

NORTH YUBA WATER DISTRICT

Zoom

Board Meeting Friday July 22, 2022

@ 3:30pm

INDEX

A. Agenda/Roll Call

B. Pledge of Allegiance

C. Public Input

D. Consent Items

E. Financial Reports

F. General Managers Report

G. Directors Input

H. Resolution 22-768D Remote Meetings

I. Resolution 22-771 Revision of Regular Meeting Schedule

J. Resolution 22-772 PRA Procedure Policy

K. Contract Authorization

L. Agenda Items for Next Meeting

GARY HAWTHORNE
President
Division 3

DOUG NEILSON
Vice President
Division 1

Chris Cross
Division 2



DONALD FORGUSON
Director
Division 4

GINGER HUGHES
Director
Division 5

JEFF MAUPIN
General Manager

AGENDA

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE
NORTH YUBA WATER DISTRICT**

3:30 PM ♦ FRIDAY ♦ JULY 22, 2022

NOTICE: IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e) AS AMENDED BY AB 361, THIS MEETING WILL BE CONDUCTED BY TELECONFERENCE.

THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEOCONFERENCE AT

Join Zoom Meeting

<https://us02web.zoom.us/j/86122220681?pwd=cFE1UFZxMEpDTVdjbj0JNOEg4bzZRZz09>

Meeting ID: 861 2222 0681

Passcode: 944806

One tap mobile

+16692192599,,86122220681#,,,,*944806# US (San Jose)

+12133388477,,86122220681#,,,,*944806# US (Los Angeles)

Dial by your location

+1 669 219 2599 US (San Jose)

+1 213 338 8477 US (Los Angeles)

888 475 4499 US Toll-free

Find your local number: <https://us02web.zoom.us/j/86122220681?pwd=cFE1UFZxMEpDTVdjbj0JNOEg4bzZRZz09>

AND WILL BE GIVEN THE OPPORTUNITY TO PROVIDE PUBLIC COMMENT.

COMMENCEMENT OF MEETING

- A. CALL TO ORDER/ROLL CALL**
- B. PLEDGE OF ALLEGIANCE**
- C. OPPORTUNITY FOR PUBLIC COMMENT ON AGENDIZED ITEMS**

As provided under Government Code section 54954.3, subdivision (a), during a Regular Meeting any member of the public may address the Board concerning any item on the agenda or any other issue within the jurisdiction of the District. Any member of the public wishing to make comment on an agenda item shall

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact North Yuba Water District office staff at 530-675-2567 or fax 530-675-0462. Requests must be made as early as possible and at least one-full business day before the start of the meeting.

identify the agenda item they intend to address. Public comment is limited to no more than two (2) minutes per person, twenty (20) minutes total for all speakers.

NOTE: ALL PUBLIC PARTICIPANTS WILL BE MUTED UPON ENTRY INTO THE MEETING AND WILL ONLY BE UNMUTED TO ALLOW THEIR COMMENT. TO PROVIDE PUBLIC COMMENT VIA VIDEO CONFERENCING CLICK ON THE "RAISE HAND." TO PROVIDE PUBLIC COMMENT BY TELECONFERENCE PRESS *9.

CONSENT CALENDAR

D. CONSENT ITEMS

1. Approval of Minutes for Regular Board Meeting of June 24, 2022
2. Approval of Minutes for Special Board Meeting of May 20, 2022
3. Approval of Payroll for the Month of June 2022: \$ 55,958.80
4. Approval of Bills for the Month of June 2022: \$ 183,189.56
5. Warrant # 52-37258, fund # 637, payable to North Yuba Water District, in the amount of \$100,000.00 for Services / Supplies

REPORTS

E. FINANCIAL MANAGER'S REPORT

1. Review Cash on Hand and Income Statements for the period ending June 30, 2022.

F. GENERAL MANAGER'S REPORT

Operations Memorandum

G. DIRECTORS' INPUT

Directors may make brief announcements or reports for the purpose of providing information to the public or staff, or to schedule a matter for a future meeting. The Board cannot take action on any matter not on the agenda and will refrain from entering into discussion that would constitute action, direction, or policy until the matter is placed on the agenda of a properly publicized and convened Board meeting.

DISCUSSION/ACTION CALENDAR

H. RESOLUTION NO. 22-768D

Adopt resolution authorizing remote teleconference meetings in accordance with California Government Code section 54953(e), as amended by AB 361.

I. RESOLUTION NO. 22-771

Adopt resolution changing date and time for the regular Board of Director monthly Board meetings.

J. RESOLUTION NO. 22-772

Adopt resolution approving procedures for managing Public Records Act requests and approving online Public Records Act form.

K. CONTRACT AUTHORIZATION

Authorize the General Manager to negotiate with Smart Marketing over the terms of the existing contract, and execute an amended contract, subject to prior review and approval of District Counsel.

L. AGENDA ITEMS NEXT MEETING

Consideration of agenda items for next meeting; items must be requested in accordance with the District's *POLICY FOR AGENDIZING ITEMS FOR BOARD MEETINGS*.

ADJOURNMENT

MINUTES
BOARD MEETING OF THE BOARD OF DIRECTORS OF THE
NORTH YUBA WATER DISTRICT

Held at the District Office – Through Zoom
8691 LaPorte Road, Brownsville

Friday, June 24, 2022

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT. THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCE AT Join Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/86122220681?pwd=cFE1UFZxMEpDTVdjb0JNOEq4bzZRZz09>

Meeting ID: 861 2222 0681
Passcode: 944806
One tap mobile
+16692192599,,86122220681#,,,,*944806# US (San Jose)
+12133388477,,86122220681#,,,,*944806# US (Los Angeles)

Dial by your location
+1 669 219 2599 US (San Jose)
+1 213 338 8477 US (Los Angeles)
888 475 4499 US Toll-free

Find your local number: <https://us02web.zoom.us/j/86122220681?pwd=cFE1UFZxMEpDTVdjb0JNOEq4bzZRZz09>

AND WILL BE GIVEN THE OPPORTUNITY TO PROVIDE PUBLIC COMMENT

A. ROLL CALL

General Manager Maupin called the meeting to order at 3:30PM at the District Office in Brownsville, CA.

NAME	PRESENT	ABSENT	VISITORS INCLUDING:
PRESIDENT		Gary Hawthorne	Dr. Flohr, Charles Sharp, Marieke Furner, Dr. Rulik
VICE PRESIDENT	Doug Neilson		Perla, Karen Harvey, William Sebrans, Karen Legget, John Brueggeman, Terry Brown, Nancy Casey, Yolanda De Cruz, Carole Mason
DIRECTORS: DIRECTORS	Donald Forguson Ginger Hughes	Chris Cross	
GENERAL MANAGER ATTORNEY	Jeff Maupin Michael Vergara Ms. Aackermann, Pennie, Kelly Taber		

B. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by General Manager Maupin.

ACTION ITEMS

C. PUBLIC COMMENT: General Manager Maupin read the rules of public comment. Opportunity for public comment on any item on the agenda or any other items within the jurisdiction of the district board. However, no action may be taken by the Board on topics or matters presented during this **PUBLIC INPUT** agenda.

PUBLIC COMMENT:

Members of the public commented on charging for copies, water needed to secure survival for business, water average for the year, discredit of District, water for Woodleaf but not for irrigators, budget and irrigation, no meeting with water agencies due to advice of counsel, refusing to supply water but selling to Woodleaf, budget not showing legal fees and omission of actuals.

D. CONSENT ITEMS:

1. Approval of **Minutes for Regular Board Meeting of May 27, 2022**
2. Approval of **Payroll for May 2022: \$ 37,617.41**
3. Approval of **Bills for May 2022: \$ 225,929.60**
4. **Warrant # 52-37257, fund # 642, payable to North Yuba Water District, in the amount of \$200,000.00 for Services / Supplies**

Director Hughes made a motion to accept items 1-4 of the consent items. Director Forguson seconded the motion. Vice President Neilson asked that the minutes reflect the full names replace al in section

The motion passed with a unanimous vote

E. FINANCIAL MANAGER'S REPORT

1. Review of Cash on Hand and Income Statements for the period ending May 31, 2022

Financial Manager Heidi Naether reviewed Cash on Hand and Income Statements for the period ending May 31, 2022. Total cash on hand in all accounts including reserves was \$3,530,749.76. Total income for the fiscal year to date (July 01, 2021 – May 31, 2022) was \$1,447,953.59. Total expenses were \$1,628,183.90, leaving a net revenue over expenses in the minus of \$180,230.31. Fiscal year to date expenses out of Reserves totaled \$1,047,209.30

Director Forguson made a motion for the Board to accept the Financial Manager's report as presented. Director Hughes seconded the motion.

The motion passed with a unanimous vote.

F. ANNUAL AUDIT REPORT FOR 2020/2021

John Blomberg of Blomberg & Griffin will present the Financial Statements and Independent Auditor's Report for 2020/2021.

Mr. John Blomberg of Bloomberg & Griffin Accountancy Corporation presented the North Yuba Water District Financial Statements and Independent Auditor's draft report to the Board. He reminded the Board that June 30th is the deadline to submit audit reports.

Vice President Neilson made a motion to accept the Annual Audit Report for 2020/2021. Director Forguson seconded the motion.

The motion passed with a unanimous vote.

G. BUDGET 2022-23

Director Hughes made a motion to accept the 2022-23 Budget. Director Forgyson seconded the motion.

Director Forgyson asked if the legal fees reflected past and current lawsuits. Vice President Neilson asked for further information about PR. General Manager Maupin will supply the information next week.

The motion passed with a unanimous vote.

H. RESOLUTION NO. 22-768C

Authorizing remote teleconference meetings in accordance with California Government Code section 54953(e), as amended by AB 361.

Director Forgyson made a motion to accept Resolution No. 22-768C. Director Hughes seconded the motion.

The motion passed with a unanimous vote.

I. RESOLUTION NO. 22-770

Review and Consider Approval of Agreement for Sale of Bulk Water (Woodleaf Younglife) and finds that the Agreement is Exempt from the California Environmental Quality Act

Director Hughes made a motion for the Board to accept Resolution No. 22-770. Vice President Neilson seconded the motion.

Vice President Neilson asked if the amount to be used was 21 acre feed over three months. General Manager Maupin clarified it was .089, less than 1 CFS.

The motion passed with a unanimous vote.

DISCUSSION/REPORTS

J. GENERAL MANAGERS REPORT

1. Operations Memorandum

General Manager Maupin added that Dry Creek was just over 2 CFS. 4 CFS is the cut off point. It is already below fish flow which is what was anticipate.

Vice President Neilson asked about the complaints about odor. General Manager Maupin reported that it is a small number, we have about 840 domestic services and there were 11 calls. The affected domestic services are due to PGE work and falling trees which are vibrating the ground which shakes up the main. All that is needed is a quick flush at the main. Contact has been made with PGE who was concerned and will talk to contractors about ways to lower trees down.

K. DISCUSSION OF THE NORTH YUBA WATER DISTRICT BOARD OF DIRECTORS REVISING THE REGULAR MEETING SCHEDULE

Director Forgyson discussed moving the monthly meeting to Wednesdays in the morning.

After discussion, the Board agreed that the item will move forward as an action item for the next Board Meeting.

L. DIRECTORS INPUT

Directors may make brief announcements or reports for the purpose of providing information to the public or staff, or to schedule a matter for a future meeting. The Board cannot take action on any matter not on the agenda and will refrain from entering into discussion that would constitute action, direction or policy, until the matter is placed on the agenda of a properly publicized and convened board meeting.

1. Consideration of agenda items for the next meeting. Items must be requested in accordance with the District's POLICY FOR AGENDIZING ITEMS FOR **BOARD MEETINGS**.

Director Hughes discussed the possibility of charging for copies requested by the public. Mr. Vergara, District Counsel reported that there is a policy in draft form and can be put before the Board at the next meeting

The Board members agreed to add the policy as an action item to the next Board Meeting.

M. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact North Yuba Water District office staff at 530-675-2567 or fax 530-675- 0462. Requests must be made as early as possible and at least one-full business day before the start of the meeting.

The meeting was adjourned at 4:20 P.M.

Respectfully Submitted,

Catherine L. Fonseca, Recording Secretary

SPECIAL MINUTES

BOARD MEETING OF THE BOARD OF DIRECTORS OF THE

NORTH YUBA WATER DISTRICT

Held at the District Office – Through Zoom

8691 LaPorte Road, Brownsville

Friday, May 20, 2022

NOTICE: THIS MEETING WILL BE HELD IN ACCORDANCE WITH EXECUTIVE ORDER N-29-20, ISSUED BY CALIFORNIA GOVERNOR GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN ACT (CALIFORNIA GOVERNMENT CODE SECTION 54950, ET SEQ.), AND THE FEDERAL AMERICANS WITH DISABILITIES ACT. THIS MEETING WILL NOT BE PHYSICALLY OPEN TO THE PUBLIC. ALL MEMBERS OF THE PUBLIC MAY PARTICIPATE IN THE MEETING VIA VIDEO CONFERENCE AT Join Zoom

Join Zoom Meeting <https://us02web.zoom.us/j/87061255009?pwd=S1INQUIEWHVnZDVCYUFROHhnlhQT09>

Meeting ID: 870 6125 5009

Passcode: 606838

One tap mobile

+16692192599,,81328697312#,,,,*606838# US (San Jose)

Dial by your location

+1 669 219 2599 US (San Jose)

888 475 4499 US Toll-free

Meeting ID: 870 6125 5009

Passcode: 522211 Find your local number: <https://us02web.zoom.us/j/87061255009>

AND WILL BE GIVEN THE OPPORTUNITY TO PROVIDE PUBLIC COMMENT.

A. ROLL CALL

President Gary Hawthorne called the meeting to order at 3:32 PM at the District Office in Brownsville, CA.

<i>NAME</i>	<i>PRESENT</i>	<i>ABSENT</i>	<i>VISITORS INCLUDING:</i>
<i>PRESIDENT</i>	Gary Hawthorne		Dr. Flohr, , Marieke Furnee, D. Rulik Perla,
<i>VICE PRESIDENT</i>	Doug Neilson		John Brueggeman, Charlie Mathews, Karen Leggit
<i>DIRECTORS</i>	Chris Cross		
<i>DIRECTORS</i>	Donald Forguson		
<i>DIRECTORS</i>	Ginger Hughes		
<i>GENERAL MANAGER</i>	Jeff Maupin		
<i>ATTORNEY</i>	Michael Vergara. Pennie		

B. PLEDGE OF ALLEGIANCE: The Pledge of Allegiance was led by Director Forguson.

ACTION ITEMS

C. PUBLIC INPUT: President Hawthorne read the rules of public comment.

Opportunity for public comment on any item on the agenda or any other items within the jurisdiction of the district Board. However, no action may be taken by the Board on topics or matters presented during this **PUBLIC INPUT** agenda.

PUBLIC COMMENT:

Members of the public commented on the office being open to the public along with neighboring agencies, the public is being silenced due to remote meetings, zoom meetings were not renewed on time and when in person meetings return, please keep the zoon meetings as an option.

- D. **RESOLUTION 22-768A** Authorizing remote teleconference meetings in accordance with California Government Code section 54953(e) as amended by AB 361.

Director Forguson made a motion to accept Resolution 22-768A. Vice President Neilson seconded the motion.

Director Forguson shared with the Board that there is a new variant of Covid, and masks could once again be in use. It is appropriate for the next few months to continue with zoom meetings.

The motion passed with a unanimous vote.

E. ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, then please contact North Yuba Water District office staff at 530-675-2567 or fax 530-675- 0462. Requests must be made as early as possible and at least one-full business day before the start of the meeting.

The meeting was adjourned at 3:46 P.M

Respectfully Submitted,

Catherine L. Fonseca, Recording Secretary

**North Yuba Water District
Monthly Net Payroll Report**

TOTAL MONTHLY NET PAYROLL FOR THE MONTH OF JUNE, 2022

TOTAL JUNE, 2022 \$ 55,958.80

North Yuba Water District Monthly Check Listing June 2022

1000A · Cash - GC Seperate Accounts	Type	Date	Num	Name	Amount
Paypal					
PayPal Fees	Check	06/30/2022	FEES	PayPal	-112.19
Total Paypal					-112.19
11007 · River Valley Bank Checking					
Direct Deposit Fees	Liability Check	06/01/2022	DirD	QuickBooks Payroll Service	-22.75
Employee Retirement Fund	Liability Check	06/02/2022	25329	ICMA-457	-775.25
Credit Card Fees	Check	06/02/2022	GLOBEXC	Merchant Services	-148.73
State Payroll Taxes	Liability Check	06/03/2022	E-pay	EDD	-920.31
Federal Payroll Taxes	Liability Check	06/03/2022	E-pay	United States Treasury	-6,017.09
Employee Paid Insurance	Liability Check	06/03/2022	25330	AFLAC	-263.84
Domestic Customer Deposit Refund	Check	06/03/2022	25331	Carmo, William	-91.67
Health Insurance	Bill Pmt -Check	06/03/2022	25332	ACWA/Jt Powers Ins Authority	-14,847.86
Legal	Bill Pmt -Check	06/03/2022	25333	BoutinJones Inc	-16,177.50
Tank Rental	Bill Pmt -Check	06/03/2022	25334	Brown's Gas Co.	-72.00
Phone Service	Bill Pmt -Check	06/03/2022	25335	CALNET3	-244.67
Bursh, Sawblade	Bill Pmt -Check	06/03/2022	25336	Foothill Hardware	-37.21
Alarm Service	Bill Pmt -Check	06/03/2022	25337	Golden Bear Alarms	-297.00
Employee Retirement Fund	Bill Pmt -Check	06/03/2022	25338	LIU of NA Nat'l Pension Fund	-3,595.00
WTP Chemicals	Bill Pmt -Check	06/03/2022	25339	NTU Technologies Inc.	-2,187.36
Annual P.O. Box Fee	Bill Pmt -Check	06/03/2022	25340	Postmaster	-130.00
Datsticks, Chairmat	Bill Pmt -Check	06/03/2022	25341	Quill Corporation	-120.13
WD-40, Tie Down, Tape, Gloves, Glue, Paint, Chaulking, Screws, Chainsaw Oil, Screws, Aersol, Wasp Spray, Cement PVC, Primer, Shovel, Files, Chain Saw Filers, Brush	Bill Pmt -Check	06/03/2022	25342	Ray's General Hardware	-247.19
Cellphone Service	Bill Pmt -Check	06/03/2022	25343	VERIZON WIRELESS	-214.28
Car Rental, Parking Fee	Bill Pmt -Check	06/03/2022	25344	First National Bank Omaha	-175.59
Phone Service	Bill Pmt -Check	06/07/2022	25345	CALNET3	-512.78
Postage Meter Lease	Bill Pmt -Check	06/07/2022	25346	Pitney Bowes	-428.78
Trash Pick-up	Bill Pmt -Check	06/07/2022	25347	Recology - Yuba Sutter	-63.98
Pest Control Service	Bill Pmt -Check	06/13/2022	25348	CAL KING PEST CONTROL	-65.00

North Yuba Water District Monthly Check Listing June 2022

Type	Date	Num	Name	Amount
Laser Bills	06/13/2022	25349	Harris Computer Systems	-316.10
Vision Insurance	06/13/2022	25350	MesVision	-153.00
Electricity	06/13/2022	25351	Pacific Gas & Electric	-3,441.83
Public Outreach	06/13/2022	25352	Smart Marketing & Printing	-5,000.00
Cellphone Service	06/13/2022	25353	VERIZON WIRELESS	-70.68
Domestic Customer Deposit Refund	06/14/2022	25364	Secret, Natasha.	-128.00
Direct Deposit Fees	06/15/2022	DirD	QuickBooks Payroll Service	-16.25
Employee Retirement Fund	06/16/2022	25365	ICMA-457	-644.49
Federal Payroll Taxes	06/16/2022	E-pay	United States Treasury	0.00
State Payroll Taxes	06/16/2022	E-pay	EDD	-809.02
Federal Payroll Taxes	06/16/2022	E-pay	United States Treasury	-5,271.87
Copier Lease	06/17/2022	25354	Wells Fargo Vendor Financial Services, LL	-129.90
State Payroll Taxes	06/17/2022	E-pay	EDD	0.00
Digital Path, Adobe, Siriusxm, Meals, Go Daddy Email, Safety Cloth, Hardwood, Bracket, Qtr Round, Window AC, Screws, Filters, Moulding, Qtr. Round, Seminar, Tune up, Brake Repair, Diesel, Norton Antivirus, Carwash, Utensil	06/17/2022	25420	Mechanics Bank	-4,827.36
Domestic Customer Deposit Refund	06/20/2022	25366	Atkinson, Christina	-74.58
Water Testing	06/21/2022	25367	Cranmer Engineering Inc	-150.00
Oregon Peak Rent	06/21/2022	25368	EIP Holdings II, LLC	-463.00
ArcGIS Online Creator	06/21/2022	25369	Esri	-500.00
Dental Insurance	06/21/2022	25370	Premier Access Insurance Co.	-1,045.46
Backup Drive, Copy Paper, Chairmat, Backup Drive	06/21/2022	25371	Quill Corporation	-423.40
Fuel, Diesel	06/21/2022	25372	Ramos Oil Company Inc.	-3,569.74
Legal	06/21/2022	25373	Somach Simmons & Dunn	-100,872.04
State Payroll Taxes	06/27/2022	E-pay	EDD	-833.86
State Payroll Taxes	06/27/2022	E-pay	EDD	-46.40
Federal Payroll Taxes	06/27/2022	E-pay	United States Treasury	-5,559.11
Federal Payroll Taxes	06/27/2022	E-pay	United States Treasury	-17.40
Direct Deposit Fees	06/29/2022	DirD	QuickBooks Payroll Service	-21.00

North Yuba Water District Monthly Check Listing June 2022

	Type	Date	Num	Name	Amount
Employee paid Union Dues	Liability Check	06/30/2022	25387	UPEC	-315.25
Employee Retirement Fund	Liability Check	06/30/2022	25388	ICMA-457	-644.49
Domestic Customer Deposit Refund	Check	06/30/2022	25389	Better Homes & Gardens	-77.17
Total 11007 · River Valley Bank Checking					-183,077.37
Total 1000A · Cash - GC Separate Accounts					-183,189.56
TOTAL					-183,189.56

North Yuba Water District Profit & Loss Budget Performance July 2021 - June 2022

Accrual Basis

	Jul '21 - Jun 22	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000A · Irrigation	0.00	18,961.49	-18,961.49	0.0%	18,961.49
4050A · Domestic	281,461.85	273,604.73	7,857.12	102.87%	273,604.73
4100.10 · Power Revenue SFPPP	709,000.00	709,000.00	0.00	100.0%	709,000.00
4150.10 · Younglife-Water Sales	0.00	2,161.00	-2,161.00	0.0%	2,161.00
4200.10 · Yuba City-Water Sales	398,430.00	390,600.00	7,830.00	102.01%	390,600.00
4215.13 · Other Revenue	13,164.73	500.00	12,664.73	2,632.95%	500.00
4250.10 · Taxes - General	251,337.67	203,235.97	48,101.70	123.67%	203,235.97
4250D · Taxes - Domestic	68,247.46	63,694.91	4,552.55	107.15%	63,694.91
4250I · Taxes - Irrigation	95,932.19	95,689.32	242.87	100.25%	95,689.32
4300A · Interest	18,882.99	40,000.00	-21,117.01	47.21%	40,000.00
Total Income	1,836,456.89	1,797,447.42	39,009.47	102.17%	1,797,447.42
Gross Profit	1,836,456.89	1,797,447.42	39,009.47	102.17%	1,797,447.42
Expense					
5050.69 · 2005 Agreement SFWP/NYWD	298,467.76	346,300.00	-47,832.24	86.19%	346,300.00
5100.00 · WTP	290,009.12	249,600.85	40,408.27	116.19%	249,600.85
5200.00 · T&D Irrigation	36,174.00	129,097.53	-92,923.53	28.02%	129,097.53
5251 · T&D Domestic	183,095.97	197,474.69	-14,378.72	92.72%	197,474.69
5400 · Board of Dir	14,122.26	14,039.31	82.95	100.59%	14,039.31
5500 · Admin	629,608.10	569,292.94	60,315.16	110.6%	569,292.94
5500U · Admin-Utilities	30,353.31	26,000.00	4,353.31	116.74%	26,000.00
5600R · Regulator Driven	131,045.09	140,544.31	-9,499.22	93.24%	140,544.31
5700 · General	140,041.57	127,174.46	12,867.11	110.12%	127,174.46
5700F · Fuel	23,555.42	35,000.00	-11,444.58	67.3%	35,000.00
5800 · OSHA/Safety	5,935.12	14,469.81	-8,534.69	41.02%	14,469.81
Total Expense	1,782,407.72	1,848,993.90	-66,586.18	96.4%	1,848,993.90
Net Ordinary Income	54,049.17	-51,546.48	105,595.65	-104.86%	-51,546.48
Net Income	54,049.17	-51,546.48	105,595.65	-104.86%	-51,546.48

North Yuba Water District

Cash In Accounts prior Month Comparison

June 2022 compared to May 2022			
	06/30/2022	05/31/2022	
	Amount	Amount	Increase/Decrease
Mechanics Bank Checking	\$0.00	\$0.00	\$0.00
River Valley Bank Checking	\$277,471.23	\$12,001.63	\$265,469.60
Savings Money Market Account (River Valley Bank)	\$111,505.20	\$111,497.79	\$7.41
PayPal Account	\$1,280.36	\$2,138.80	(\$858.44)
Petty & Register Cash	\$830.00	\$830.00	\$0.00
YC Treas Fund #637 (Gen Dist)	\$393,837.69	\$281,091.00	\$112,746.69
YC Treas Fund #641 (ID #1)	\$347,714.46	\$303,205.36	\$44,509.10
YC Treas Fund #642 (ID #2)	\$333,780.45	\$306,858.56	\$26,921.89
YC Treas Fund #639 (Fac Fee Domestic)	\$7,474.15	\$7,466.24	\$7.91
YC Treas Fund #640 (Savings)	\$802,621.27	\$1,101,411.60	(\$298,790.33)
YC Treas Fund #644 (Equip Res)	\$3,043.36	\$3,040.15	\$3.21
YC Treas Fund #646 (ID #6)	\$11,558.14	\$11,545.91	\$12.23
YC Treas Fund #647 (Annex Irr)	\$11.46	\$11.46	\$0.00
YC Treas Fund #648 (Annex Dom)	\$89.53	\$89.44	\$0.09
YC Treas Fund #649 (Off Equip Res)	\$5,559.01	\$5,553.13	\$5.88
YC Treas Fund #650 (Reserve)	\$882,742.96	\$881,808.42	\$934.54
YC Treas Fund #393 (Trmt Plnt)	\$2,778.08	\$2,775.14	\$2.94
Total Cash on Hand	\$3,182,297.35	\$3,031,324.63	\$150,972.72
Reserve Accounts			
Reserve Savings Money Market (River Valley Bank)	\$96,329.13	\$96,323.52	\$5.61
CIP Money Market Account (River Valley Bank)	\$184,277.42	\$184,265.18	\$12.24
Total in Reserve	\$280,606.55	\$280,588.70	\$17.85
Total in All Accounts not including FT Tank and YC Water Sale Account	\$3,462,903.90	\$3,311,913.33	\$150,990.57
FT Tank Money Market Account (River Valley Bank)	\$109,150.14	\$109,142.89	\$7.25
YC Water sale Account (River Valley Bank)	\$109,700.83	\$109,693.54	\$7.29
Total in All Accounts	\$3,681,754.87	\$3,530,749.76	\$151,005.11

North Yuba Water District
Statement of Cash Flows
June 2022

	Jun 22
OPERATING ACTIVITIES	
Net Income	234,279.48
Adjustments to reconcile Net Income	
to net cash provided by operations:	
1200A · Accounts Receivable:1200.50 · Accounts Receivable Module	-60.00
A/R:A/R Domestic Water	-3,866.85
1300.00 · Inventory-001	2,694.07
1400.03 · Prepaid Worker's Comp Insurance	2,153.64
2000.00 · Accounts Payable	-12,972.90
Payroll Liabilities	-1.60
2150.30 · PR Tax WH-SUTA	-33.60
2150.50 · PR WH-Aflac Ins	109.68
2250.10 · Deposits-Customers	384.00
Net cash provided by Operating Activities	222,685.92
Expenses/Income from Reserves	
Public Outreach	-5,000.00
Additional Legal	-69,319.11
Water Rights Review	-2,182.80
WTP Retaining Wall	4,821.10
Net expenses/Income from Reserves	-71,680.81
Net cash increase for period	151,005.11
Cash at beginning of period	3,530,749.76
Cash at end of period	3,681,754.87

North Yuba Water District

2021-22 EXPENSES OUT OF RESERVES (July 2021 - June 2022)

MEMO	DATE	AMOUNT
Public Outreach	July 2021 - June 2022	\$53,116.26
Additional Legal	July 2021 - June 2022	\$950,174.06
Water Rights Review	July 2021 - June 2022	\$75,219.87
Wash Rack at Shop	July 2021 - June 2022	\$12,252.76
WTP Retaining Wall	July 2021 - June 2022	\$9,678.90
Office Maintenance	July 2021 - June 2022	\$17,556.26
Tank Liners	July 2021 - June 2022	\$892.00
TOTAL		\$1,118,890.11



Memorandum

Date: July 18th, 2022

To: Jeff Maupin

From: Operations

Subject: Monthly work production/ Schedule of Maintenance review

The following is an overview of the work performed this month by operations staff.

Transmission:

1. Forbestown ditch is still in its summer cycle delivering water to our treatment plant and south feather continues delivery to its irrigation customers. The Forbestown ditch is prepared to operate at full capacity should that be required. The ditch is being patrolled; trash racks cleaned, fallen trees removed, and the ditch cleaned and repaired as needed.

Distribution:

1. Domestic meter reads for Forbestown and Challenge were completed on time.
2. There were 5 service line leaks for the last month. Job # 643 located at 8906 Acorn way. Job # 644 located at 9674 La Porte Rd. Job # 645 located at 8900 Frenchtown extension. Job # 646 located at 19046 Challenge Cut Off Rd. Job # 647 located at 9 Charles Lynd Way.
3. There were 0 main line leaks for the last month.
4. All blow offs were inspected, no problems were found.
5. All air releases were inspected, no problems were found.
6. All dead end main and lateral lines were flushed.

Water Treatment Plant:

1. On July 5th the finished water Turbidimeter began acting erratically. A replacement has been ordered and is scheduled to be replaced as soon as it arrives.

Backflow:

1. All backflows are current, there were 0 backflow tests required within the last 4 weeks.

Regulators:

1. All CDPH (Cal. Dept. of Public Health) and NPDES (Nat. Pollution Discharge Elimination System) tests and samples were taken and performed on time. These include 3 bacteriological distribution samples for the CDPH, which came back as non-detect.

DOH Canal:

1. As of July 15th 2022, there has been 31,010 feet of weed abatement completed on 01. There has been 13,430 feet of weed abatement completed on 02. There has been 44,566 feet of weed abatement completed on 03. Maintenance to the canals is ongoing.

Schedule of Maintenance:

1. The SOM (schedule of maintenance) for the treatment plant, regulators (local, state and federal), DOH canal and the UFC were completed for the previous month. All regulatory (local, state and federal) reports for the current month were completed or are in process.

Safety Meetings:

1. Safety meetings are held weekly, all field employees are required to attend. The following is a list of completed safety meetings in the last 4 weeks.
2. #1 Jack hammer safety.
3. #2 Lock out tag out procedures.
4. #3 Accident Investigations.
5. #4 Laboratory Safety.

RESOLUTION NO. 22-768D

A RESOLUTION OF THE BOARD OF DIRECTORS OF NORTH YUBA WATER DISTRICT AUTHORIZING REMOTE TELECONFERENCE MEETINGS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)

WHEREAS, North Yuba Water District (District) recognizes the importance of transparency and clear communication in government, and is committed to full compliance with the letter and spirit of the Ralph M. Brown Act (Gov. Code, §§ 54950 – 54963) (hereinafter “Brown Act”); and

WHEREAS, all meetings of the District’s Board of Directors are open and public, as required by the Brown Act, so that any member of the public may attend and participate; and

WHEREAS, the Brown Act (Gov. Code, § 54953, subd. (e)), allows members of a legislative body to participate in meetings remotely, without compliance with the requirements of Government Code section 54953, subdivision (b)(3), if a state of emergency is proclaimed pursuant to Government Code section 8625 and state or local officials have imposed or recommended measures to promote social distancing, or meeting in person presents imminent risk to the health and safety of attendees; and

WHEREAS, on March 4, 2020, Governor Gavin Newsom proclaimed a State of Emergency to exist in the State of California as a result of the threat of COVID-19 (Proclamation); and

WHEREAS, on September 16, 2021, the Governor signed AB 361 authorizing, among other things, that during a proclaimed state of emergency local agencies may continue meeting remotely under modified Brown Act requirements until January 1, 2024, or until the Governor rescinds the Proclamation, whichever comes first; and

WHEREAS, the District wishes to authorize remote teleconference meetings pursuant to Government Code section 54953, subdivision (e).

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of North Yuba Water District as follows:

1. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.
2. The Board of Directors does hereby find that the Proclamation has not been rescinded.
3. The Board of Directors does hereby find that, given the Governor’s continuing Proclamation, conditions exist posing imminent risk to the health and safety of Board members and those who personally attend Board meetings.
4. The General Manager and staff are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution, including conducting

open and public meetings in accordance with Government Code section 54953, subdivision (e), and other applicable provisions of the Brown Act.

5. This Resolution shall take effect immediately upon its adoption, and shall be effective until the earlier of (a) August 21, 2022, or (b) such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953, subdivision (e)(3), to extend the time during which the North Yuba Water District Board of Directors may continue to meet remotely without compliance with the requirements of Government Code section 54953, subdivision (b)(3).

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors of North Yuba Water District on July 22, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Gary Hawthorne
President, Board of Directors
North Yuba Water District

ATTEST:

Jeff Maupin
Secretary, Board of Directors
North Yuba Water District

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NORTH YUBA WATER DISTRICT CHANGING THE TIME OF
REGULAR BOARD MEETINGS**

RESOLUTION NO. 22-771

WHEREAS, North Yuba Water District (District) is a County Water District formed under Division 12 of the Water Code; and

WHEREAS, the District's Board of Directors (Board) has an obligation under Water Code section 30521 to provide the time and place of regular Board meetings; and

WHEREAS, the District's regular Board meetings occur on the fourth Friday of each month at 3:30 p.m.; and

WHEREAS, the Board desires to change the time of regular Board meetings to the fourth Wednesday of each month at 2:30 p.m. to accommodate the work schedules of some Directors;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF NORTH YUBA WATER DISTRICT HEREBY RESOLVES that all future regular Board meetings will occur on the fourth Wednesday of each month commencing at 2:30 p.m. local time unless subsequently changed upon the adoption of a later resolution.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the North Yuba Water District at a regular meeting held July 22, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
President

ATTEST:

By: _____
District Secretary

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
NORTH YUBA WATER DISTRICT APPROVING PROCEDURES FOR
MANAGING PUBLIC RECORDS ACT REQUESTS AND APPROVING
ONLINE PUBLIC RECORDS ACT REQUEST FORM**

RESOLUTION NO. 22-772

WHEREAS, North Yuba Water District (District) is subject to the California Public Records Act, as set forth in California Government Code sections 6250 through 6277; and

WHEREAS, under the Public Records Act, the District must make available for inspection and/or copying any District records that are not otherwise exempt from disclosure under state or federal law; and

WHEREAS, pursuant to Government Code section 6253.4, the Public Records Act allows every public agency to adopt regulations governing the procedures to be followed when making its records available for inspection and/or copying; and

WHEREAS, in accordance with the above-referenced section of the Public Records Act, the District's Board of Directors (Board) desires to adopt the attached policy setting forth the procedures to be followed and costs associated with making records available for inspection and copying;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF NORTH YUBA WATER DISTRICT HEREBY RESOLVES AS FOLLOWS:

SECTION 1. Approval of Policy. The Board hereby approves the District's policy titled "California Public Records Act Policy and Procedures Regarding Requests" (PRA Policy), attached hereto as "Exhibit A" and incorporated herein by reference. The PRA Policy will also be published to the District's website.

SECTION 2. Authorization to Implement. The Board authorizes the General Manager, and other staff members designated by the General Manager, to implement the PRA Policy and amend it from time to time in compliance with any changes in state or federal law or regulations that may affect disclosure of District records.

SECTION 3. Effective Date. This Resolution shall become effective immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of the North Yuba Water District at a regular meeting held July 22, 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

By: _____
President

ATTEST:

By: _____
District Secretary

EXHIBIT A

CALIFORNIA PUBLIC RECORDS ACT POLICY AND PROCEDURES REGARDING REQUESTS

North Yuba Water District (NYWD) supports the right of members of the public to access public records created and maintained by NYWD in the normal course of business. We will make every attempt to provide timely access to requested records in accordance with the California Public Records Act (PRA). (Gov. Code, §§ 6250-6270.)

GENERAL INFORMATION

This policy sets forth NYWD's procedures for handling requests to inspect and/or copy public records. It is designed to be in compliance with the PRA and all existing laws pertaining to disclosure of public records. If any provision of this policy conflicts with current state or federal law, the law shall take precedence.

The purpose of the PRA is to give the public access to information that enables them to monitor the functioning of the government or an agency. The PRA's fundamental principle is that government records shall be disclosed to the public, upon request, unless there is a legal basis not to do so.

The PRA provides for two types of access. One is a right to inspect public records:

"Public records are open to inspection at all times during the office hours of the state or local agency and every person has a right to inspect any public record, except as hereafter provided." (Gov. Code, § 6253(a).)

The other is a right to prompt availability of copies of those records:

"Except with respect to public records exempt from disclosure by express provisions of law, each state or local agency, upon a request for a copy of records that reasonably describes an identifiable record or records, shall make the records promptly available to any person upon payment of fees covering direct costs of duplication, or a statutory fee if applicable. Upon request, an exact copy shall be provided unless impracticable to do so." (Gov. Code, § 6253(b).)

The PRA does not compel an agency to create lists or reports in response to a request.

Any person may request to inspect or receive a copy of an identifiable public record; however, not all records must be disclosed. The PRA allows a public agency to withhold or redact a record when the record falls within one of the PRA's exemptions.

DEFINITIONS

As used in this policy, the following terms shall have the following meanings:

- (a) "District" or "NYWD" shall mean the North Yuba Water District, a local public agency within the State of California.
- (b) "Person" shall mean any natural person, corporation, partnership, limited liability company, firm, or association. (Gov. Code, § 6252(c).)
- (c) "Writing" means handwriting, typewriting, printing, photostating, photographing, photocopying, electronic mail, facsimile, and every other means of recording upon any

tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combination thereof, and any record thereby created, regardless of the manner in which the record has been stored. (Evid. Code, § 250.)

- (d) "Public records" includes any writing containing information relating to the conduct of the District's business that is prepared, owned, used, or retained by the District, regardless of physical form or characteristics. (Gov. Code, § 6252(e).)
- (e) "Requestor" shall mean a person or representative of a person who has submitted a request for records to NYWD by mail, fax, email, telephone, or in person.

RECORDS EXEMPT FROM PUBLIC REQUESTS

Records that may be in the possession of NYWD but are not subject to disclosure under the PRA include:

- Preliminary drafts, notes, or memorandums that are not retained in the ordinary course of business.
- Records pertaining to pending litigation to which NYWD is a party, until the litigation is adjudicated or settled.
- Personnel, medical, or similar files.
- Information that is not within NYWD's actual possession, such as information within the possession of a third-party vendor or other agency.
- Attorney-client communications or attorney work product materials.

(See Gov. Code, § 6254.) This partial list of exemptions is subject to existing state and federal law, and any changes in the law are automatically incorporated into this policy. An expanded list of exempt documents and documents which are not deemed to be public records is provided in the PRA. (Gov. Code, § 6250 et seq.)

RECORDS REQUEST PROCESS

If you would like to request a record from NYWD, please read below.

Requests must be submitted during normal District business hours. This requirement complies with the PRA mandate that public records must be "open to inspection at all times *during the office hours* of the state or local agency..." (Gov. Code, § 6253(a), emphasis added.) The requirement to submit records requests during normal business hours also complies with the PRA provision that allows the District to "adopt requirements for itself that allow for faster, more efficient, or greater access to records than prescribed by the minimum standards set forth in [the PRAt]." (Gov. Code, § 6253(e).) Any request received after normal business hours will be treated as received the next business day.

To expedite your request and facilitate efficient processing, please provide your request in writing by utilizing our Public Records Act Request form [[insert link; see Exhibit B](#)] and completing the form with sufficient information to allow the records sought to be located, including types of records requested, dates, addresses, and document titles or descriptions. (See form for details.) To the extent your request seeks a broad range of records, is ambiguous or unfocused, or does not provide enough specificity to identify records, District staff will make a reasonable effort to obtain additional clarifying information so as to tailor the request to provide the records sought. (Gov. Code, § 6253.1.)

After completion, you may submit the form to NYWD in person, via regular mail, or via email to email@nywd.org.

Written requests reduce any misunderstandings between the requestor and NYWD staff, which allows staff to respond to records requests in a timely manner and with greater efficiency. However, NYWD will

not deny a request for records solely because it is not submitted in writing. If you choose to make a verbal request for records, such a request will only be accepted through the District office during normal business hours when offices are open.

TRANSMITTAL AND COST

Depending on the types of records available, responses to PRA requests may be made available for inspection or pickup at NYWD during business hours, by mail, or by email. (See request form.)

Under Government Code section 6253(b), an agency may charge for "direct costs" of providing copies of an identifiable record. Fees for copies are in accordance with the following:

- Twenty-five cents (\$0.25) per page for letter- or legal-size black-and-white copies.
- Fifty cents (\$0.50) per page for ledger-size or color copies.
- Ten dollars (\$10.00) for duplication of each CD or DVD.

To the extent copies of larger-format document(s) normally retained in hardcopy format at NYWD are sought, NYWD will inform a requestor of their existence and provide options of either outsourcing the document to a vendor with large-format duplication capability (with the cost passed to the requestor) or allowing entry to an outside vendor to duplicate the document(s), at the requestor's expense.

Government Code section 6253.9(b) allows NYWD to charge a fee for providing documents in electronic form as reimbursement of the actual cost for the time spent by staff to prepare and/or transmit the electronic record. NYWD does not require a fee for standard records searches and scanning, or normal document conversion processes, but does require a fee to cover costs associated with (a) staff time required for actual duplication of hardcopies at the rate of \$55.00 per hour, in quarter-hour increments; and (b) costs associated with the retention of an outside service to forensically retrieve files that cannot be accessed due to current software incompatibility or damage. In the event the circumstances identified in item (b) arise, consultation with the requestor will occur prior to the retention of (and consequent costs for) any outside service or vendor.

TIMING

Prompt access to public records is required by the PRA. (Gov. Code, § 6253.) NYWD has 10 days to respond to the request. The 10-day response period starts with the first calendar day after the date of actual receipt of a PRA request. If the request is received after 5:00 p.m. on a weekday or on a weekend or holiday, the next business day will be considered the date of receipt.

The 10-day period provided in the PRA is not a deadline for producing records; rather, it is the time frame in which NYWD reviews its records to determine if the records sought exist and/or may legally be released (i.e., are not exempt from disclosure).

As soon as a determination is made, the requestor will receive a response as to the status, cost and/or time frame of NYWD's response, as some records may need to be released incrementally due to size and/or volume of records available.

NYWD may take an extension of the standard 10-day time period under to Government Code section 6253(c). The requestor will be notified if such an extension is necessary.



PUBLIC RECORDS REQUEST FORM

To facilitate processing your Public Records Act request, we encourage you to use the electronic form provided on NYWD's website, which will be submitted directly to Leona Harris at NYWD and forwarded for handling.

To be completed by NYWD		
Date Received	Time	Received By

Request Made By: Phone Email In-Person (Oral) In-Person (Written) Mail

Are you willing to sign this form once completed as confirmation of the items you are requesting?
 Yes No

Requestor's Information – print or type [*indicates required field]:

*First Name: _____ MI: _____ *Last Name: _____
 _____ *Address _____ *City _____ *State _____ *Zip
 Email Address: _____ Phone Number(s): _____

Is there specific information you are requesting? If so, check all boxes that apply.

<input type="checkbox"/>	Email	Board Member:		
		Subject Matter:		
		Time frame:		
<input type="checkbox"/>	Policy	Specific Policy:	Specific Manual:	
<input type="checkbox"/>	Financial records (provide date range and type of records sought):			
<input type="checkbox"/>	Billing records (provide date range and type of records sought):			
<input type="checkbox"/>	Maintenance records (provide name of structure, substructure, or other available identification [or specific physical area if unnamed], date or date range, and type of records sought [such as what maintenance was performed, by whom, etc.]):			
<input type="checkbox"/>	Board actions (provide specific action or project or date for which you seek information):			

<input type="checkbox"/>	Specific incident (provide incident description, date/time of occurrence, and type of records sought):
<input type="checkbox"/>	Other (specify):

How would you like to receive the requested items?

<input type="radio"/>	US Mail (if to same address as above, indicate "same"; otherwise, provide alternate mailing address; fees apply ¹):
<input type="radio"/>	Email (if to same address as above, indicate "same"; otherwise, provide alternate email address):
<input type="radio"/>	Pick up – Letter with link to electronic version of requested items
<input type="radio"/>	Pick up – Copy of actual documents (fees apply ¹)

¹ Pursuant to Government Code section 6253(b), agencies may charge for direct costs of duplication. Hardcopy (paper) production of records in response to this request will be charged at the following rates: (a) \$.25 per page for black-and-white 8½" x 11" or legal-sized copies; (b) \$.50 per page for color copies and/or ledger-sized copies; (c) \$10.00 to duplicate a CD or DVD; (d) staff time for actual duplication; and (e) actual cost for documents that must be outsourced for duplication. Duplication costs must be paid prior to NYWD releasing the records.

Do you have any further questions regarding your request?

Yes No

If yes, please list:

Would you like someone to contact you by phone regarding your request?

Yes No

Requestor Signature

Requestor Printed Name

Below this line to be completed by NYWD

- _____ Initial confirming this form has been read back to the requestor to confirm the request was understood correctly and completely.
- _____ Initial confirming copy of request given to requestor.
- _____ Initial confirming this form has been scanned and sent to Somach Simmons & Dunn.