

NEVADA IRRIGATION DISTRICT

BOARD OF DIRECTORS

MINUTES

August 23, 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 23rd day of August 2023, at 9 a.m.

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

Rich Johansen, Vice President (Division V) was absent.

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: 4 Members Present / 1 Member Absent (as noted above)

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

- None

CONSENT AGENDA

President Hull pulled the following item from the Consent Agenda for discussion:

- Item 3E: Surveying Services for Tarr Canal at Auburn Road Project (Project #2646) and Tarr Diversion Project (Project #2336)
- Item 3G: Scotts Flat Spillway Replacement Project (Project #2094) Consulting Services Agreement for Environmental Services

Public Comment: None

**Director Bierwagen motioned for approval of the Consent Agenda excluding Items 3E and 3G. Director Caulder seconded the motion.**

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**Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

Public Comment: None

The following Consent Agenda items were approved:

MINUTES OF THE SPECIAL MEETING ON JULY 25, 2023

**M/S/C Bierwagen/Caulder to approve the minutes as submitted.**

**Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

MINUTES OF THE REGULAR MEETING ON JULY 26, 2023

**M/S/C Bierwagen/Caulder to approve the minutes as submitted.**

**Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

FUEL AND DIESEL CONTRACT EXTENSION WITH HUNT & SONS, INC. – EXTENSION

**Approved extension of the fuel and diesel contract with Hunt & Sons, Inc. for all District fuel sites, and authorized the General Manager to execute the appropriate documents.**

**M/S/C Bierwagen/Caulder.**

**Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

GRANT AUTHORIZATIONS – QUAGGA AND ZEBRA MUSSEL INFESTATION PREVENTION GRANT TIER 2 – IMPLEMENTATION PROJECTS – SCOTTS FLAT AND ROLLINS RESERVOIRS; COMBIE AND DEER CREEK DIVERSION

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Adopted the following two resolutions:

- A Resolution (Authorizing the Acceptance and Execution of Grant Funds for the Quagga and Zebra Mussel Infestation Prevention Grant Tier 2 –Implementation Project – Scotts Flat and Rollins reservoirs for the amount of \$49,541.96)
- A Resolution (Authorizing the Acceptance and Execution of Grant Funds for the Quagga and Zebra Mussel Infestation Prevention Grant Tier 2 –Implementation Project – Combie and Deer Creek Diversion reservoirs for the amount of \$32,905.56)

M/S/C Bierwagen/Caulder.

Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

COMBIE SOUTH POWERHOUSE ACCESS ROAD PROJECT (PROJECT #6943)

Approved a change order to the construction contract with Hansen Bros. Enterprises in the amount of \$43,098.00.

M/S/C Bierwagen/Caulder.

Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

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 July 15, 2023 through August 11, 2023.

M/S/C Bierwagen/Caulder.

Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

Items pulled from the Consent Agenda for discussion:

SURVEYING SERVICES FOR TARR CANAL AT AUBURN ROAD PROJECT (PROJECT #2646) AND TARR DIVERSION PROJECT (PROJECT #2336)

Jennifer Hanson, General Manager, proposed a modification to the action before the Board to include approval of the surveying contract with Wood Rodgers Inc. and approval of the associated Budget Amendment.

Public Comment: None

Director Bierwagen made a motion to approve a consulting contract to Wood Rodgers, Inc. for surveying services for the Tarr Canal Project (Project #2646) and Tarr Diversion Project (Project #2336) in the amount of \$153,660, and a contingency of \$23,049; approve an amendment to the 2023 Annual Capital Improvement Project Budget, which includes a transfer of funds to the Tarr Canal Project from the Tarr Diversion Project to allocate the surveying services accordingly; and authorize the General Manager to execute the appropriate documents. Director Caulder seconded the motion.

Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

SCOTTS FLAT SPILLWAY REPLACEMENT PROJECT (PROJECT #2094) CONSULTING SERVICES AGREEMENT FOR ENVIRONMENTAL SERVICES

Doug Roderick Director of Engineering, presented the item.

Board discussion ensued regarding the CEQA, NEPA, EIR, and scope of work.

Public Comment: None

Director Heck made a motion to award a Consulting Services Agreement with Stantec in the amount of \$231,863 for environmental services for the Scotts Flat Spillway Replacement Project (Project #2094) and authorize the General Manager to execute the appropriate documents. Director Bierwagen seconded the motion.

Motion passed on the following roll call vote:

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

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**GENERAL ORDERS**

**2023 AWARD OF A MULTI-YEAR CONSULTING CONTRACT FOR DAM SAFETY PROGRAM SUPPORT SERVICES**

Keane Sommers, Director of Power Systems, presented the item.

Board discussion ensued regarding cost compared to in-house salary and benefits, pros and cons of contracting for services, term, insurance, and rates charged for support of South Sutter Water District's dam operations.

Public Comment: None

**Director Heck made a motion to adopt a Resolution authorizing a multi-year consulting contract with Gannett Fleming for Dam Safety Program Support Services for an annual cost not to exceed \$200,000 and a total amount not to exceed \$500,000, for two and one-half years through December 31, 2025, with the option to extend the contract for one three-year term, and to execute any necessary change orders that are within the contingency budget, and authorizing the General Manager to execute all necessary documents. Director Bierwagen seconded the motion.**

**Motion passed on the following roll call vote:**

<b>Heck, Division 1</b>	<b>Aye</b>
<b>Bierwagen, Division 2</b>	<b>Aye</b>
<b>Hull, Division 3</b>	<b>Aye</b>
<b>Caulder, Division 4</b>	<b>Aye</b>
<b>Johansen, Division 5</b>	<b>Absent</b>

**2023 BUDGET AMENDMENT AND AWARD OF CONSTRUCTION CONTRACT FOR JACKSON LAKE DAM TOE AND CHANNEL BANKS PROTECTION**

Keane Sommers, Director of Power Systems, presented the item.

Board discussion ensued regarding the licensing project, upper division, and expense to the Hydroelectric Department.

Public Comment: None

**Director Bierwagen made a motion to adopt a resolution amending the 2023 annual budget, reducing funding for the Chicago Park Powerhouse Refurbishment Project (Project #2655), awarding a construction contract, and allocating funding to Jackson Lake Dam Toe and Channel Banks Protection Project (Project #2597). Director Caulder seconded the motion.**

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**Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

**BUDGET TO ACTUAL REPORTS – FY 2023 Q2, FOR THE PERIOD TO DATE ENDING JUNE 30, 2023**

Sandra Dunlap, Director of Finance, presented the receive and file item.

The Board expressed their appreciation for the timeliness and thoroughness of the report and inquired how the workload is being balanced out.

Public Comment: None

Received and Filed the Budget to Actual Reports – FY 2023 Q2, for the period to date ending June 30, 2023

**FY2023 MID-YEAR BUDGET AMENDMENT**

Sandra Dunlap, Director of Finance, presented the item.

Board discussion ensued:

- Recreation rates
- Bank fees
- Credit card fees & surcharges
- Budgeting for debt service payments
- Payments to PFM Investment Services
- Bond administration fees paid to NBS

Public Comment: None

**Director Bierwagen made a motion to adopt a resolution approving the Mid-Year Budget Amendment. Director Heck seconded the motion.**

**Motion passed on the following roll call vote:**

Heck, Division 1	Aye
Bierwagen, Division 2	Aye
Hull, Division 3	Aye
Caulder, Division 4	Aye
Johansen, Division 5	Absent

**PLAN FOR WATER - CONSULTING CONTRACT AMENDMENT**

Doug Roderick, Director of Engineering, presented the item.

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Board discussion ensued:

- Clarification paid up to date
- Example scenarios and guardrails
- Bookends - No decision has been made
- Timing of process when analysis anticipated to be complete
- Board input throughout the process
- Stakeholder Group and building stakeholder relationships
- Upcoming deadline related to AHO (Administrative Hearings Officer) hearing
- Criteria for selecting baselines – item coming to the Board

Director Caulder made a motion to approve an amended Task Order No. 3 in the amount of \$125,000 with WEST Consulting Inc. for continued support and development for the Plan for Water and authorize the General Manager to execute the appropriate documents. The motion died for a lack of a second.

**Director Heck made a motion to approve Task Order No. 3 in the amount of \$273,469 with WEST Consulting Inc. for continued support and development for the Plan for Water, and authorize the General Manager to execute the appropriate documents. Director Bierwagen seconded the motion.**

Public Comment: None

Dustin Cooper, District Counsel, noted an additional timing dynamic to consider related to the expected update to the Water Quality Control Plan.

**Motion passed on the following roll call vote:**

<b>Heck, Division 1</b>	<b>Aye</b>
<b>Bierwagen, Division 2</b>	<b>Aye</b>
<b>Hull, Division 3</b>	<b>Aye</b>
<b>Caulder, Division 4</b>	<b>No</b>
<b>Johansen, Division 5</b>	<b>Absent</b>

The meeting recessed at 10:20 a.m. and reconvened at 10:30 a.m.

### **WORKSHOP ITEMS**

#### **2023 CAPITAL IMPROVEMENT PROGRAM MID-YEAR PROJECT STATUS UPDATE**

Doug Roderick Director of Engineering; Keane Sommers, Director of Power Systems; Chip Close, Director of Water Operations; and Steve Prosser, Director of Maintenance, provided updates on the status of projects included in the 2023 Capital Improvement Program for Engineering, Hydroelectric, Maintenance, and Operations Departments.

Board discussion ensued regarding the following:

- Hemphill Diversion Fish Passage Project (Project #7032)
  - o Board members to tour the project
  - o Total cost and amount of grant

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- Status of District Financed Waterline Extension Projects
- Lincoln Canal Upgrades (Project #2376) undersized flows and improvements
- Sugarloaf Reservoir (Project #2550), facilities and future plans
- Newtown Reservoir (Project #6958) easements and future plans
- Cascade Shores Homeowners' group requests an informative meeting at the appropriate time
- Scotts Flat Powerhouse Fire Detection Upgrade (Project #2552)
  - o Internal fire detection inside the facility
  - o Fire detection project (not suppression)
  - o The District has enhanced vegetation clearing - significant buffers around all powerhouses and equipment
  - o The project allows for a faster response if a powerhouse is on fire

Public Comment: None

#### NID STRATEGIC PLAN UPDATE AND PLANNING FOR 2024

Jennifer Hanson, General Manager, presented the item:

Board discussion ensued:

- Strategic Priority 1: Update Goal 1 "Evaluate a 5-Yr Master Plan" due date from 2023 to 2024
- Strategic Priority 2: Options for Board to recognize staff members in person
- Strategic Priority 3: Hear about what is in progress, department updates, and add a description column
- Strategic Priority 4: Proposition 218 process, timing, analysis and rate study
- Strategic Priority 5: IT Strategic Committee, recreation revenue, rate analysis to understand full cost recovery, adjusting recreation rates annually

Public Comment: None

#### GENERAL MANAGER'S REPORT

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

- Spoke at a Nevada County - SIR (Sons in Retirement) meeting
- Spoke at the Democratic Club of Lincoln
- Participated in a tour of NID facilities with Congressman Kiley
- District will have a booth at the Nevada County Collaboration Day - on Sept. 8<sup>th</sup> at the Rood Center

#### BOARD OF DIRECTORS' ITEMS / REPORTS

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

- Attended the opening day of the Nevada County Fair

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

- Attended the opening day of the Nevada County Fair
- Commented on The Union article and picture of Jennifer Hanson, General Manager



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

- Attended the opening day of the Nevada County Fair
- Thanked Congressman Kiley for his visit

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

- Attended the tour with Congressman Kiley
- Presented with Director Heck at the Auburn Area Democratic Club
- Announced upcoming presentation with Director Heck for the American Association of University of Women – Nevada County
- Announced the Placer County Farm Bureau's upcoming event "Annual Harvest Hoedown" on October 21<sup>st</sup>

MEETING ADJOURNED at 11:50 a.m., to reconvene in regular session on Wednesday, September 13, 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


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Director, Division IV, reported on the following items:  
Attended the opening day of the Nevada County Fair.  
Met with the Board on Friday, August 18th.

Director, Division III, reported on the following items:  
Met with the Board on Friday, August 18th.

Attended the opening presentation at the Airline Area Emergency Clinic.  
Attended opening presentation with Director, Health Services, at the  
Assistant to University of Nevada - Nevada County.  
Attended the Placer County Farm Bureau's upcoming event, Annular  
Monday, October 23rd.

MEETING ADJOURNED at 1:20 p.m. to reconvene in regular session on Wednesday,  
September 13, 2023 at 9:00 a.m. at the District Business Center located at 1100 West  
Main Street, Grass Valley, California.

Submitted by:  
  
District Administrator