

NEVADA IRRIGATION DISTRICT

Engineering Committee

August 21, 2018

MINUTES

Committee Members Present: Nick Wilcox, Division V
Scott Miller, Division III

Committee Staff Members Present: Remleh Scherzinger, General Manager
Gary King, Engineering Manager

Other Staff Members Present: Chip Close, Water Operations Manager
Keane Sommers, Hydroelectric Manager
Doug Roderick, Senior Engineer
Carie Deatherage, Management Assistant

Public Present: Robert Wallis, Wallis Design Studio
Tom Keegan, Senior Fisheries Scientist, Helix
Environmental Planning
Syd Brown
Ricki Heck, Director-Elect Division I
Bruce Herring
George Olive

Public Comment

No Public Comment

Item #1: Minutes of June 19, 2018, Regular Meeting

Mr. Gary King, Engineering Manager, noted a correction needed on Item #4: Draft Engineering Capitol Budget.

Public Comment:

Ms. Syd Brown noted minor errors.

- Corrected the spelling of John Volz
- Corrected the spelling of Brian Powell
- Corrected the spelling of Greenhorn on the Project Status Report

Mr. King stated that the meeting minutes are approved as amended.

Mr. King closed item number One and moved on to item number Two.

Item #2: Hemphill Water and Fish Studies (FATR # 7032)

Mr. Gary King, Engineering Manager, introduced Mr. Tom Keegan with Helix Engineering.

Tom Keegan, Senior Fisheries Scientist, Helix Environmental Planning, reviewed the report covering the 2017 Salmon Spawning and Water Quality Study on Auburn Ravine near the Hemphill Diversion Facility.

Mr. Keegan explained following completion of fish passage improvements at the Lincoln Gauging Station by Nevada Irrigation District (NID) in 2011, California Department of Fish and Wildlife (CDFW) conducted three years of fall-run Chinook salmon spawning surveys (2012, 2013, and 2014) to evaluate project-related impacts to escapement (i.e., size of spawner population), and to develop an index of annual redd abundance, distribution, and periodicity.

Mr. Keegan reviewed the Hemphill Water and Fish Studies.

Survey Protocol:

- Weekly surveys starting after October 15th
- At least one pre-spawn in each reach
- Weather and flow have bearing of temporal intensity of surveys
- Survey until no new fish or redds observed (February 2018)
- Identify (to species), measure, and geo-reference all redds
- Identify fish to species, sex, and adipose fin clips
- Redd longevity and observer efficiency
- Collect physical habitat information

Reach Locations:

<u>Description</u>	<u>Reach ID</u>	<u>Reach Length (mi)</u>
McBean Park to Hemphill	AR1	2.1
Hemphill to Fowler Road	AR2	2.0
Fowler Road to Bridge Lane	AR3	1.6
Bridge Lane to Upstream of Gold Hill	AR4	1.5

Data Collected:

Required Data

Temperature

- Pot L X W
- Pot Depth
- Tail spill L x W
- Width
- Substrate
- Fish on redd
 - Numbers
 - ID sex when possible
- GPS location

Optional Data:

- Depth
- Velocity

2017 Results:

- Water quality observations were always in suitable range for:
 - Dissolved oxygen
 - pH
 - Turbidity
 - Conductivity
 - Water temperature
- Six Chinook salmon adults were observed
- Only one completed redd was observed
- All Chinook salmon and redd observations were in reach AR1
- Juvenile and adult rainbow trout, Sacramento Sucker, and Sacramento Pike Minnow were observed during all surveys throughout the area
- Beaver and otter were observed

Mr. Keegan completed his presentation and asked for any questions.

Ms. Syd Brown asked if these were streamside walking observations.

Mr. Keegan replied that most of the time they were visual surveys, they do wear waders, and in deeper pools, they do get into the water.

Mr. Keegan summarized that a total of six Chinook salmon adults were observed during the 2017 surveys. Only one completed redd was observed. All salmon and redd observations occurred in reach AR1. Juvenile and adult rainbow trout, as well as Sacramento Sucker and Sacramento Pike Minnow, were observed during all surveys throughout the survey area. Beaver and otter were also observed. The decrease number of salmon observed was potentially due to the drought conditions.

Mr. Keegan stated that HELIX Environmental Planning, Inc. (HELIX) is contracted with Nevada Irrigation District to conduct spawner surveys in 2018 and 2019 in the same manner as previously conducted by CDFW from 2012 through 2014.

Mr. King closed item number Two and moved on to item number Three.

Item #3 Review the Draft Office Renovation (FATR #2113)

Mr. Gary King, Engineering Manager, introduced Mr. Robert Wallis with Wallis Design Studio.

Mr. Wallis reviewed the draft plans for the proposed office expansion project.

Phase Descriptions: Construction and Operational

Phase 1

- 1st Interior and exterior of the Front Lobby, ADA Compliant Entrance, ADA Compliant Public Restroom and Elevator (Area A)
- 2nd Stairs and exterior wall to be completed. 1st floor ADA Compliant women's restroom (Area B)
- 3rd Operations exterior wall to be complete, 1st floor ADA Compliant men's restroom and IT (Area C)

Phase 2

- 1st Finance and Accounting Open Office Space (Area D)
- 2nd Customer Service (Area E)
- 3rd Operations (Area F)
- 4th Human Resources (Area G)

Phase 3

- 1st Downstairs Expansion (Area B)
- 2nd Operations and Conference Room (Area C)

Mr. Wallis added that the design has been created for the functionality of each department.

Mr. Doug Roderick, Senior Engineer, asked about the number of accessible parking spaces, and how the number of parking spaces are determined.

Mr. Wallis stated the quantity is determined by calculating the number of overall parking places.

Mr. Wallis added that he would look at shifting the disabled spaces to incorporate quick drop off spaces for District customers.

Mr. Wallis stated that the roof design will be changed to fix existing building issues.

Director Wilcox inquired on the phase that moves the Board Room.

Remleh Scherzinger, General Manager, stated that the solar parking lot could potentially be Phase 4 and the Board Room relocation could potentially be Phase 5. The order is unknown at this time. The District is currently working on an options analysis.

Ricki Heck, Director-Elect Division I, inquired about the budget for this project and the timing of the solar panel phase.

Mr. King stated that the solar panels are not currently in the 2017-2018 budget. The intent is to complete the Office Expansion phase 2 and 3 and move on to phase 4 and 5.

Mr. King closed item number Three and moved on to item number Four.

Item #4: 2019-2023 Capital Budget

Mr. Gary King Engineering Manager, explained that this 2019-2023 Capital Budget includes all of the capital budgets for the District including hydroelectric, engineering, administration, management, and recreation draft budgets that were previously discussed with the Engineering Committee.

Remleh Scherzinger, General Manager, commented that \$2.6 million was removed from the budget since it has been reviewed last Engineering Committee and he continued to explain that there will be two IT items coming forward.

- 1) Enterprise Resources Planning (ERP) Financial System Upgrade
- 2) Computerized Maintenance Monitoring System (CMMS)

Mr. King noted that the District has programs for upgrading District facilities.

- Pipeline Replacement
- PRV Replacement
- Minor System Work
- Raw Water System Improvements
- Backbone Extension
- Hydro Powerhouse Improvements
- Hydro Reservoir, Dam & Water Improvements

Mr. King stated that it is the recommendation of staff to forward this budget to the Administrative Practices Committee (APC). The APC will then forward this to the Board for approval.

Remleh Scherzinger, General Manager, explained that the Engineering Department has been very good at maintaining their production level operating at 98% in terms of utilizing the Engineering budget for several years. In a normal Capitol program, it is usually at 70%.

Mr. King explained the concept of the rolling budget. Once a Project starts, if something were to cause a delay or if a project stalled the District is able to move on to the next project on the list "levelizing" cash flow.

Ms. Syd Brown inquired about the difference in the District total \$30,635,000 in 2018 and \$14,455,000 for 2023.

Remleh Scherzinger, General Manager, explained about bond money being seen in the budget. For example, when large projects like Combie Phase I took a \$20,000,000 bond, we are seeing this bond money in the budget total in 2018. The budget is "levelizing" from those large bond projects.

Ricki Heck, Director-Elect Division I, asked if the Engineering Budget was included in the Capital Budget.

Remleh Scherzinger, General Manager, answered "yes," the total Engineering budget is in the Capital Budget.

Ms. Heck asked if there was planning done for the Centennial project.

Remleh Scherzinger, General Manager, answered "yes," continuing the environmental contract, AB52 as well as possible property purchases.

Ms. Heck asked if the District has always adopted a 5-year budget.

Remleh Scherzinger, General Manager, answered "no." The Board adopts a single year budget and explained that the 5-year plan is part of a Capital Plan and is used for planning purposes.

Ms. Heck stated that it would be helpful to see the 2018 actuals spent to date.

Remleh Scherzinger, General Manager, explained that the Board sees what is spent every month and the number correlates with the Quarterly report.

Mr. King stated that it is the recommendation of staff to forward this budget to the APC. The APC will then forward this to the Board for approval.

Mr. King closed item number Four and moved on to item number Five.

Item #5 2019 Engineering Budget

Mr. Gary King, Engineering Manager, explained that this budget is similar to last year as far as programs, with the exception of the stormwater remediation program. This program is for working on issues related to storm water impacts to the District's facilities. It is staff's recommendation to forward the Engineering Budget to the APC. The APC will then forward this to the Board for approval.

A question was asked about the location of the Raw Water Master Plan (RWMP) in the budget.

Remleh Scherzinger, General Manager, stated that the RWMP is located in the Administration budget.

Item #6 Centennial Water Supply Project Update (FATR # 7013)

Doug Roderick, Senior Engineer, provided a 2-month update on the Centennial Water Supply Project. Additional budget information was added as requested. Mr. Roderick provided the following updates:

- California Environmental Quality Act (CEQA) Draft Environmental Impact Report (DEIR) – Draft alternatives analysis and project descriptions are being worked on. Consultants are also performing field surveys including those that need to be done during specific times of the year.
- Design Efforts – Currently no new geotechnical investigation or design work scheduled for the proposed site. Conceptual designs being considered for potential alternatives that will be part of the DEIR. No new work has been done regarding the proposed bridge and road crossing.
- Water Rights – Filed quarterly update with State Water Resources Control Board (SWRCB) on June 29, 2018. Next update is due at the end of September. Currently, no action involving protestants, waiting on the DEIR to be released before engaging in discussions with protestants.
- Third Party Audit – Financial audit of the project by Richardson & Company LLP has been completed. Staff will present the results of audit to the Board at the August 22, 2018 meeting. This item will be carried for an additional month.
- Website – There has been no new documents added to the website since the June 18, 2018, Engineering Committee. Pending the addition of Enabling Statutes.
- AB52 Consultation – Continuing tribal consultation with United Auburn Indian Community, Colfax-Todds Valley Consolidated Tribe and Nevada City Rancheria Nisenan Tribe. Met with Colfax-Todds Valley to discuss the results of cultural resources report and to provide that data to them for review. Next meeting will be scheduled once Colfax-Todds Valley has had time to review the data. The AB52 will not stall the project.

A discussion ensued regarding the AB52 process and potential impact to the project.

- Property Acquisition – Continuing to consider property acquisitions with property owners that come to the District within a willing seller-willing buyer transaction framework. No acquisitions have occurred since the June 18, 2018., Engineering Committee.
- Meetings – Additional public meetings are currently not scheduled as staff focuses on the RWMP.

Budget Impacts: Mr. Roderick reviewed the updated tables shown on Page 2 of the Staff Report.

Current budget expenditures for 2018 (as of 8-14-2018) are \$1,586,973.62.

The breakdown of the expenditures is as follows:

2018	January-May	June/July	Totals
Consulting	\$94,236.16	\$149,920.13	\$244,156.29
Consulting Property	\$14,960.00	\$1,900.00	\$16,860.00
Staff	\$20,797.64	\$9,686.25	\$30,483.89
Property	\$1,295,473.44	0.00\$	\$1,295,473.44
Total	\$1,425,467.24	\$161,506.38	\$1,586,973.62

	2014*	2015*	2016*	2017*	2018
Budget	\$1,609,385	\$1,168,637	\$4,645,933	\$3,639,377	\$4,000,000.00
Expenses	\$1,414,239	\$1,807,895	\$4,825,146	\$3,255,930	\$1,586,973.62
Budget vs Actual	\$195,146	\$(639,258)	\$(179,213)	\$383,447	\$2,413,026.38

*NOTE: This table was provided to the Board on December 13, 2017 (Item #11). Totals may be adjusted as a result of the audit.

The remaining field work is biological and cultural. Some of the surveys are time sensitive.

Mr. Roderick explained that the expenses number \$1,586,973.62 represents what has been spent to date and does not include what has been encumbered.

Gary King, Engineering Manager, opened the item up for questions.

Public Comment:

Syd Brown asked if the District will affirmatively stop purchasing property until the RWMP is released.

Remleh Scherzinger, General Manager, explained that this is a Board decision and out of the scope of the Engineering Committee.

Mr. King closed item number Six and moved on to item number Seven

Item #7 Project Review - Information: Review the Project Status Report

Reviewed the Project Status Report with Committee members as an informational item.

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