

BELLA VISTA WATER DISTRICT

BOARD OF DIRECTORS

June 26, 2023

The regular meeting of the Board of Directors of Bella Vista Water District convened at the District Office Boardroom on Monday, June 26, 2023, at 5:30 p.m.

Any member of the public may speak during Public Comment or may email public comments to csar-tori@bvwd.org and comments will be read from each member of the public. The District will use best efforts to swiftly resolve requests for reasonable modifications or accommodations with individuals with disabilities, consistent with the Americans with Disabilities Act, and resolving any doubt whatsoever in favor of accessibility.

Board Members Present:

President	-	Jim Smith
Director	-	Guy Walters
Director	-	Bob Nash
Director	-	Frank Schabarum
Director	-	Ted Bambino

Board Members Absent:

None

Officers and Staff Present:

General Manager/Secretary-Treasurer	-	David Coxey
Finance and Administration Manager	-	Christy Sartori

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

1. Public Comment

2. Consent Calendar:

- 2-1 Approval of Minutes of May 22, 2023, Regular Meeting
- 2-2 Financial Reports for Month Ending May 2023

M/S: [Schabarum/Nash] The Board approved and accepted the consent calendar as presented.

AYE: Smith, Walters, Nash, Schabarum, Bambino **NAY:** None; **ABSENT:** None

Old Business

None

We are an equal opportunity employer and provider.

New Business

3. Water Supply Update

General Manager David Coxey stated that the CVP Water Supply Allocation was officially increased to 100 % for both Irrigation and Municipal and Industrial on April 20, 2023. As a result of the availability of non-storable supply, the District utilized “215 Water” through May. The availability of 215 Water ended on June 9, 2023.

Discussion only. No Board action was taken.

4. Adopt Budget for Fiscal Year 2023-2024

Finance and Administration Manager Christy Sartori presented the proposed FY 2023-2024 budget and, along with David Coxey, outlined next year’s routine operations and maintenance, planned Extraordinary Operations Maintenance and Replacement (EOMR) projects, Debt Service Schedule, and the Capital Improvement Fund Budget.

David stated that overall, there had been substantial increases in operational costs in all categories due to inflation, supply chain issues, and expanded regulations.

Christy addressed a needed correction on the EOMR budget; EOMR-Pipelines, Replace Moody Creek COA number 1.71.61.52800 with 1.75.61.52800.

M/S: [Nash/Bambino] The Board authorized adoption of Fiscal Year 2023-2024 Budget as amended.

AYE: Smith, Walters, Nash, Schabarum, Bambino **NAY:** None; **ABSENT:** None

5. Adopt Resolution 23-05 Setting the Special Assessment Rate for 2023-2024

David presented a brief background of the Special Assessment and its purposes, stating that this assessment was authorized by the District’s voters/landowners in March of 1964 for various purposes that include:

- 1) The purchase of water from the U.S. Bureau of Reclamation;
- 2) To operate and maintain the system;
- 3) To maintain a contingency reserve.

The authority given to the District authorized by the election was to set a rate up to \$1.00 per \$100.00 of assessed valuation of land only (not improvements).

M/S: [Nash/Walters] The Board authorized adoption of Resolution 23-05 setting the special assessment amount of for 2023-2024 at \$0.37 per \$100.00 of land value.

AYE: Smith, Walters, Nash, Schabarum, Bambino **NAY:** None; **ABSENT:** None

6. Adopt Resolution 23-06 Authorizing the District Secretary of Bella Vista Water to Call and Conduct a Vote-by-Mail General District Election on November 7, 2023

David reviewed the required election process for the upcoming terms for two Directors, Ted Bambino and Frank Schabarum, which will expire in November 2023.

M/S: [Schabarum/Walters] The Board authorized adoption of Resolution 23-05 granting the General Manager/Secretary the authorization to call and conduct a Vote-by-Mail, General Election on November 7, 2023.

AYE: Smith, Walters, Nash, Schabarum, Bambino **NAY:** None; **ABSENT:** None

7. Contract with Pro Vote Solutions to Conduct a General Election, if Needed

David outlined the need for a company to provide election services in the event of an upcoming election to the District's Board of Directors. He stated that Pro Vote Solutions was the only responsive company that was capable of conducting an all-mailed, weighted election and tabulation on the scale that would be needed for the District. Because of a weighted ballot election, it is estimated that the District may expect 12,700 ballots. The pricing estimate from Pro Vote Solutions, not including postage, was \$17,958.59. Postage is estimated to cost up to \$30,375.00. The District will handle the preparation of the legal notice and candidacy packet with in-house staff. If no candidate packets are received, then an appointment for those seats can be made without holding an election.

Director Bambino and Director Schabarum stated they would like to serve on the Board another term and declared their intention to run for re-election.

M/S: [Schabarum/Bambino] The Board authorized the General Manager to execute an agreement for election services with Pro Vote Solutions, in an amount not to exceed \$48,375.

AYE: Smith, Walters, Nash, Schabarum, Bambino **NAY:** None; **ABSENT:** None

8. Adopt Revised Purchasing Policy

David outlined the proposed updates to the Purchasing Policy previously adopted on January 22, 2007. The redline/strikeout version was reviewed and a general discussion ensued. Additional suggested edits of Section 6: change the title from "Competitive Bidding" to "Competitive Procurement," and replace "bidding" with "quotes."

M/S: [Schabarum/Nash] The Board approved and adopted the Purchasing Policy as amended.

AYE: Smith, Walters, Nash, Schabarum, Bambino **NAY:** None; **ABSENT:** None

Reports and Communications

9. Engineering and Developments Reports

David provided the following outline summary of Engineering and Developments in progress:

1. District Projects/Facilities

- a. USBR Water Smart Grant- 3MG Tank, SCADA for 3 existing wells.
 - Received 60% Design Drawings for Review, Review Meeting Scheduled
 - Proposed pump station in design (not included in Grant)
 - Acquisition of land and easements in discussion
 - PG&E realignment costs and contract received - A review by the Engineering/Planning Committee is recommended
- b. USBR 5-Year RO&M Inspection – Completed on April 5, awaiting draft report
- c. Division of Drinking Water Sanitary Survey Completed in March, awaiting draft report
- d. Moody Creek Drive Pipeline Replacement Project
 - Insurance certification, Bonds received. Contract documents executed, May 10, 2023
 - Shop drawing submittals have been received and reviewed
 - 4-Week construction anticipated to begin in August
 - Notice to proceed and preconstruction meeting pending
- e. Cow Creek Siphon Removal at the Cow Creek Bridge/Swede Creek Road (Western Shasta RCD)
 - Western Shasta RCD Design completed
 - Grant and permitting secured
 - Construction anticipated in the Fall of 2023

2. Developments Under Design/Construction

- a. Seven Bridges Phase II (Monroe) – houses being built and meters set
- b. Reserve at Gold Hills – review completed, plans signed
- c. Bethel Campus and Offsite Improvements
 - Campus – grading and make-ready improvements completed - receiving temporary construction water service
 - Onsite improvement plans (reviewed and signed)
 - Offsite Frontage Plans (GHD) – Plans reviewed and District comments provided
 - Pump Station - under design? (PACE Engineering?)
- d. Phoenix Charter Academy (adjacent to Simpson University)
 - Comments provided to the City of Redding along with a recommendation for the applicant to submit a Water Service Availability Request
- e. Viking Way – Plans submitted for review and comments
- f. Palo Way Industrial Park – Will Serve Letter requested, shortage supply options being discussed. A review by the Engineering/Planning Committee is recommended

3. PG&E Infrastructure “Hardening”

- Approximately 80 miles within the District - upgrading poles and undergrounding utility for fire resilience – Continuing
- Damaged 30-inch CCP damages claim analysis – Under review by USBR Technical Services Center (TSC).

4. Public Works in Planning
 - City of Redding Old Oregon Trail Widening – Paso Robles to Bear Mountain Road – 60% design reviewed by District and comments provided
5. SGMA Compliance – EAGSA Update
 - Grant application submitted and scored – No funding awarded by DWR
 - Annual report submitted – invoice received for 1/6th of \$50,000 or \$8,333 each.
6. Shortage Year Supply Augmentation
 - Discussions ongoing - A review by the Engineering/Planning Committee is recommended.

Discussion only. No Board action was taken.

10. Manager's Report

General Manager, David Coxey, reported that staff had worked very hard on the budget that included considerable research and efforts by the Department Managers. It has been a very thorough process. However, in the end it is a plan and many things remain outside of our control. Regulatory compliance includes the completion of the Consumer Confidence Report, the Electronic Annual Report to the State Water Board, newly required monthly reporting to the SAFER Portal. Significant progress is being made for service line inventory utilizing GIS. All community and non-transient noncommunity water systems must complete and submit their inventory by October 16, 2024. It is expected that the newly developed California Cross Connection Control Policy Handbook will replace Title 17 in the near future. AWWA is hosting a webcast on Thursday to review requirements and implementation. There has been a recent increase in dig alert (USAN) notifications as result of PG&E wildfire hardening projects continuing along with seasonal construction activities. The ACWA State Leg Committee has their hands full with four Water Rights Bills pending. The Farm Bureau is asking members to contact their State Senate members.

David reported that he recently had the opportunity to tour the Sites Reservoir project and site as an ACWA Region 2 Event. He also had the opportunity to tour Folsom Dam and powerhouse as well as the new Auxiliary Spillway, the expenditures of which will transition from “construction work in progress” to “construction” and be reflected in the CVP water rates.

The City of Redding is holding several sessions related to their General Plan update. The first Info Room session will be held Wednesday, June 28, from 5:15–6:30 p.m. in the Community Room at Redding City Hall at 777 Cypress Avenue in Redding. There will be a 30-minute presentation and, afterward, an opportunity to ask questions and leave comments.

Following is the upcoming events calendar:

- 3MG Tank 60% Design Review – tomorrow, Tuesday, 9:00 a.m.
- Fourth of July Fireworks Viewing for Employees and Board Members
- Engineering and planning committee – July 10th
- EAGSA Board Meeting – 2:00 p.m. July 12th
- Next board meeting – July 17, 2023

M/S: Discussion only. No Board action was taken.

11. Board Members' Comments and Reports

None

12. Adjourn

The meeting was adjourned at 7:42 p.m.

