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Board of Director's Meeting Minutes - APPROVED August 19, 2026

Present Members: Kevin Bigham - Board President
Breeanna Ralston - Board Member
BryAnna Vaughan - Board Member
Gary Doyel - Board Member

Others: Dadre Rudolph - Rudolph Engineering
Tim Rudolph - Rudolph Engineering, via phone call
Dave Tanksley - Water/Sewer Operator, via phone call
Heather Freeman - BPCSD Business Operations Manager

Absent: Kent Schlick - Vice President

CALL TO ORDER - Kevin Bigham, Board President, called the meeting of the Big Pine Community Services District to order on Wednesday, August 19, 2026 at 6:02 PM.

PUBLIC COMMENTS & PUBLIC HEARING – None.

ACTION ITEMS -

MINUTES – BryAnna Vaughan made a **MOTION** to approve the July 15, 2026 Meeting Minutes. Gary Doyel seconded the motion. Motion carried.

BILLS & WARRANTS – Kevin Bigham made a **MOTION** to approve the payment of Bills & Warrants from July 11 - August 14, 2026. BryAnna Vaughan seconded the motion. Motion carried.

FY 2026/2027 BUDGET ADOPTION

The Board reviewed the budget revised with P1R1 and P1R2 project balances as requested last month. BryAnna Vaughan made a **MOTION** to approve **Board Order 2026-03**, approving the Fiscal Year 2026/2027 Budget and authorizing execution and submission of required County budget filing documents with minor revisions to balance Water and Water ACO budgets. Gary Doyel seconded the motion. All present voted in favor (4); one absent.

RATE REVIEW & PROP 218

Draft worksheets for proposed rates, 5-year projections, and capital improvement projects were reviewed and discussed at length. The rate review process was discussed. The board requested further information for the next board meeting. Several system discussions came up

to be further researched at a future date, including fire hydrants, sewer volumes, and upcoming maintenance. The board directed staff to align sewer billing with approved policies.

DISCUSSION ITEMS -

PROP 1 ROUND 1 - PERK PONDS PROJECT

ECWA is reviewing the new extension request and LADWP has the 15-year lease agreement in the works.

PROP 1 ROUND 2 - Aerator Project and Sludge Bed Drying Projects

Sludge bed drying project has been completed. The aerator is refilling and scheduled to be completed in a few weeks. The grantors are visiting the site Friday. The board authorized the purchase of a rebuild kit for an aerator, estimated around \$1,700.

CROSS-CONNECTION CONTROL PROGRAM & HAZARD ASSESSMENTS

Staff to work with the consultant to prepare the customer letters regarding the hazard assessments.

CALFIRE WORK CREW AT SEWER PONDS

The information needed to complete the burn permit request form was discussed. Staff will complete the form and submit the necessary paperwork.

LABOR COMMISSIONER INQUIRY - PUBLIC WORKS COMPLIANCE

The Board reviewed the inquiry, County Counsel's response, and directed staff to submit the materials requested.

CDM Smith continues to request information regarding system-owned line verification. The board reviewed the request and determined the BPCSD system-owned laterals have already been verified to be copper.

A Public Records Request was reviewed and the board determined that BPCSD has no such requests.

INFORMATIONAL ITEMS -

Inyo County Annual Statement of Carry & Market Valuation was reviewed.

REPORTS

BUSINESS OPERATIONS REPORT

Staff reported on billing activities and vendor payments. The phone lines have been down twice in the past few weeks. An annual reconciliation form was completed for insurance. The District credit card is now active. August 28th is the last day to report any FY25/26 accruals. The shut-off invoice was reviewed for customer charges.

SYSTEMS OPERATIONS REPORT

Dave reported that the sewer plant's operations are good. BODs haven't been received yet. A chlorinator failed and is being repaired. Extras are ordered to ensure operational ones are on hand. The clarifier is having maintenance done which will have additional invoices. The option to test fire hydrants this fall at an additional expense was discussed.

FUTURE AGENDA ITEMS - Transfer funds from Water Operating account to Water ACO.

CLOSED SESSION - None.

ADJOURNMENT - The meeting was adjourned by Board President, Kevin Bigham, at 8:06 PM.

Signed Heather Freeman Approved on 09/16/2026
Heather Freeman, BPCSD Business Operations Manager