



# *Redwood Valley County Water District*

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

## AGENDA BOARD OF DIRECTORS

### Regular Meeting

Time: 6:00 p.m.

Date: Thursday, February 18, 2016

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*

*Marvin Talso*

8. General Manager's Report and Action Items.
  - A. District Operations.
  - B. R.V. Septic system.
  - C. SCADA.
  - D. Intertie.
  - E. Valve exercising machine.
  - F. Transmission main inspection.
9. Financial Report.
  - a. Discussion and possible action.
10. JPA - Upper Russian River Water Agency
  - a. Report of attendance at JPA Meetings.
  - b. Consider any correspondence concerning the JPA.
  - C. Discussion and possible action on JPA topics.
11. Local Agency Formation Commission of Mendocino County – LAFCO.
  - a. Discussion and possible action on LAFCO topics.
12. 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.
13. 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.
14. Sonoma County Water Agency.
  - a. Consider any correspondence or reports concerning the Sonoma County Water Agency.
  - b. Discussion and possible action.
15. 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.
16. State Water Resources Control Board.
  - a. Updates and possible action.
17. Status report of Place of Use issues.
  - a. Updates and possible action.
18. Status report of 2800 acre-feet Storage Right.
  - a. Updates and possible action.
19. Consider attendance at seminars, training events, conferences as received since last Meeting.

POSTED: 2/12/16

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.

## AGENDA ITEM NO. 5

February 18, 2016

### REDWOOD VALLEY COUNTY WATER DISTRICT

#### CONSENT CALENDAR - CONTENTS

- a. Financial Statements.
- b-1) Bills Paid during January 2016 & submitted for Board approval.
- b-2) Bills Paid as approved.
- c. Bills Payable.
- d. Report of District Activity.

## CONSENT CALENDAR a.

### FINANCIAL STATEMENT

Totals Reported are as of January 31, 2016  
Unless otherwise noted

#### 1. LIST OF BILLS PAID

(See Consent Calendar b-1, next page)	b-1. During January 2016	\$114,250.55
(See Consent Calendar b-2, next pages)	b-2. As Approved at January 21, 2016 Meeting	\$0

2. LIST OF BILLS ON HAND to be Paid      \$0      (See Consent Calendar C)

#### 3. IRRIGATION WATER SALES

	<u>Month</u>	<u>Sales (Billed)</u>	<u>Sales (Billed)</u> Same period last year	<u>Acre-Feet</u>	<u>Payments Rec'd</u>
Monthly	1/2016	\$ 13,835.00	\$13,888.75	0	\$ 18,643.89
Calendar Y-T-D	1/2016	\$ 13,835.00	\$13,888.75	0	\$ 18,643.89
Fiscal Y-T-D	1/2016	\$169,533.49	\$103,646.57	378.32	\$173,009.87

#### 4. DOMESTIC WATER SALES

	<u>Month</u>	<u>Sales (Billed)</u>	<u>Sales (Billed)</u> Same period last year	<u>Gallons</u>	<u>Acre-Feet</u>	<u>Payments Rec'd</u>
Monthly	1/2016	\$ 51,169.74	\$ 62,949.34	5,706,139	17.51	\$ 60,352.47
Calendar Y-T-D	1/2016	\$ 51,169.74	\$ 62,949.34	5,706,139	17.51	\$ 60,352.47
Fiscal Y-T-D	1/2016	\$410,656.74	\$400,592.98	51,848,225	158.91	\$429,410.48

	1/2016 Fees \$	Return Check Fees, Domestic
		-15.00 Late Notice Fees, Domestic
		1,170.00 Doorhanger Fees, Domestic
		550.00 Reconnect Fees, Domestic
		Admin. Fees, Backflow Prevention Program, Domestic
		Late Notice Fees, Irrigation
		Doorhanger Fees, Irrigation
		Reconnect Fees, Irrigation
	<b>1/2016 Total Fees Billed</b>	<b>\$1,705.00</b>

5. STATEMENT OF CHECKBOOK BALANCE

As of January 31, 2016 \$258,470.15

6. STATEMENT - MONEY MARKET ACCOUNT

<u>Account Name</u>	<u>Current Balance</u>
Bureau of Reclamation Water Development Fund:	\$144,602.95
	14,902.51 Tax Revenue
	<u>20.08 Interest</u>
	\$159,525.54

7. STATEMENT - MONEY MARKET ACCOUNT

Water Payment Account	\$71,675.83
	<u>9.11 Interest</u>
	\$71,684.94

8. STATEMENT - Local Agency Investment Fund:

Current Balance

\$722,386.42	Fund for storage of #17593 water
<u>668.59</u>	Quarterly Interest
\$723,055.01	

9. STATEMENT - MONEY MARKET ACCOUNT

Sinking Fund (Depreciation Account)	\$22,285.69
	<u>.94 Interest</u>
	\$22,286.63

\*The depreciation fund (Sinking Fund) is only accumulated monthly on the Financial Report. To date it is \$958,900.00.

Total of usable Balances shown above:	Regular Checking Account/Checkbook Balance:	\$258,470.15
	Bureau of Reclamation Water Development Fund:	\$159,525.54
	Local Agency Investment Fund:	\$723,055.01
	Money Market Water Payment Account Fund:	\$ 71,684.94
	Money Market sinking Fund:	\$ 22,286.63
	Less Tenant Deposits:	<u>( 18,143.51 )</u>
	Total:	\$1,216,878.76

CONSENT CALENDAR b-1.

February 18, 2016

List of Bills Paid since those approved at last Meeting  
& Submitted for Board Approval:

\$114,111.28 General Expense  
    139.27 Customer Deposits  
\$114,250.55

NET PAYROLL: \$7,754.04

PAYROLL TAXES: \$3,658.39

HOLDING ACCOUNT FOR DIRECT DEPOSIT PAYROLL & TAXES: \$11,412.43

1. RVCWD Payroll Account  
    \$5,934.32  
    Deposit for payroll & taxes for 1/8/16 pay date
2. RVCWD Payroll Account  
    \$5,478.11  
    Deposit for payroll & taxes for 1/22/16 pay date

ICMA Retirement Trust, Contribution, Deferred Comp. Plan, \$1,346.16, 1/08/16 Pay date  
ICMA Retirement Trust, Contribution, Deferred Comp. Plan, \$1,346.16, 1/22/16 Pay date

INSURANCE: \$2,803.17

1. #11449: State Compensation Insurance Fund  
    \$917.67  
    Monthly Premium, January 2016
2. #11471: ACWA /JPIA  
    \$1,885.50  
    Health, Dental, Vision Premium, life, E.A.P. January 2016

GENERAL OFFICE: \$1,646.56

1. #11466: U. S. Bank Corporate Payment Systems (Cal Card)  
    \$971.67  
    Office supplies, postage
2. #11467: Postmaster  
    \$333.06  
    Presort domestic billings for January billing
3. #11478: Ricoh, USA, Inc.  
    \$319.36  
    Copier rental, 1/4/-2/3/16, also past bill

4. #11480: Ricoh, USA, Inc.  
\$22.47  
Additional images

TRANSPORTATION: \$157.44

1. #11466: U.S. Bank Corporate Payment Systems (Cal Card)  
\$48.14  
Fuel for District vehicles, December 2015
2. #11468: R. V. Gas Station & country Store, LLC  
\$109.30  
Fuel for District vehicles, December 2015

COMMUNICATIONS: \$493.92

1. #11456: AT&T  
\$125.38  
Monthly service charges, 11/25-12/24/15  
Calls, 10/25-11/24/15
2. #11469: Tri-Cities answering Svc & Call Ctr, Inc.  
\$230.60  
Answering service, January 2016
3. #11485: AT&T  
\$137.94  
Monthly service charges, 1/10-2/9/16  
Calls, 11/25-12/24/15

UTILITIES: \$8,073.94

1. #11486: Pacific Gas & Electric Company  
\$6,927.46  
Booster Pump – Tomki Road, \$115.96  
East Road, \$515.06  
Master Valve @ Vault, \$40.35  
Central Ave. intertie, \$821.14  
Lake Mendocino Pump Station, \$5,434.95
2. #11481: Macquarie Holdings (U.S.A.) Inc.  
\$1,146.48  
Solar power, December 2015



SPECIAL DEPARTMENT EXPENSE: \$86,970.77

1. #11447: Speiss Construction Co. Inc.  
\$27,512.00  
Tank repair progress payment
2. #11448: Willow County Water District  
\$19,053.82  
Labor reimbursement, monthly contract, December 2015
3. #11450: Deep Valley Security  
\$52.95  
Property Security, January 2016
4. #11451: Silva Septic Service  
\$125.00  
Line cleaning at office
5. #11452: Calpella County Water District  
\$1,888.84  
Water transfer charges, 11/24-12/28/15
6. #11453: Millview County Water District  
\$5,899.81  
Water charges intertie, 11/24-12/28/16
7. #11454: Jeanette Wise  
\$100.00  
Prepare minutes for 12/17/15 Board Meeting
8. #11455: Upper Russian River Water Agency  
\$100.00  
JPA monthly membership fee, November 2015
9. #11457: Platt  
\$226.48  
Battery box @ 48 case, shovel
10. #11458: Pace Supply Corp.  
\$181.58  
Brass bushings, ball valve, hose adapter, sump pump
11. #11459: Mendo Mill & Lumber Co.  
\$120.48  
Spray paint, hardware, sandbags
12. #11460: Willow County Water District  
\$159.96  
Reimburse for hams they ordered
13. #11461: Mendocino County Farm Bureau  
\$72.00  
Membership dues, 2016

14. #11462: County of Mendocino Environmental Health  
\$284.00  
Hazardous materials permit, Tomki pumping station
15. #11463: County of Mendocino Environmental Health  
\$951.00  
Hazardous materials permit for 2370 Webb Ranch Road
16. #11464: Advance Power  
\$559.66  
Batteries for scada
17. #11466: U. S. Bank Corporate Payment Systems (Cal Card)  
\$197.75  
Digitalpath, straw for treatment plant
18. #11470: Raco Manufacturing & Eng. Co.  
\$829.79  
AlarmAgent service, three years (intertie)
19. #11473: Waste Management  
\$55.17  
Garbage service, January 2016
20. #11472: Core Utilities  
\$1,050.00  
Service contract renewal 2016
21. #11475: Mendocino County Auditor  
\$422.04  
Property tax administration fee 2014-2015
22. #11474: Alpha Analytical Laboratories, Inc.  
\$295.00  
Water analysis, December 2015
23. #11476: Spiess Construction Co. Inc.  
\$20,634.00  
Tank repair progress payment
24. #11477: Willow County Water District  
\$2,000.00  
Master Service Agreement Contract
25. #11482: Jeanette Wise  
\$50.00  
JPA Regular Meeting minutes, December 2015
26. #11483: Pacific Internet  
\$105.00  
Quarterly email account, 2/8-5/8/15

- 27. #11484: Ukiah Daily Journal  
\$227.67  
One year subscription, 2016
- 28. #11487: American Water Works Association  
\$420.00  
Membership dues, 4/1/16-3/31/17
- 29. #11488: Minasian, Meith, Soares, Sexton & Cooper, LLP  
\$2,827.50  
Professional services rendered, December 2015
- 30. #11490: Clark Pest Control  
\$80.00  
Pest control, 1/20/16
- 31. #11493: Upper Russian River Water Agency  
\$100.00  
JPA Monthly fee, December 2015
- 32. #11494: Silva Septic Service  
\$250.00  
Service call 12/22/15, 1/20/16
- 33. #11491: #11492: Various Customers  
\$139.27  
Refunds on deposits

**CONSENT CALENDAR. b-2**

**LIST OF BILLS PAID: \$0**  
**(AS REVIEWED AND APPROVED at meeting of January 21, 2016)**

**Consent Calendar c.**

None

**CONSENT CALENDAR d.**

**District Activity, May 2015**

Monthly Report of Total Water Pumped during  
as reported to Flood Control District 0 A.F.

Leaks repaired: None

REDWOOD VALLEY COUNTY WATER DISTRICT      AGENDA ITEM 8  
GENERAL MANAGER'S REPORT AND ACTION ITEMS  
FEBRUARY 18, 2016

- A. District Operations. The district is generally operating well with no particular problems to report. Work is starting up again on recoating the clearwell so we will have that on line again within a month or so. We have not needed it but want to have it back in service once demand increases again. The combined crew is working on the maintenance issues to make the treatment plant ready to operate it if we need to. This will also give some of the employees the opportunity to see the inner workings of the clarifiers and filters. Willow has begun informally looking for an additional employee as planned. I'll be working with Dave on interviews although he has the final decision. Higher pay scales for water district employees are creeping northward. We're now seeing pay scales in Cloverdale that were typically only available south of Santa Rosa 5 years ago.
- B. RV Septic System. The office toilet and lab drains have been a problem for years. We thought the problem was the drain pipes inside the office. Staff finally identified the problem using a camera from WIPF and have replaced a problem section of drain pipe in front of the office. The problem is hopefully solved at least for now. It drains well but about 40' of drain pipe have no drop at all. This can't be changed without major modifications or a grinder pump so we're hoping getting rid of the significant sag in the existing line, along with eliminating many repair clamps will get us through.
- C. SCADA. In the past we discussed upgrading the RV treatment plant automation. The current system is obsolete, no longer supported by vendors, and expensive to maintain. I have requested a quote from the vendor that recently installed the Millview system. It is intended to be very similar to Millview so that operators can work on both systems easily. The same vendor (Telstar) also supports the Ukiah system. I hope to have a quote by the board meeting, but like all major projects, it will be expensive. There will however be a considerable savings because the RV treatment plant will be off and the combined staff will do much of the physical installation.  
**Discussion and possible approval to proceed.**
- D. Intertie. We continue to operate the domestic system through the intertie. We have ordered critical spares. This should allow us to quickly recover from any breakdowns. We did not divert any ag water during January but have tested the lake pump system in case we get an early frost season. Everything is working fine.
- E. Valve exercising machine. All three boards have expressed support for the purchase of a valve exercising machine to be shared among us. Total cost will be approximately \$50,000 shared among Willow, Millview, and RV. We will develop an hourly rental rate for other districts such as Hopland if they are interested. We will probably place an order very soon. This piece of

equipment will allow us to safely and efficiently ensure that our valves operate when needed. Ownership of the unit will be held by Willow under the same basic term as the ownership of the three new service trucks. It will be held by Willow until we transition to consolidation.

- F. Transmission main inspection. I received a brochure from a company that inspects pipelines using acoustic emissions. We have not located any other companies that can inspect our transmission main without cutting in multiple access points. This company does not have actual experience with our exact type of pipe but they claim they can work with it. The testing ability is fairly limited. They attach a sensor to the pipe risers on the relief valves along the pipeline and are able to evaluate about 20 feet both before and after the riser. The pipe does not need to be exposed or drained. The result is strictly a "snap shot" of approximately 40 feet of pipe at each site. The process takes about 2 hours at each site so their initial proposal is 15 sites over three days for a cost of approximately \$12,000 (all inclusive, portal to portal from Irvine CA). (for more information, their website is [www.sentro-tech.com](http://www.sentro-tech.com). There is a piece of very similar pipe to ours on display in front of the SCWA office. I have asked them to provide me with information on how they inspect this pipe. I heard back from their engineering department recently. They have a project team that is currently evaluating pipe inspection technologies. The project leader is currently out of town but I will continue to track this and hopefully tag along with this project. )
- Discussion and possible approval to proceed.**

Redwood Valley County Water District  
 Financial Report  
 Revenue/Expenses/Capital FY 2015-2016  
 Agenda Item 9 February 18, 2016

	January-16	February-16	March-16	April-16	May-16	June-16
<b>Operating Revenues</b>						
1280 Domestic Payments from Water Sales	31,301.07					
1260 Irrigation Payments from Water Sales	9,903.89					
4305 Late Notices (Domestic)	-15.00					
4310 Doorhanger Fees (Domestic)	1,170.00					
4315 Admin Fees (Domestic) Backflow/Annual						
4320 Return Check Fees						
4330 Meter Fees (Domestic) 1336 x \$20.00	26,720.00					
4330 Meter Fees (Domestic) (2") 9x\$40.00	360.00					
4331 Meter Fees (Irrigation) 2" 102 x 35	3,570.00					
4331 Meter Fees (Irrigation) 4" 6" 94 x \$55.00	5,170.00					
4335 Re-connect Fees (Domestic)	550.00					
4340 Late Notices (Irrigation)						
4345 Doorhanger Fees (Irrigation)						
4355 Irrigation Re-connect Fees						
4337 Lien removal fees						
4360 Safe Drinking Water Bond Surcharge	266.40					
4365 Domestic Penalties Fees for Overage						
<b>Total Operating Revenues</b>	<b>78,996.36</b>					
4500 Property Tax Revenue	14,902.51					
1859 Grant Funding Interlie (1st check)						
1000 Interest Income Checking Account	11.37					
1105 Management Income/GM Contract- Millview W.D.	6,500.00					
1180 Interest Income Payroll Account	0.13					
1110 Water Payment Money Market Account	9.11					
1120 Interest Income Bureau Reclamation Account	20.08					
1120 SCIF Refund						
1160 Interest (Quarterly) LAIF Account	668.59					
1190 Interest Sinking Fund (Depreciation acct)	0.94					
5695 JPIA Insurance claim check for Truck						
5335 PG&E Refund (Tax Rate Change)						
5561 ACWA/JPIA Property Program RPA Refund						
5564 SCIF Refund	1,525.91					
<b>Total Income Operating &amp; Non-Operating</b>	<b>102,635.00</b>					
<b>Operating Expenses</b>						
<b>Customer Accounts</b>						
Operating Supplies						
2200 Customer Deposit Other						
2240 Tenant Deposits/Refunds	129.96					
2260 Owners Deposits/Refunds	9.31					

Redwood Valley County Water District  
 Financial Report  
 Revenue/Expenses/Capital FY 2015-2016  
 Agenda Item 9 February 18, 2016

Customer Accounts Cont'd	January-16	February-16	March-16	April-16	May-16	June-16
5400 Customers Accounts						
5420 Operating Supplies Customer Accts.						
5430 Backflow Prevention Tests & Devices						
<b>Pumping</b>						
1530 Surge Tank Overflow/Mitigation						
5118 Operating Supplies						
5120 Power (Master Valve)	40.35					
5120 Power (Lake Pump Station)	5,434.90					
5130 Repairs & Maintenance						
<b>Water Treatment</b>						
5200 Other						
5220 Mechanical (pumps, pipes, fittings etc)						
5221 Electrical						
5222 Lab Supplies						
5223 Ach						
5224 Chlorine						
5225 Potassium Permanganate						
5226 Zinc Orthophosphate						
5228 Alum						
5229 Filter Media						
5230 Power Costs						
5235 Solar Power	1,146.48					
5236 Solar Power Repair Project						
5240 Repairs & Maintenance	335.64					
5250 Water Analysis	295.00					
<b>Transmission &amp; Distribution</b>						
5320 Operating Supplies						
5330 Power (Tomki Road)	115.96					
5330 Power (East Road)	515.06					
5335 PG&E Intertie	821.14					
5340 Domestic Main Repair						
5341 Irrigation Main Repair						
5342 Repair & Maintenance Dom. Svcs.						
5342.5 Domestic Main Repair						
5343 Transmission Main						
5344 Repair & Maintenance Irrigation Svcs.						
5346 Repair & Maintenance Other	22.54					
5350 Telemetry						



Redwood Valley County Water District  
 Financial Report  
 Revenue/Expenses/Capital FY 2015-2016  
 Agenda Item 9 February 18, 2016

Transmission & Distribution cont'd	January-16	February-16	March-16	April-16	May-16	June-16
5355 New Installation Costs						
5365 Tank Maintenance						
<b>General &amp; Administrative</b>						
5575 ICMA (employer)	1,346.16					
2180 Payroll Taxes (employers share)	1,193.21					
5500 Board Meetings/ Minutes/Recording Secretary	150.00					
5500 Election Costs						
5500 LAFCO (RV share of 20011-2012 Budget						
5500 ACWA/JPIA Ins. Check/Surge tank overflow						
5501 Payroll expense contract field crew (pd to Willow W.D.)	19,053.82					
5510 Payroll (net all employees)	7,754.04					
5510.1 Payroll Willow W.D.						
5520 Bank Service Charges						
5522 Return Checks	100.00					
5523 Return Check Bank Fee	7.00					
5540 Dues, Fees, Subscriptions	719.67	(American WW/Daily Journal/M. C. Farm Bureau)				
5550 Equipment Rental/Copier/Maintenance	341.83					
5560 Health Insurance	1,810.50					
5560.1 Willow Employee Health Insurance						
5561 Property Program						
5562 Auto Insurance & General Liability						
5564 State Comp. Insurance	917.67					
5565 Field Uniforms						
5572 Loan Interest Expense						
5580 License & Permits/CDPH	1,235.00					
5590 Text Book & Training						
5595 Employment Advertising						
5600 Office Supplies	306.47					
5605 Operating Supplies						
5610 Postage	1512.37	(Two months domestic pre-sort mailings/stamps)				
5620 Printing						
5625 Discount for Irrigation credit to customers for 2014						
5630 Website Fees						
5630.5 Willow Service Agreement Contracts	2,000.00					
5631 Legislative Consultant						
5632 Professional Fees Acct./Payroll Masters	119.86					
5633 Core Billing/Badger Service Contracts	1,050.00					
5634 Professional Fees Audit						
5636 Professional Fees Legal	2,827.50					

Redwood Valley County Water District  
 Financial Report  
 Revenue/Expenses/Capital FY 2015-2016  
 Agenda Item 9 February 18, 2016

General & Administration continued	January-16	February-16	March-16	April-16	May-16	June-16
5638 Professional Fees Engineering						
5639 Engineering/School Way Bridge						
5640 Repairs & Maintenance Other						
5642 Repairs & Maintenance Building	375.00					
5644 Repairs/Computer Equipment/Satellite	99.95					
5646 Repairs Equipment						
5650 Small Tools & Equipment	246.36					
5652 Safety Equipment						
5670 Business Lunch						
5674 Travel Expense Board/Recording Secretary/Staff	27.65					
5680 Garbage/Pest Control	135.17					
5685 Security Fees	52.95					
1020 Petty Cash						
<b>Communications</b>						
5660 Answering Svc/Tri Cities	230.60					
5660 Pacific Internet	105.00					
5660 ISAN, AT&T	263.32	(2 months)				
<b>Vehicle</b>						
5690 Fuel	157.44					
5695 Maintenance						
5696 New Vehicle Payments						
<b>Water System Fees</b>						
5750 Merger RRFC/D/RVCWD						
5750.5 Upper Russian River Water Agency	200.00	(2 months dues)				
1620 County Clerk Recorder/filing/place of use						
1720 SWRCB Water Rights Filing Fees						
2800 State Dept. of Water Resources						
Dept. of Transportation Encroachment Permit						
4500 M.C. Property Tax Admin. Svc. Fee	422.04					
MCIW&PC Annual Fee						
1730 Dam Feasibility Study						
1664 Watershed Sanitary Survey						
5000 Calpella/Millview intertie purchases	7,788.65					
5000 MCCRFC/D 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						

Redwood Valley County Water District  
Financial Report  
Revenue/Expenses/Capital FY 2015-2016

Capital Expenses	January-16	February-16	March-16	April-16	May-16	June-16
1640 West Fork						
1735 Operating Equipment - Excavator	1,207.51					
1821.1 Pumping Plant Building & Improvement						
<b>Capital Expenses continued</b>						
1821.2 Pressure Filters						
1821.3 Production Pumps						
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						
1824.5 Capital tank repair	48,146.00					
1830 Ground Water Study						
1831 Pond Research						
1833 Water Reliability						
1840 Equipment/Operations						
1850 Conservation						
1856 Scada Upgrades	1,389.45					
1858 School Way Bridge Project						
1859 B&R- Intertie Calpella-Milview/Wipflaco/Ukiah Const.						
1859.5 Intertie - Ukiah Construction-Pace Supply						
1865 Merger/annexation RRFCD						
<b>Total Expenses (Capital &amp; Operating)</b>	<b>112,158.53</b>					
Return checks and bank fees (reimburse by customers)	-107.00					
Minus FEMA Project Expense						
<b>Total Expenses excluding projects to be reimbursed</b>	<b>112,051.53</b>					
<b>Project Water Purchases</b>	<b>0.00</b>					
<b>Total Expenses + Projected Water Purchases</b>	<b>112,051.53</b>					
5700 Depreciation Expense	22,300.00					
<b>Total Expenses + Depreciation Expense</b>	<b>134,351.53</b>					
Calendar Year Total Income	102,635.00					
Calendar Year Total Expense	-134,351.53					
Calendar Year Net Income	-31,716.53					
F/Y Total Income	629,539.97					
F/Y Total Expense	-1,211,152.81					
F/Y Net Income	-581,612.84					

\*Includes projected water purchases + depreciation expense from January 2016

\*Includes projected water purchases + depreciation expense from July 2015

Redwood Valley County Water District  
2370 Webb Ranch Road  
Redwood Valley, CA 95470  
(707) 485-0679

Board of Directors - Regular Meeting Minutes  
Thursday, January 21, 2016

Directors: Granville Pool, Pamela Ricetti, Ken Todd, Jeff Basili  
Staff: General Manager Bill Koehler

Call To Order: 6:00 P.M.

1. Roll Call

Present:

Granville Pool, President  
Pamela Ricetti, Director  
Jeff Basili, Director  
Ken Todd, Director  
Marv Talso, Director

2. Hearing of Comments or Questions from the Attending Public for Items Not on the Agenda  
No public in attendance.

3. Consider Hearing of Urgent Items Received Since the Agenda Was Posted  
None.

4. Acceptance of Agenda

**Motion: Accept the agenda**

Motion by Dir Ricetti, second by Dir Basili  
In favor: Unanimous

5. Approval of Consent Calendar

Dir Todd asks about the \$8,900 charge for the Lake Pump Station since we only pumped 9 acre-feet. GM Koehler says that's because PG&E runs about a month behind. Dir Ricetti asks about some supplies from Redwood Valley Gravel for a main repair – where was that at? GM Koehler doesn't remember at the moment. Dir Ricetti asks about the charge for the minutes done for the JPA and that Redwood is paying for them. GM Koehler says that it's basically Redwood's part of the JPA costs. It can end any time and the JPA does now have a bank account. Dir Todd asks about a repair on East Road – is that the School Way Bridge leak? GM Koehler says that it was not and that he isn't keeping up on the leaks as well now with two districts.

**Motion: Approve the December consent calendar**

Motion by Dir Ricetti, second by Dir Basili

In favor: Unanimous

6. Approval of Minutes as Presented

There weren't any noticeable mistakes.

**Motion: Accept the December 17 Regular Meeting minutes as corrected.**

Motion by Dir Talso, second by Dir Ricetti

In favor: Unanimous

7. Directors and Staff Reports and Discussion of Non-Action Topics

Everything will be included in the Managers Report. Dir Pool says that we'll have to be looking at rates again soon. But for now, there's too much uncertainty about where our water will be coming from. GM Koehler says that Millview is looking into their rates as well and that he will be meeting with someone in the next few weeks. Millview is having problems because of consistently low water sales. Redwood is doing a little better because of depreciation of equipment and except for the repairs and the water line, we're staying pretty steady.

Dir Pool brings up some things about our current accounting system that he doesn't think is optimal - namely keeping assets apart from general funds. GM Koehler says that they should sit down with Bob Johnson to talk about how to improve the situation.

Dir Ricetti asks if the District needs to file a tax return and GM Koehler says they don't.

8. General Manager's Report and Action Items

a. District Operations

Regarding the tank: we have a balance of about \$65,000 left on that. The work has slowed down because of the rain and he has told them there isn't a big rush which they're appreciative of.

We're still running through the intertie. We averaged about 60 gallons per person per day for the year and compared to last year it's a 52% reduction. Dir Pool says that the State requires a 25% reduction compared to 2013, is that a month-by-month comparison? GM Koehler says that it depends on the size of the district. For us, we did it month by month and that's what they require for districts with less than 3,000 connections. They also required us to document that we sent out a letter requiring reductions in watering. The State is looking at modifying standards to allow more flexibility to water districts.

b. Support Letter for H.R. 813

This letter in support of HR813 was put forward by Angela Silver of the JPA and has been approved by all board members of the JPA. Dir Ricetti says that Heather Gurwitz, Jared Huffman's liaison, was at the IWPC meeting to say that Huffman

is very much for raising the dam at Lake Mendocino and will work to move that forward.

**Motion: Sign the letter in support of H. R. 813**

Motion by Dir Ricetti, second by Dir Basili

In favor: unanimous

GM Koehler says that he will put together a cover letter introducing Redwood and giving a summary. They all agree that it's not the best written letter, so there's some discussion about what could have been done.

c. LAFCo Election

Dir Pool says that he read in the paper something that made it seem Tony Orth had already been elected, which he hasn't. Dir Ricetti and Dir Talso express that they don't know any of these people. GM Koehler says that RRFCD and Millview have voted for Dusty Dillion, and they push him forward because his area isn't well represented. It seems most people come down to Dillion or Orth. Dir Ricetti makes a motion to vote for Orth because he's an active community member. Dir Todd points out the large amount of people who live on the coast and there isn't much representation for them right now.

**Motion: Elect Dusty Dillion to the LAFCo Board**

Motion by Dir Ricetti, second by Dir Talso

Dir Tod – Aye

Dir Talso – Aye

Dir Basili – Aye

Dir Ricetti – Aye

Dir Pool – Aye

d. Election of Board Officers

**Motion: Elect Granville Pool as President**

Motion by Dir Basili, second by Dir Ricetti

In favor: unanimous

**Motion: Elect Pamela Ricetti as Vice President**

Motion by Dir Basili, second by Dir Talso

In favor: unanimous

GM Koehler says that for the sake of procedure he needs to be secretary for the purpose of attesting to decisions made.

**Motion: Elect Bill Koehler as Secretary**

Motion by Dir Basili, second by Dir Ricetti

In favor: unanimous

GM Koehler says that Paula has been doing the job of secretary with him initialing things as well since he's in attendance. It also cannot be a Board member.

e. Other Board Attendance

Dir Basili says that he has been going to a lot in order to catch up with what's going on. He will continue to go to Millview meetings. Dir Ricetti will continue with IWPC meetings and Dir Todd is on the JPA board. Dir Pool will continue to attend the GSA meetings as he's available. He also encourages Dir Talso to attend various meetings to get a handle on what else is going on. Right now, none of our board members go to Willow meetings, but they tend toward agreement as long as it doesn't cost them very much. Dir Ricetti says that it is more important for someone to attend since we have a maintenance contract with them. Dir Talso is given the time and location of the Willow meetings.

f. LAFCo Sphere of Influence Update

GM Koehler has been going to these meetings and has found that they are paying attention to comments. The previous deputy director didn't listen to the districts and would not change things once they were written. It resulted in a lot of mistakes that were never corrected. Since the MSRs cannot be changed, this group adds notes that quote the district managers saying what the mistakes are.

Dir Pool has a few concerns. One is where it says Calpella is not a disadvantaged community and he thinks it was classified that way. GM Koehler says that per LAFCo it is not but according to the Division of Drinking Water, it is. Dir Talso points out a point further along in the document where it better defines what a disadvantaged community is. GM Koehler says that this way of measuring this factor has caused problems for Redwood Valley in the past. Assumptions are made by the government that don't always represent the way things are.

Dir Pool talks about the section that mentions water & sewage treatment. He says that it's our option to think about getting a large sewage treatment system if there is a consolidation. Dir Todd asks if there has been any talk about that. GM Koehler says that Redwood Valley would probably be the last to look at that. It usually takes a lot of failures of the current method to get people moving on a new system. The trend these days is to move away from large treatment systems. He also points out a few other small mistakes.

**Motion: Approve this document with the corrections**

Motion by Dir Ricetti, second by Dir Basili

In favor: unanimous

g. Consolidation

All employees are on call for all the stations, one at a time. GM Koehler has been going down there once and a while in the mornings to attend the operator meetings to share information such as problem areas and where springs are at.

Small problems have come up, but things are being worked out. The real problem is that there aren't quite enough employees to cover all the bases. Dir Pool brings up someone he knows who's looking for work and GM Koehler says that he should talk to Dave Redding. GM Koehler says that his problem is that Redwood was supposed to be receiving a larger portion of the labor than what we're getting now. We don't want to rock the boat on this since more projects are getting done, but another employee is needed.

Another thing is the talking about jointly buying a valve-exercising machine. They got to look at one today and it was pretty neat. They're about \$50,000 but it can save a lot of money in repairs. The one we're interested in right now also has a mini Vactor on it that can clean out valve cans, boxes, and minor leaks. It will be purchased by Willow with everyone chipping in and if the coalition falls apart, everyone still gets use out of it for a period of time. The State has been constantly telling the districts they need to have a valve-exercising program and it's always been too expensive. Now there's a chance to take care of this.

h. GSA

Sometime in January things should happen. The County applied for the grant and procured the services of a mediator.

i. Rosalind Peterson

She has now sent out a public record act request to Millview, Willow, RRFC, and the Division of Drinking Water.

9. Financial Report

Dir Todd asks about a charge from the State Water Board and GM Koehler says it's because we haven't gone to license. It's basically to keep our petitions on their agenda.

With all the backflow devices in the consolidated districts, we can either farm that out or start doing it in-house. Each way has its advantages. GM Koehler has allowed a few people to try their hand and work toward certification. Both he and Dir Basili know people who will come to the area and stay in a hotel to do all the backflows at once.

**Motion: Approve the November/December Financial Report**

Motion by Dir Ricetti, second by Dir Talso

In favor: Unanimous

10. JPA – Upper Russian River Water Agency

The big action was when the JPA agreed to hire Bob Johnson as their CPA. This is a big step toward being a legitimate agency. And GM Koehler is now their general manager as well.

11. Local Agency Formation Commission of Mendocino County (LAFCo)



This was discussed under the General Manager's report.

#### 12. Mendocino County Inland Water & Power Commission (IWPC)

Huffman's primary focus is getting the dam raised. Dir Todd asks what they've done and it has only been talk so far. The tunnel repairs by PG&E are on schedule to be finished by March 15<sup>th</sup> according to Janet.

There was an article in the newspaper mostly written by someone at Humboldt State talking about the diversion of water from the Eel River to the Potter Valley Project. Pam asked specifically how Potter Valley Irrigation District's web site is coming along to refute the skew they put on the data in that article. She's worried that Mendocino County is losing in the public opinion. Dir Ricetti thinks the website is a good idea to refute the misinformation. The paper from Humboldt says that during a dry year, 50% of the river is diverted. In a dry year, that's hardly any water because the Eel is almost dry. Dir Ricetti asks how people are supposed to get the right information and GM Koehler thinks that Janet has the know-how and the ability to get that information out there.

The Army Corps of Engineers has been completely non-responsive. IWPC has put together a summary of all the local money and given them all the information they've asked for and received nothing in return.

#### 13. Mendocino County Russian River Flood Control & Water Conservation Improvement District (RRFC)

They have hired a new general manager from Southern California. Dir Pool says he thought of going to that meeting but the meeting was mostly just for form, so it wasn't worth the time.

The way the presidency of RRFC works is in rotation. That means Zellman will be president next year. There are some internal upheavals. There was a lot of discussion about how to work with the GSA. They decided on demanding a place at the table and the option to be the GSA if they choose. Zellman did a long presentation on why the GSA program is so critical. It is important because surface water use affects groundwater. But Zellman holds the position that the GSA could be the water agency for the whole valley with all the water rights and authority for the watershed and groundwater. Over a year ago they all voted to attend the meetings of other agencies and only Al White has gone to Millview meetings; Shoemaker has never come to a Redwood meeting.

The SCWA has done some talking about wanting to be part of the GSA. It makes sense because they receive water from this County. Zellman uses this as scare tactic to make it sound like Sonoma County will come up here and start bossing us around.

Dir Pool says that Shoemaker cited the checkered past of the Mendocino County Water Agency and how they aren't on the good side of the Board of Supervisors as reasons they should not be the GSA. The general consensus is that the County is the "least worst" alternative.

#### 14. Sonoma County Water Agency

Nothing to report.

15. Report of Attendance at Agency Meetings

Willow: Bruce Burton asked Willow what they wanted and Willow asked for assistance going to license with the State Water Board. Bruce lit some fires and now Willow has a license. Though now there are flow restrictions, that is, they can only pull water when the flow is at a certain point. Unfortunately, the limits make it so that they can only get any water under extremely wet conditions. So maybe it's time to start drilling some wells. In any case, Willow is intending to sue to get proper conditions.

Millview: Having GM Koehler has added a voice from Redwood and issues that the two agencies share. Millview hasn't needed to update policies in some time and now is an opportunity to do so since their moratorium has been lifted. GM Koehler has been introducing them to policies that Redwood has that work well and Millview is open to listening and making positive changes. They've been pushing ahead with testing Well 3 which is considered a river diversion. There's someone who is developing property out on Ford Road that will need water service.

16. State Water Resources Control Board (SWRCB)

Nothing to report.

17. Status Report of Place of Use Issues

Nothing to report.

18. Status Report of 2800 acre-feet Storage Right.

Nothing to report.

19. Consider Attendance at Other

Nothing to report.

**Motion to adjourn.**

Motion by Ricetti, second by Dir Basili

In favor: Unanimous

Meeting adjourned at 8:55 pm.

Minutes submitted by Jeanette Wise

Approved: Board of Directors

Date Approved: \_\_\_\_\_

Signed: \_\_\_\_\_