

**SIERRA HIGHLANDS COMMUNITY SERVICES DISTRICT**  
**BOARD OF DIRECTORS' MEETING**

Monday, September 21, 2020

**AGENDA**

**NOTICE:** Board Members and Staff will participate via Zoom video-conference from individual, separate locations. The video-conference is accessible to the public. If you wish to participate, please provide your name and e-mail address in order to access the video-conference by contacting the General Manager at (760) 920-0860.

- \* Meeting conducted through ZOOM
  - \* Call meeting to order ... Board of Directors' President, Bruce Kingsbury
  - \* Approval of: July 20, 2020 Minutes
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**OLD BUSINESS:**

1. **Delinquent Accounts** ...

- \* 08-05-20 Signed documents to have a lien placed on the property at 2664 Glenbrook were submitted to the Inyo County Auditor's office in Independence.
  - \* 09-01-20 As of the September 1<sup>st</sup> deadline, thirty (30) District customers were subject to the 10% late fee.
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**NEW BUSINESS:**

1. **Operations Report** from General Manager, Fred Finkbeiner

\* Status of System Operation:

1. System Operations
2. 08-04-20 Emergency Call ... 2730 Audrey Lane (broken water pipe)
3. Results of Lead and Copper testing
4. Sudden Link conduit installation on Orinda Way
5. Carol Lane lot (2803) sold.
6. Yard maintenance at Carol Lane facility

2. **Secretary's Report**

\* Account Director's Report (August 2020) ... District Financial Status

\* Recorded Expenses since last meeting:

09-08-20 / 08-13-20	<b><u>SCE</u></b> (2606 Glenbrook Well)	<b>\$ 1,291/ \$ 1550</b>
08-18-20 / 07-22-20	<b><u>SCE</u></b> (2799 Carol Well)	<b>\$ 2,415 / \$ 2,497</b>
07-31-20	<u>Frontier Communications</u> ... special access line (Glenbrook / Carol sites)	\$ 45.83
	<u>Frontier Communications</u> ... telephone business line (Barlow-Glenbrook)	\$ 44.72
08-03-20	<u>BSK Associates</u> ... Lead/Copper Testing (13 samples sent on 07-23-20)	\$ 455.00
08-29-20	<u>Frontier Communications</u> ... special access line (Glenbrook/Carol sites)	\$ 45.83
08-29-20	<u>Frontier Communications</u> ... telephone business line (Barlow-Glenbrook)	\$ 44.72
09-03-20	<b><u>Inyo County Treasurer</u></b> ... Loan Payment: APN # 011-510-22 # 12	<b>\$ 10,748.49</b>
09-08-20	Ricardo Banuelos ... Yard maintenance at the Carol Lane site	\$ 300.00

3. **Petty Cash Fund** ... no expenditures paid out of the Petty Cash since the July meeting.

**4. \* Revenue Status of Annual Fees ... 2019-2020**

<u># of Checks</u>	<u>Date Submitted to County</u>	<u>Water Service</u>	<u>Capital Replacement</u>	<u>Total Amount</u>
<b>223</b>		<b>\$ 85,787.76</b>	<b>\$ 23,865.00</b>	<b>\$ 109,652.76</b>

**\* Current Status of Annual Fees ... 2020-2021**

<u># of Checks</u>	<u>Date Submitted to County</u>	<u>Water Service</u>	<u>Capital Replacement</u>	<u>Total Amount</u>
37	07-07-2020	\$ 13,660.00	\$ 3,996.00	\$ 17,656.00
32	07-13-2020	\$ 12,485.00	\$ 3,552.00	\$ 16,037.00
<u>27</u>	<u>07-15-2020</u>	<u>\$ 11,552.00</u>	<u>\$ 2,997.00</u>	<u>\$ 14,549.00</u>
96		\$ 37,697.00	\$ 10,545.00	\$ 48,242.00
19	07-24-2020	\$ 7,809.00	\$ 2,220.00	\$ 10,029.00
14	08-04-2020	\$ 5,542.00	\$ 1,554.00	\$ 7,096.00
13	08-11-2020	\$ 5,074.00	\$ 1,332.00	\$ 6,406.00
13	08-19-2020	\$ 4,542.00	\$ 1,332.00	\$ 5,874.00
30	08-31-2020	\$ 11,676.00	\$ 3,219.00	\$ 14,895.00
06	09-03-2020	\$ 2,178.00	\$ 666.00	\$ 2,844.00
16	09-16-2020	\$ 3,570.70	\$ 999.00	\$ 4,569.70

**5. Lead and Copper Testing**

07-20-20 Lead and Copper water samples sent to BSK (Fresno) for testing

08-03-20 Test Results from BSK Laboratory

**6. 10% Late Charge (Fiscal Year 2020 – 2021)**

\* 09-08-2020 Notifications and revised Billing Statements were mailed to over 30 residents

**7. Correspondence**

\* Letters and notes from District customers regarding Delinquent Accounts / late charges that require Board action.

**8. California Regional Water Quality Control Board (2-day Virtual Workshop: Oct. 22 and 27)**

**\* Reminder: Next Regularly Scheduled Meeting ... Monday, November 16, 2020**



