

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

REGULAR MEETING OF BOARD OF DIRECTORS

JUNE 8, 2023

3:00 P.M.

11301 E. Conejo Avenue, Kingsburg, CA 93631

1. CALL TO ORDER AND ROLL CALL

DIRECTORS

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

STAFF and CONSULTANTS

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

2. APPROVAL OF AGENDA

Additions, deletions, substitutions, and adoption of agenda

3. PUBLIC FORUM

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

4. 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. Subject: Minutes of May 11, 2023, Regular Board Meeting (*p.1*)

Recommendation: Board approve minutes as presented

B. Subject: Warrant List Reports of May 10, 2023, May 24, 2023 (*p.5*)

Recommendation: Board approve warrants as presented

- C. Subject: Cash Activity Report of, May 31, 2023 *(p.8)*

Recommendation: Board approve cash activity report as presented.

- D. Subject: Annual Budget Transfer to Refurbishment & Replacement Account.

Recommendation: Board approve annual budget transfer \$1,000,000.00 from the Operation & Maintenance account to the Refurbishment & Replacement account and transfer \$231,602.00 from the District Expansion account to the Refurbishment & Replacement account for Fiscal Year 2022-23. as presented. *(p.10)*

- E. Subject: Chief Plant Operator Craig Perry's out-of-State training request for the Tri-State Seminar in Las Vegas, NV. *(p.11)*

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

5. NEW BUSINESS

- A. Subject: Bid Results for FY 2021 Sewer Rehab Project and award of contract. *(p.12)*

Recommendation: That the Board approve contract award to Dawson-Mauldin in the amount of total base bid of \$1,250,725.68 and contingencies in the amount of \$125,000 for a total amount of \$1,375,725.68 and authorize the General Manager to execute agreement.

- B. Subject: Pre-Purchase Equipment for North Street Panel Replacement *(p.14)*

Recommendation: That the Board approve the issuance of a purchase order by the General Manager to Aqua Sierra Controls, Inc. in the amount of \$116,680.17 for procurement of electrical control panel equipment for the North Street Pump Station.

6. BOARD MEMBER COMMUNICATION/AGENDA ITEMS

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

7. GENERAL MANAGER REPORTS

- A. 2023 CASA 68th Annual Conference will be held on August 9-11, at Manchester Grand Hyatt, San Diego. Directors must notify Alicia Kirk, Executive Assistant to the General Manager, by June 22, 2023, of their intention to attend so reservations can be made.
- B. In honor of Public Works Week, the District hosted the three cities' Public Works Departments we serve, on Wednesday, May 24, 2023, for a luncheon and tours of the Plant.
- C. The District had a Public Outreach booth and the Vac Con participated in the Parade at the Kingsburg Swedish Festival on Saturday, May 20, 2023.
- D. A PAC meeting is scheduled for June 7th at 2:00 P.M. here at the District to discuss the Collection System Master Plan Development Timeline and Summary of Flow Monitoring.
- E. SKF and Valley Regional Occupational Program (VROP) will begin its 5th year partnership. Two students have been selected from Selma High School and will commence on or around June 12, 2023.

8. ADJOURNMENT

Motion to Adjourn

Next Regular Meeting: Thursday, July 13, 2023, at 4:00 p.m.

Next Ordinance: 2023-01

Next Resolution: 2023-12

NOTICE OF AVAILABILITY OF AGENDA MATERIALS: Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District Office located at 11301 E. Conejo Ave., Kingsburg, CA 93631 during normal business hours of 8:00 a.m.-4:30 p.m., Mondays through Fridays. Such writings or documents will also be made available on the District website at www.skfcsd.org

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

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

MINUTES OF THE BOARD MEETING OF DIRECTORS

MAY 11, 2023

CALL TO ORDER AND ROLL CALL

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

DIRECTORS

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

STAFF AND CONSULTANTS

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

APPROVAL OF AGENDA

There being no comment from the public, a motion to approve the agenda of the Special Board meeting of May 11, 2023, was made by Director Palomar and seconded by Director Robertson and approved by a unanimous voice vote:

AYE: Directors Palomar, Vice Chair Robertson, Chairman Mendes

NO:

ABSENT: Directors Magsig, Mejia

ABSTAIN:

Director Magsig arrived at 4:01 p.m.

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.

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

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

NO:

ABSENT: Director Mejia

ABSTAIN:

PUBLIC HEARINGS

- A. Subject: Public Hearing on Capital Improvement Program: The Board will conduct the public hearing, receive staff report and public comments, and will consider adopting Resolution No. 2023-11 which accepts the Capital Improvement Program for Fiscal Year 2023-24.

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. This was the second presentation to the Board, the first was at the April 19, 2023, Special Meeting. Items that our cities have requested were incorporated in the first presentation. There have been no updates since the last meeting. SKF did not receive any public comment via letter or e-mail protesting the CIP.

There being no comment from the public, a motion to adopt Resolution 2023-11, a Resolution which accepts the Capital Improvement Program for Fiscal Year 2023-24 was made by Director Magsig, and seconded by Director Robertson and approved by a unanimous voice vote:

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

NO:

ABSENT: Director Mejia

ABSTAIN:

- B. Subject: Public Hearing on FY 2023-24 Budget: The Board will conduct the public hearing, receive staff report and public comments, and will consider adopting Resolution No. 2023-12 which establishes the Budget for Fiscal Year 2023-24

The budget proposes to increase the rates consistent with the last rate study approved by the Board of Directors on July 11, 2019. This will be the 5th year and final rate increase under that study. This was the second presentation to the Board, the first was at the April 19, 2023 Special meeting and there were no changes since then. SKF did not receive any public comment via letter or e-mail protesting the Budget.

There being no comment from the public, a motion to approve Resolution 2023-12, a Resolution establishing the Budget for Fiscal Year 2022-23, was made by Director Palomar, and seconded by Director Robertson, and approved by a unanimous voice vote:

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

NO:

ABSENT: Director Mejia
ABSTAIN:

NEW BUSINESS

- A. Subject: Woods Family Farms Request to Sublease 20 acres (APN 393-211-04ST) to Luallen Farms

Woods Family Farms requested authorization to sublet APN 393-211-04ST. The reason for the sublet request is that Woods Family Farms would not have funds available to build a new well for a few years. Luallen Farms, Sanger CA is interested in subletting the parcel from Woods Family Farms, with similar farming operations. The continued farming of the District owned parcels benefits the District in that staff hours and equipment are not devoted to maintaining the property. Farming is a beneficial use for this property. The terms of the agreement between the District and Woods Family Farms remain in effect. General Counsel to follow up and substantiate that Sub-lessor is subject to the same terms as the Woods' Family Lease.

There being no comment from the public, a motion to approve the Woods Family Farms' request to sublease 20 acres (APN 393-211-04ST to Luallen Farms was made by Director Robertson and seconded by Director Palomar, and approved by a unanimous vote:

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

BOARD MEMBER COMMUNICATION/AGENDA ITEMS

None

GENERAL MANAGER REPORTS

- A. 2023 CASA 68th Annual Conference will be held on August 9-11, at Manchester Grand Hyatt, San Diego. Directors must notify Alicia Kirk, Executive Assistant to the General Manager, by June 22, 2023, of their intention to attend so reservations can be made.
- B. SKF participated in the Kingsburg Swedish Festival on May 20, 2023. The Vac Con drove through the parade and SKF Employees manned a booth and gave away informational items and everyday household items.

CLOSED SESSION

- A. Conference with Legal Counsel – Anticipated Litigation Potential Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4)
One Case

Closed Session began at 4:13 p.m.

RECONVENNE OPEN SESSION

Open Session began at 4:35. Four Board Members were present. Director Mejia was absent. General Counsel reported that there was no reportable action.

ADJOURNMENT

There being no further business to come before the Board, Chairman Mendes declared the meeting adjourned on a motion made by Director Magsig, and seconded by Director Palomar, and approved by a unanimous voice vote at 4:36 p.m.

Respectfully submitted,

Approved,

Veronica Cazares, General Manager

Buddy Mendes, Chairman of
of the Board

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

May 10, 2023

WARRANT LIST

ALERT O LITE, INC.	EQUIPMENT MAINTENANCE	615.85
AMAZON CAPITAL SERVICES	INFORMATION SYSTEMS	447.47
AMERICAN EXPRESS	TRAVEL & TRAINING, PRINTING FORMS, LAB SUPPLIES, INFO SYSTEMS, MEMBERSHIPS	4,458.20
ANDERSON & BALLOU INC.	EQUIPMENT MAINTENANCE	10,500.00
ARAMARK	UNIFORMS,MATS,MOPS,TOWELS	1,343.70
ARIES INDUSTRIES INC.	COLLECTION SYSTEM CAMERA	114,601.58
ARMANDO BLANCAS	RETIREE HEALTH REIMBURSEMENT	148.68
ARNOLD, STEPHEN	RETIREE HEALTH REIMBURSEMENT	148.68
BSK ASSOCIATES	EXTERNAL LAB SERVICES	448.00
CAL BENNETTS	OFFICE EQUIPMENT	4,043.54
CALIFORNIA WATER SERVICE	WATER UTILITIES	15.74
CALPERS	RETIREMENT	42,057.33
CALPERS - CERBT	OPEB CONTRIBUTION	105,104.00
PETTY CASH REIMB.	TRAVEL & TRAINING,SAFETY MEETING SNACKS,OUTREACH,EMPLOYEE RECOGN, POSTAGE, OFFICE SUPPLY	464.62
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	2,194.97
CENTRAL VALLEY CULLIGAN, INC.	DRINKING WATER	200.00
COMCAST	COMMUNICATIONS	109.95
CSRMA	GENERAL INSURANCE	13,539.44
CWEA	MEMBERSHIPS	202.00
DAVID MICHEL	RETIREE HEALTH REIMBURSEMENT	148.68
DKF SOLUTIONS GROUP, LLC	PROF. MED. SERVICES & SAFETY	350.00
E.G. BABCOCK COMPANY	EQUIPMENT MAINTENANCE	260.04
EMPLOYMENT DEVT DEPT		871.00
EMPOWER RETIREMENT	PROF.SERVICES -MGMNT & HUM REL.	325.00
ENVIRONMENTAL RESOURCE ASSOC.	LABORATORY SUPPLIES	1,636.58
FERGUSON WATERWORKS	MAINTENANCE BUILDING & GROUNDS	3,758.90
FRESNO COUNTY ASSESSOR	BOOKS & PUBLICATIONS	24.00
FRESNO OXYGEN/BARNES WELDING	EQUIPMENT MAINTENANCE	143.10
GAR BENNETT LLC	SMALL TOOLS & EQUIPMENT	37.52
GARY HELM	RETIREE HEALTH REIMBURSEMENT	148.68
HD SUPPLY INC	SAFETY SUPPLIES	206.56
HERWIT ENGINEERING	PROF.SERVICES - ENGINEERING	4,725.00
HOME DEPOT CREDIT SERVICES	BUILDING & GROUNDS MAINT. EQUIPMENT MAINT.	1,435.38
JAIME RUIZ	RETIREE HEALTH REIMBURSEMENT	148.68
JAMES HORNE	RETIREE HEALTH REIMBURSEMENT	148.68
JIM OLINGER	RETIREE HEALTH REIMBURSEMENT	148.68
JIMENEZ, GABRIEL	CERTIFICATION REIMBURSEMENT	150.00
JIMMY GARCIA	RETIREE HEALTH REIMBURSEMENT	416.87
LUCERO, JULIAN	RETIREE HEALTH REIMBURSEMENT	148.68
MICHAEL FONG	RETIREE HEALTH REIMBURSEMENT	269.02
MID VALLEY DISPOSAL	WASTE UTILITIES	1,062.25
MKN	SEWER IMPROVEMENTS	5,270.00
MONTROY LAW CORPORATION	PROF. LEGAL SERVICES	4,065.50

MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	712.00
NAPA AUTO PARTS	EQUIPMENT MAINTENANCE	53.16
NELSON'S POWER CENTER	MAINTENANCE BUILDING & GROUNDS	960.00
NELSON'S ACE HARDWARE	MAINTENANCE BUILDING & GROUNDS, SMALL TOOLS, EQUIPMENT MAINTENANCE	398.23
O'REILLY AUTO PARTS	AUTO MAINTENANCE, EQUIPMENT MAINTENANCE	604.89
PAPE KENWORTH	EQUIPMENT MAINTENANCE	170.46
PG&E	ELECTRIC UTILITIES	1,113.66
PIONEER RESEARCH	CHEMICALS	18,605.50
POWER BUSINESS TECHNOLOGY LLC	OFFICE SUPPLIES	399.63
PROCLEAN SUPPLY	SAFETY SUPPLIES, MAINTENANCE BUILDING & GROUNDS	780.24
QUADIENT LEASING USA, INC.	POSTAGE LEASE TAX	120.68
ROBERT CURRIE	RETIREE HEALTH REIMBURSEMENT	148.68
SALLY RODRIGUEZ	RETIREE HEALTH REIMBURSEMENT	148.68
SARA J. STAUNTON	RETIREE HEALTH REIMBURSEMENT	148.68
SHAPE INC	EQUIPMENT MAINTENANCE	11,879.82
SILVAS OIL CO. INC.	FUEL	2,371.25
STAPLES BUSINESS CREDIT	OFFICE SUPPLIES	233.33
STEVE JENSEN	RETIREE HEALTH REIMBURSEMENT	132.25
SW CONSTRUCTION INC.	LIFT STATION IMPROVEMENT 18TH AVE.	48,538.50
TELETRAC NAVMAN US LTD.	COMMUNICATIONS	768.85
THE SENTINEL	PRINTING - ADVERTISING	715.96
T-MOBILE USA INC.	COMMUNICATIONS	325.07
UNWIRED BROADBAND, INC.	COMMUNICATIONS	749.99
VERIZON WIRELESS	COMMUNICATIONS	544.58
ZERO NOX INC.	EQUIPMENT MAINTENANCE	157.49
MAS 200 Total Checks		\$417,324.13

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

May 24, 2023

WARRANT LIST

ALLIANT INSURANCE SERVICES	GENERAL INSURANCE	377.00
AMAZON CAPITAL SERVICES	INFORMATION SYSTEMS, OFFICE SUPPLIES	365.67
ARAMARK	UNIFORMS,MATS,MOPES,TOWELS	1,310.54
AT&T MOBILITY	COMMUNICATIONS	100.70
AT&T/CALNET 3	COMMUNICATIONS	115.32
BOOT BARN HOLDINGS INC.	SAFETY FOOTWEAR	126.90
BSK ASSOCIATES	EXTERNAL LAB SERVICES	358.00
CALIFORNIA WATER SERVICE	WATER UTILITIES	39.34
CALPERS HEALTH	HEALTH INSURANCE	38,529.27
CDW GOVERNMENT, INC.	INFORMATION SYSTEMS	2,570.00
CENTRAL VALLEY CULLIGAN, INC.	EXTERNAL LAB SERVICES	196.18
CINTAS CORPORATION NO.2	SAFETY SUPPLIES	141.25
CRAIG PERRY	CERT REIMB., SAFETY FOOTWEAR REIMB., TRAVEL & TRAINING REIMB.	479.93
DANIEL MURRIETA	OFFICE SUPPLIES	42.70
DAVID D. SUMAYA	BUILDING & GROUNDS MAINTENANCE	1,563.34
ECS HOUSE INDUSTRIES, INC.	EQUIPMENT MAINTENANCE	8,146.99
EPIC INTERNATIONAL, INC.	EQUIPMENT MAINTENANCE	1,113.77
ERNEST C MENDES	DIRECTOR'S FEES	127.63
FERGUSON WATERWORKS	EQUIPMENT MAINTENANCE	4,326.48
FERNANDO DELGADO JR.	OUTREACH - PUBLIC WORKS LUNCHEON	1,939.50
FISHER SCIENTIFIC	LABORATORY SUPPLIES	938.03
FOWLER COLLISION CENTER	AUTO MAINTENANCE	2,376.51
GISELA ROSALES	EQUIPMENT MAINTENANCE	20.00
HD SUPPLY INC	EQUIPMENT MAINTENANCE	747.20
HOME DEPOT CREDIT SERVICES	SMALL TOOLS, EQUIPMENT MAINTENANCE	735.16
JOE SAUBERT INC.	EQUIPMENT MAINTENANCE	220.00
KENNIES INDOOR COMFORT SPECIAL	EQUIPMENT MAINTENANCE	1,770.00
LOPEZ, PAUL	CERTIFICATION REIMBURSEMENT	150.00
MOORE TWINING ASSOC. INC.	EXTERNAL LAB SERVICES	86.00
N&S TRACTOR	EQUIPMENT MAINTENANCE	1,411.42
NAPA AUTO PARTS	AUTO/EQUIPMENT MAINTENANCE	177.26
NATHAN MAGSIG	DIRECTOR'S FEES	127.63
NELSON'S POWER CENTER	EQUIPMENT MAINTENANCE	1,920.00
NELSON'S ACE HARDWARE	SMALL TOOLS, EQUIPMENT MAINTENANCE	349.16
NORTH AMERICAN BENEFITS CO	LIFE INSURANCE	395.56
NORTH CENTRAL LABS, INC	LABORATORY SUPPLIES	305.88
PG&E	ELECTRIC UTILITIES	38,170.41
PROCLEAN SUPPLY	BUILDING & GROUNDS MAINTENANCE	67.57
PROFESSIONAL COMMUNICATIONS NETWORK	COMMUNICATIONS	60.00
ROBERT V JENSEN, INC.	LUBRICANTS	2,326.55
SANGER FENCE CO.	NEW FRONT GATE	26,197.00
SCOTT ROBERTSON	DIRECTOR'S FEES	127.63
SELMA, CITY OF	OUTREACH - PHARMA KIOSK	173.75
SERENA COATES	TUITION REIMBURSEMENT	363.65
SILVAS OIL CO. INC.	FUEL	1,419.89
TELSTAR INSTRUMENTS, INC.	EQUIPMENT MAINTENANCE	15,771.92
THE GAS CO	GAS UTILITIES	346.67
TOSHIBA FINANCIAL SERVICES	COPIER LEAES	676.56
TRANSWESTERN INS ADMIN	DENTAL / VISION INSURANCE	1,377.24
VERONICA CAZARES	TRAVEL & TRAINING REIMB.	59.90
VIDEO INSPECTION SPECIALISTS	CCTV INSPECTION, EQUIPMENT MAINTENANCE	10,693.50
VINCE PALOMAR	DIRECTOR'S FEES	127.63

MAS 200 Total Checks

\$171,660.19

SKF COUNTY SANITATION DISTRICT
 CASH ACTIVITY REPORT
 Month: MAY
 Fiscal Year: 2022-23

Cash Account Description	End of Month Cash Balance as of June 30, 2022	End of Month Cash Balance May 31, 2023
***Cash in Treasury: Operations & Maintenance	\$ 3,741,651.06	\$ 6,030,234.25
Cash in Bank: Operations & Maintenance	\$ 26,389.33	\$ 29,667.55
Cash in Bank: Payroll	\$ 203.30	\$ 203.46
Petty Cash	\$ 700.00	\$ 700.00
Total Operations & Maintenance	\$ 3,768,943.69	\$ 6,060,805.26
***Cash in County Treasury:Expansion	\$ 4,783,224.81	\$ 5,520,848.86
***Cash in County Treasury: R&R	\$ 5,476,484.62	\$ 4,986,742.61
***Cash in County Treasury:Selma	\$ 1,997,552.53	\$ 2,277,215.89
***Cash in County Treasury: Selma SWRCB Reserve	\$ 263,843.57	\$ 266,289.17
Total Selma	\$ 2,261,396.10	\$ 2,543,505.06
***Cash in County Treasury:Kingsburg	\$ 3,131,019.54	\$ 3,399,059.02
***Cash in County Treasury:Fowler	\$ 1,670,783.38	\$ 1,912,863.11
Total Cash Balance	\$ 21,091,852.14	\$ 24,423,823.92

*** PENDING COUNTY REPORTS @ 5/31/2023

SELMA-KINGSBURG-FOWLER COUNTY SANITATION DISTRICT
WARRANT LIST & SALARY AND FRINGE BENEFIT EXPENDITURE SUMMARY
FOR THE MONTH ENDED MAY 31, 2023

SERVICE AND SUPPLIES EXPENDITURES:

WARRANT LIST ENDING	5/10/2023	\$	417,324.13
WARRANT LIST ENDING	5/24/2023	\$	171,660.19
			588,984.32
TOTAL SERVICE AND SUPPLIES EXPENDITURES			\$ 588,984.32

SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES

TOTAL SALARIES PERIOD ENDING:

SALARIES	5/7/2023	\$	95,764.66
EMPLOYER CONTRIBUTIONS (PERS)	5/7/2023	\$	8,564.42
EMPLOYER TAXES	5/7/2023	\$	1,251.12
HEALTH INSURANCE	5/7/2023	\$	14,495.31
			\$ 120,075.51

TOTAL SALARIES PERIOD ENDING:

SALARIES	5/21/2023	\$	93,703.73
EMPLOYER CONTRIBUTIONS (PERS)	5/21/2023	\$	8,613.89
EMPLOYER TAXES	5/21/2023	\$	1,227.16
HEALTH INSURANCE	5/21/2023	\$	14,495.31
			\$ 118,040.09

TOTAL SALARIES, PERS, TAXES, & HEALTH INSURANCE EXPENDITURES			\$ 238,115.60
--	--	--	---------------

		\$	827,099.92
			827,099.92

MEMORANDUM

(June 8, 2023, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Staff Report Prepared By: Tricia Miller, Administration Services/
HR Manager
Date Prepared: May 16, 2023

Agenda Item: 4-D
Action: Motion

SUBJECT: Annual Budget Transfer to Refurbishment & Replacement Account

RECOMMENDATION

That the Board authorize Staff to do an annual budget transfer of \$1,000,000.00 from the Operation & Maintenance account to the Refurbishment & Replacement account and transfer \$231,602.00 from the District Expansion account to the Refurbishment & Replacement account for Fiscal Year 2022-23.

EXECUTIVE SUMMARY

Annually, the Board needs to take action to authorize the accounting transfer of money from the Operations & Maintenance (O&M) account to the Refurbishment & Replacement (R&R) account which was \$1,000,000.00; and the District Expansion account to the Refurbishment & Replacement (R&R) account which was \$231,602.00 for Fiscal Year 2022-23.

The transfers were recommended by Raftelis Financial Consultants, Inc. in the District's 2017 Sewer Rate Study and were approved in the FY 2022-23 Budget to provide funding for treatment plant refurbishment & replacement projects.

MEMORANDUM

(June 8, 2023, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: May 26, 2023

Agenda Item: 4-E
Action: Motion

SUBJECT: Chief Plant Operator Craig Perry’s out-of-State training request for the Tri-State Seminar in Las Vegas, NV.

RECOMMENDATION

That the Board approve Craig Perry’s out-of-State training request for the Tri-State Seminar in Las Vegas, NV.

EXECUTIVE SUMMARY

As per District’s Personnel Rules and Regulations all training, and travel costs shall be approved by the General Manager, except out-of-state travel which must be approved by the Board of Directors.

Craig Perry has requested to attend the Annual Tri-State Seminar. The Seminar is sponsored by **AZ Water Association, California Water Environment Association** and the **Nevada Water Environment Association**. The seminar will be held at South Point Hotel & Casino and the training dates are August 7-10, 2023. The total estimated expenses for registration, mileage, meals and accommodation is \$840.00.

Since 1985, Tri-State Seminar LLC (TSS) has been providing affordable, high-quality education to water and wastewater operators from the Western United States through this annual three day seminar designed to provide professional development, continuing education, and technology transfer to support the vision and missions of three partner organizations: AZ Water Association, California Water Environment Association, and the Nevada Water Environment Association.

MEMORANDUM
(June 8, 2023, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: May 25, 2023

Agenda Item: 5-A
Action: Motion

SUBJECT:

Bid Results FY 21 Sewer Rehabilitation Project and Award of Contract.

RECOMMENDATION

That the Board approve contract award to Dawson-Mauldin in the amount of total base bid of \$1,250,725.68 and contingencies in the amount of \$125,000 for a total amount of \$1,375,725.68 and authorize the General Manager to execute agreement.

EXECUTIVE SUMMARY

The project is a multiple year project and design started in FY 21-22 and identified in the FY 22-23 budget. A notice inviting bids was issued on April 19, 2023, which included base bids and add on alternates. Sealed bids were received at the District office on May 10, 2023. Three bids were received, and the base bids ranged from \$1,250,725.68 to \$1,758,074.00.

We note that in reviewing the bid proposals, it was found that the Dawson-Mauldin, LLC subtotals do not add up to the total base bid. In other words, the total reflected in words is \$1,250,725.68 which is less than the actual total of \$1,256,975.68 if added correctly. As the specifications Instruction to Bidders Section 00100, 1.04 Item A.2 states that the bid in words govern over the figures, the District is holding Dawson-Mauldin to the lessor amount reflected in the bid and Dawson-Mauldin agrees to that amount.

The contract amounts will be prorated among the three cities based on linear footage of sewer required for each. The contingency is approximately 10% of each city contract amount. The project consists of replacement of 1,033 linear feet of sewer in Selma (alley between Logan/Wright and Floral/Chestnut and alley between Chandler/Willow and Floral/Gaither), 680 linear feet of sewer in Kingsburg (alley between Sierra/Tulare and 12th/16th Avenue), 375 linear feet of sewer in Fowler (alley between Fresno/S. 4th St).

The District has worked with Dawson-Mauldin, LLC on past projects. The contract contingency is \$125,000. See Attachment A for the list of bid results.

The amount of the contract is above the Engineer's Estimate. This is based primarily on the backfill and surface restoration amounts being higher than estimates. The increased cost is covered by reserve funds in recently adopted budget for FY 23-24.

Attachments: Bid Results

BID RESULTS

EMMETT'S EXCAVATION (Fresno, CA)		DAWSON-MAULDIN (Selma, CA)		FJC (Fresno, CA)		Engineer's Estimate	FY 22-23 Budget
Selma	\$657,020.00	\$596,105.68		\$753,583.00		\$627,360.00	\$350,000.00
Kingsburg	\$772,520.00	\$375,200.00		\$581,885.00		\$423,800.00	\$378,000.00
Fowler	\$328,534.00	\$285,670.00		\$312,798.00		\$256,050.00	\$234,000.00
Total Base Bid	\$1,758,074.00	\$1,250,725.68	\$1,256,975.68	\$1,648,266.00		\$1,307,210.00	\$962,000.00
Add. Alternate	\$551,667.00	\$512,855.00		\$801,891.00		\$447,018.00	

MEMORANDUM
(June 8, 2023, Board Meeting)

To: S-K-F CSD Board of Directors
From: Veronica Cazares, General Manager
Date Memo Prepared: May 26, 2023

Agenda Item: 5-B
Action: Motion

SUBJECT:

Pre-Purchase Equipment for North Street Panel Replacement

RECOMMENDATION

That the Board approve the issuance of a purchase order by the General Manager to Aqua Sierra Controls, Inc. in the amount of \$116,680.17 for procurement of electrical control panel equipment for the North Street Pump Station.

EXECUTIVE SUMMARY

A request for quotes was sent directly to vendors for the procurement of the electrical control panel equipment (Pre-Purchase) for the North Street Pump Station. Quotes were due to the District office on May 22, 2023. One quote was received from Aqua Sierra Controls, Inc. (Auburn, CA) in the amount of \$116,680.17. This is a multiple year project identified and approved in the current FY23 budget and the recently adopted FY24 budget. Installation of the electrical control panel will occur after the panel is delivered to the District.

The existing electrical control panel was replaced in 1995. The existing panel was identified as a potential safety item. The District cannot locate parts for repair.

Staff recommends awarding the equipment procurement to Aqua Sierra Controls, Inc. (Auburn, CA) in the amount of \$116,680.17. The estimate for procurement of the control panel was \$60,000 to be funded out of District RR account. The excess amount will be taken from the District RR account. The increased cost is due to labor and material procurement. The lead time for this equipment is 8-10 months.

Aqua Sierra Controls, Inc. has completed projects for the District in a satisfactory manner.