



MANAGING RESOURCES FOR A BETTER FUTURE

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LYNN HOFFMAN
TONI SCARBOROUGH, SECRETARY
BRIAN PARTRIDGE, TREASURER

BRIAN EHLERS, DISTRICT ENGINEER
LAUREN D. LAYNE, LEGAL COUNSEL
MIKE CUTTONE, ASST. TREASURER

REGULAR MEETING OF THE BOARD OF DIRECTORS
December 11, 2017 at 11:00 A.M.
The Lodge at Riverstone
370 Lodge Road South
Madera, California 93636

AGENDA

1. CALL TO ORDER

2. SWEARING IN OF NEW DIRECTOR – Amber Mendoza

3. ADDITIONS TO THE AGENDA

(The Board may add an item to the agenda if, upon a two-thirds vote, the Board finds that there is a need for immediate action on the matter and the need came to the attention of the District after the posting of this Agenda.)

4. CORRECTIONS AND APPROVAL OF MINUTES

- a. Minutes of the Special Board Meeting on November 13, 2017 (attachment)

5. PUBLIC COMMENTS

Members of the public may address the Board on any matter related to the District that is not included on the Agenda. Comments are limited to five (5) minutes per person.

6. POTENTIAL CONFLICT(S) OF INTEREST

(Any Board member who has a potential conflict of interest may now identify the item and recuse himself or herself from discussing and voting on the matter.)

7. TREASURER'S REPORT

- a. Presentation and acceptance of the Treasurer's Reports for October. **Review and consider for action.**
- b. Approve payment of warrants, and ratify warrants paid since the prior meeting, if necessary. **Review and consider for action.**

8. CORRESPONDENCE

(Members of the Board or Staff may provide comment on any timely matter related to the District that is not included on the agenda.)

9. COMMITTEE REPORTS

- a. **Water Supply and Utilization – Ad Hoc Committee.** Report from the Ad Hoc Committee on water supply agreement discussions and potential special projects.
- b. **Budget Planning – Ad Hoc Committee.** Report from the Ad Hoc Committee on budget planning.

BOARD ACTION ITEMS - *The Board may take action on any of the following items*

10. Startup, Backup & Operations Purchases – *review and consider for action*

- a. **Purchase Backboard for Control Box and Disconnect Switch for Groundwater Monitoring Well Pumps** (see “Attachment A”): Approximately \$1,250
Contracting with Pump company to create a mobile backboard for a Control Box and Disconnect Switch that can be transported and used at all 5 sites for Generator hook up. Per your request, we will also put together a one page protocol summary for pump and purge volumes following completion of work.
- b. **Purchase 1” and 2” Air Relief Valves for repair and replacement of leaking ARVs** (see “Attachment B”): Approximately \$1,300
This is for replacement of an existing leaking ARV on the booster pump line at the water storage tank site and a reserve for repairs.
- c. **IT Services for network monitoring and automated backup:** Approximately \$1,000 for hardware and \$500 per month
 - i. The hardware quote is for automated backup software and hardware drives for both the SCADA and Historian computer. Recurring monthly cost is for network security (Webroot Secure antivirus software and reporting), continuous network monitoring, and backups program and Disaster Recovery Plan.
- d. **Generator Annual Preventative Maintenance Service** (see “Attachment D”): Approximately \$5,500, \$3,500 for water and \$2,000 for wastewater
- e. **Chlorine Building backup fan motor approximately \$54.00** (attached email backup)
- f. **MicroBLOX space heater for west end of unit to protect pipes and tubing approximately \$100**

11. Acquisition Agreements – review and consider for action

- a. **Installment Sale Agreement (Agricultural System) between RCWD & Riverstone Development, LLC** – review and consider for action
- b. **Urban Reimbursement Agreement between RCWD & Riverstone Development, LLC** – review and consider for action
- c. **Extension of Infrastructure Lease between RCWD & Riverstone Development, LLC** - review and consider taking action to amend the lease to extend the term to March 31, 2018

12. Other Action Items – review and consider for action

- a. **Review of Comparative Analysis on Employees versus Independent Contractors; Consider Authorization of Applicable Policies & Procedures.**
Analysis from Che Johnson regarding the cost of employees versus independent contractors and the cost to prepare appropriate policies and procedures – Review and take action
- b. **General Manager**
Update on start date of the General Manager
- c. **Municipal Service Master Planning**
Review and consider taking action regarding municipal service master planning
- d. **GIS Proposal** - review and consider taking action to approve the GIS proposal provided by the District's engineer

13. ENGINEER'S REPORT

- a. Agriculture Water Operations and Surface Water Utilization – Update and consider taking action
 - i. Surface Water Utilization and Projections
 - ii. Groundwater Recharge Operations
 - iii. Charges for ag surface water use
- b. Construction Standards and Specifications, Testing, and Scope – Update.
- c. Construction status – Update
 - i. Municipal Projects
 - ii. Agricultural Projects – In-lieu project expansions
- d. Annexation – Update
- e. Groundwater level measurements – update on program monitoring for CASGEM; review and consider taking action to have the District Engineer take measurements if needed

- f. Municipal Operations - Staff Operations Report for October 2017 – Review (attachments)
- g. Holding Contracts Letter to U.S. Bureau of Reclamation – ***The Board may take action on this item.***
- h. JPIA Inspection – Report
- i. Madera County Storm Water Resource Plan (correspondence attached) – review and consider taking action

14. LEGAL COUNSEL REPORT

- a. Legislative update
- b. Report on legal matters affecting the District

15. COMMUNITY FACILITIES DISTRICT (CFD)

- a. Report on CFD status – Update on the Acquisition Agreement timeline

16. ADJOURN

- Items on the Agenda may be taken in any order.
- Action may be taken on any item listed on the Agenda.
- Writings relating to open session Agenda items that are distributed to members of the Board of Directors will be available for inspection at the District office, excluding writings that are not public records or are exempt from disclosure under the California Public Records Acts.
- ACCOMMODATIONS FOR PERSONS WITH DISABILITIES
A person with a qualifying disability under the Americans With Disabilities Act of 1990 may request the District to provide a disability-related modification or accommodation in order to participate in any public meeting of the District. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the District. Requests for such assistance and for agendas and agenda packets shall be made in person, by telephone, or by written correspondence to the District at (559) 326-2222 or P.O. Box 28548, Fresno, California 93729, at least 48 hours before a District meeting.