



Redwood Valley County Water District

Post Office Box 399 • Redwood Valley, CA 95470 • (707) 485-0679

AGENDA BOARD OF DIRECTORS

Regular Meeting

Time: 7:00 p.m.

Date: Thursday, July 17, 2014

Location: District Office, 2370 Webb Ranch Road, Redwood Valley, California.

Expected Guests:

- All items listed below are considered action items unless otherwise noted.
- The items listed below are numbered for convenience only and may not necessarily be heard in this order.

1. Roll Call.
2. Hearing of comments or questions from the attending public.
See end of Agenda for information regarding public comments.
3. Consider hearing of urgent items received since the Agenda was posted.
See end of Agenda for information regarding the hearing of urgent items.
4. Acceptance of Agenda.
5. Approval of Consent Calendar.
 - a. Financial Statement.
 - b.-1. Bills Paid since those approved at last Meeting.
 - b.-2. Bills Paid as approved at previous Meeting.
 - c. Bills Payable.
 - d. District Activity.
6. Approval of Minutes as presented.
7. Directors and Staff reports and discussion of non-action topics.
 - a. Personnel Committee Report.
 - b. Ad Hoc/Consolidation Committee Report.
 - c. Discussion of rates.

BOARD OF DIRECTORS

Granville Pool
 Pamela Ricetti
 Ken Todd
 Jeff Basili

8. General Manager's Report and Action Items.

- A. Director resignation.
- B. District operations.
- C. Water Wheeling.
- D. Communications.
- E. Well contract.
- F. IWPC feasibility study.
- G. Drought/Conservation.
- H. Drought funding.
- I. JPA.
- J. Recording secretary.

9. Financial Report.

- a. Discussion and possible action.

10. Local Agency Formation Commission of Mendocino County – LAFCO.

- a. Discussion and possible action on LAFCO topics.

11. M. C. Inland Water & Power Commission.

- a. Report of attendance at IW&PC Meetings.
- b. Consider any correspondence concerning the IW&PC.
- c. Discussion and possible action on IW&PC topics.

12. Mendocino County Russian River Flood Control & Water Conservation Improvement District.

- a. Report of attendance at MCRRFC&WCID meetings.
- b. Consider any correspondence concerning the MCRRFC&WCID.
- c. Discussion and possible action on Flood Control District topics.

13. Sonoma County Water Agency.

- a. Consider any correspondence or reports concerning the Sonoma County Water Agency.
- b. Discussion and possible action.

14. Report of attendance at agency meetings, i.e. City of Ukiah, County Board of Supervisors, other Special District's, County of Mendocino departments, or other entity not listed separately herein.

15. State Water Resources Control Board.

- a. Updates and possible action.

16. Status report of Place of Use issues.

- a. Updates and possible action.

17. Status report of 2800 acre-feet Storage Right.

- a. Updates and possible action.

18. Consider attendance at seminars, training events, conferences as received since last Meeting.

POSTED: 7/14/14

Public Comments

Comments will be limited to matters under this District's jurisdiction that are not on the posted agenda and items that have not been previously considered by the Board of Directors.

Comments on a matter not on the agenda are limited to three (3) minutes per person and not more than ten (10) minutes for a particular subject.

No action will be taken. Individuals wishing to address the Board are welcome to do so throughout the Meeting.

Urgent Items

In accordance with Section 54954.2 (b)(2) of the Government Code Brown Act, Two-thirds Vote Required for Action Items. (Upon determination by a two-thirds vote of the legislative body, or, if less than two-thirds of the members are present, unanimous vote of those members present, that the need to take action arose after the Agenda was posted.)

ADA Compliance

The Redwood Valley County Water District complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. To assist us in better understanding your request, please notify the District Office no less than 3 working days in advance of the meeting by calling (707) 485-0679.

REDWOOD AVALLEY COUNTY WATER DISTRICT
GENERAL MANAGER'S REPORT AND ACTION ITEMS

AGENDA ITEM NO. 8

JULY 17, 2014

Please note: many of these items will be incomplete and acting as place holders. I will be out of town the latter part of June and will not return until after the board packets have been distributed. I will return to work July 14.

- A. Director resignation. Director Hallman resigned effective June 20. A report will be provided regarding necessary steps and a time line for her replacement.
- B. District operations. Things are progressing relatively well with no particular operations problems to report. We have a new navy. The previous aluminum boat we use to repair equipment in the reservoir died and was replaced with another one in better shape.
- C. Water wheeling. In 2010 Barra winery and RRFC signed a wheeling agreement which primarily would allow water to be supplied to the adjacent pistachio orchard. This agreement has never been exercised but Shawn wants to kick start it now, not only for the pistachios, but also for their vineyard on N. State. RVCWD signed a statement not objecting to this arrangement but never really developed details on whether or not a wheeling fee would be charged because the real intent of the agreement was to allow Barra to sell water at cost to the pistachio orchard. A possible additional complication is that at least 4 other vineyards fall within this same overlap area and could conceivably apply for a water supply contract from RRFC. Residential users in the overlap area are an additional complication. **Please be prepared to discuss this matter and provide direction for staff.**
- D. Communications. Solomon Electric will begin work on the communication links between the tanks, the lake pump, and the treatment plant operations center.
- E. Well contract. I will hopefully have the contract available for your review at the regular meeting. I may need to deliver it to you July 14 after delivery of the board packets.
- F. IWPC feasibility study. RVCWD stopped making payments toward the dam raising feasibility study some years ago because of lack of tangible results. Recent pending changes may warrant re-consideration of this position. The USACoE has essentially put this project on hold due to an unfavorable cost/benefit ratio analysis. This analysis is biased toward dropping the project entirely. In response, IWPC is considering hiring an outside consultant to provide a valid cost estimate. More importantly NMFS/NOAA is considering funding a benefit analysis. That agency will take into consideration environmental/fisheries improvements, as well as recreational improvements due to a raised dam. The USACoE only took into account the wholesale value of untreated water.

G. Drought /Conservation. The lake is losing about 0.15 feet of vertical elevation per day. It is hard to predict because of the shape of the lake bed but we could have access to pumping for as little as 120 days. Our County Board of Supervisors is making the effort to try to get SCWA to agree to reducing discharges to preserve more storage. I have contacted our few commercial/industrial customers and informed them they must cut back by 25% effective July 1 and possibly by more later. I have directed staff to write forceful letters to high users and will demand audits if they do not cut back. I will provide more information at the Board Meeting.

H. Drought funding. The funding for drought emergencies is moving along. RV has been approved for \$379,000 for our Calpella/RV intertie including minor upgrades to the Millview/Calpella intertie. This should cover all the costs if WIPF can keep it under estimates. So far we are on track to do so. The North Coast Resource Partnership funding was reduced from \$3.6M to \$1.55M so we had to scale back. Instead of three wells, one each for Millview, Ukiah, and RV, RV's portion will be \$350K for a monitoring well. The match is taken care of by previous work already performed by our grant application partners.

JPA

I. JPA. One of the various possibilities for combining water districts within the valley is a Joint Powers Association with RV, Calpella, Millview, and Willow. This would have the advantage of uniting operations of drinking water districts for efficiency while allowing each entity to remain separate and under the direction of a locally elected board. This JPA would then negotiate with RRFCC for a combined block of water supply. **Please be prepared to discuss this proposal.**

J. Recording Secretary.

AGENDA ITEM NO. 5

July 17, 2014

REDWOOD VALLEY COUNTY WATER DISTRICT

CONSENT CALENDAR - CONTENTS

- a. Financial Statements.
 - b-1) Bills Paid during June 2014 & submitted for Board approval.
 - b-2) Bills Paid as approved.
- c. Bills Payable.
- d. Report of District Activity.

Redwood Valley County Water District
Financial Report
Revenue/Expenses/Capital FY 2013-2014
Agenda Item. 9 July 17, 2014

Operating Revenues	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
1280 Domestic Payments from Water Sales	22,796.17	43,452.42	28,135.48	10,048.71	16,227.06	21,441.08
1260 Irrigation Payments from Water Sales	8,908.61	26,549.75	8,554.00	5,801.13	6,716.82	3,820.65
4305 Late Notices (Domestic)	660.00	930.00	930.00	1,395.00	735.00	1,365.00
4310 Doorhanger Fees (Domestic)	795.00	600.00	750.00	1,380.00		900.00
4315 Admin Fees (Domestic) Backflow/Annual	860.00	330.00		400.00	80.00	
4320 Return Check Fees	100.00					
4330 Meter Fees (Domestic) 1336 x \$20.00	26,720.00	26,720.00	26,720.00	26,720.00	26,720.00	26,720.00
4330 Meter Fees (Domestic) (2") 9x\$40.00	360.00	360.00	360.00	360.00	360.00	360.00
4331 Meter Fees (Irrigation) 2" 102 x \$35.00	3570.00	3570.00	3570.00	3,570.00	3570.00	3570.00
4331 Meter Fees (Irrigation) 4" 6" 94 x \$55.00	5170.00	5170.00	5170.00	5,170.00	5170.00	5170.00
4335 Re-connect Fees (Domestic)		300.00	300.00		250.00	250.00
4340 Late Notices (Irrigation)	20.00	100.00	90.00	60.00	90.00	135.00
4345 Doorhanger Fees (Irrigation)	75.00	25.00	150.00	90.00		
4355 Irrigation Re-connect Fees				100.00		
Lien Fees	200.00					
4360 Safe Drinking Water Bond Surcharge	266.40	266.40	266.40	266.40	266.40	266.40
4365 Domestic Penalties Fees for Overage				15,511.57	13,095.51	20,225.04
Total Operating Revenues	70,501.18	108,373.57	74,995.88	70,872.81	73,280.79	84,223.17
4500 Property Tax Revenue				9,327.24		
1520 FEMA Reimbursement O.E.S.						
1000 Interest Income Checking Account	26.18	24.38	27.74	26.77	27.69	27.09
1180 Interest Income Payroll Account	0.26	0.23	0.25	0.26	0.27	0.26
1110 Water Payment Money Market Account	12.14	10.96	12.14	10.97	9.11	8.82
1120 Interest Income Bureau Reclamation Account	43.50	39.30	43.75	39.93	34.29	33.19
1120 SCIF Dividend			3,547.80			
1160 Interest (Quarterly) LAIF Account	463.06			408.77		
1190 Interest Sinking Fund (Depreciation acct)	0.95	0.85	0.95	0.92	0.95	0.92
1530 Reimburse from JPIA/surge tank overflow						
5500 Cal Card Incentive check						
5561 ACWA/JPIA Property Program RPA Refund			1,047.46			
Total Income Operating & Non-Operating	71,047.27	108,449.29	79,675.97	80,687.67	73,353.10	84,293.45
Operating Expenses						
Customer Accounts						
Operating Supplies						
2200 Customer Deposit Other						
2240 Tenant Deposits/Refunds	71.19	194.04		260.95	42.28	58.45
2260 Owners Deposits/Refunds	40.17	25.00	92.16	17.53		
5400 Customers Accounts						
5420 Operating Supplies Customer Accts.						

Redwood Valley County Water District
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Customer/Accounts/Conid	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
5430 Backflow Prevention Tests & Devices	1,765.00	1,653.00		1,311.00	1,478.00	(reimbursed by customers)
Pumping						
1530 Surge Tank Overflow/Mitigation						
5118 Operating Supplies						
5120 Power (Master Valve)	10.46	11.26	33.71	44.48	29.06	16.98
5120 Power (Lake Pump Station)	12573.83	18269.71	7165.76	6,844.86	6,626.08	8206.69
5130 Repairs & Maintenance		1,257.94	145.36	750.00		
Water Treatment						
5200 Other						
5220 Mechanical (pumps, pipes, fittings etc)						
5221 Electrical						
5222 Lab Supplies						
5223 Ach						
5224 Chlorine			1683.78			
5225 Potassium Permanganate						3968.09
5226 Zinc Orthophosphate						
5228 Alum						
5230 Power Costs	19.72	21.03	19.71	19.06	21.03	19.71
5235 Solar Power	1,923.86	1,915.51	1520.86	2,251.22	2,556.16	3,419.66
5236 Solar Power Repair Project						
5240 Repairs & Maintenance	4,236.26	968.53	8877.93	986.34	9,273.24	3,079.53
5250 Water Analysis	2,271.46	837.00	4024.56	2,487.00	222.00	692.00
Transmission & Distribution						
5320 Operating Supplies						
5330 Power (Tomki Road)	119.70	103.92	92.90	91.08	96.65	89.32
5330 Power (East Road)	21.02	40.73		19.06	19.71	21.03
5340 Domestic Main Repair	1,711.59	560.85	1300.49			
5341 Irrigation Main Repair	238.66					
5342 Repair & Maintenance Dom. Svcs.	1,798.93	3,890.43	218.09	45.00	3,386.36	2083.86
5343 Transmission Main	1,077.54					
5344 Repair & Maintenance Irrigation Svcs.	988.92	115.36			358.02	
5346 Repair & Maintenance Other			1921.74	796.58	-194.57 (Refund)	
5350 Telemetering		131.37			130.00	
5355 New Installation Costs						
5365 Tank Maintenance	2,663.09					
General & Administrative						
5575 ICMA (employer)	1,146.16	1,146.16	1,146.16	1,146.16	1,719.24	1146.16
2180 Payroll Taxes (employers share)	2,497.20	2,056.25	1,769.80	1,871.00	2,646.65	2,041.74
5500 State Dept Fish & Game streambed alteration						

Redwood Valley County Water District
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General & Administrative Continued	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
5500 District Elections Costs						
5500 Board Meetings/ Minutes/Recording Secretary	270.94		793.75	(2 Meetings, minutes)		762.50 (2 miteetings)
5500 Board Stipends						
5500 LAFCO (RV share of 20011-2012 Budget						
5500 Miscellaneous						
5500 ACWA/JPIA Ins. Check/Surge tank overflow						
5510 Payroll (net all employees)	16,122.80	15,847.28	15,509.12	16,412.61	23,609.13	18,254.97
5510.1 Payroll Willow W.D.						
5520 Bank Service Charges						
5522 Return Checks	310.47					
5523 Return Check Bank Fee	21.00					
5540 Dues, Fees, Subscriptions	122.00	199.00			4,453.21	2072.43
5550 Equipment Rental/Copier/Maintenance	489.65	178.81	255.54	296.22	429.05	255.54
5560 Health Insurance	5,308.27	5,311.27	5306.07	5,308.67	5,108.67	5108.67
5560.1 Willow Employee Health Insurance						
5561 Property Program			3632.00			
5562 Auto Insurance & General Liability						
5564 State Comp. Insurance	1,298.75	1,298.75	1298.75	1,298.75	1,298.75	1298.75
5565 Field Uniforms	85.42				124.72	212.05
5572 Loan Interest Expense			357.98	(Safe Drinking Water Bond)		
5580 License & Permits/CDPH		300.00	6528.00	2,400.00		256.90
5590 Text Book & Training						
5595 Employment Advertising						
5600 Office Supplies	395.02	189.11	424.70	444.99	86.54	135.06
5605 Operating Supplies						
5610 Postage	555.41	867.32	1,138.36	890.50	698.37	826.59
5620 Printing		318.23		700.34		495.08
5630 Website Fees						
5631 Legislative Consultant						
5632 Professional Fees Acct./Payroll Masters	152.32	205.82	152.32	152.32	152.32	204.98
5633 Core Billing/Badger Service Contracts	1,050.00					
5634 Professional Fees Audit						
5636 Professional Fees Legal		5.70		724.20	3,210.54	325.00
5638 Professional Fees Engineering						
5639 Engineering/School Way Bridge	10,819.86					
5640 Repairs & Maintenance Other						
5642 Repairs & Maintenance Building			575.00	187.50	265.31	125.00
5644 Repairs/Computer Equipment/Satellite	189.95	189.95	459.95	444.31	99.95	639.95

Redwood Valley County Water District
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General & Administration continued	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
5646 Repairs Equipment	37.14					
5650 Small Tools & Equipment	904.99	29.05	29.56	206.39	865.77	344.35
5652 Safety Equipment	37.58				131.11	
5670 Business Lunch					4.95	40.00
5674 Travel Expense Board/Recording Secretary/Staff	56.50	63.85	111.42	78.40	112.00	105.46
5680 Garbage/Pest Control	106.81	133.86	154.49	91.36	133.86	133.86
5685 Security Fees		52.95	52.95	52.95	52.95	52.95
1020 Petty Cash						
Communications						
5660 Answering Svc/Tri Cities	141.80	162.14	148.88	162.98	201.98	151.80
5660 Pacific Internet	105.00			105.00		
5660 ISAN, AT&T	144.02	154.75	154.56	221.20	165.91	194.36
Vehicle						
5690 Fuel	824.56	813.73	969.13	961.57	830.81	448.59
5695 Maintenance	96.56	3.23	155.92	823.16	154.62	
5696 New Vehicle Payments						
Total Expenses (Operating)						
Water System Fees						
1620 County Clerk Recorder/filing/place of use						
1720 SWRCB Water Rights Filing Fees						
2800 State Dept. of Water Resources			1013.26 (Safe Drinking Water Bond)			
Dept. of Transportation Encroachment Permit						
4500 M.C. Property Tax Admin. Svc. Fee	394.20					
MCIW&PC Annual Fee						
1730 Dam Feasibility Study						
1664 Watershed Sanitary Survey						
5000 MCRRFCD Water Purchases						
5000 SCWA Water Purchases						
State Board Equalization (Mill Creek)						
1668 State Board Equalization (West Fork)						
State Board Equalization (Lake Mendocino)						
State Board Equalization Place of use Lk Mendocino Diversion						
Capital Expenses						
1640 West Fork						
1821.1 Pumping Plant Building & Improvement						
1821.2 Pressure Filters						
1821.3 Production Pumps						

Redwood Valley County Water District
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Capital Expenses continued	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14
1821.4 Clarifiers						
1821.5 WTP Road Maintenance Project						
1821.6 Backwash Return Pump						
1822.3 Clarifier Sludge Valve Project						
1822.5 Potassium Feed						
1822.9 WTP Upgrade						
1824 Radio Reads-Meters						4114.01
1830 Ground Water Study						3218.75
1831 Pond Research						
1833 Water Reliability						
1850 Conservation						
1856 Scada Upgrades						
1858 School Way Bridge Project						
1859 Brejle & Race- Intertie Calpella-Millview			14562.50	920.00	19,902.25	22,243.55
Total Expenses (Capital & Operating)	75,215.78	59,522.89	83,797.22	51,824.74	90,502.68	86,864.37
R.H.& Son Backflow tests (reimburse by customers)	-1,765.00	-1,653.00		-1,311.00	-1,478.00	
Return checks and bank fees (reimburse by customers)	-331.47					
Safe Drinking Water Bond (reimbursed by customers)			-1371.24			
Minus FEMA Project Expense						
Conservation Fund (To be reimbursed)						
Total Expenses excluding projects to be reimbursed	73,119.31	57,869.89	82,425.98	50,513.74	89,024.68	86,864.37
Projected Water Purchases	9,158.89	3,519.74	2,974.16	2,466.56	1,457.00	2,106.07
Total Expenses + Projected Water Purchases	82,278.20	61,389.63	85,400.14	52,980.30	90,481.68	88,970.44
5700 Depreciation Expense	22,300.00	22,300.00	22,300.00	22,300.00	22,300.00	22,300.00
Total Expenses + Depreciation Expense	104,578.20	83,689.63	107,700.14	75,280.30	112,781.68	111,270.44

Calendar Year Total Income	497,506.75					
Calendar Year Total Expense	-595,300.39					
Calendar Year Net Income	-97,793.64					
FY Total Income	1,220,790.11					
FY Total Expense	-1,315,672.45					
FY Net Income	-94,882.34					

5. STATEMENT OF CHECKBOOK BALANCE

As of June 30, 2014 \$665,144.16

6. STATEMENT - MONEY MARKET ACCOUNT

<u>Account Name</u>	<u>Current Balance</u>
Bureau of Reclamation Water Development Fund:	\$269,167.98
	<u>33.19 Interest</u>
	\$269,201.17

7. STATEMENT - MONEY MARKET ACCOUNT

Water Payment Account	\$71,505.48
	<u>8.82 Interest</u>
	\$71,514.30

8. STATEMENT - Local Agency Investment Fund: \$719,536.00

Current Balance

Fund for storage of #17593 water

9. STATEMENT - MONEY MARKET ACCOUNT

Sinking Fund (Depreciation Account)	\$22,267.95
	<u>.92 Interest</u>
	\$22,268.87

*The depreciation fund (Sinking Fund) is only accumulated monthly on the Financial Report. To date it is \$535,200.00

Total of usable Balances shown above:	Regular Checking Account/Checkbook Balance:	\$665,144.16
	Bureau of Reclamation Water Development Fund:	\$269,201.17
	Local Agency Investment Fund:	\$719,536.00
	Money Market Water Payment Account Fund:	\$ 71,514.30
	Money Market sinking Fund:	\$ 22,268.87
	Less Tenant Deposits:	<u>(25,266.27)</u>
	Total:	\$1,722,398.23