



P. O. Box 325 ■ Sierraville, CA 96126

Water Emergencies: 530-386-0336

Billing Questions: 530-414-5994

SIERRAVILLE PUBLIC UTILITY DISTRICT BOARD MINUTES

BOARD OF DIRECTORS REGULAR MEETING AUGUST 19, 2026 AT THE SIERRAVILLE SCHOOL 6:00 PM

MEETING CALLED TO ORDER: 6:03 PM

DIRECTORS ROLL CALL: Tom McElroy (✓); Lee Wright (Absent); Tim Larson (✓); Travis Spencer (Absent); Lisa Petrucci (✓)

Also in attendance: District Counsel, Thomas Archer;

CHANGES TO THE AGENDA: Consider Approval of **Resolution No. 2026-02**; Sierra County Multi-Jurisdictional Hazard Mitigation Plan below in Administration.

PUBLIC COMMENT: NONE

CORRESPONDENCE: NONE

MINUTES: Review and Approval of the July, 2026 Regular Meeting Minutes. A Motion was made by Director McElroy to Approve the Minutes; Director Larson 2nd, the Motion passed unanimously.

SPECIAL REPORTS:

1. Rate Study

- a. Status Report: District Clerk Secretary updated the Board after meeting with RCAC. Clerk to provide additional information to RCAC for CIP and upcoming Projects and Budgeting for those Projects.
 - i. 5-year Rate Increase Projection
 - ii. RCAC representative to be physically present at Community Meeting
 - iii. RCAC to compare other similar Districts for Rates & Fees
 - iv. Add Administrative fees for costs of preparation and service of Shut-off Notices

2. Water System Updates

- a. Water Operator's Report— Patrick Baird

3. Pending Projects—Groundwater Well Project

- a. Status Report: SCADA System Project Schedule—on target for installation the beginning of September
- b. Status Report: USFS Special Use Permit--- District Counsel
- c. Status Report: District Maps Overlay re USA North-ongoing. District Clerk Secretary to research ArcGIS for pricing.
 - i. District Clerk Secretary to work with Director Spencer re use of Beacon Meter software GEO locations for mapping.

SPUD is an equal opportunity provider

SPUD BOARD MEMBERS

Lee Wright | Tom McElroy | Tim Larson | Travis Spencer | Lisa Petrucci
info@sierravillepud.gov

REVIEW OF FINANCIAL REPORTS AND FINANCES:

- a. Review: July 2026 Fund and Cash Reports, A Motion was made by Director McElroy to Approve Reports; Director Larson 2nd, the Motion passed unanimously.
- b. Discussion: Review & Approval of July-August 2026 A/P, A Motion was made by Director McElroy to Approve the Accounts Payable; Director Petrucci 2nd, the Motion passed unanimously.
- c. Discussion: District Bookkeeper to contact Auditor for Fiscal Year ending 06.2026 to schedule annual Audit.

ADMINISTRATION:

- a. Discussion: Development of upcoming Policies; Board to review and adopt one Policy per month:
 - i) **AI & Cybersecurity Policies—**
 - (1) Review Draft AI Policy;
 - (2) Discussion regarding 3rd Party/Contractor use of District data,
 - (3) Protections for security breaches and notification to the District should such an event occur.
 - (4) District Clerk Secretary to contact SPUD's Water Operator regarding protections for District's data on personal phones and laptops.
 - (5) Clerk Secretary to contact LTOL re Cybersecurity/Firewall Protection Systems in place to protect Customer data.
 - ii) **Capital Improvement Plan**, also to include P. Rose CIP List, Director Spencer to consolidate data for the CIP
 - iii) **Emergency Response Plan**; Review Current updated Chain of Command Chart and O & M Manual.
 - iv) **Records Retention Policy—**TBD. District Clerk Secretary to attend a Fall Webinar for further information and direction.
- b. Status Report: Rate Payer Accounts
 - i) Status Update: Customer at 407 S. Lincoln –District Counsel to draft a letter to the Customer regarding continued non-payment of Overage Fees.
 - ii) Discussion: Annual Backflow Device Inspections and Customer Non-Compliance/direction to send Notice of Intention to Disconnect.
- c. Discussion: District Clerk Secretary to design a Press Release regarding District accomplishments and CI Projects
- d. Review, Adopt and Approve **Resolution No. 2026-02** Sierra County Multi-Jurisdictional Hazard Mitigation Plan to be included in the District's Emergency Response Plan. A Motion was made by Director Larson to Approve Reports; Director Petrucci 2nd, the Motion passed unanimously.
- e. Discussion: District Clerk Secretary to research possible Infrastructure Grant opportunities for upcoming CI Projects.

ADJOURNMENT: Meeting adjourned at 7:45 PM. **The meeting was adjourned to the next regular meeting, WEDNESDAY SEPTEMBER 16 , 2026, at 6:00 PM at the Sierraville Community School.**