

HILMAR COUNTY WATER DISTRICT  
BOARD OF DIRECTORS MEETING  
May 3, 2023

Members Present – Jim Jones, Frank Hilliard, Jim Gerdes, David Anderson, and Tony Salvador.

Members Absent – None.

Public in Attendance – None.

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**Action Items**

A motion to approve the Consent Items was made by David Anderson and seconded by Jim Gerdes. Motion passed 5-0.

A motion to approve Bills Payable: May 2023 was made by Frank Hilliard and seconded by Tony Salvador. Motion passed 5-0.

A motion to approve the Agreement for the 2022/2023 Audit with Robert W. Johnson an Accountancy Corporation in the amount of \$9,750.00 was made by Jim Gerdes and seconded by David Anderson. Motion passed 5-0.

A motion to Adopt Resolution 559: A Resolution of Intent to Amend Appendix I of the Hilmar County Water District Code to Adjust Connection Fees and Calling for a Public Hearing thereon was made by Frank Hilliard and seconded by Tony Salvador. Motion passed 5-0.

**Meeting – 05/03/23**  
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The meeting was called to order at 5:30 p.m. by President Jim Jones.

**Consent Items** – A motion was made and seconded to approve the Consent Items.

**Public Forum** – None.

**District Manager’s Report** –

Curtis reported there was a spike in the TSS and BOD results. As stated at the April meeting, on average there’s a spike in April and May. TSS was 60.6 mg/L and BOD was 78.6 mg/L. Curtis stated he doesn’t know as to why we see the increase at this time of the year. The water loss ratio was significantly high for April, it was 29.69%. We pumped 23.876MG and billed for 16.785MG. The water leak on Lander Avenue, and the flushing of the hydrants in the Camden neighborhood may have contributed to the high loss percentage. We flushed the hydrants after we received a call from a customer stating there was a lot of sand in their water. After confirming the issue, we decided to flush the hydrants in the neighborhood in order to avoid further issues in the distribution system.

Curtis informed the Board we have “two new employees”. They are Easton Sousa and Jeremiah Vasquez. Easton is Jonathon’s new baby and Jeremiah is Zac’s new baby. They were born one week apart. We are currently down two operators. Both Jonathon and Zac will be taking some time off. Mr. Hilliard inquired as to who performed the repair on Lander. Curtis responded: MHK Construction repaired the leak.

**Director Reports – None.**

**Action Items –**

- A) The bills that are due to be paid in May were presented. A motion was made and seconded to pay the bills presented.
- B) Curtis presented the Board with the one audit proposal from Robert W. Johnson and Accountancy Corporation. We sent the Request for Proposals to four entities and received one proposal. Staff recommends approval of the proposal from Robert W. Johnson in the amount of \$9,750.00. A motion was made and seconded to approve the proposal.
- C) Curtis provided the Draft of the 2023 Connection Fee Rate Study prepared by QK. It is industry standard to have a study done every 5 years. Curtis worked with Mr. Stuart Spencer and Mr. Spencer Supinger on the Connection Fee Rate Study. The most notable changes are to the Wastewater Facilities and Capital Improvement Fees based on the CIP projects. Mr. Stuart Spencer stated the intent of this resolution is to call for a public hearing to amend Hilmar County Water District Code to adjust the connection fees. Mr. Gerdes inquired as to how much it would cost per lot. Mr. Spencer Supinger replied, it’s based if the property is already annexed into the District. That will determine the total per lot. A motion was made and seconded to adopt Resolution 559.

**Discussion Items –**

- A) Curtis presented the first draft of the 2023/2024 Budget. Based on the first draft, we are on track. The Board has taken steps over the last few years to put the wheels into motion and put the District in a good position from a financial stand point. Looking at the revenues, it reflects our revenues as being way up. This is based on the court settlement we received. As far as our expenditures, we have not exceeded what was budgeted. The biggest ticketed item under expenditures is the Wells Maintenance and that is to do with the sand issue at Well #7. Mr. Anderson stated, we were able to save the well by spending \$100,000.00 in place of spending a million for a new well. The general overview is that we are doing well. We have moved funds into California CLASS and transferred funds within F&M Bank into Money Market Accounts and Certificates of Deposits to hopefully generate larger returns in interest. As far as the Restricted Funds, the CIP list has not been updated, that will be updated with the second draft. The total Operating Expenditures budgeted for 22/23 was 1.867 million and the first draft for the 23/24 Operating Expenditures we are looking at 2.097 million. Mr. Hilliard reiterated the importance of maintaining salaries at a competitive level. After further discussion, staff was directed to verify with similar Districts as to what other districts are paying and evaluate the responses and if need be, update the proposed 23/24 budget accordingly.

- B) Curtis provided an update on Grant opportunities. The 1MG Tank Project, we should have a better idea around July 1<sup>st</sup> if there are funds still available. As far as the Transmission Main project, it should be assigned to a review team in the next 45-60 days. This would be in line with having us receive a funding commitment this fall. The MHI survey is near completion. We need a few more surveys to validate the study.
- C) Curtis reported the SCADA report will be pushed to the June meeting. Final touches are being performed and training will be Wednesday and Thursday of next week.

The Directors Convened to Closed Session at 6:21 p.m. to conference with Real Property Negotiator per Government Code Section 5496.8. Location: 19903 First Street, Hilmar, CA.

Directors returned to Open Session at 7:22 p.m. Staff was given direction by the Board of Directors.

There being no further business the meeting was adjourned at 7:22 p.m.

Respectfully Submitted,

*Dina Boggs*

Approved by:

*Jim Jones*

Board Member

*6-6-2023*

Date