

NEVADA IRRIGATION DISTRICT

BOARD OF DIRECTORS

MINUTES

August 28, 2024

The Board of Directors of the Nevada Irrigation District convened in regular session at the District's main office located at 1036 W. Main Street, Grass Valley, on the 28th day of August 2024, at 9 a.m.

Present were Rich Johansen, President (Division V), Ricki Heck, Vice President (Division I); and Directors Chris Bierwagen, (Division II); Karen Hull (Division III) and Trevor Caulder (Division IV).

Staff members present included Jennifer Hanson, General Manager; Greg Jones, Assistant General Manager; Doug Roderick, Director of Engineering; Chip Close, Director of Water Operations; Steve Prosser, Director of Maintenance; Sandra Dunlap, Director of Finance; Monica Reyes, Director of Recreation; Naomi Schmitt, Director of Human Resources; Dustin Cooper, District Counsel; and Kris Stepanian, Board Secretary.

STANDING ORDERS

- Call to Order: President Johansen called the meeting to order
- President Johansen led the Pledge of Allegiance
- Roll Call: 5 Members Present

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

- None

CONSENT AGENDA

President Johansen pulled the following item from the Consent Agenda for discussion at the request of Director Heck.

- Item 3-D: Select Property Management Contract Change Order and Budget Amendment

Public Comment: None

Director Hull motioned for approval of the Consent Agenda, excluding Item 3D. Director Bierwagen seconded the motion, and it was unanimously approved.

The following Consent Agenda items were approved:

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MINUTES OF THE REGULAR MEETING ON AUGUST 14, 2024
M/S/C Hull/Bierwagen, unanimously approved as submitted.

PURCHASE OF A NEW, REPLACEMENT FORKLIFT

Adopted Resolution 2024-35 – Approving the purchase of one (1) 2024 Case 588H Rough Terrain Forklift in the amount of \$127,831.64 from Sonsray Machinery, LLC in Sacramento, California, and authorizing the General Manager to execute the appropriate documents. M/S/C Hull/Bierwagen, unanimously approved.

CONTRACT FOR THE 2024 CHICAGO PARK FLUME VEGETATION MANAGEMENT PROJECT PHASE 2

Award a contract in the amount of \$148,800 to All Phase Land Clearing, Inc. for the 2024 Chicago Park Flume Vegetation Management Project, Phase 2, and authorize the General Manager to execute the appropriate documents. **M/S/C Hull/Bierwagen, unanimously approved.**

WARRANTS, PROJECT AND FACILITY REPORT, PAYROLL FUND CERTIFICATE, AND INVESTMENT REPORT

Ratified the issuance of warrants by receiving and filing the check registers, the Project and Facility Report, and the Investment Transaction Report for the period August 3rd through August 16th. M/S/C Hull/Bierwagen, unanimously approved.

Consent Item pulled for discussion:

SELECT PROPERTY MANAGEMENT CONTRACT CHANGE ORDER AND BUDGET AMENDMENT

Greg Jones, Assistant General Manager, presented the item.

Board discussion:

- Number of District-owned properties improved and residential
- Occupied District-owned properties
- Scheduled repairs, maintenance, improvements over \$5,000
- Repairs scheduled for \$60,000
- Fees paid to property manager
- Necessary repairs – Health and safety of tenants and neighbors
- Improving value of property and making habitable
- Laws effective July 2024 regarding tenants' rights and removing tenants

Public Comment: None

Adopted Resolution 2024-35 - Authorizing a contract change order in the amount of \$ 60,000 to Select Property Management and a Budget Amendment of \$60,000 to Fund 10 and authorizing the General Manager to execute all necessary documents. M/S/C Heck/Hull, unanimously approved.

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WORKSHOP ITEMS

PG&E UPDATE

President Johansen introduced Seth Perez, Strategic Agreements Consultant with PG&E, who provided an update

Board discussion:

- Second horn repairs anticipated March 1st through July of 2025
- What happens if Rollins Lake does not fill
- Four-month repair time for one horn includes pillars
- Discharge horn in Spaulding 2 and if it has been inspected
- Clarification regarding current cfs into the Drum Canal
- Continuing 20% conservation request
Plan in place in the event repairs are not completed on schedule
- South Yuba pipe repairs update – on schedule for completion in September
- Information / schedule at next meeting
- Concerns about the March 2025 scheduled to be completed in five months instead of three, and tightening up repair schedule to complete repairs sooner
- Pushing back of timeline and importance of schedule
- Welding of 1st horn – time it took to complete
- Staff continuing to work 24/7
- How PG&E accounts for this work
- Aged equipment and anticipated life of repairs
- Root cause analysis not yet completed

Public Comment:

- Deb Totoonchie, with Nevada County Farm Bureau:
 - Confirmed ditch rotations are no longer happening and were discontinued

GENERAL ORDERS

COST ALLOCATION PLAN PRESENTED BY WILLDAN

Jennifer Hanson, General Manager presented the item, and Sandra Dunlap, Director of Finance, introduced Tony Thrasher with Willdan Financial Services, who provided a presentation.

Board discussion:

- Rationale for weighting salaries
- Modified Total Direct Cost - Example of Allocation of Bases
- Defensible allocation structure
- Expressed appreciation for work done by Willdan and District staff
- Management and implementing new data

Public Comment: None

Approved the 2024 Cost Allocation Plan. M/S/C Heck/Hull, unanimously approved.

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TYLER MUNIS ERP PROJECT #2295 RELAUNCH

Greg Jones, Assistant General Manager, presented the item.

Board discussion:

- Confirmed Tyler Technologies is an ERP provider
- ERP (Enterprise Resource Planning)
- Housing into the cloud and secure back-up on site
- Confirmed District does multiple backups – locally and into cloud
- Cost of service study and inputs that inform the budget
- Significant investment of time and resources
- Accounting structure needed to be done before implementing ERP and that is now completed after three years of work
- Strategic Planning sessions years ago and staff’s perspective of lack of ERP in place hindering efficiencies
- Appreciation expressed for acknowledging pitfalls in staff report and background
- Contract covers all three years, focusing on what is needed and does not include extra “add-ons”
- Cost for ERP, and how much spent on servers and licensing
- What was unsuccessful from the previous ERP implementation
- Recourse at the time over dispute with Sedaru and background
- Removing modules to keep price down and reduce risk of implementation failure
- Understanding license previously paid for
- SaaS fee clarification
- Ongoing ERP costs
- Clarification that inflation has not impacted cost to the District

Public Comment: None

Adopted Resolution 2024-32 - Awarding a three-year contract with Tyler Munis ERP for an amount not to exceed \$1,783,433.00, approving a Capital Budget Amendment in Fund 70 in the amount of \$393,031, as amended to correct the final “Whereas” clause on Page 1 of resolution by replacing “\$393,461” with “\$393,031”, and authorizing the General Manager to execute the necessary documents. M/S/C Bierwagen/Hull, unanimously approved.

CONTRACT AND BUDGET AMENDMENT FOR THE DEER CREEK POWERHOUSE EXCITATION UPGRADE PROJECT (PROJECT NO. 2395)

Jennifer Hanson, General Manager, presented the item.

Board discussion:

- Update on hiring of new Director of Power Systems
- Consulting agreement with GS Engineering
- Payback period

Public Comment: None

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Adopted Resolution No. 2024-33:

- **Approving a Budget Amendment to add the Deer Creek Powerhouse Excitation Upgrade Project (Project) in the amount of \$150,000 to the 2024 Capital Improvement Program to be funded by Fund 55**
- **Reducing the 2024 Budget for the Chicago Park Refurbishment Project No. 2655 in the amount of \$150,000**
- **Awarding a Consulting Agreement to GS Engineering LLC (GSE) in the amount of \$82,200 and include a 10% contingency (for a total of \$90,420) and authorizing the General Manager to execute the necessary documents**

M/S/C Heck/Bierwagen, unanimously approved.

CONTRACT AND BUDGET AMENDMENT FOR THE ORR CREEK SIPHON REPLACEMENT (COMBIE OPHIR II & III) PROJECT NO. 2645

Jennifer Hanson, General Manager, presented the item.

Board discussion:

- Pipe size
- Supporting customers
- Allowing for growth
- Future service deliveries
- Emergency flow
- Local contractor

Public Comment: None

Adopted Resolution No. 2024-34:

- **Amending the 2024 Budget for the Combie Ophir II & III Siphon Replacement Project No. 2645 to increase the Budget by \$481,120**
- **Reducing the 2024 Budget for the Charging Stations at District Facilities Project No. 2689 by \$481,120. This will result in a net zero budget amendment**
- **Awarding a construction contract with C&D Contractors in the amount of \$1,077,847 plus a 10% contingency totaling \$1,185,632 for the construction and replacement of the Orr Creek Siphon and authorize the General Manager to execute the necessary documents and any contract change order within the contingency amount**

M/S/C Hull/Heck, unanimously approved.

GENERAL MANAGER'S REPORT

Jennifer Hanson, General Manager, reported on the following items:

- Update on hiring of new Director of Power Systems

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BOARD OF DIRECTORS' ITEMS / REPORTS

Director Heck, Division I, reported on the following items:

- Was ill with Covid the past two weeks

Director Hull, Division III, reported on the following items:

- Attended a tour of the Lake of the Pines Water Treatment Plant and Combie Reservoir with the Lake of the Pines Lakes & Parks Committee, and thanked staff for a great tour
- Acknowledged Erin and Frank, NID staff who help manage the Placer and South County Water Systems for going above and beyond to provide exceptional customer service

Director Johansen, Division V, reported on the following items:

- Plan for Water Final Technical Memorandum and Summary
 - Thanked Yuba Net for posting and requested they keep it accessible

Director Caulder, Division IV, reported on the following items:

- None

Director Bierwagen, Division II, reported on the following items:

- None

MEETING ADJOURNED at 11:00 a.m., to reconvene in regular session on Wednesday, September 11, 2024, at 9:00 a.m. at the District's Business Center located at 1036 West Main Street, Grass Valley, California.

Submitted By

Kris Stepanian, Board Secretary