

**BELLA VISTA WATER DISTRICT
BOARD OF DIRECTORS**

October 28, 2024

The regular meeting of the Board of Directors of Bella Vista Water District convened at the District Office Boardroom on Monday, October 28, 2024, 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	-	Guy Walters
Director	-	Frank Schabarum
Director	-	Ted Bambino
Director	-	Jim Smith
Director	-	Bob Nash

Board Members Absent: None

Officers and Staff Present:

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

Public:

Jon Cook provided an update on the Bethel water line extension design and inquired about the progress on a water agreement with the City of Redding.

GHD Engineer Russ Wenham stated that they are aggressively working on Bethel's main complex project. They will be meeting with the geotechnical engineering this week.

Master Builder, LLC owner and Bella Vista Water District customer Greg Moore shared his concerns that the water augmentation agreement between the City of Redding and Bella Vista Water has been in ongoing discussions for a long time. He stated that he is confused as to why Bethel's building C has not been approved for water service with the District.

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

- 1. Public Comment**
- 2. Consent Calendar:**

We are an equal opportunity employer and provider.

- 2-1 Approval of Minutes of September 23, 2024, Regular Meeting
- 2-2 Financial Reports for Month Ending September 2024
- 2-3 Quarterly Investment Portfolio (ending September 2024)

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

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

Old Business

None

New Business

3. Presentation of 2023-24 Annual Audited Financial Statement by HM&S Auditors

Senior Associate Auditor, Taylor Peirce with the firm Horton, McNulty, & Saetern, and Kalah Horton, CPA and partner, presented audited financial statement for the fiscal year 2023-2024 and independent auditors' report to the Board via Zoom videoconference.

Taylor reviewed the overall results of income for the year and stated that they are glad the District is utilizing an actuarial to report the OPEB liability and are more comfortable with the trends shown by the actuarial analysis. Taylor went on to answer some questions from the Board and stated that no misstatements or significant and unusual transactions were identified.

Taylor complimented staff on their professionalism and organization.

M/S: [Nash/Bambino]

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

4. Authorize Agreement for Payroll Services

Finance and Administration Manager Christy Sartori stated that with short notice from the Umpqua Bank Payroll Services Department and at the recommendation of Umpqua Bank, the District moved its outsourced payroll services to Paychex in May 2024. It's been determined that Paychex software and corporate business structure are inadequate for managing the complexity of the District's payroll. Staff requested proposals from nineteen local payroll companies and presented the Board with a recommendation to accept the proposal from Teamwork HR.

M/S: [Schabarum/Smith] Authorize the General Manager to execute the agreement for payroll services with Teamwork HR.

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

4.1 Authorize Contract for Consulting Services for 2025 Cost-Based Rate Study

General Manager David Coxe stated that the District's most recent cost-based rate study was finalized at the end of 2022 and implemented in early 2023. A successor rate study will need to be completed in December 2024 so that it can be adopted with the new rates taking effect in early 2025.

M/S: [Bambino/Schabarum] Authorize the General Manager to execute a contract with Provost & Pritchard Consulting Group in the amount not to exceed \$25,000.00 for a 2025 Cost-Based Rate Study.

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

5. Travel Request – Association of CA Water Agencies Fall Conference and Exhibition

David Coxe presented the specifics of this year's conference and inquired if any Board members are interested in attending.

M/S: [Schabarum/Smith] Authorize the General Manager or any interested Directors to attend the conference if they are interested.

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

6. Designate a Voting Delegate for ACWA Membership Meeting

David Coxe stated that the voting delegate is generally the District representative who is in attendance at the conference.

M/S: [Schabarum/Bambino] Should the General Manager or any interested Director attend the conference, the first of those persons shall become the approved designated voting representative for the District.

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

7. Declare Items Surplus and Authorize Disposal

Project Manager Tom Zaharris presented the staff recommendation of declaring four (4) – 11'5" x 9'10" steel trash racks as surplus and disposal by donation to the U.S. Bureau of Reclamation for the intended use of repurposing the racks for use at the Coleman Fish Hatchery.

M/S: [Bambino/Nash] Declare the items as surplus and authorize staff to offer them to the Bureau of Reclamation at no cost, or otherwise dispose of them.

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

8. Revise the Regular Board Meeting Date for December (23rd change to 16th)

David Coxey stated that due to a conflict with the Christmas holiday schedule, staff recommends rescheduling the December regular meeting of the Board of Directors from Monday, December 23, 2024, to Monday, December 16, 2024.

M/S: [Smith/Schabarum] Reschedule the regular Board meeting date from December 23, 2024, to December 16, 2024, at 5:30 p.m.

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

Reports and Communications

9. Water Supply and Production Report

David provided a brief update on the current CVP Allocation and discussed the supply-related items outlined in the item and attachments.

Discussion only. No Board action was taken.

10. Projects and Developments Report

Project Manager Tom Zaharris provided an overview of the projects and developments outlined in the item.

Discussion only. No Board action was taken.

11. Manager's Report

David Coxey provided a general update on facilities and operations. A PG&E Planned Outage, at the Old Oregon Trail Pump Station is scheduled for November 9, 2024. PG&E also has a planned outage at the Wintu Pumping Plant for November 20, 2024, which must be postponed. The Wintu Generator remains out of service pending receipt of a voltage regulator replacement, shipping is estimated to take eight ten weeks. The Welch Pump Station continues to be down one pumping unit. The nickel aluminum bronze impeller needs to be machined and trimmed. Once received, it will be installed by District staff. The Simpson Pump Station had a check valve failure that Operators have replaced with new.

Matt Leggee has officially been promoted to the Distribution Superintendent Position. As a result, of the newly created vacancy, Tim Nelson has been promoted to Water Utility Tech as well as the Safety Coordinator. Tom Zaharris has been promoted to Project Manager and Brad Solso is working as the Treatment Superintendent on a part-time, upgrade basis. We are currently recruiting internally for a D2 position which is expected to result in an opening for a Meter Reader. The D3 Leads are Curt Bloom and Chad Krick.

A new Cross Connection Specialist position has been drafted, but it requires a letter agreement with the Union and approval by the Board. Staff is investigating an alternative to comply with this significant regulatory burden. We've developed a job description; however, we haven't been able to find

agreement with the Union. With the Financial Audit now complete, we are moving on to a rate study and several other projects. We are ramping up the Meter Replacement Program to improve apparent water losses and billing accuracy.

Discussion only. No Board action was taken.

12. Board Members' Comments and Reports

Director Schabarum made a statement that he's recently become aware of the rates in another water district. He stated that, in comparison, we are very lucky to have the low rates that we have.

10. Adjourn

The Meeting was adjourned at 7:22 pm.

