



County of Fresno

DEPARTMENT OF PUBLIC WORKS AND PLANNING
STEVEN E. WHITE, DIRECTOR

Meeting Minutes

CSA 1 - Tamarack
October 28, 2019

Members Present: Shelly Higginbotham

County Staff Present: Jennifer Cavalla, Staff Analyst, Special Districts Administration
Chris Bump, Principal Analyst, Special Districts Administration
Amina Flores-Becker, Resources Division Manager

Call to Order: Meeting started at approximately 5:30 pm

Agenda Item 1: CAC Members Introduction

At the beginning of the meeting Shelly Higginbotham was the only volunteer for CSA 1's CAC. After the meeting Mark Herrold, Al Tichenor, Mike Nolan, Sandra Bargas and Leah Press also volunteered to be a part of the CAC.

A meeting will be set with the volunteers to establish bylaws and discuss CAC member roles and associated duties. Typically, CAC members help set meeting dates and agendas, take meeting minutes and act as the main point of contact for any community concerns. The CAC will also be receiving regular updates on the district's financial status. Moving forward any district "want" that exceeds \$2,000, will be discussed with the CAC for approval prior to the purchase. Emergency repairs, such as water line breaks, will be repaired and the expense will be communicated to the CAC once the cost is known.

Agenda Item 2: Current Financial Status

As of 10/23/19 the district has a negative cash balance of (\$22,934.68). The district has already expended 33% of fiscal year (FY) 19-20 appropriations. These costs do not include the expense of the recent line break. These figures emphasize the urgency behind the water and sewer rate increase. Without additional income CSA 1 will not be able to continue operating.

Residents had questions as to what charges made up the negative cash balance. A detailed report of expenses will be reviewed with the CAC and then be made available to the community through email and/or the CSA 1 website. As the CAC is the main contact for any questions, it is crucial that the financial information be reviewed with them ahead of time, so that they can address any questions from the community.

Agenda Item 3: Water and Sewer Rate Adjustment Proceeding Update

Currently the water and sewer rates for developed parcels is \$1,201.96 per year. At the meeting on 6/28/19 the County presented three water and sewer rate increase alternatives. The community members present directed the county to proceed with rate option A which would

increase the water and sewer rate for developed parcels to \$2,453.31 per year. Currently, your water and sewer rates are classified as “fees” which are currently being collected through your property taxes. The law has changed since the districts last water and sewer rate increase in 2005 and water and sewer “fees” are no longer allowed to be collected through property taxes.

In order to keep your water and sewer rates on your property taxes, the water and sewer rates need to be classified as “assessments”. The law requires that an Engineer’s Report be done to levy “assessments”. It is estimated that the Engineers report will cost approximately \$10,000. County Staff feels this is the better option for the district as water and sewer “fees” can only be collected through bi-monthly billing (every 2 months). Collecting water and sewer “fees” through bimonthly bills presents additional reoccurring costs for the processing and mailing of bills. Also, it can become problematic if residents do not receive/pay their bills on time, which can potentially leave the district with a deficit of funds.

The first step in the process for a water and sewer rate adjustment proceeding will be to review the suggested rate increase taking into account the districts current negative balance and the cost for an Engineer’s Report. County staff will meet with the CAC to discuss rate options and then have another public meeting to present the updated rates to the community.

Agenda Item 4: Comments/Other Items

- CSA 1 has a website. Visit www.co.fresno.ca.us/specialdistricts and click on “Budgets, CCR/Water and other Reports, Maps” to find information about CSA 1.
- There were many questions about the new water/wastewater system operators. The contractors have been provided a map of the system and are performing fire hydrant maintenance. The community also requested that the contractors keep a log of their site visits and what was checked during each visit. County Staff has contacted the McMillan’s and it is their standard practice to keep a work log. They will provide a copy of their log every month with their invoice. The McMillian contract runs through June 30, 2020 and has an option to extend the contract for one additional year ending June 30, 2021.
- There is frustration from the community regarding the condition of the roads. Concerns were raised about heavy equipment driving on the road and tree crews working in the subdivision which potentially add to the existing road problem. Road concerns and questions can be sent to RdMaint@fresnocountyca.gov or you can call the Roads Department at (559) 600-4240.
- The community was also concerned about the status of no parking signs for their roadways. The Fresno County Roads Department is taking a request before the Board of Supervisors for enforceable roads signs along Flintridge Road. The first hearing will go before the Board on 11/19/19 and the second hearing will be on 12/10/19. The Roads Department anticipates installation of the signs by 12/31/19.

Next Meeting Date:

The next meeting date is to be determined after meetings with the CAC.
Meeting adjourned at approximately 7:30pm