

**BIG ROCK COMMUNITY SERVICE DISTRICT
MINUTES OF ITS REGULARLY SCHEDULED PUBLIC MEETING
Thursday, March 20, 2025
Meeting was called to order by President Akin at 5:05 p.m.**

PRESENT: President Joe Akin, Director/Trustee Mike Finley, Director/Trustee/Treasurer Michelle Anderson, Director/Trustee/Vice-President Craig Strong, Director/Trustee Aten (arrived at 5:15 pm), Secretary to the Board/Bookkeeper Renna Nelson, General Manager Andy Allen

ABSENT: None

GUESTS: Walter Ussery, Kelly Roberts

INVOCATION: Led by Director/Trustee Finley

PLEDGE OF ALLEGIANCE TO THE U.S. FLAG: Led by President Akin

1. PUBLIC COMMENT PERIOD:

2. MINUTES:

- Director/Trustee Finley made a motion to approve the regular meeting minutes of February 20, 2025, as presented. Director/Trustee/Treasurer Anderson seconded the motion, and the subsequent vote of the Board was as follows.
- Ayes: 4, President Akin, Vice-President Strong, Director/Trustee/Treasurer Anderson, Director/Trustee Finley
- Noes: None
- Abstain: 1, Director/Trustee Aten (not present at the February 20, 2025, meeting)

3. REPORTS AND PRESENTATIONS:

3.a. Condition of the Water-Distribution System: General Manager Andy Allen reported the following:

- A new curb stop has been installed a 2660 US Hwy 199
- Acacia is being cleared on BRCSD properties.
- There are a couple of dead fir trees by the conex box that need to be removed. Brian said he would be willing to take them down. After discussion it was determined that General Manager Allen should get quotes for removal of the trees from licensed and insured tree removal companies.
- When the power was knocked out during the recent storms there was an issue with the backup SCADA batteries. President Akin stated that he believes there are spare

- batteries. GM Allen is not sure how to change the batteries. GM Allen and President Akin will get together and take a look.
- The Cathodic protection display is not working. GM Allen will have it looked at.
 - The flood lights at the lower tank are not functioning. GM Allen and President Akin will get together and try to figure out what the issue is. If they are unable to fix them GM Allen will have an electrician come out to find the issue.
 - The meter at 106 Shady Lane has not been put in yet.
 - The 6-inch meter at the well house has not been replaced yet. GM Allen will contact Woods Plumbing again to try to get a timeline on when they will be out to replace the meter.
 - Water Loss during the last billing period was 37.71%.
 - Totals for 2024 were:
 - Total pumped 3,640,524 cubic feet (67.39% of total annual allowed diversion.
 - Total usage of 2,480,090 cubic feet.
 - Total allowed by the state 124-acre feet (5,401,808 cubic feet).
 - Annual water loss 31.88% (1,160,434 cubic feet).

3.b. Financial Report: The Financial Report, compiled by Secretary Nelson and presented by Director/Trustee/Treasurer Anderson

- For the period of February 2025, the total operating revenue was \$15,925.23.
- Total operating expenses were \$6,066.34.
- Net ordinary income was \$9,858.89.
- Total other income was \$832.75.
- Net other income and expense was (\$10,786.25).
- Net increase/decrease in position was (\$927.36).
- The district's liquid cash balance on hand as of February 28, 2025, was \$553,455.31. (Does not include interest earned on Certificate of Deposits at Coast Central Credit Union & Tri Counties Bank.)
- Motion to approve the Financial Report was not made. Secretary Nelson will request a motion to approve the February 2025 Financial Report at the April 17, 2025, meeting.

3.c. Secretary's Report:

- There were 17 past due accounts when the February statements were sent out. Nine payments have been received. Action to collect is being taken.
- Work continues on the audits.
- Secretary Nelson informed the Board that she has spent hours on the Financial Transaction Report and was having a problem with getting it to balance, so she turned it over to the auditor to find the error. President Akin informed the Board that he approved having the auditor find the error and that when an invoice is received from the auditor it will be brought to the Board for ratification.

- Cash Flow Report presented for approval.
- Director/Trustee/Vice President Strong made a motion to approve the Cash Flow Report. Director/Trustee Finley seconded the motion, and the subsequent vote of the Board was unanimous.

3.d. Policy Review:

- Work continues on updating the BRCSD Water Shutoff Policy and the Cross Connection Policy.

4. UNFINISHED BUSINESS:

4.a. Customer Concerns Under Review:

- No customer concerns under review.

5. NEW BUSINESS:

5.a. New Customer Concerns:

- No new customer concerns.

5.b. Dan Peeples Will Serve Request:

- Discussion was held regarding Dan Peeples Will Serve Letter Request. President Akin will write a letter to Mr. Peeples outlining what information is needed from him and what he needs to do before a Will Serve Letter can be approved.

5.c. Redwood Meadows RV Resort:

- Discussion was held regarding Walter Ussery's concerns regarding the owners of Redwood Meadow RV Resort plans to turn Redwood Meadows RV Resort into a Tiny Home Property. It was determined that the BRCSD Board would not take action on this matter.

5.d. Tri Counties CD's:

- Discussion was held regarding investment options on the BRCDS, two \$50,000.00 CDs at Tri Counties Bank that mature on 05/19/2025. No action taken.

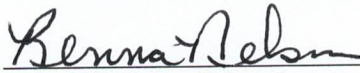
6. OTHER:

- Director/Trustee Finley reported that the Fire Chief requested that we park in the back of the building.
- Secretary Nelson gave the Board Members information on the California Special District Association.

7. ADJOURN REGULAR OPEN SESSION:

- President Akin adjourned the Regular Open Session at 7:10 pm.

Attested:



Renna Nelson, Secretary to the Board

Approved: 04/17/2025