

Board of Director's Minutes
July 28, 2026
Regular Meeting (Teleconference)

Dan Floyd, President called the regular meeting to order at 4:30 P.M.

I. ROLL CALL

BOARD MEMBERS PRESENT

ABSENT

Dan Floyd, President

Kent Van Valkenburgh, Vice President

Matt Westbrook, Fiscal Office

Rachel Sarina, Director

Patricia Jensen, Director

STAFF PRESENT

OTHERS PRESENT

Jeff Beard, General Manager (Absent)

LeeAnn Burcham, Office Manager

Seth Waters, Operations Manager

II. ADDITIONS OR DELETIONS

Rachel stated the addition under the consent calendar item 2: approve accounts payables for June 2026 in the amount of \$59,157.06 as discussion/action.

III. PUBLIC COMMUNICATIONS

None.

IV. CONSENT CALENDAR

Item 1: Approve minutes from June 2026 board meeting.

Item 2: Approve June 2026 payables in the amount of \$59,157.06. **Rachel Sarina added motion with corrections to meeting minutes, Matt Westbrook second. Ayes: Rachel Sarina, Matt Westbrook, Dan Floyd, Kent Van Valkenburgh, and Patricia Jensen. Nays: none.**

V. OPERATIONS

Item 1: General Manager Report

Reporting Period: June 24th, 2026 – July 28th, 2026

Seth stated the accomplished priorities; SCADA operating in AUTO, Cross-Connection Control assessment has begun, service line replaced under the highway near Oceanview Drive is completed, gutters on Community Hall installation is completed, residential water service installed on Gilbert way is completed, and treatment shop security fencing is completed.

The setbacks and challenges; Verizon Customer Service, Keyline found lost Service line (repaired), Surf Sound Tank lost communication, transfer box was destroyed by equipment (repaired), and White Rock Resort 2-inch service line break (repaired).

The upcoming priorities; Finalize RFP for Preliminary Engineering, start rate increase study, hire an entry-level employee, and appeal USDA US Census data for Median House Income Study.

The upcoming projects; complete District audit requirements, create budget, and install water service to residential property.

General Manager comments; Routine monitoring and sampling have continued with no setbacks or challenges. SRCSD has maintained compliance with the State Regulators and remain in good standing.

Financial Summary; Account receivables in the amount of \$65,280.49 and community hall revenue in the amount of \$1,200 including \$100 cleaning deposit taken.

VI. FISCAL

None.

VII. OLD BUSINESS

Item 1: RFP Pre – Engineer Study. (Discussion)

The board directed Seth to contact Neal Lopez and Chris Howard. In addition, set the tentative schedule as needed but no longer than a month and to add a map.

Item 2: New Employment. (Discussion)

The board discussed.

Item 3: Tickle Me Tummy/TMT Grilled letter for kitchen rental lease. (Discussion/Action)

The board discussed and requested for more information.

VIII. NEW BUSINESS

Item 1: Consideration and Adoption of Resolution No. 2026-01.

Resolution of the Board of Directors

Of the Smith River Community Services District

Continuing and Fixing the District's Water Standby Charge. (Discussion/Action)

Rachel Sarina added motion, Kent Van Valkenburgh second. Ayes: Rachel Sarina, Matt Westbrook, Dan Floyd, Kent Van Valkenburgh, and Patricia Jensen. Nays: none.

Item 2: Consideration and Adoption of Resolution No. 2026-02.

A Resolution Establishing Conditions for Water Service to Properties Intended for Residential Construction. (Discussion/Action)

Rachel Sarina added motion, Kent Van Valkenburgh second. Ayes: Rachel Sarina, Matt Westbrook, Dan Floyd, Kent Van Valkenburgh, and Patricia Jensen. Nays: none.

IX. BOARD OF DIRECTORS COMMENTS

Kent requested for a closed session on the next board meeting.

X. ADJOURNMENT

Rachel Sarina motioned to adjourn the meeting at 5:55 P.M. Matt Westbrook seconded. The board unanimously voted to adjourn.

Respectfully submitted,
Jeff Beard, General Manager