

NEVADA IRRIGATION DISTRICT

BOARD OF DIRECTORS

MINUTES

February 8, 2023

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 8th day of February 2023, at 9 a.m.

Present were Karen Hull, President (Division III) and Rich Johansen, Vice President (Division V), and Directors Ricki Heck (Division I); Chris Bierwagen, (Division II); 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; Keane Sommers, Director of Power Systems; 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 Hull called the meeting to order
- President Hull led the Pledge of Allegiance
- Roll Call: 5 Members Present

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

- None

SPECIAL ORDERS

INVESTMENT PORTFOLIO REVIEW

Allison Kaune, Senior Analyst with PFM Asset Management provided a presentation for the Investment Performance Review for the Quarter Ended December 31, 2022.

Board Discussion ensued regarding Bloomberg forecast, labor market, second jobs, inflation, issuer diversification, taking advantage of higher rate CDs, and methods to capture higher yields.

Public Comment: None

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CONSENT AGENDA

President Hull pulled the following items from the Consent Agenda for discussion at the request of members of the Board:

- Item 4B - AB361 Compliance – Brown Act/Covid-19 Teleconference and Remote Meeting Requirements
- Item 4E - Information Technology Application Analyst Contractor (Joe Ryan) - Sole Source
- Item 4H - Lake of the Pines Treatment Plant Backwash Tank Restoration Project (Project #2670)
- Item 4J - FY2024 Budget Calendar

Public Comment: None

Director Johansen motioned for approval of the Consent Agenda, excluding Items 4B, 4E, 4H, and 4J. Director Bierwagen seconded the motion, and it was unanimously approved.

The following Consent Agenda items were approved:

MINUTES OF THE REGULAR MEETING ON JANUARY 25, 2023

Approved the minutes of the regular meeting on January 25, 2023, as submitted. M/S/C Johansen/Bierwagen, unanimously approved.

**ASSOCIATION OF CALIFORNIA WATER AGENCIES-NOMINATIONS FOR REGION 3
Adopted Resolution No. 2023-09 - Placing in Nomination Jennifer Hanson as a Member of the Association of California Water Agencies Region 3. M/S/C Johansen/Bierwagen, unanimously approved.**

BULK MAILING 2023 PURCHASE ORDER

Approved a purchase order to DataProse for 2023 bulk mailing services in the amount of \$160,000, and authorized the General Manager to execute the appropriate documents. M/S/C Johansen/Bierwagen, unanimously approved.

LAKE WILDWOOD TREATMENT PLANT CLARIFIER TANK B RESTORATION PROJECT (FATR #2668)

Awarded the Lake Wildwood Treatment Plant Clarifier Tank B Restoration Project (Project #2668) to F.D. Thomas, Inc. of Sacramento, California, in the amount of \$295,000.00, and authorized the General Manager to execute the appropriate documents. M/S/C Johansen/Bierwagen, unanimously approved.

SMARTSVILLE TREATMENT PLANT CONTACT TANK RESTORATION PROJECT (PROJECT #2669)

Awarded the Smartsville Treatment Plant Contact Tank Restoration Project (Project #2669) to Olympus and Associates, Inc. of Reno, Nevada, in the amount of

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\$143,750.00, and authorized the General Manager to execute the appropriate documents. M/S/C Johansen/Bierwagen, unanimously approved.

UPDATES TO JOB TITLE AND DESCRIPTION - BUDGET ANALYST

Adopted Resolution No. 2023-10 - Updating Job Title of Finance Analyst to Budget Analyst and Updates to Job Description. M/S/C Johansen/Bierwagen, unanimously approved.

BUDGET TO ACTUAL REPORTS – FY 2022 Q4, FOR THE PERIOD TO DATE ENDING DECEMBER 31, 2022

Received and filed the Budget to Actual Reports-FY 2022 Q4, for the period to date ending December 31, 2022. M/S/C Johansen/Bierwagen, unanimously approved.

WARRANTS, PROJECT AND FACILITY REPORT, 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 January 14th through January 27th. M/S/C Johansen/Bierwagen, unanimously approved.

Items pulled from the Consent Agenda for discussion:

AB361 COMPLIANCE - BROWN ACT/COVID-19 TELECONFERENCE AND REMOTE MEETING REQUIREMENTS

Dustin Cooper, District Counsel, presented the item.

Board discussion ensued regarding remote meeting attendance options and “just cause” exceptions.

Public Comment: None

Adopted Resolution No. 2023-08 - Re-Authorizing Remote Meetings Consistent with AB 361. M/S/C Heck/Johansen, unanimously approved.

INFORMATION TECHNOLOGY APPLICATION ANALYST CONTRACTOR (JOE RYAN) - SOLE SOURCE

Board discussion ensued regarding contracting for application support services at this time rather than acquiring a full-time employee.

Public Comment: None

Awarded a sole source agreement in the amount of \$129,000 to Joe Ryan, an Independent Contractor to assist the Information Technology Department with Application Analyst services, and authorized the General Manager to execute the appropriate documents. M/S/C Caulder/Heck, unanimously approved.

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LAKE OF THE PINES TREATMENT PLANT BACKWASH TANK RESTORATION PROJECT (PROJECT #2670)

A clerical error on the agenda and staff report was noted pertaining to the dollar amount of the bid up for approval – should be \$127,890.00, not \$227,890.00.

Public Comment: None

Awarded the Lake of the Pines Treatment Plant Backwash Tank Restoration Project (Project #2670) to F.D. Thomas, Inc. of Sacramento, California, in the amount of \$127,890.00, and authorized the General Manager to execute the appropriate documents. M/S/C Johansen/Heck, unanimously approved.

FY2024 BUDGET CALENDAR

Board discussion ensued regarding the annual close, and expectation of annual and quarterly reports.

Public Comment: None

Received and filed the FY2024 Budget Calendar. M/S/C Hull/Heck, unanimously approved.

GENERAL ORDERS

RESCIND 2022 DROUGHT CONTINGENCY PLAN MEASURES AND MAKE A DECLARATION OF SURPLUS WATER FOR 2023

Chip Close, Director of Water Operations, and Thor Larsen, Water Resources Superintendent, presented the item.

Board discussion ensued regarding runoff, water transfer workshop, extending the water season, a map identifying fall water availability, and outgoing mailing regarding return to normal season and previously set levels if voluntarily reduced.

Public Comment: None

Adopted Resolution No. 2023-11 - Rescinding Resolution 2022-29 (Enacting Drought Contingency Plan Stage II Measures) and Declaring Surplus Water Conditions for 2023. M/S/C Johansen/Bierwagen, unanimously approved.

WORKSHOP ITEMS

OPERATIONAL INITIATIVES

Jennifer Hanson, General Manager, presented the item.

Board discussion ensued and input was provided regarding operational initiatives, including:

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- Outreach development between Board and management
- Disaster Preparedness Plan Initiative, communication, and collaboration with counties
- Disaster preparedness and recovery workshop
- Hydroelectric analysis to include long-term financial planning and performance of each plant
- Canal modernization pilot project
- Reserve Analysis workshop
- Identifying major District items with immediate-need and high costs

Public Comment: None

GENERAL MANAGER'S REPORT

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

- Plan for Water Workshop is scheduled for February 21st
- Update regarding working with the state on voluntary agreement
- Update regarding comments provided on the Bay Delta supplemental environmental document
- Update regarding closing out the Bank of the West accounts
- Central Square upgrade go-live date is scheduled for February 21st

BOARD OF DIRECTORS' ITEMS / REPORTS

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

- Attended Placer County Ag Commission meeting and shared highlights
- Attended NID/PCWA Committee meeting
- Attended Placer County Farm Bureau meeting and shared highlights
- Placer County Farm Bureau Annual Dinner Meeting is on March 16th

Director Bierwagen, Division II, reported on the following items: No report

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

- Working with constituents on a number of items
- Preparing for presentations to the following, and thanked Chip Close, Director of Water Operations, for his assistance:
 - Nevada County Board of Realtors
 - Sierra College OLLI (Osher Lifelong Learning Institute) Program

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

- Attended Nevada County Farm Bureau meeting – concerns about rates and water
- Presenting at Nevada County Contractors' Association meeting and Penn Valley Town Hall with Director Hull on February 23rd
- Spoke about drought and food shortage in South America

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

- Attended NID/PCWA Water Committee meeting
- Op-ed released regarding Supreme Court case filed this week

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- Toured the new Hydroelectric facility with Director Bierwagen
- Working on some stakeholder concerns and thanked Chip Close, Director of Water Operations for his help

MEETING ADJOURNED at 11:14 a.m., to reconvene in regular session on Wednesday, February 22, 2023, 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