

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

**SPECIAL MEETING OF BOARD OF DIRECTORS**

**MAY 13, 2025**

**3:30 P.M.**

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

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

DIRECTORS

Nathan Magsig

Amarjeet Gill

Vince Palomar

Jim Avalos, 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. 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 April 10, 2025, Board Meeting. (p.1)

B. Warrant List Reports of April 9, 2025, and April 23, 2025. (p.5)

C. Cash Activity Report of April 30, 2025. (p.7)

D. Subject: Valley Regional Occupational Program (VROP)– District’s Job Shadowing Training Program (p.9).

Recommendation: That the Board approve the District's continued partnership with the VROP and the School Districts within our Member cities and authorize the General Manager to execute a Memorandum of Understanding (MOU) with Selma Unified School District.

- E. Subject: Agreement for Sewer Service Outside District Boundaries for APN 395-030-07 located at 334 Kern Street, Kingsburg (*p.14*).

Recommendation: That the Board approve Agreement for Sewer Service Outside District Boundaries with Robert Bejarano and Carlina Bejarano for APN 395-030-07 located at 334 Kern Street, Kingsburg subject to LAFCO's written approval and authorize the General Manager to execute the Agreement.

- F. Subject: Employee Recognition Program (*p.21*)

Recommendation: General Manager Cazares recommends that the Board accept FY 2025-26 Employee Recognition Program

## **5. PUBLIC HEARINGS**

- A. Subject: Public Hearing on Capital Improvement Program for FY 2025-26 (*p.23*).

Recommendation: That the Board conduct the public hearing, receive staff report and public comments, and consider adoption of Resolution No. 2025-13 which accepts the Capital Improvement Program for Fiscal Year 2025-26.

- B. Subject: Public Hearing on FY 2025-26 Budget (*p.25*).

Recommendation: That the Board conduct the public hearing, receive staff report and public comments, and consider adoption of Resolution No. 2025-14 which establishes the Budget for Fiscal Year 2025-26

## **6. NEW BUSINESS**

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

## **8. GENERAL MANAGER REPORTS**

- A. VROP students will be starting our joint program on June 10, 2025.

- B. Public Works Week Appreciation Lunch on May 20, 2025, at 11:30am.
- C. SKF Participated in Touch-A-Truck at Happy Days Pre-school on April 26, 2025.
- D. SKF Staff participated in the College and Career Fair at Parlier High School on April 25, 2025.

## **9. ADJOURNMENT**

Motion to Adjourn

Next Regular Meeting: Thursday, June 12, 2025, at 4:00 p.m.

Next Ordinance: 2025-01

Next Resolution: 2025-15

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

**ADA COMPLIANCE AND REASONABLE ACCOMMODATIONS POLICY.** 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 BOARD MEETING OF DIRECTORS**

**APRIL 10, 2025**

**CALL TO ORDER AND ROLL CALL**

The Board Meeting of the Selma-Kingsburg-Fowler County Sanitation District was called to order at 4:01 pm. by Chairman Mendes

**DIRECTORS**

Nathan Magsig (P)  
Amarjeet Gill (P)  
Vince Palomar (P)  
Jim Avalos, Vice Chairman(P)  
Buddy Mendes, Chairman (P)

**STAFF AND CONSULTANTS**

Veronica Cazares, General Manager/Secretary  
Tricia Miller, Administrative Services/HR Manager  
Craig Perry, Chief Plant Operator

**APPROVAL OF AGENDA**

There being no comment from the public, a motion to approve the agenda of the Board meeting of April 10, 2025, was made by Director Palomar, seconded by Director Gill and approved by the following vote:

AYE: Directors Magsig, Gill, Palomar, Vice Chair Avalos, 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 Regular Board Meeting, March 13, 2025          | (p.1)  |
| B. Draft Minutes of PAC Meeting, March 19, 2025              | (p.5)  |
| C. Warrant List Reports of March 12, 2025 and March 26, 2025 | (p.8)  |
| D. Cash Activity Report of March 31, 2025                    | (p.11) |

There being no comment from the public, a motion to approve the Consent Calendar was made by Director Avalos and seconded by Director Gill and approved by the following vote:

AYE: Directors Magsig, Gill, Palomar, Vice Chair Avalos, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

**NEW BUSINESS**

- A. Subject: Amendment No. 1 to the At-Will Employment Agreement with Veronica Cazares. *(p.13)*

Recommendation: That the Board consider and determine whether to approve Amendment No. 1 to the General Manager At-Will Employment Agreement with Veronica C. Cazares

Per the Brown Act requirement, the legislative body orally reported the summary of recommendations for final action.

There being no comment from the public, a motion to approve Amendment No. 1 to the General Manager At-Will Employment Agreement was made by Director Magsig and seconded by Director Avalos and approved by the following vote:

AYE: Directors Magsig, Gill, Palomar, Vice Chair Avalos, Chairman Mendes

NO:

ABSENT:

ABSTAIN:

- B. Subject: First Presentation of The Draft Capital Improvement Program for FY 2025-26. *(p.16)*

Recommendation: That the Board will Review the First Presentation of The Draft Capital Improvement Program for FY 2025-26 and Provide Direction to Staff.

It was asked if the District's reserves will be stable for future projects with the current rates, and it was answered yes. This item is informational to the Board and will be brought back for approval at the May 8, 2025 Board of Directors meeting.

- C. Subject: First Presentation of the Draft FY 2025-26 Budget. *(p.17)*

Recommendation: That the Board review the Draft Budget for FY 2025-26 and Provide Direction to Staff.

The District added a Sewer System Maintenance Technician to Staff positions in the FY 2025-26 Budget. There will be some projects coming up in the next 12-24 months with regard to Selma

and Fowler. It was asked by the Board if Cities and District communications were good and it was answered, yes. This item is informational to the Board and will be brought back for approval at the May 8, 2025 Board of Directors meeting.

D. Subject: Bid Results SKF Collection System Projects Kingsburg, Fowler, and Award of Contract. *(p.18)*

Recommendation: That the Board approve a contract award to Walsh Montgomery Construction, Inc. in the amount of total base bid of \$1,170,654 and contingencies in the amount of \$150,000 for a total amount of \$1,320,654 and authorize the General Manager to execute agreement.

The project consists of the replacement of approximately 366 feet of 6-inch and 480 feet of 8-inch sewer main, installation of approximately 885 feet of 6-inch and 763 feet of 10-inch Cured-in-Place Pipe lining (CIPP) and associated appurtenances. The Board was given maps of the areas where projects are to be completed.

There being no comment from the public, a motion to approve a contract award to Walsh Montgomery Construction, Inc. in the amount of total base bid of \$1,170,654 and contingencies in the amount of \$150,000 for a total amount of \$1,320,654 and authorize the General Manager to execute agreement was made by Director Palomar and seconded by Director Avalos and approved by the following vote:

AYE: Directors Magsig, Gill, Palomar, Vice Chair Avalos, Chairman Mendes  
NO:  
ABSENT:  
ABSTAIN:

E. Subject: Consideration of entering into an agreement with Terraverde Energy for energy consulting services. *(p.20)*

Recommendation: That the Board approve Agreement in a not-to-exceed amount of \$25,000 and authorize the General Manager to execute the necessary documents.

Tony Pastore, a senior advisor with Terraverde Energy, spoke with the Board and Staff via Teams. The company offers Energy Management for Public Agencies such as reducing energy costs, increased resiliency and enhanced sustainability.

There being no comment from the Board, a motion to approve the agreement in a not-to-exceed amount of \$25,000 and authorize the General Manager to execute the necessary documents was made by Director Magsig with Staff Recommendation and seconded by Director Palomar and approved by the following vote:

AYE: Directors Magsig, Gill, Palomar, Vice Chair Avalos, Chairman Mendes

NO:  
ABSENT:  
ABSTAIN:

**BOARD MEMBER COMMUNICATION/AGENDA ITEMS**

Director Magsig thanked General Manager Cazares and Chief Plant Operator Perry for meeting with him to discuss energy opportunities that could stabilize rates for the cities the District serves.

Director Palomar announced that the Kingsburg car show would be on Saturday, April 19<sup>th</sup>.

**GENERAL MANAGER REPORTS**

- A. Valley ROP
- B. Chairman’s Barbeque April 16<sup>th</sup> at 11:30 am
- C. Public Works Week Lunch May 20<sup>th</sup> at 11:30am

Informational Items

**ADJOURNMENT**

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Avalos and seconded by Director Palomar at 4:33 p.m.

Respectfully submitted,

Approved,

\_\_\_\_\_  
Veronica Cazares, General Manager

\_\_\_\_\_  
Buddy Mendes, Chaiman of  
the Board

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

**April 09, 2025  
WARRANT LIST**

ALERT O LITE, INC.	EQUIPMENT MAINTENANCE	308.72
AMAZON CAPITAL SERVICES	INFO SYSTEM EXP., OFFICE SUPPLY, MAINT BLDG & GROUNDS	130.27
AMERICAN EXPRESS	TRAVEL & TRAINING, INFO SYSTEMS EXP, FREIGHT, OUTREACH, AUTO MAINT, EMPLOYEE RECOGNITION	6,949.58
APPLIED INDUSTRIAL TECH CA-LLC	EQUIPMENT MAINTENANCE	306.51
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	284.25
BSK ASSOCIATES	EXTERNAL LAB SERVICES	1,798.40
CALIFORNIA DEPARTMENT OF TAX & FEE ADMIN	USE TAX	616.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	20.59
CALPERS	RETIREMENT	48,339.83
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER, LAB SUPPLY	274.80
CINTAS CORPORATION NO.2	AED RENTAL EQUIPMENT	284.42
CWEA CSJ SECTION	CWEA MEETINGS	350.00
DATCO	PROF.SERVICES MED & SAFETY	258.00
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	284.25
DKF SOLUTIONS GROUP, LLC	PROF. SERVICES MED & SAFETY	470.00
DOPUDJA & WELLS CONSULTING INC.	COLLECTION SYSTEM MATER PLAN	707.50
ELECTRIC MOTOR SHOP, INC.	EQUIPMENT MAINTENANCE	2,581.68
ENDUSTRA FILTER MANUFACTURERS	EQUIPMENT MAINTENANCE	5,460.70
ENGIE SERVICES U.S. INC.	SOLAR & BATTERY MAINTENANCE	80,306.44
FISHER SCIENTIFIC	LABORATORY SUPPLIES	31.39
GARY HELM	RETIREE HEALTH REIMBURSEMENT	284.25
HOME DEPOT CREDIT SERVICES	OFFICE SUPPLIES, BLDG & GROUNDS MAINT.	309.56
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	284.25
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	284.25
JENSEN INFRASTRUCTURE	EQUIPMENT MAINTENANCE	723.43
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	284.25
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	409.87
JOSE VARGAS	MCCALL/WRIGHT&STILLMAN/TUL/MERCED	200.00
JT2 INC dba TODD COMPANIES	SELMA SEWER REHAB PROJECT	111,642.10
KINGSBURG, CITY OF	WATER UTILITIES	64.50
LINDER EQUIPMENT CO.	EQUIPMENT MAINTENANCE	130.00
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	284.25
MID VALLEY DISPOSAL	WASTE UTILITIES	1,107.07
MONTOY LAW CORPORATION	PROF. SERVICES LEGAL	1,657.50
NELSON'S ACE HARDWARE	EQUIPMENT MAINTENANCE, BLDG & GROUNDS MAINT.	431.39
NEW ENGLAND SHEET METAL & MECHANICAL CO.	BLDG & GROUNDS MAINTENANCE	582.00
PG&E	ELECTRIC UTILITIES	1,341.30
POLYDYNE, INC	CHEMICALS	28,531.57
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
RANDY CABALLERO	CERTIFICATE REIMBURSEMENT	110.00
RICHARD WESTERLING	CERTIFICATE REIMBURSEMENT	217.00
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	284.25
ROBERT V JENSEN, INC.	LUBRICANTS	1,014.49
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	284.25
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	284.25
SELMA DIST.CHAMBER OF COMMERCE	MEMBERSHIPS	350.00
SELMA, CITY OF	PHARMA KIOSK OUTREACH	173.75
SILVAS OIL CO. INC.	FUEL	3,099.88
SMARTCOVER SYSTEMS	EQUIPMENT MAINTENANCE	4,715.65
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	504.77
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	185.08
TELETRAC NAVMAN US LTD.	GPS TRACKING	1,345.48
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	1,322.00
T-MOBILE USA INC.	COMMUNICATIONS	1,135.17
TOSHIBA FINANCIAL SERVICES	COPIER LEASES	758.46
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	795.92
VESTIS	UNIFORMS, MATS, MOPS, TOWELS	1,045.06
VIDEO INSPECTION SPECIALISTS	CCTV	2,666.01
WORKFORCE GO!	INFORMATION SYSTEMS	20.82
<b>MAS 200 Total Checks</b>		<b>\$318,687.16</b>



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

**April 23, 2025  
WARRANT LIST**

ASI	INFORMATION SYSTEMS	375.00
AMARJEET GILL	DIRECTOR'S FEE	127.63
ANDERSON & BALLOU INC.	COLLECTIONS REPAIRS & MAINTENANCE	23,500.00
AT&T MOBILITY	COMMUNICATIONS	151.86
AT&T/CALNET 3	COMMUNICATIONS	155.30
BSK ASSOCIATES	EXTERNAL LAB SERVICES	786.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	51.48
CALPERS HEALTH	HEALTH INSURANCE	40,422.06
COMCAST	COMMUNICATIONS	203.53
DMV	E-20 TRAILER DMV FEE	10.00
ERNEST C MENDES	DIRECTOR'S FEE	127.63
FISHER SCIENTIFIC	LABORATORY SUPPLIES	332.60
GOLDEN STATE MECHANICAL	EQUIPMENT REPAIRS & MAINTENANCE	1,647.67
HD SUPPLY INC	EQUIPMENT REPAIRS & MAINTENANCE	3,947.36
HOME DEPOT CREDIT SERVICES	BUILDING & GROUNDS MAINTENANCE	216.22
JEFFREY GLENN RANSOM	CERTIFICATION REIMBURSEMENT	224.00
JIMMIE AVALOS	DIRECTOR'S FEE	127.63
KINGSBURG, CITY OF	PHARMA KIOSK OUTREACH	173.75
MORGAN BROTHERS INC	PEST CONTROL	155.00
MUNICIPAL MAINT EQUIPMENT, INC	EQUIPMENT REPAIRS & MAINTENANCE	25.56
NAPA AUTO PARTS	EQUIPMENT REPAIRS & MAINTENANCE	52.28
NATHAN MAGSIG	DIRECTOR'S FEE	127.63
NELSON'S ACE HARDWARE	EQUIPMENT REPAIRS & MAINTENANCE, SAFETY SUPPLY, BLDG & GROUNDS MAINT.	375.08
NEW ENGLAND SHEET METAL & MECHANICAL CO.	EQUIPMENT REPAIRS & MAINTENANCE	338.39
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	370.02
PG&E	ELECTRIC UTILITIES	9,780.37
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
RODRIGUEZ, ERNESTO	CERTIFICATION REIMBURSEMENT	116.00
SILVAS OIL CO. INC.	FUEL	1,958.06
TELSTAR INSTRUMENTS, INC.	EQUIPMENT REPAIRS & MAINTENANCE	2,003.95
THE GAS CO	GAS UTILITIES	730.89
THOMAS & ASSOCIATES	EQUIPMENT REPAIRS & MAINTENANCE	8,879.64
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,623.73
VESTIS	UNIFORMS, MATS, MOPS, TOWELS	1,564.15
VINCE PALOMAR	DIRECTOR'S FEE	127.63
<b>MAS 200 Total Checks</b>		<b>\$100,868.10</b>

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

Cash Account Description	End of Month Cash Balance June 30, 2024	End of Month Cash Balance April 30, 2025
Cash in Treasury: Operations & Maintenance	\$ 5,721,311.82	\$ 9,014,835.64
Cash in Bank: Operations & Maintenance	\$ 28,404.88	\$ 27,161.42
Cash in Bank: Payroll	\$ 111,170.65	\$ 120,091.12
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 5,861,587.35	\$ 9,162,788.18
Cash in County Treasury:Expansion	\$ 5,601,597.99	\$ 6,771,996.89
Cash in County Treasury: R&R	\$ 7,533,302.44	\$ 7,605,985.92
Cash in County Treasury:Selma	\$ 1,814,835.10	\$ 2,061,427.05
Cash in County Treasury: Selma SWRCB Reserve	\$ 270,991.10	\$ 277,045.15
Total Selma	\$ 2,085,826.20	\$ 2,338,472.20
Cash in County Treasury:Kingsburg	\$ 3,335,437.54	\$ 3,543,968.15
Cash in County Treasury:Fowler	\$ 1,933,409.66	\$ 2,089,554.92
Total Cash Balance	\$ 26,351,161.18	\$ 31,512,766.26

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT  
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY  
FOR THE MONTH ENDED APRIL 30, 2025

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	4/9/2025	\$	318,687.16
WARRANT LIST ENDING	4/23/2025	\$	100,868.10
			419,555.26
TOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 419,555.26

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	4/6/2025	\$	99,496.21
EMPLOYER CONTRIBUTIONS (PERS)	4/6/2025	\$	9,896.48
EMPLOYER TAXES	4/6/2025	\$	1,291.89
HEALTH INSURANCE	4/6/2025	\$	14,157.00
			\$ 124,841.58

TOTAL SALARIES PERIOD ENDING:

SALARIES	4/20/2025	\$	99,931.39
EMPLOYER CONTRIBUTIONS (PERS)	4/20/2025	\$	10,022.89
EMPLOYER TAXES	4/20/2025	\$	1,299.87
HEALTH INSURANCE	4/20/2025	\$	14,157.00
			\$ 125,411.15

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES			\$ 250,252.74
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	GRAND TOTAL	\$	669,808.00
			669,808.00

**MEMORANDUM**

(May 13, 2025, Special Board Meeting)

To: S-K-F CSD Board of Directors  
From: Veronica Cazares, General Manager  
Date Memo Prepared: April 23, 2025

Agenda Item: 4-D  
Action: Motion

**SUBJECT**

Valley Regional Occupational Program (VROP)– District’s Job Shadowing Training Program

**RECOMMENDATION**

That the Board approve the District’s continued partnership with the VROP and the School Districts within our Member cities and authorize General Manager to execute a Memorandum of Understanding (MOU) with Selma Unified School District.

**EXECUTIVE SUMMARY**

The District is entering the 7<sup>th</sup> year of educational opportunities with Valley Regional Occupational Program (VROP) and Selma Unified School District (SUSD) to train students from middle school, high school, and adult school in manufacturing jobs. As a wastewater facility, the District can offer students learning opportunities in the form of tours, lectures, coaching, job shadowing, training and apprenticeship in various tasks and equipment in the areas of operations, maintenance, and engineering. The District firmly believes in training young people in the wastewater industry to help our communities grow and develop.

With the Board’s approval of the MOU with SUSD, the VROP and District’s Job Shadowing Training Program will begin in June 2025.

Attachments: Memorandum of Understanding with Selma Unified School District



**Memorandum of Understanding  
Between Selma Unified School District and Industry Partner for School Partner Program.**

This Memorandum of Understanding (“MOU”) provides for a cooperative agreement between **Selma Unified School District** (“SUSD”) and **Selma Kingsburg Fowler County Sanitation District (SKF)** (“Industry Partner”) to collaborate on the School Partner Program.

Whereas SUSD and this Industry Partner wish to collaborate to provide youth with a meaningful work-based learning experience for program participants, SUSD and this Industry Partner enter into the following MOU for the period of June 9, 2025 to July 31, 2025.

**SUSD agrees to:**

- Provide work-readiness training to support skill building and professionalism.
- Inform high school students of all rules, regulations, of SUSD and training site.
- Correlate the job-related classroom instruction with the learning experiences of the training site.
- Assist in the resolution of the student’s school or site-related problems that are affecting the site-related performance of the student.
- Provide the site with a training plan.
- Verify training plan, class relationship, and community site activities.
- Accept the responsibility and status as the legal employer of all students placed in job sites on a non-paid status.
- Provide and maintain worker’s compensation coverage for the high school and/or adult students’ instructional program. Under no circumstances shall the Industry Partner be considered the employer of high school and/or adult students participating in the School Partner Program.

**Industry Partner agrees to:**

- Provide a meaningful work-based learning experience for youth, including the acquisition of work readiness and job skills as appropriate.
- Provide specific training before allowing student to embark on any task. Continually supervise student.
- Have shift mentor or supervisor complete a skills assessment during and at the end of each student's job shadow or internship or the equivalent.
- Adhere to all applicable federal, state and local laws concerning interns as well as state and federal child labor laws.
- Treat youth at all times as interns as opposed to employees and not allow student to take the place of an employee.

**SUSD agrees that all students will:**

- Be 16 years of age or older and enrolled in a career technical education class.
- Conform to the program rules and regulations established by the school and training site.
- Maintain regular attendance and punctuality in school and on-the-site training.
- Regularly attend the site-related classroom instruction.

- Report to site properly groomed and dressed appropriately for the site.
- Report any conflicts, problems or anticipated schedule changes to the SUSD instructor.
- Be informed that there is no guarantee of a job at the completion of this training.
- Report immediately any unsafe conditions or injuries to the SUSD instructor and Industry Partner.

**Class: Construction Technology and Manufacturing Engineering**

**Students participating in the SKF Summer Internship may engage in the following activities:**

- Participate in the following departments: Operations, Collections, Engineering, Lab, and Administration
- Learn about the laws and regulations within each department
- Learn about equipment used
- Shadow leads in each department

**RELEASE, HOLD HARMLESS AND INDEMNIFICATION**

(A) SUSD shall defend, indemnify, and hold harmless Industry Partner, its elected and appointed officers, officials, agents, contractors, consultants, employees and volunteers from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys’ fees, arising out of or in connection with the School Partner Program or its negligent failure to comply with any of its obligations contained in this MOU (collectively “Claims”), except such loss or damage which was caused by the sole negligence, or willful misconduct of the Industry Partner. Acceptance by the Industry Partner of insurance certificates and endorsements required under this Agreement does not relieve SUSD from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any Claims whether or not such insurance policies shall have been determined to apply.

(B) SUSD releases the Industry Partner, its officers, officials, agents, and employees of any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorney’s fees, arising out of or in connection with the School Partner Program.

SUSD acknowledges and expressly waives the benefit of California Civil Code Section 1542, which is set forth below, and specifically agrees that the release contained in this MOU shall extend to all claims arising out of transactions which the parties do not know or expect to exist in their favor at this time, and which rise out of or are connected the School Partner Program. California Civil Code Section 1542 provides:

**A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY.**

\_\_\_\_\_  
Industry Partner’s Initials

\_\_\_\_\_  
SUSD’s Initials

SUSD acknowledges that the facts and law in relation to this matter and the claims released by the terms of this MOU may turn out to be different from or in addition to the facts or law as now known to each party or its counsel. SUSD therefore expressly agrees that the release so given shall be and remain in effect as a full and complete release of the persons and entities released thereby notwithstanding any possibility of new or different facts or law.

(C) By execution of this MOU, SUSD acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

## **Insurance**

During the term of this MOU, SUSD shall, at its sole costs and expense, carry, maintain, and keep in full force and effect insurance of the types and in the amounts as set forth below:

### **General Liability**

SUSD shall maintain commercial general liability insurance with coverage at least as broad as Insurance Services Office form CG 00 01, in an amount not less than one million dollars (\$1,000,000) per occurrence for bodily injury, personal injury, and property damage, including without limitation, blanket contractual liability. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit. SUSD's general liability policies shall be primary and shall not seek contribution from the Industry Partner's coverage, and be endorsed using Insurance Services Office form CG 20 10 (or equivalent) to provide that Industry Partner and its officers, officials, employees, and agents shall be additional insureds under such policies.

## **Waiver**

All School Partner Program participants shall execute the waiver attached hereto as Exhibit A, and incorporated herein by reference, prior to participating in the Program. Said waiver shall be provided to the Industry Partner, with a copy to SUSD.

## **Termination**

This MOU may be terminated at any time in writing by any party for any reason with three days' notice. This MOU also may be terminated immediately by any party if there is a failure to comply with the terms and conditions outlined in this MOU.

## **Miscellaneous**

This MOU constitutes the entire MOU and understanding between the parties, and supersedes all offers, negotiations and other MOUs concerning the subject matter contained herein. There are no representations or understandings of any kind not set forth herein. Any amendments to this MOU must be in writing and executed by all parties.

**PARTY SIGNATURES TO MOU**

I have read all of the provisions outlined in this MOU, and agree to comply with every provision listed herein. I certify that I am authorized to sign agreements on behalf of my business/agency/organization.

Any changes to this contract must be made in writing, and be signed by representatives of both SUSD and Business/Organization.

\_\_\_\_\_  
Superintendent of Selma USD  
Mr. Ed Gomes  
Superintendent

\_\_\_\_\_  
NAME: \_\_\_\_\_  
TITLE: \_\_\_\_\_  
BUSINESS/ORGANIZATION:  
**Selma Kingsburg Fowler County Sanitation  
District (SKF)**

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_



**MEMORANDUM**

(May 13, 2025, Special Board Meeting)

To: S-K-F CSD Board of Directors  
From: Veronica Cazares, General Manager  
Date Memo Prepared: April 24, 2025

Agenda Item: 4-E  
Action: Motion

**SUBJECT**

Agreement for Sewer Service Outside District Boundaries for APN 395-030-07 located at 334 Kern Street, Kingsburg

**RECOMMENDATION**

That the Board approve Agreement for Sewer Service Outside District Boundaries with Robert Bejarano and Carlina Bejarano for APN 395-030-07 located at 334 Kern Street, Kingsburg subject to LAFCO’s written approval and authorize the General Manager to execute the Agreement.

**EXECUTIVE SUMMARY**

The District has received an application for a connection of a single-family residence located at 334 Kern Street, Kingsburg, in the City of Kingsburg. The septic tank is failing and is at the end of its useful life.

The District may allow outside users to apply and obtain sewer services through the process as outlined in Ordinance 2014-03 and per state law.

The District Engineer finds that the following criteria are met:

- The existence of a health or safety issue.
- No detriment to the District’s continued ability to provide service.
- Sufficient capacity to allow the District to grow as planned.
- The single-family residence existed prior to February 1, 2014.
- The applicant is responsible for all applicable fees, including but not limited to District, County, LAFCO, and City fees.

Attachments: Outside User Agreement

RECORDED AT THE REQUEST OF  
AND WHEN RECORDED MAIL TO:

Selma Kingsburg Fowler County Sanitation District  
Administrative Services  
PO Box 158  
Kingsburg CA 93631

---

**NO RECORDING FEE GOV. CODE 27383**

*SPACE ABOVE THIS LINE FOR RECORDER'S USE*

Address: **334 Kern St., Kingsburg, CA. 93631**  
APN: **395-030-07**

**AGREEMENT FOR SEWER SERVICE OUTSIDE DISTRICT BOUNDARIES**

This Agreement for Sewer Service Outside District Boundaries (“Agreement”) is made this \_\_\_\_\_ day of \_\_\_\_\_, 2025 between the Selma-Kingsburg-Fowler County Sanitation District (hereafter “DISTRICT”), and Robert Bejarano and Carlina Bejarano, husband and wife as joint tenants hereinafter referred to collectively as (“OWNER”).

**Recitals**

A. OWNER is the record OWNER of that certain real property (“Real Property”) located at 334 Kern St., Kingsburg, CA., in the County of Fresno, California, Assessor’s Parcel Number 395-030-07.

B. Real Property is located outside the City of Kingsburg boundaries and outside the DISTRICT boundaries but within the Sphere of Influence for both the City of Kingsburg and DISTRICT.

C. Improvements to the OWNER’s Real Property include installation of a 4-inch sewer service lateral and abandonment of septic system per City, District and County Requirements.

D. OWNER desires to obtain sewer service through sewer collection facilities owned by or within the sphere of influence of the City of Kingsburg and within the sphere of influence of the DISTRICT.

## Agreement

In consideration of the mutual promises contained herein, the parties agree as follows:

1. Payment of Fees. OWNER agrees that OWNER is obligated to pay Sewer Connection Fees to DISTRICT which includes capacity charges, plan check/inspection, LAFCO, and annexation fees in the amount of six thousand and four dollars and forty-four cents (\$6,004.44) in order to receive sewer service from the DISTRICT. All applicable fees shall be paid as shown in the attached District letter dated May 15, 2025.
2. Sewer Service Application and Service Rates. In addition to this Agreement, OWNER agrees to complete a Connection Application and agrees to pay the sewer rates applicable to OWNER which will be billed in accordance with DISTRICT billing method through the Tax Roll.
3. Building Permits. OWNER agrees to obtain and pay for Building Permits from Fresno County for the connection of the residence on the Real Property to the DISTRICT sewer system. OWNER also agrees to obtain and pay for a permit from the City of Kingsburg at the time of abandonment and to abandon the septic system within 120 days of connection to the City sewer system.
4. LAFCo Approval. The Real Property is located outside the corporate limits of the City of Kingsburg and outside the DISTRICT boundaries. Due to this, the DISTRICT must obtain authorization from the Fresno Local Agency Formation Commission (LAFCo) to extend and/or connect sewer services to the subject property. LAFCo authorization requires the submittal of an application for review and payment of an application fee. OWNER agrees to pay \$750.00 for the cost of preparation of the application, coordination of approval and the application fee.
5. Annexation. In consideration of the approval for connection by DISTRICT to sewer facilities to serve OWNER'S property located outside District boundaries, OWNER agrees that it will not at any time oppose or protest the annexation of such property to DISTRICT. Owner further agrees that if Owner, or Owner's successors, heirs or assigns should ever protest the annexations of such property to City, City may immediately provide for termination of such sewer service to said property without any liability for such termination by written notice to the Selma-Kingsburg-Fowler County Sanitation District to disconnect the facilities and Owner shall in no way proceed against or otherwise hold said Selma-Kingsburg-Fowler County Sanitation District liable in any manner whatsoever for termination of said sewer service. OWNER understands that this Agreement binds OWNER and all subsequent owners of the subject Real Property and that this Agreement will be recorded with the Fresno County Recorder's Office.
6. Arbitration. In addition to any other relief that may be available to the parties in connection with this Agreement, the parties agree that a court or arbitrator may, in appropriate circumstances, order either party to specifically perform its obligations as set forth in this Agreement.
7. No Assignment; Agreement Runs with the Land. The rights and obligations of the parties shall not be assigned or transferred to others without the prior written consent of the other party. This agreement shall be binding upon and ensure the benefit of the parties' successors or

assigns. The burdens and benefits of this Agreement shall run with the land described above in identified in **Exhibit A** attached hereto and incorporated by reference. This Agreement shall be executed in recordable form.

8. Notices. All notices to be given under this Agreement shall be in writing and either:

(a) Sent by certified mail, return receipt requested, in which case notice shall be deemed delivered three (3) business days after deposit, postage prepaid in the United States Mail,

(b) Sent by a nationally recognized overnight courier, in which case notice shall be deemed delivered one (1) business day after deposit with this courier, or

(c) By telecopy or similar means, if a copy of the notice is also sent by United States Certified Mail, in which case notice shall be deemed delivered on transmittal by telecopier or other similar means provided that a transmission report is generated by reflecting the accurate transmission of the notices, as follows:

TO OWNER: Robert Bejarano and Carlina Bejarano

TO DISTRICT: Veronica Cazares, General Manager  
General Manager  
P.O. Box 158  
Kingsburg CA. 93631

These addresses may be changed by written notice to the other party, provided that no notice of a change of address shall be effective until actual receipt by the parties of the notice. Copies of notices are for informational purposes only, and a failure to give or receive copies of any notice shall not be deemed a failure to give notice.

9. Attorney's Fees. If either party commences an action against the other to enforce this Agreement, or because of the breach by either party of this Agreement, the prevailing party in this action shall be entitled to recover attorney fees and costs incurred in connection with the prosecution or defense of this action, including any appeal of the action, in addition to all other relief. Prevailing party within the meaning of this Section shall include, without limitation, a party who successfully brings an action against the other party for sums allegedly due or performance of covenants allegedly breached, or that party who obtains substantially the relief sought in the action.

10. Entire Agreement. This Agreement contains the entire agreement between the parties as to the subject matter hereof. No promise, representation, warranty, or covenant not included in this Agreement has been or is relied on by either party. Each party has relied upon his own examination of this Agreement, the counsel of his own advisors, and the warranties, representations, and covenants in the Agreement itself. The failure or refusal of either party to read the Agreement or other documents, or to obtain legal or other advice relevant to this Agreement constitutes a waiver of any objection, contention, or claim that might have been based on such reading, inspection, or advice.

10. Time of the Essence. Time is of the essence for each condition, term, and provision in this Agreement.

11. Counterpart Signatures. This Agreement may be executed in one or more counterparts. Each shall be deemed an original and all taken together shall constitute one and the same instrument. The execution of this Agreement is deemed to have occurred, and this Agreement shall be enforceable and effective only on the complete execution of this Agreement by the parties.

12. Severance. If any term or provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected.

13. No Waiver. A waiver or breach of a covenant or provision in this Agreement shall not be deemed a waiver of any other covenant or provision in this Agreement, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act.

14. Headings. Headings at the beginning of each section and subsection are solely for the convenience of the parties and are not a part of and shall not be used to interpret this Agreement. The singular form shall include the plural and vice versa. This Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties have prepared it. Unless otherwise indicated, all references to sections are to this Agreement. All exhibits referred to in this Agreement are attached to it and incorporated to it by this reference.

15. Applicable Law. This Agreement shall be governed and construed in accordance with California law. Each party agrees that venue shall be the County of Fresno, California.

16. Authority to Sign. Each party signing below certifies that he or she is authorized to execute this Agreement and thereby obligate the party on whose behalf such signature is made. The authority of each signer was, if necessary, granted by appropriate corporate action.

17. Amendments to Agreement. This Agreement may be modified or amended only by a writing duly authorized and executed by both parties. It may not be amended or modified by oral agreements or understanding between the parties. This Agreement and any modification or amendment thereto shall only be effective if authorized by the DISTRICT.

IN WITNESS WHEREOF, the parties have executed this Agreement for Sewer Service Outside District Boundaries effective the day and year first above written as follows:

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

**OWNER'S NAME**

By: \_\_\_\_\_  
Veronica Cazares, PE  
General Manager

By: \_\_\_\_\_  
Robert Bejarano

Date: \_\_\_\_\_

AND

By: \_\_\_\_\_  
Carlina Bejarano

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**(NOTARY ACKNOWLEDGEMENTS REQUIRED FOR OWNERS)**

# **Exhibit A**

## **LEGAL DESCRIPTION**

All that certain real property situated in the County of Fresno, State of California, described as follows:

The North 241.25 feet of the East 90 feet of that portion of the Southeast quarter of Section 27, Township 16 South, Range 22 East, Mount Diablo Base and Meridian, according to the Official United States Government Township Plat, described as follows:

COMMENCING at a point of 495 feet East of the Northwest corner of the Southeast Quarter of said Section 27 and running thence East of quarter section line 275 feet; thence South 792 feet; thence West 275 feet; North 792 feet to the point of the beginning, compromising a portion of Lots 70 and 71, as shown on the Map entitled, "Wristen Addition to Kingsburg", filed for record November 17, 1887, in Book 3 Page 55 of Plats.

**APN: 395-030-07**

## MEMORANDUM

(May 13, 2025, Board Meeting)

To: S-K-F CSD Board of Directors

Agenda Item: 4-F

From: Veronica Cazares, General Manager

Action: Motion

Date Memo Prepared: May 6, 2025

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

### **SUBJECT**

Employee Recognition Program

### **RECOMMENDATION**

General Manager Cazares recommends that the Board accept FY 2025-26 Employee Recognition Program

### **EXECUTIVE SUMMARY**

Over the years, management has established an Employee Recognition Program that promotes harmonious and productive working relationships among employees as well as between Board Members and Employees. This program is at the discretion of management, under general authorization of the budget. The projected FY 2025-26 annual costs are approximately \$12,400 out-of-pocket plus approximately \$8,900 in time off with pay.

Service Awards - Lapel pins and jackets are given for every 5 years of service. A lapel pin, jacket or board, plaque, a day off with pay, \$150 after taxes and a resolution from the Board are presented at 20 years of service, and every five years thereafter. Board member recognition may include jackets, boards, pins, plaques and refreshments. The cost, including time off, is approximately \$1,000 per year.

Picnic - The District contributes \$50 per employee attending the annual picnic. The cost is approximately \$800 per year.

Winter Dinner - The District contributes \$85 per employee attending the winter dinner. The cost is approximately \$1,700 per year.

Employee of the Year - In addition to a reserved parking space and a jacket or board, a day off with pay and \$150 after taxes is presented. His or her name and photo are placed on the rotating trophy plaque. The cost, including time off, is approximately \$350 per year.

Mr. (or Ms.) Steady Award - For employees who have no sick usage in excess of 8 hours for the year ending November 30th, a Mr. or Ms. Steady certificate and District jacket or board are presented. The cost is approximately \$300 per year.

Employees' Activities Committee (EAC) - District support of the EAC includes time on duty to meet, plan, prepare and clean up from activities such as Chili Cook-Off and potluck lunches. The vending equipment, which the EAC stocks and from which the EAC profits, is purchased and maintained at District expense. The cost is approximately \$400 per year.



Efficiency Suggestions - When an employee has a suggestion that saves time or money in their own department, the General Manager may grant them time off with pay from one hour to one day. The time-off cost is approximately \$200 per year.

Safety - Employees who have no lost time due to on-the-job accidents for the year ending November 30th receive a hard-hat sticker and a gift with an average value of \$200 during an annual safety awards presentation breakfast. Also, at monthly safety training meetings, the District supplies donuts, or pastries. The cost is approximately \$7,100.

Pre-Holiday ½ Days Off – Depending on the workload, those who work on Christmas Eve and New Year’s Eve are allowed to leave at noon with the rest of the day off with pay to avoid traffic and to be with their families to prepare for the holidays. Employees on sick leave, vacation leave or other leave are not credited with a ½ day; they must use 8 hours of accrued leave. The time-off cost is approximately \$7,200 per year.

Chairperson’s BBQ – As the Chairperson of the Board may request, the District purchases hamburgers, buns, condiments and soda for occasional lunchtime barbecues hosted (cooked) by the Chairperson. All employees and Board members are invited. Attendees may bring a salad, dessert or side dish. The cost is approximately \$1,000 per year.

Condolence Flowers – For employees who are hospitalized unexpectedly and for the funeral of an employee’s spouse, mother, father, son or daughter, the District contributes \$80 toward a general collection to send a card and appropriate flowers or floral arrangement. The cost is approximately \$640 per year.

Retirement Luncheons – For retiring employees who so desire, a luncheon is held in their honor, and they are presented with a plaque memorializing their years of service. Individual employees may present personal gifts. The employee’s family is invited to the luncheon along with Board members. The employee is given the remainder of the day off with pay. The cost is approximately \$600 per year.

Wellness Program – To promote employee health and reduce occupational injury, the District will reimburse employees for health and safety activities, equipment, and services. Employees can receive a yearly incentive for getting an annual physical, dental, and vision checkup by submitting a reimbursement form and proof of checkup. The reward will be for medical; or for dental; or gym membership, fitness equipment, and fitness-related event registration, i.e., walking, biking, and running events, to an amount not to exceed \$40.00 per employee per fiscal year. The program may be adjusted according to CSRMA rules. The cost to be reimbursed by the District’s insurer California Sanitation Risk Management Authority (CSRMA), is approximately \$1,200 per year.

## MEMORANDUM

(May 13, 2025, Special Board Meeting)

To: S-K-F CSD Board of Directors  
From: Veronica Cazares, General Manager  
Date Memo Prepared: April 25, 2025

Agenda Item: 5-A  
Action: Motion

### **SUBJECT:**

Public Hearing on Capital Improvement Program for FY 2025-26

### **RECOMMENDATION**

That the Board conduct the public hearing, receive staff report and public comments, and consider adoption of Resolution 2025-13 which accepts the Capital Improvement Program for Fiscal Year 2025-26.

### **EXECUTIVE SUMMARY**

Board members may bring their copies with them or refer to the digital copy sent separately from the agenda packet. **Hard copies will be available at the Board Meeting.**

The first presentation of the Capital Improvement Plan was made to the Policy Advisory Committee on February 26, 2025. The second presentation was made on March 19, 2025. The PAC motioned to approve consideration of the FY 2025-26 Draft Capital Improvement Plan approval to the Board of Directors.

The District Board received a first presentation of the Capital Improvement Plan at the April 10, 2025, regular meeting. District staff included a notation on the staff memo that explained that the proposed CIP has been built based on projections which include the proposed Proposition 218 sewer service rate increases. In the event the proposed increases are not adopted, the CIP will need to be amended.

Capital improvements are major construction projects requiring an expenditure of public funds over and above routine annual operating expenses. Expenditures occur for the purchase, construction, or replacement of the District's infrastructure with a useful life of at least five years. CIP infrastructure includes such items as the collection system, wastewater treatment plant, disposal facilities and lift stations. The District's funding sources include sewer service charges, capacity charges, and plan check and inspection fees. These revenues are projected annually, taking into account current and potential development activity and rate adjustments.

The CIP is a plan that identifies capital improvement needs and allocates available dollars over a ten-year period. Development of the ten-year CIP includes opportunities for input from the CIP Committee, District department heads, cities, and the Board of Directors to help ensure that the projects meet the District's needs.

Attachments: 1) Resolution No. 2025-13

RESOLUTION NO. 2025-13

A RESOLUTION ACCEPTING THE CAPITAL IMPROVEMENT PROGRAM  
FOR THE FISCAL YEAR 2025-26

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District, Fresno County, California, that the Capital Improvement Program for the fiscal year 2025-26, as presented to said Board and filed in the office of the District Secretary, is hereby approved, and adopted.

**CERTIFICATION**

The foregoing Resolution No. 2025-13 was adopted on May 13, 2025, on a motion duly made, seconded, and approved as follows:

DIRECTOR MAGSIG

DIRECTOR GILL

DIRECTOR PALOMAR

VICE CHAIR AVALOS

CHAIRMAN MENDES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

## MEMORANDUM

(May 13, 2025, Special Board Meeting)

To: S-K-F CSD Board of Directors  
From: Veronica Cazares, General Manager  
Date Memo Prepared: April 25, 2025  
Prepared by: Veronica Cazares, General Manager

Agenda Item: 5-B  
Action: Motion

### **SUBJECT:**

Public Hearing on FY 2025-26 Budget

### **RECOMMENDATION**

That the Board conduct the public hearing, receive staff report and public comments, and consider adoption of Resolution 2025-14 which establishes the Budget for Fiscal Year 2025-26.

### **EXECUTIVE SUMMARY**

Enclosed is the draft budget for fiscal year (FY) 2025-26, version 3-14-25.

The proposed budget includes rate increases consistent with the last rate study and Proposition 218 process. On May 29, 2024, the Board of Directors held a public hearing in accordance with Proposition 218 to consider increases to sewer service rates. After closing the public hearing, the Board considered and adopted Resolution No. 2024-08 ratifying the Proposition 218 process relating to increased sewer service rates and authorizing the adoption of an ordinance adopting increased sewer service rates. At that same meeting the Board introduced Ordinance No. 2024-01 adopting increased sewer rates. The ordinance was adopted by the Board on June 13, 2024. In accordance with Ordinance No. 2024-01, this will be the 2<sup>nd</sup> year rate increase under Proposition 218 process.

The rates will be increased from \$583.14 to \$637.72 per year for Selma, from \$543.14 to \$595.72 per year for Kingsburg and from \$557.14 to \$608.72 per year for Fowler for each equivalent single-family residence (ESFR). The industrial rates will also increase for flow, BOD, SS parameters. The sewer rate increases are necessary due to increased costs of repair, refurbishment & replacement of facilities & equipment; services & supplies; salaries & benefits; labor costs; and a reduction in usage of the plant by industrial dischargers.

The first presentation of the FY 25-26 Budget was made to the Policy Advisory Committee on February 26, 2025, and the second presentation on March 19, 2025. The PAC motioned to approve consideration of the FY 2025-26 Draft Budget approval to the Board of Directors if notation on the memo states it is based on the proposed Proposition 218 sewer rate increases.

The District Board received a first presentation of the FY 25-26 Budget at the April 10, 2025 regular meeting. District staff included a notation on the staff memo that explained that the proposed Budget has been built based on projections which include the proposed Proposition 218 sewer service rate increases. In the event the proposed increases are not adopted, the Budget will need to be amended.

Attachments: 1) Resolution No. 2025-14

RESOLUTION NO. 2025-14

RESOLUTION OF THE SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT  
APPROVING AND ADOPTING THE BUDGET  
FOR THE FISCAL YEAR 2025-26

WHEREAS, the Board of Directors held a public hearing to consider the Fiscal Year 2025-26 Budget on May 13, 2025.

RESOLVED, by the Board of Directors of the Selma-Kingsburg-Fowler County Sanitation District, Fresno County, California, that the Budget for the fiscal year 2025-26, as presented to said Board and filed in the office of the District Secretary, is hereby approved, and adopted.

**CERTIFICATION**

The foregoing Resolution No. 2025-14 was adopted on May 13, 2025, on a motion duly made, seconded, and approved as follows:

DIRECTOR MAGSIG

DIRECTOR GILL

DIRECTOR PALOMAR

VICE CHAIR AVALOS

CHAIRMAN MENDES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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