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REGULAR MEETING

Monday, February 2, 2026

6:30 P.M.

-MINUTES-

DIRECTORS PRESENT

David Williams, President
Joel Farias, Jr., Vice President
Gregg Burgess, Director
Brandon Hunt, Director
Robert Ripley, Director
Laura Jones, Board Secretary

CALL TO ORDER Board President David Williams called the meeting to order at 6:30 p.m., leading the Pledge of Allegiance to the Flag.

PUBLIC PARTICIPATION: None.

CORRESPONDENCE:

- A. Letter from Legal to Sutter County re: Sutter Ranch Estates.
- B. Memo from Minassian Law regarding Implementation of new Plan Review Policy.

CONSENT CALENDAR

- A. December 2025 Regular Meeting Minutes
- B. December 2025 Expenditures
- C. December 2025 Operator's Report
- D. January 2026 Expenditures
- E. January 2026 Operator's Report

On motion of President David Williams and seconded by Vice President Joel Farias and approved by those present, the Board approved the consent calendar. 5 ayes.

Manager's Report

- A. Advised Board the Audit for FYE 2024/2025 was completed on December 8, 2025, and we are awaiting the final report.
- B. Advised Board that there was another communication error between Well 2, Well 3 and the Tank. Tesco made a service call and felt the signals were “butting heads” when the tank was calling each well. It appeared as though the calls were happening so close to each other that one call had not completed before the other started. They reprogrammed the settings so that there is a larger gap in time between each signal being sent. So far, this has solved the problem, but we have to just wait and see if it happens again.
- C. Advised Board that staff completed the replacement of the siding on the back of the building.

Discussion & Action Item

- A. Cody Tom from Sanbell presented 95% plans to SCSD for review and comments. He went through the plans and explained various components. Sanbell will reach out to the state regarding next steps for SCSD to get approval. SCSD staff and Board will review plans and prepare comments for Sanbell. SCSD operations staff will meet with Cody/Sanbell staff to do a “workshop” to go over the plans and give staff an opportunity to ask plan-related questions.
- B. Board was provided an update with regards to the correspondence sent by legal to Sutter County regarding Sutter Ranch Estates. We are waiting for Sutter County to reply to the correspondence. Legal will follow up if no response is received.
- C. Board Members were reminded to complete their annual electronic submission of Form 700.
- D. Board Members were reminded to complete their Code of Ethics requirement if they had not done so.
- E. Board Members were briefed on the new SB827 Fiscal and Financial Requirements and advised of the timeline to complete training.
- F. Board Members were given a verbal update on the new Brown Act Information. Each Board Member was provided an electronic copy of the Brown Act via email on February 2, 2026 at 1:53 p.m.
- G. Advised Board the auditor had recommended updating our Capitalization Policy to increase the minimum cost required of an asset before it is required to be listed on the depreciation schedule. This recommendation was made due to the increased costs of items. With our current policy, the minimum asset cost is low, and too many items are having to be listed on the depreciation schedule. The Board agreed this should be done and General Manager will prepare a new policy and resolution for approval at the next meeting.
- H. Discussed current balance and payment plan of customer who had a large leak. The customer's bill is currently \$3279.00. It was agreed that we could contact customer to confirm and agree to a payment plan to try to resolve the large bill within 12 months or

less. SCSD Operations staff will monitor the residence weekly to make sure the leak does not reappear. This customer had three large leaks within the last 12-18 months.

- I. Discussed paternity/maternity leave benefit for staff. Reviewed current FMLA language and what is allowed for leave.
- J. Discussed PFAS testing requirement and schedule. It was agreed that SCSD would stagger the testing at each well so that we do not perform the sampling at all well sites at the same time. We will test one well each month until the testing is complete.
- K. Discussed water connection fee plan review policy. The Board is of the understanding there is a current policy in place to review plans and charge for the review to recoup our costs. General Manager to follow up to confirm there is a policy in place.
- L. Advised Board General Manager was in the process of obtaining quotes for different telephone communication options at the well sites. AT&T is discontinuing copper lines and the line at Well 3 does not work. We will obtain quotes from AT&T and Verizon for wireless communication options.

MEETING ADJOURNED AT 7:55 p.m.

**IN MEMORY OF: Joyce Parker
 Larry Crabtree**

DATE: February 3, 2026

SIGNATURE: Laura Jones
Laura Jones/Board Secretary