

**THIS AGREEMENT** is entered into as of \_\_\_\_\_, between the COUNTY OF TULARE, referred to as COUNTY, and the Selma Kingsburg Fowler County Sanitation District, referred to as AGENCY, with reference to the following:

A. AGENCY is a city, school district, special district, or other legal entity located in the COUNTY, and desires that the COUNTY collect and distribute its special assessments; and

B. AGENCY certifies that it is authorized by law to levy special assessments upon land or real property within the County of Tulare; and

C. Section 29304 of the Government Code authorizes the parties to add to the amount of any special assessment collected for the AGENCY an amount fixed by agreement between the parties, and authorizes the COUNTY to deduct such amount from the special assessments collected for deposit in its general fund; and

D. The parties intend by this Agreement to agree upon such amount in accordance with Government Code section 29304.

**ACCORDINGLY, IT IS AGREED:**

1. **SERVICES:** COUNTY will collect for AGENCY all of AGENCY's special assessments levied upon land or real property. The special assessments will be collected at the same time and in the same manner as COUNTY property taxes are collected. Notwithstanding the foregoing, COUNTY will not collect for AGENCY any special assessments against publicly-owned property or property not appearing on the COUNTY Tax Roll; COUNTY will not collect delinquencies; and,

COUNTY will not collect Mello-Roos assessments that become delinquent as of June 30 of the current year for which they were placed on the Tax Roll.

**2. COST OF SERVICES:** Prior to obtaining approval to levy a special assessment, the AGENCY must investigate and estimate the proportionate “recovery cost” to be incurred in connection with the assessment collection services rendered by the COUNTY. Proportionate “recovery cost” refers to the COUNTY’s cost recovery fee as listed in the most current Master Schedule of Fees for the Auditor-Controller\Treasurer-Tax Collector. The Master Schedule of Fees is subject to change annually as the COUNTY’s reasonable cost of providing services changes. Currently, the proportionate recovery cost is \$3.00 per parcel for manually transmitted assessments and \$1.00 per parcel for assessments transmitted by computer to the COUNTY. AGENCY’s per parcel assessment counts of 1000 or more must be submitted electronically instead of manually.

When obtaining approval to levy a special assessment, the AGENCY must request approval of the desired amount of the special assessment plus the proportionate recovery cost. Additionally, the AGENCY will incur the following charges to be paid to the COUNTY:

- A. \$200.00 per fund on which special assessments are to be collected for accounting services related to the processing of the special assessments;
- B. For correction of any assessment requested by AGENCY after extension of the tax roll, the amount of \$25.00 per correction.

**3. METHOD OF PAYMENT:** The total annual charge to be paid to the COUNTY for the collection services will be deducted in two equal parts from the

total amounts collected for the special assessments prior to distribution of the assessments to the AGENCY. In addition, any amount to be charged for corrections requested by the AGENCY pursuant to Section 2B of this Agreement will also be deducted from the special assessments collected by the COUNTY prior to their distribution to the AGENCY.

**4. WAIVER:** AGENCY hereby waives any right it may have under Government Code section 907 and to protest the deduction of the amounts specified in Section 3 of this Agreement. AGENCY acknowledges and agrees that COUNTY will not be required to notify AGENCY of its intent to deduct such amounts except by execution of this Agreement.

**5. ACCOUNTING:** COUNTY will provide AGENCY with periodic reports detailing collections of special assessments by parcel and by fund, including a year-end report of current delinquencies.

**6. DUTIES OF AGENCY:** AGENCY must provide such information as will be required by the COUNTY and its officers to provide the services specified in this Agreement, including without limitation the following:

A. On or before August 10, AGENCY must certify and deliver to the COUNTY Auditor an assessment roll showing the amount of the special assessments to be collected against each parcel as designated by assessment number (i.e., parcel number appearing on the COUNTY Secured Assessment Roll), including the changes added to the assessments pursuant to Section 2 of this Agreement;

B. In cases where AGENCY has fixed a special assessment which is to be collected in installments over a period of years, AGENCY must compute and inform the Auditor of the amount to be collected in each year of collection;

C. AGENCY must review the COUNTY Secured Assessment Roll when it is filed by the COUNTY Assessor for each applicable year of collection and verify that the parcel numbers certified by the AGENCY and delivered to the Auditor for collection accurately correspond to the parcel numbers on the COUNTY Secured Assessment Roll.

D. For each fiscal year, AGENCY must notify the COUNTY Auditor no later than February 15 of that year of any changes or corrections in the assessments previously certified to the Auditor, for which AGENCY will be charged the amounts specified in Section 2B of this Agreement. The COUNTY will not be required to collect any assessments which are the subject of a correction or change for which COUNTY has been notified after that date.

E. AGENCY must attach to its request for collection of assessments to the Auditor a certified copy of a resolution passed by the governing body for the AGENCY, which must state the following:

A. That the AGENCY has complied with all laws pertaining to the levy of the special assessments to be collected;

B. That the special assessments have been levied in accordance with a particular benefit to each parcel to be assessed without regard to its assessed valuation;  
and,

C. The particular purpose for the special assessment.

**7. INDEMNIFICATION:** AGENCY must hold harmless, defend

and indemnify COUNTY, its agents, officers and employees from and against any liability, claims, actions, costs, damages or losses of any kind which any third party or entity asserts to have arisen out of the services provided by COUNTY, its agents, officers and employees under this Agreement.

**8. ENTIRE AGREEMENT REPRESENTED:** This Agreement represents the entire agreement between AGENCY and COUNTY as to its subject matter and no prior oral or written understanding will be of any force or effect. No part of this Agreement may be modified, waived or repealed without the written consent of both parties. Notwithstanding the foregoing, it is not the intent of the parties to modify or otherwise affect their legal obligations and responsibilities toward one another except as specifically provided in this Agreement. The intent and purpose of the Agreement is to establish the amounts and method of collecting the charges authorized by Government Code section 29304.

**9. HEADINGS:** Section headings are provided for organizational purposes only and do not in any manner affect the scope, meaning or intent of the provisions under the headings.

**10. NOTICES:** Except as may be otherwise required by law, any notice given must be written and must be either personally delivered, sent by facsimile transmission or sent by first class mail, postage prepaid and addressed as follows:

**COUNTY:**

Tulare County Auditor  
Room 101-E  
County Courthouse  
Visalia, CA 93291

**WITH A COPY TO:**

County Administrative Officer  
2800 W. Burrel Ave.  
Visalia, CA 93291

**(Fax No.: 730-2532 / Confirming No.: 636-5280 )**

**AGENCY:**

Selma Kingsburg Fowler County Sanitation District  
PO Box 158  
Kingsburg, CA 93631

**(Fax No.: 897-1958 / Confirming No.: 897-6500 )**

Notice delivered personally or sent by facsimile transmission is deemed to be received upon receipt. Notice sent by first class mail will be deemed received on the fourth day after the date of mailing. Either party may change the above address by giving written notice pursuant to this paragraph.

**11. CONSTRUCTION:** This Agreement reflects the contributions of both parties and accordingly the provisions of Civil Code section 1654 will not apply to address and interpret any uncertainty.

**12. NO THIRD PARTY BENEFICIARIES INTENDED:** Unless specifically set forth, the parties to this Agreement do not intend to provide any other party with any benefit or enforceable legal or equitable right or remedy.

**13. WAIVERS:** The failure of either party to insist on strict compliance with any provisions of this Agreement will not be considered a waiver of any right to do so, whether for that breach or any subsequent breach. The acceptance by either party of either performance or payment will not be considered to be a waiver of any preceding breach of the Agreement by the other party.

**14. FURTHER ASSURANCES:** Each party agrees to execute any additional documents and to perform any further acts which may be reasonably required to effect the purposes of this Agreement.

**15. TERM:** This Agreement will become effective on \_\_\_\_\_ and will continue from year to year, subject to termination by either party by written notice thereof on or before March 1 of any year during the term of this Agreement. Said termination will be effective starting the following fiscal year. Assessments on the tax roll at the time of termination will remain until paid.

**THE PARTIES,** having read and considered the above provisions, indicate their agreement by their authorized signatures below.

COUNTY OF TULARE

BY: \_\_\_\_\_  
Chair, Board of Supervisors

“County”

ATTEST: Jason T Britt  
County Administrative Officer/Clerk of the Board  
Of Supervisors of the County of Tulare

By: \_\_\_\_\_  
Deputy Clerk

AGENCY:

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

APPROVED BY THE GOVERNING BOARD: \_\_\_\_\_

Template approved by County Counsel on August 12, 2014

**MEMORANDUM**

(March 10, 2022)

To: S-K-F CSD Board of Directors  
From: Veronica Cazares, Interim General Manager  
Staff Report prepared by: Veronica Cazares, Interim General Manager  
Date Prepared: February 24, 2022  
**SUBJECT:** Groundwater Monitor Wells – 2022 Project Closeout and Notice of Completion

Agenda Item: 6-C  
Action: Motion

**DIRECTORS' SUMMARY**

The Board awarded the Groundwater Monitor Wells- 2022 project on December 9, 2021, in the amount of \$62,950.00 to Bradley & Sons, Inc.

Contract Change Order Number 1 is in the amount of \$22,250.00 for the installation of the downgradient well. The downgradient well was not included in the original scope of work for this project. However, it was deemed necessary to include as part of this project because the downgradient well was part of the approved workplan from the Central Valley Regional Water Quality Control Board.

Staff recommends that the Board approve Contract Change Order Number 1 in the amount of \$22,250, for a total construction cost of \$85,200.00, accept the project as complete, and authorize the filing of the Notice of Completion.

**STAFF RECOMMENDATION**

Interim General Manager Cazares recommends that the Board approve Contract Change Order Number 1 in the amount of \$22,250.00 for a total construction cost of \$85,200.00, accept the project as complete; and authorize the filing of the Notice of Completion.

**ACTION**

Motion to approve Contract Change Order Number 1 in the amount of \$22,250.00 for a total construction cost of \$85,200.00, accept the project as complete; and authorize the filing of the Notice of Completion.

**BACKGROUND**

Central Valley Regional Water Quality Control Board (Central Valley Water Board) staff reviewed the 2020 Self-Monitoring Reports (SMRs) for the WWTF. The reports indicated that all of the groundwater monitoring wells at the WWTF were dry or contained insufficient water to sample during 2020. Central Valley Water Board staff determined that the existing groundwater monitoring well network is insufficient to perform groundwater monitoring and determine compliance with the Groundwater Limitations in the Order.

A workplan was required to be submitted to evaluate current groundwater conditions and propose a sufficient number of wells to determine compliance with the Groundwater Limitations in the Order. The workplan should accommodate multiple iterations of investigation, as necessary, to determine compliance.

The District completed a workplan and submitted to the Central Valley Water Board. The workplan was approved and the District proceeded with soliciting cost proposals to install groundwater monitor wells.



# FORM B

## SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT CAPITAL IMPROVEMENT PROJECT REQUEST

<b>1. Project Title:</b> Ground Water Monitoring Wells Replacement											
<b>2. Project Cost:</b> \$ 230,000											
<b>3. Purpose of Project:</b> (X) Add a new item to the program ( ) Delete an item in a year already a part of the program ( ) Modify a project already in the adopted program											
<b>4. Priority:</b> 1											
<b>5. Location:</b> Ponds and North of Conejo											
<b>6. Description:</b> This is a project that is required as part of a order that came from the Central Valley Regional Water Quality Control Board. It is requiring us to come up with a work plan to replace our Monitoring wells that have become dry or contain insufficient water in them. We have 15 monitoring wells and only 1 has water in it.											
<b>7. Justification &amp; Useful Life:</b> WDR Requirement											
<b>8. Costs:</b>	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	Total
Planning/Design	0	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0	0
Construction	115,000	115,000	0	0	0	0	0	0	0	0	230,000
Equipment	0	0	0	0	0	0	0	0	0	0	0
Total	115,000	115,000	0	0	0	0	0	0	0	0	\$ 230,000
<b>9. Funding:</b>	2021-2022	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031	Total
O&M	115,000	115,000	0	0	0	0	0	0	0	0	230,000
R&R	0	0	0	0	0	0	0	0	0	0	0
Expansion	0	0	0	0	0	0	0	0	0	0	0
Selma R&R	0	0	0	0	0	0	0	0	0	0	0
Kingsburg R&R	0	0	0	0	0	0	0	0	0	0	0
Fowler R&R	0	0	0	0	0	0	0	0	0	0	0
Debt	0	0	0	0	0	0	0	0	0	0	0
Total	115,000	115,000	0	0	0	0	0	0	0	0	\$ 230,000
<b>10. Comments:</b>							<b>Submitted By:</b> Scott Aguiar				
							<b>Signature:</b> _____				
							<b>Date:</b> 2/9/2021				
							<b>Approved By:</b> _____				

