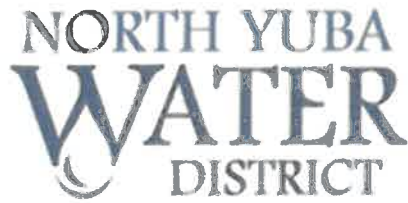


Director
Division 1
[vacant]

Steve Ronneberg
Director
Division 2

Gloria Bozza
Director
Division 3



Marieke Furnee
President
Division 4

Ann Plumb
Vice President
Division 5

Leona Harris
General Manager
(Interim)

AGENDA

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

5:30 PM ♦ THURSDAY ♦ SEPTEMBER 28, 2023

NOTICE: THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC AT THE DISTRICT OFFICE LOCATED AT 8691 LA PORTE RD, BROWNSVILLE, CA 95919. HOWEVER, THE MEETING WILL ALSO TAKE PLACE VIA ZOOM. MEMBERS OF THE PUBLIC MAY ATTEND AND PARTICIPATE IN THE MEETING VIA VIDEOCONFERENCE AT:

NYWD BoardRoom is inviting you to a scheduled Zoom meeting.

Topic: NYWD BoardRoom's Zoom Meeting

Time: Sept. 28, 2023 05:30 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84446086810?pwd=OWttbVdnTOEvYVBOMThzNlFub0wvdz09>

Meeting ID: 844 4608 6810

Passcode: 919160

One tap mobile

+16694449171,,84446086810#,,,,*919160# US

+16699009128,,84446086810#,,,,*919160# US (San Jose)

Dial by your location

• +1 669 444 9171 US

• +1 669 900 9128 US (San Jose)

• +1 346 248 7799 US (Houston)

• +1 646 558 8656 US (New York)

Meeting ID: 844 4608 6810

Passcode: 919160

Find your local number: <https://us02web.zoom.us/j/kcQji0oxu>

**COMMENCEMENT OF
MEETING**

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.

The Board of Directors shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the Board. Please contact District office staff at 530-675-2567 or fax 530-675-0462 at least 24 hours prior to the board meeting so a translator can be provided. Non-English speakers are welcomed to provide their own translator.

**COMMENCEMENT OF
MEETING**

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. OPPORTUNITY FOR PUBLIC COMMENT – Topics Not on the Agenda:

At the beginning of a regular meetings, the public has the opportunities to address the District Board of Directors about matters not on the agenda that are within the jurisdiction of the Board of Directors. Public comment is limited to no more than four (4) minutes per person, twenty (20) minutes total for all speakers.

D. OPPORTUNITY FOR PUBLIC COMMENT – Topics on the Agenda:

The public has the opportunities to address the District Board of Directors about matters on the agenda, including closed session items. Public comment is limited to no more than four (4) minutes per person, twenty (20) minutes total for all speakers for each agendized item.

CLOSED SESSION

E. Conference with Legal Counsel — existing litigation (2 Cases) – pursuant to Government Code section 54956.9, subdivision (d), paragraph (1):

1. *South Feather Water & Power Agency v. North Yuba Water District*, Sutter County Superior Court Case No. CVCS21-0002073
2. *North Yuba Water District v. South Feather Water and Power District*, Yuba County Superior Court Case No. Case No. CVCS21-0001857

F. Conference with Legal Counsel — Anticipated litigation (2 cases) – pursuant to Government Code section 54956.9, subdivision (d), paragraph (3).

The Board will meet in closed session to discuss two anticipated/potential legal actions.

**OPEN SESSION ACTION
CALENDAR**

G. CONSENT ITEMS

1. Approval of **Minutes for Regular Board Meeting of August 24, 2023**
2. Approval of **Payroll for the Month of August 2023:** **\$ 44,694.41**
3. Approval of **Bills for the Month of August 2023:** **\$ 258,194.29**

H. BLOMBERG & GRIFFIN: INDEPENDENT AUDIT PROPOSAL FOR 2023 thru 2025

The Board will discuss, and possibly take action, to approve Blomberg & Griffin’s Independent Audit Proposal for 2023 Thru 2025.

I. STAFF REPORTS AND RECOMMENDATION

The Board will hear reports by District staff and receive their recommendations for future Board action, including but not necessarily limited to:

Financial Manager’s Report

General Managers’ report/requests

The General Manager will:

1. update the Board on the Operations Memorandum;
2. update the Board on Hell 4 Stout Flume; **Draft** memorandum attached
3. the General Manager and the Board will discuss, and possibly act to adopt the revised proposal, for a Board Development Workshop; and
4. the General Manager and the Board will discuss, and possibly act to provide instructions to District staff, on initiating the process to fill a vacancy on the District Board of Directors.

J. Permanent General Manager Selection Process:

The Board will meet to discuss and possibly act to search for candidates to serve as the District’s permanent General Manager first considering candidates from among existing District staff and officers (internal candidates), before considering external candidates.

K. Litigation Settlement

The Board and General Counsel will discuss, and possibly act to ratify, an agreement to settle *Sharp v. North Yuba Water District, et al.*, Yuba County Superior Court Case No. CVPT20-00386.

L. Public Relations Consultant

The Board will meet to discuss, and possibly take action, to enter into an agreement with Sapphire Marketing Group, A Yuba County business, for public information communications consulting services.

M. DIRECTORS REPORT

FINAL PUBLIC COMMENT

The Board provides the public an opportunity to address the District Board of Directors with additional comment about matters on the Agenda. Repeating comment provided at the start of the meeting is not considered "additional" comment. Closing Public comment is limited to no more than five (5) minutes total, shared equally by all members of the public who wish to speak.

ADJOURNMENT

**REGULAR MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE
NORTH YUBA WATER DISTRICT
Held at the District Office and Zoom
8691 LaPorte Road, Brownsville
Thursday, August 24, 2023**

NOTICE: This meeting will be physically open to the public at the District OFFICE located at 8691 La Porte Rd, Brownsville, Ca 95919. the meeting will also take place via zoom. Members of the public may attend and participate in the meeting via videoconference at:

Join Zoom Meeting

<https://us02web.zoom.us/j/86702892643?pwd=V09lUjRlRjQVQWt080K2w5VTA2bFVCdz09>

Meeting ID: 867 0289 2643

Passcode: 791041

One Tap Mobile

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+16694449171,,86702892643#,,,,*791041#US

Dial by your

+1 669 900 9128 US (San Jose)

+1 669 444 9171 US

Meeting ID: 867 0289 2643

Passcode: 791041

Find your local number: //us02web.zoom.us/j/86702892643

COMMENCEMENT OF MEETING

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 the 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 day before the start of the meeting. The Board of Directors shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the Board.

A. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:33 PM, at the District Office in Brownsville, CA.

<i>NAME</i>	<i>PRESENT</i>	<i>ABSENT</i>	<i>VISITORS INCLUDING:</i>
<i>PRESIDENT</i>	Marieke Furnee		Charles Sharp, Dr.
<i>VICE PRESIDENT</i>	Ann Plumb		Gretchen Flohr, Nancy
<i>DIRECTORS:</i>	Gloria Bozza		Casey, Paul McGovern,
	Steven Ronneberg		William Sebrans, Jon
	Alton Wright		Messick, Erin Hastey
			Kawanza Vinje, Gabe,
			Dr. Rulik Perla
<i>INTERIM GENERAL MGR</i>	Leona Harris		
<i>ATTORNEY</i>	Paul Boylan		

B. PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Director Ronneberg.

C. OPPORTUNITY FOR PUBLIC COMMENT ON NON AGENDIZED ITEMS:

The public has the opportunity to address the District Board of Directors about matters not on the agenda. Public comment is limited to no more than four (4) 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 BY TELECONFERENCE PRESS *9.**

PUBLIC COMMENT: Members of the public comments included: Pay attention to little details, get a podium, rumor of merging with South Feather- independent engaged local board is better, irrigation is flowing, and the team is

responsive, no need to change. Mr. Boylan reminded the public that is comments for items not on the agenda. Shout out to the Food and Water Festival, listen, and learn facts on issues and keep an open mind.

Members of the public commented on irrigation starting in April, and the resigning of a director in District 3.

OPPRUNITY FOR PUBLIC COMMENT – Topics on the Agenda:

Members of the public may address the Board concerning any item on the agenda. No other comments will be allowed. Any member of the public wishing to make comment shall identify the agenda item they intend to address, and they will be provided an opportunity to make comment on that item only. Public comment is limited to no more than two (4) 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 BY TELECONFERENCE PRESS *9.**

PUBLIC COMMENT:

Members of the public commented on entering into binding arbitration, urges board to reject hiring PR person, the board is making good progress, see it through, at any given time a board can change. Due to sound difficulties, some comments were not auditable.

CLOSED SESSION

The Board entered into closed session at 6:03 P.M.

- E. CONFERENCE WITH LEGAL COUNSEL – existing litigation (4 Cases) – pursuant to Government Code section 54956.9 subdivision (d), paragraph (1):** The Board will meet in closed session to discuss the following existing legal action: Charles Sharp v. North Yuba Water District, et al., Yuba County Superior Court Case No. CVPT20-00386.
- F. CONFERENCE WITH LEGAL COUNSEL – Anticipated litigation – pursuant to Government Code section .9, subdivision (d), paragraph (3). (One potential case)** The Board will meet in closed session to discuss one anticipated legal action.

The Board returned from closed session at 6:20 P.M.

PUBLIC REPORT OF ACTIONS TAKEN IN CLOSED SESSION: The Board met with Legal Counsel and gave direction.

OPEN SESSION ACTION CALENDAR

G. CONSENT ITEMS

1. Approval of Minutes for Regular Board Meeting of July 27, 2023
2. Approval of Minutes for Special Board Meeting of August 10, 2023
3. Approval of Payroll for the Month of July 2023: \$ 53,416.17
4. Approval of Bills for the Month of July 2023: \$158,626.36

Director Wright made a motion to approve consent times 1, 2, 3 and 4. President Furnee seconded the motion.

The motion was approved with a unanimous vote.

H. KATIE BURDIC – WILL GIVE An UPDATE ON CIP PROGRESS (Capital Improvement Plan)

Katie Burdic gave an overview on the Capital Improvement Plan

I. KATIE BURDIC – WILL ASK FOR A LETTER OF SUPPORT FOR THE YUBA COUNTY WATER WORK FORCE

Katie Burdic presented information to the Board regarding the Yuba County Water Workforce Program which is included in the Board Packet and requested a letter of support from the Board.

President Furnee made a motion to approve the letter of support to Yuba County Water Workforce Program. Director Ronnenberg seconded the motion. The motion was approved with a unanimous vote.

J. STAFF REPORTS AND RECOMMENDATIONS: The Board will possibly hear reports by District staff and receive their recommendations for future Board action.

Financial Managers Report:

1. Review of Cash on Hand and Income Statements for the period ending July 31, 2023

Financial Manager Heidi Naether reviewed Cash on Hand and Income Statements for the period ending July 31, 2023. Total cash on hand in all accounts including reserves was \$6,324,708.35. Total income for the fiscal year to date (July 01, 2021 – July 31, 2023) was \$1,889,760.13. Total expenses were \$130,182.46, leaving a net revenue over expenses of \$1,759,577.67. Expenses out of Reserves/Savings year to date totaled \$108,165.23 for this fiscal year.

General Managers report/requests:

1. **Operations Memorandum.** Interim General Manager Leona Harris gave her report on the Operations Memorandum which is attached.
2. Update the Board on Hell 4 Stout Flume and will ask the Board to provide her with authority to contract with vendors to make necessary repairs.

The General Manager gave an update on the Hell 4 Stout Flume which is currently in poor to very poor condition. Based on the site visit (Project Manager, Dams & Hydraulics) it was recommended that NYWD forego the formal alternatives analysis and move towards engineering design and construction of a buried inverted siphon to replace the existing timber flume. There was no action on this item.

3. Update the Board on the NYWD website redesign/improvement project.

The General Manager informed the board that a contract had been signed with Streamline for the website.

4. The Board and District General Manager will discuss, and possibly act to sponsor the Foothills Food and Water Festival.

After discussion, Director Wright made a motion to approve sponsorship of the Foothills Food and Water Festival for \$200.00. Director Bozza seconded the motion. The motion was approved with a unanimous vote.

President Furnee discussed hand out materials and the possibility of an ad hoc committee.

President Furnee made a motion to approve \$500.00 for handout materials. Director Bozza seconded the motion. The motion was approved by a unanimous vote.

5. The General Manager and the Board will discuss, and possible act to adopt, the General manager's proposal for a Board Development Workshop.

Director Wright spoke on the importance of establishing a vision or philosophy for the district and concerns regarding information discussed in a public setting during a workshop. President Furnee stated that the staff is working on documents to bring to the Board regarding an outline or where the Board is going. Dr. Erin Hastey added that the proposal focus can be changed.

President Furnee made a motion to approve the General Manager's proposal for a Board Development Workshop with Erin Hastey. Vice President Plumb seconded the motion. The motion was approved with a majority vote with Director Wright voting no.

6. The General Manager and the Board will discuss, and possibly adopt, the General Manager’s proposal for retaining a public relations consultant.

There was discussion but no action on retaining a public relations consultant. Director Wright stated that this would be a huge step backyard for the district.

District’s Legal Counsel’s Report:

Mr. Boylan gave a brief report on the current legal status of the district and the status of the report regarding the districts permits.

K. LITIGATION SETTLEMENT:

Mr. Boylan reported that the Sharp settlement is not in final form and will be added to the next agenda.

- L. **NYWD CONSOLIDATION: The Board will discuss and possibly act to add an agenda item for the next Board meeting to allow the Board to discuss consolidating with the South Feather Water and Power Agency**

Director Wright made a motion to add the topic for discussion only of consolidating with South Feather Water and Power Agency. There was not a second. The motion died for lack of a second..

M. DIRECTORS REPORTS:

Director Bozza discussed the different qualities of work done on the treatment plant after a tour. Director Ronneberg discussed an irrigation pipe leak off Indiana Ranch Rd. President Furnee spoke about the internship program, the irrigation season success, the status of the Flume, repairs that were not done in previous years and the current repairs that have been completed by the current staff and board.

FINAL PUBLIC COMMENT

PUBLIC COMMENT: Members of the public commented on the lack of acknowledgment of public comments on zoom, be open to information for discussion, look at facts, not emotion, Forsythe Rd repair.

ADJOURNMENT

The meeting was adjourned at 7:24 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 AUGUST, 2023

TOTAL AUGUST, 2023 \$ 44,694.41

North Yuba Water District Monthly Check Listing August 2023

	Type	Date	Num	Name	Amount
1000A - Cash - GC Separate Accounts					
Paypal					
PayPal Fees	Check	08/31/2023	FEES		-160.16
Total Paypal					-160.16
11007 - River Valley Bank Checking					
Propane Gas	Bill Pmt -Check	08/01/2023	26347	Brown's Gas Co.	-224.10
Phone Service	Bill Pmt -Check	08/01/2023	26348	CALNET3	-251.57
Replace Packing on Raw Water Pumps	Bill Pmt -Check	08/01/2023	26349	CPM	-1,669.90
Vision Insurance	Bill Pmt -Check	08/01/2023	26350	Eye Med	-176.00
Alarm Service	Bill Pmt -Check	08/01/2023	26351	Golden Bear Alarms	-96.00
Electricity	Bill Pmt -Check	08/01/2023	26352	Pacific Gas & Electric	-8,979.77
Copy Paper (2 Boxes), Bath Tissue	Bill Pmt -Check	08/01/2023	26353	Quill Corporation	-116.88
Cleaning Service	Bill Pmt -Check	08/01/2023	26354	Shelton's Janitorial	-270.00
Employee Pension Fund	Bill Pmt -Check	08/01/2023	26355	LIU of NA Nat'l Pension Fund	-4,053.00
Auto Fuse	Bill Pmt -Check	08/01/2023	26356	Foothill Hardware	-33.93
Reserve Account	Bill Pmt -Check	08/01/2023	26357	Reserve Account	-500.00
Credit Card Fees	Check	08/02/2023	GLOBEX	Credit Card Fees	-195.54
Direct Deposit Fees	Liability Check	08/09/2023	DirD	QuickBooks Payroll Service	-26.25
Employee Retirement Fund	Liability Check	08/10/2023	26376	ICMA-457	-1,284.56
State Payroll Taxes	Liability Check	08/10/2023	E-pay	EDD	-1,058.81
Federal Payroll Taxes	Liability Check	08/10/2023	E-pay	United States Treasury	-6,800.10
Tire Refill Dit, Tarp, Bungee Cord, Wasp Spray, Knife, Trowel Ergo, Key, Metal Panel, Buggspray, Plastic, Drain Sleeve, Gloves, Car Wash, Pressure Gauge	Bill Pmt -Check	08/10/2023	26377	Ray's General Hardware	-250.67
Employee Paid Insurance	Liability Check	08/10/2023	26378	AFLAC	-263.84
Health Insurance	Bill Pmt -Check	08/10/2023	26379	ACWA/Jt Powers Ins Authority	-11,229.90
Furnish and install new Controller at WTP	Bill Pmt -Check	08/10/2023	26380	Aqua Sierra Controls Inc.	-1,667.03
Pest Control	Bill Pmt -Check	08/10/2023	26381	CAL KING PEST CONTROL	-156.00
Fittings, Clamps, Couplings	Bill Pmt -Check	08/10/2023	26382	Ferguson Enterprises Inc	-3,353.20
Legal	Bill Pmt -Check	08/10/2023	26383	Paul Nicolas Boylan, Esq.	-69,975.00
Air Freshner, 4 Toners, Coffee Cups, Note Pads, Binder Clips, Legal Pads	Bill Pmt -Check	08/10/2023	26384	Quill Corporation	-468.15

North Yuba Water District Monthly Check Listing August 2023

	Type	Date	Num	Name	Amount
Fuel, Diesel, Diesel Additive	Bill Pmt -Check	08/10/2023	26385	Ramos Oil Company Inc.	-2,052.48
Trash Pick-up	Bill Pmt -Check	08/10/2023	26386	Recology - Yuba Sutter	-68.33
Cellphone Service	Bill Pmt -Check	08/10/2023	26387	VERIZON WIRELESS	-198.30
Oil, Fluid and Filter Service, Rotate Tires Pick-up 703, 704, 706, Oil, Fluid and Filter Service, Replaced Coolant Bottle Pick-up 701	Bill Pmt -Check	08/10/2023	26388	Lithia Motors, Inc	-2,287.62
Phone Service, Internet	Bill Pmt -Check	08/15/2023	26389	CALNET3	-555.23
T2 Employee Certification	Bill Pmt -Check	08/15/2023	26390	SWRCB-DWOCP	-60.00
Copier Lease	Bill Pmt -Check	08/15/2023	26391	Wells Fargo Vendor Financial Services, LL	-129.90
Digital Path (\$110.95), Adobe (\$39.98), Bottled Water (\$38.94), Meals (\$99.18), Safety Pants & Boots (\$571.87), 4 Tires (\$900.00), Shop Towels & Toilet Tissue (\$48.96), Parcelquest (\$15.00), Tail Lights (\$27.05), Envelope Sealing Solution (\$89.94), Cleaner, Coffee, Cutlery (\$140.01), Cleaners, Coffee, Cutlery (\$140.01), Voter List (\$107.50), Fred Pryor Seminar (\$299.00)	Bill Pmt -Check	08/17/2023	26392	Mechanics Bank	-2,488.28
Domestic Customer Deposit Refund	Check	08/22/2023	26412	Cass, Tamara	-128.00
500 Checks	Check	08/22/2023	QBCKS	QuickBooks	-331.28
Direct Deposit Fees	Liability Check	08/23/2023	DirD	QuickBooks Payroll Service	-24.50
Employee Paid Union Dues	Liability Check	08/24/2023	26410	UPEC	-396.00
State Payroll Taxes	Liability Check	08/24/2023	E-pay	EDD	-1,089.63
Federal Payroll Taxes	Liability Check	08/24/2023	E-pay	United States Treasury	-6,885.00
Employee Retirement Fund	Liability Check	08/24/2023	26411	ICMA-457	-1,275.68
Oregon Peak Rent (Radio Tower use for Radio's)	Bill Pmt -Check	08/24/2023	26413	EIP Holdings II, LLC	-491.00
Minutes	Bill Pmt -Check	08/24/2023	26414	Fonseca, Catherine L.	-600.00
Postage	Bill Pmt -Check	08/24/2023	26415	Reserve Account	-500.00
24 Caps, 40 Shirts, Logo Embroidery and Shipping	Bill Pmt -Check	08/24/2023	26416	Sierra Embroidery Works	-1,830.48
Legal - Water Rights	Bill Pmt -Check	08/24/2023	26417	The Water Group	-10,055.46
Domestic Customer Deposit Refund	Check	08/24/2023	26418	Nlan, Qi	-45.33
2,500 Double Window Envelopes, Laser Water Bills	Bill Pmt -Check	08/24/2023	26419	Harris Computer Systems	-636.81
WTP Waste Discharge Report	Bill Pmt -Check	08/24/2023	26420	NORTHSTAR	-687.50
Street Lighting for Parking Lot (Office)	Bill Pmt -Check	08/24/2023	26421	PG&E CFM/PPC Department	-1,111.80
Dental Insurance	Bill Pmt -Check	08/24/2023	26422	Premier Access Insurance Co.	-965.93

North Yuba Water District Monthly Check Listing August 2023

Type	Date	Num	Name	Amount
One-time Website Migration Services Fee	08/24/2023	26423	Streamline	-1,500.00
Injection Valve Assembly, Chlorine Sensor, PVC Teflon Ceramic, KOP Kit	08/24/2023	26424	USA Bluebook	-2,171.40
Phone Service	08/28/2023	26425	CALNET3	-239.56
Water Testing	08/28/2023	26426	Cranmer Engineering Inc	-585.00
Food & Water Festival - River Sponsorship Package	08/28/2023	26427	DOHIF	-200.00
Wet Patch Asphalt	08/28/2023	26428	Knife River Construction	-282.81
Cleaning Service	08/28/2023	26429	Shelton's Janitorial	-450.00
T2 Employee Certification	08/28/2023	26430	SWRCB-DWOCB	-60.00
Legal	08/28/2023	26431	Sharp, Charles.	-90,000.00
3 Clamps	08/29/2023	26432	Pace Supply Corp.	-343.08
Electricity	08/29/2023	26433	Pacific Gas & Electric	-7,462.51
Water Rights Review	08/29/2023	26434	PROVOST&PRITCHARD	-6,703.20
Domestic Customer Deposit Refund	08/29/2023	26435	Hernandez, Jesus	-61.83
Total 11007 - River Valley Bank Checking				-258,034.13
Total 1000A - Cash - GC - Seperate Accounts				-258,194.29
TOTAL				-258,194.29



Blomberg & Griffin Accountancy Corporation
Certified Public Accountant

INDEPENDENT AUDIT PROPOSAL

Board of Directors
North Yuba Water District
P.O. Box 299
Brownsville, CA 95919

June 23, 2023

Dear Members of the Board:

Thank you for the opportunity to submit the following proposal to serve as independent auditor for North Yuba Water District.

We propose to conduct the audit of the financial statements of the North Yuba Water District for the fiscal years ending June 30, 2023, 2024 and 2025.

We will plan and perform the audit in accordance with generally accepted auditing standards in the United States of America and the State Controller's minimum audit requirements for California Special Districts. If our audit report is other than unqualified, we will fully discuss the reason with the District's manager prior to presentation of the report. If during the audit we become aware of significant deficiencies in the design or operation of internal controls or of ways management practices can be improved, we will communicate such information to the District Board of Directors in a separate letter.

We propose to begin the audit for the fiscal years ending June 30, 2023, 2024 and 2025 as soon as the District records are available. Set-up, pre-list and certain other procedures would begin on notification of the contract. Fieldwork would begin soon after District personnel complete the trial balance.

Our fee for the above services is based on hourly rates from \$75 to \$125 per hour with a maximum fee not to exceed \$9,950. for each fiscal year ending June 30, 2023, 2024 and 2025.

This audit proposal is for a financial audit and the above fees include our entire out of pocket expenses including up to 7 bound copies of the audit report. Additional copies are available at \$10 each.

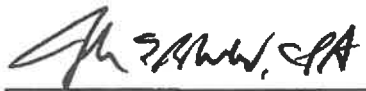
North Yuba Water District-Audit Proposal-Page 2

We will need the cooperation and assistance of District personnel to successfully complete the audit. Such assistance will include but not limited to obtaining copies of documents, contract, invoices, etc., various audit inquiries and assistance with preparation of the audit confirmations and other standard auditing procedures.

Should the District need additional services, our fee assisting will be billed at the rate of \$125 per hour in addition to the audit fee discussed above. Such additional fees, if any, will be discussed with the District in advance of providing such services.

Should you need any additional information regarding this proposal please call John E. Blomberg, C.P.A. direct at (209) 466-3894.

Respectfully Submitted,



John E. Blomberg, C.P.A.

Approved By:

Signature

Dated

**North Yuba Water District
FINANCIAL REPORT
July 2023 - August 2023**

Accrual Basis

	Jul - Aug 23	YTD Budget	\$ Over Budget	% of Budget	Annual Budget
Ordinary Income/Expense					
Income					
4000A · Irrigation	15,852.79	0.00	15,852.79	100.0%	7,996.09
4050A · Domestic	55,364.45	53,161.74	2,202.71	104.14%	271,111.89
4100.10 · Power Revenue SFPP	0.00	0.00	0.00	0.0%	709,000.00
4100.11 · SFPW Net Revenues 50% Distr.	1,705,498.00	1,600,000.00	105,498.00	106.59%	1,600,000.00
4150.10 · Younglife-Water Sales	0.00	0.00	0.00	0.0%	2,161.00
4200.10 · Yuba City-Water Sales	151,573.14	151,573.14	0.00	100.0%	435,555.00
4215.13 · Other Revenue	40.00	83.34	-43.34	48.0%	500.00
4250.10 · Taxes - General	371.84	377.76	-5.92	98.43%	266,404.20
4250D · Taxes - Domestic	544.05	548.61	-4.56	99.17%	77,069.11
4250I · Taxes - Irrigation	0.00	0.00	0.00	0.0%	110,370.37
4300A · Interest	4,506.07	194.31	4,311.76	2,319.01%	40,000.00
Total Income	<u>1,933,750.34</u>	<u>1,805,938.90</u>	<u>127,811.44</u>	<u>107.08%</u>	<u>3,520,167.66</u>
Gross Profit	<u>1,933,750.34</u>	<u>1,805,938.90</u>	<u>127,811.44</u>	<u>107.08%</u>	<u>3,520,167.66</u>
Expense					
5050.30 · F/T Ditch	16,312.61	17,518.87	-1,206.26	93.12%	129,935.33
5050.95 · Yuba City Water Sale (1/2)	75,786.57	75,786.57	0.00	100.0%	217,777.50
5100.00 · Water Treatment Plant (WTP)	58,071.14	75,133.22	-17,062.08	77.29%	368,978.45
5200.00 · Irrigation Expense	26,362.53	26,795.24	-432.71	98.39%	161,970.00
5251 · Domestic Expenses	32,060.81	45,285.92	-13,225.11	70.8%	241,462.00
5400 · Board of Dir	1,780.20	4,716.66	-2,936.46	37.74%	29,400.00
5500 · Admin	65,214.09	83,072.93	-17,858.84	78.5%	563,756.10
5500U · Admin-Utilities	4,988.22	6,046.82	-1,058.60	82.49%	36,635.53
5600R · Regulator Driven	5,814.87	14,092.50	-8,277.63	41.26%	171,883.59
5700 · General	26,416.05	28,903.78	-2,487.73	91.39%	166,427.85
5700F · Fuel	4,511.66	6,163.37	-1,651.71	73.2%	28,805.94
5800 · OSHA/Safety	3,705.94	1,631.84	2,074.10	227.1%	10,000.00
Total Expense	<u>321,024.69</u>	<u>385,147.72</u>	<u>-64,123.03</u>	<u>83.35%</u>	<u>2,127,032.29</u>
Net Ordinary Income	<u>1,612,725.65</u>	<u>1,420,791.18</u>	<u>191,934.47</u>	<u>113.51%</u>	<u>1,393,135.37</u>
Net Income	<u>1,612,725.65</u>	<u>1,420,791.18</u>	<u>191,934.47</u>	<u>113.51%</u>	<u>1,393,135.37</u>

North Yuba Water District

2022-23 EXPENSES OUT OF RESERVES/SAVINGS (July 01, 2023-August 31, 2023)

MEMO	DATE	AMOUNT BILLED/PAID UP TO DATE	ANNUAL BUDGET
L.U.I. Union Retirement Stabilization Fund			\$29,120.00
Additional Legal	July-August 2023	\$176,209.96	\$720,000.00
Public Relations	August 2023	\$1,500.00	\$20,000.00
Grant Pursuits			\$50,000.00
Special Projects/Emergency Repairs			
Water Rights Review (Grant Income from Yuba Water Agency) for Water Rights Review	\$1,413.00 July 2023 -\$92,748.47 August 2023		
Median Household Income Study	\$4,000.00 July 2023		
Total Special Projects/Emergency Repairs to date		-\$87,335.47	\$200,000.00
Water Treatment Plant Improvements/Repairs			\$350,000.00
FT Ditch			\$500,000.00
Office Maintenance/Shop			\$50,000.00
Radio Read Meters			\$250,000.00
Tanks		\$19,500.00	\$400,000.00
Flow Meters		\$9,660.23	\$16,578.50
Water Losses		\$0.00	\$100,000.00
Irrigation Ditch			\$500,000.00
TOTAL		\$119,534.72	\$3,185,698.50

North Yuba Water District

Cash In Accounts July 2023 last reported with June 2023 Taxes reported by Yuba County added

	07/31/2023 Including Y.C. Tax Amount	07/31/2023 Before Y.C. Tax Amount	Increase/Decrease
River Valley Bank Checking	\$2,074,177.89	\$2,074,177.89	\$0.00
Savings Money Market Account (River Valley Bank)	\$112,849.94	\$112,849.94	\$0.00
PayPal Account	\$2,106.39	\$2,106.39	\$0.00
Petty & Register Cash	\$830.00	\$830.00	\$0.00
YC Treas Fund #637 (Gen Dist)	\$680,030.58	\$650,316.79	\$29,713.79
YC Treas Fund #641 (ID #1)	\$481,294.15	\$466,562.98	\$14,731.17
YC Treas Fund #642 (ID #2)	\$212,841.61	\$204,125.33	\$8,716.28
YC Treas Fund #639 (Fac Fee Domestic)	\$7,564.67	\$7,564.67	\$0.00
YC Treas Fund #640 (Savings)	\$812,760.90	\$812,760.90	\$0.00
YC Treas Fund #644 (Equip Res)	\$3,080.18	\$3,080.18	\$0.00
YC Treas Fund #646 (ID #6)	\$11,698.16	\$11,698.16	\$0.00
YC Treas Fund #647 (Annex Irr)	\$11.54	\$11.54	\$0.00
YC Treas Fund #648 (Annex Dom)	\$90.55	\$90.55	\$0.00
YC Treas Fund #649 (Off Equip Res)	\$5,626.29	\$5,626.29	\$0.00
YC Treas Fund #650 (Reserve)	\$893,442.45	\$893,442.45	\$0.00
YC Treas Fund #393 (Trmt Plnt)	\$2,811.68	\$2,811.68	\$0.00
Total Cash on Hand	\$5,301,216.98	\$5,248,055.74	\$53,161.24
Reserve Accounts			
Reserve Savings Money Market (River Valley Bank)	\$97,488.29	\$97,488.29	\$0.00
CIP Money Market Account (River Valley Bank)	\$186,499.80	\$186,499.80	\$0.00
Total in Reserve	\$283,988.09	\$283,988.09	\$0.00
Total in All Accounts not including FT Tank and YC Water Sale Account	\$5,585,205.07	\$5,532,043.83	\$53,161.24
FT Tank Money Market Account (River Valley Bank)	\$110,466.47	\$110,466.47	\$0.00
YC Water sale Account (River Valley Bank)	\$682,198.05	\$682,198.05	\$0.00
Total in All Accounts	\$6,377,869.59	\$6,324,708.35	\$53,161.24

Note: North Yuba Water district received Yuba County's Tax Report for June 2023 in August. The district received \$53,161.24 in Taxes dated June 30, 2023 that were not reported to the District until August, but had to be dated June 30, 2023 in the Districts books.

North Yuba Water District

Cash In Accounts prior Month Comparison

August 2023 compared to July 2023

	08/31/2023	07/31/2023	
	Amount	Amount	Increase/Decrease
River Valley Bank Checking	\$1,893,764.57	\$2,074,177.89	(\$180,413.32)
Savings Money Market Account (River Valley Bank)	\$113,041.79	\$112,849.94	\$191.85
PayPal Account	\$3,632.71	\$2,106.39	\$1,526.32
Petty & Register Cash	\$830.00	\$830.00	\$0.00
YC Treas Fund #637 (Gen Dist)	\$680,030.58	\$680,030.58	\$0.00
YC Treas Fund #641 (ID #1)	\$481,294.15	\$481,294.15	\$0.00
YC Treas Fund #642 (ID #2)	\$212,841.61	\$212,841.61	\$0.00
YC Treas Fund #639 (Fac Fee Domestic)	\$7,564.67	\$7,564.67	\$0.00
YC Treas Fund #640 (Savings)	\$812,760.90	\$812,760.90	\$0.00
YC Treas Fund #644 (Equip Res)	\$3,080.18	\$3,080.18	\$0.00
YC Treas Fund #646 (ID #6)	\$11,698.16	\$11,698.16	\$0.00
YC Treas Fund #647 (Annex Irr)	\$11.54	\$11.54	\$0.00
YC Treas Fund #648 (Annex Dom)	\$90.55	\$90.55	\$0.00
YC Treas Fund #649 (Off Equip Res)	\$5,626.29	\$5,626.29	\$0.00
YC Treas Fund #650 (Reserve)	\$893,442.45	\$893,442.45	\$0.00
YC Treas Fund #393 (Trmt Plnt)	\$2,811.68	\$2,811.68	\$0.00
Total Cash on Hand	\$5,122,521.83	\$5,301,216.98	(\$178,695.15)
Reserve Accounts			
Reserve Savings Money Market (River Valley Bank)	\$97,654.02	\$97,488.29	\$165.73
CIP Money Market Account (River Valley Bank)	\$186,816.85	\$186,499.80	\$317.05
Total in Reserve	\$284,470.87	\$283,988.09	\$482.78
Total in All Accounts not including FT Tank and YC Water Sale Account	\$5,406,992.70	\$5,585,205.07	(\$178,212.37)
FT Tank Money Market Account (River Valley Bank)	\$110,654.27	\$110,466.47	\$187.80
YC Water sale Account (River Valley Bank)	\$683,357.81	\$682,198.05	\$1,159.76
Total in All Accounts	\$6,201,004.78	\$6,377,869.59	(\$176,864.81)

North Yuba Water District Statement of Cash Flows

August 2023

	Aug 23
OPERATING ACTIVITIES	
Net Income	-146,852.02
Adjustments to reconcile Net Income to net cash provided by operations:	
1200A · Accounts Receivable:1200.50 · Accounts Receivable Module	-600.00
A/R:A/R Domestic Water	-4,684.63
A/R:A/R Irrigation	-6,100.99
1300.00 · Inventory-001	-186.71
1400.03 · Prepaid Worker's Comp Insurance	1,817.23
2000.00 · Accounts Payable	-9,147.99
Payroll Liabilities	6.60
2150.30 · PR Tax-State Unemployment Tax	137.52
2250.10 · Deposits-Customers	115.67
Net cash provided by Operating Activities	-165,495.32
Expenses/Income from Reserves/Savings	
Community Outreach	-1,500.00
Additional Legal	-102,617.96
Water Rights Review (Yuba Water Agency Grant Income)	92,748.47
Net Expenses/Income from Reserves/Savings	-11,369.49
Net cash increase for period	-176,864.81
Cash at beginning of period	6,377,896.65
Cash at end of period	6,201,031.84



Memorandum

Date: September 22nd, 2023

To: Leona Harris

From: Operations

Subject: Monthly work production/ Schedule of Maintenance review

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

Office Update:

1. The district has been in contact with PG&E regarding parking lot lighting. The inspection of the power pole has been completed. The project is out of the engineering department, with an expected installation to occur within a few weeks.

Transmission:

1. Forbestown ditch is now in its summer cycle receiving 22 CFS from SF 14. It is delivering water to the treatment plant, south feathers irrigation and NYWD's irrigation. South feather is receiving 7 CFS for their irrigation. NYWD's irrigation is receiving 6.87 CFS from the Forbestown ditch and the treatment plant is receiving 1.2 CFS. The ditch is being patrolled; trash racks cleaned, fallen trees removed, leaks plugged as they are found, along with daily inspections for new losses. Problem spots are being documented for off season repairs.

Distribution:

1. Domestic meter reads for Forbestown and challenge were completed on time.
2. There were 3 service line leaks for the last month. Job # 710. Job # 711. Job # 713.
3. There was 1 main line leak for the last month. Job # 712.
4. All blow offs were inspected, no problems were found.
5. All air releases were inspected, no problems were found.
6. All hydrants and dead ends were flushed.

Water Quality:

1. The district recently experienced a slight taste and odor issue, at this time we are working diligently to make sure it doesn't occur again. District staff will be out flushing all dead-end mains weekly.

Water Treatment Plant:

1. With the new upgrades mentioned in previous reports, the treatment plant is functioning normal at this time with no issues. On the week of September 4th under NYWD's npdes (National pollution discharge elimination system) permit we emptied sedimentation basin number two and removed the sludge.

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. New radio data loggers for water reads/accounting are currently being installed at Costa creek, Oroleve creek, and Dry creek turnouts.

DOH Canal:

1. Field staff has been finding and fixing leaks and repairing the ditch as the water reveals them. Field staff has been operating equipment, pressing and reforming the ditch in various locations as needed. Problem areas are being documented for off season repairs.

Irrigation:

1. Water is flowing with previous cutbacks at this time heading towards the Middle of September. The district is looking at delivering the full season with just the previously done cutbacks.

Schedule of Maintenance:

1. The SOM (schedule of maintenance) for the treatment plant, regulators (local, state and federal) and 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 Trenching.
3. #2 Eye safety.
4. #3 Remote working safety.
5. #4 Confined space.

We are aware that there are some tastes and/or odor concerns. We at NYWD take this seriously and want to assure you that every reasonable step is being taken to alleviate this temporary situation.

We are required to take routine (Bi Weekly) samples to ensure the water is safe to drink. NYWD has not had a positive test result in decades. This is due to staff diligently adhering to local, state, and federal standards and requirements.

Due to the small and relatively shallow holding pond, that is located at the NYWD water treatment plant, water quality can easily be disrupted. The recent rain and relatively cool weather that we just experienced may have temporarily disrupted that delicate balance. These types of situations can cause taste and odor events to occur.

Please be assured that the water is safe to drink and that all reasonable measures are being taken to ensure the best possible quality water.



2251 Douglas Boulevard
Suite 200
Roseville, CA 95661
P 916.677.4800

gannettfleming.com

TECHNICAL MEMORANDUM – DRAFT

To: Leona Harris
North Yuba Water District

From: Michelle Karlen, PE
Casey Smith, CEG

Date: September 22, 2023

Re: **Technical Memorandum
Hell 4 Stout Flume Replacement Project
Forbestown Ditch
Yuba County, CA
GF Project #075666**

At the request of North Yuba Water District (NYWD), we have prepared this technical memorandum in support of a project to replace the Hell 4 Stout Flume. As summarized herein, this memorandum includes a description of the project background; a summary of an evaluation of the existing timber flume performed by Gannett Fleming; a high-level summary of the different alternatives considered for maintaining or replacing the existing flume; and the design criteria for the selected alternative, which includes replacement of the existing timber flume with an inverted siphon.

PROJECT BACKGROUND

The Forbestown Ditch is approximately 10 miles long and was constructed in the 1860s. The ditch provides irrigation and domestic water from the South Fork of the Feather River to the North Yuba Water District (NYWD) communities of Challenge, Brownsville, Rackerby, and Forbestown in Butte and Yuba Counties. In the late 1900s, (exact date unknown,) the ditch reportedly failed between approximately STA 92+88 and 94+16 and the timber flume officially documented as the Halversterm Flume but commonly referred to as Hell 4 Stout flume was constructed. In 2010, NYWD took over the ditch operation from South Feather Water and Power. The ditch is comprised of a largely unlined or partially lined hill side canal that currently has 4 inverted siphons and 9 flumes along its length. The Hell 4 Stout flume is reportedly the tallest flume structure and the flume that is in the worst condition.

Hell 4 Stout Flume is an elevated timber box flume that is approximately 210 feet long and supported by a timber substructure that is up to approximately 40 feet tall. The flume itself is approximately 6 feet wide and 34 inches tall with a 30-inch-tall aluminum-sheet liner. The upstream end of the flume transitions from

an unlined ditch segment. The downstream end of the flume transitions to a buried Corrugated Metal Pipe (CMP).

Flume Evaluation Summary

Gannett Fleming performed a site visit on July 31, 2023, and found the flume to be in poor to very poor condition with areas of severe timber rotting, splitting, or deformation.. While numerous additions of secondary timber supports were visible; it appears that the majority of the timber is nearing or has reached the end of its service life. The most significant defect observed is at the super elevated section between Bents 8 and 9, (See Attachment 1) where the bent caps are split, squashed, and bowing, and the stringer on the left side is cracked and sagging. Visible deflections both in plan view and elevation are present when viewing the flume longitudinally that are believed to be related to the timber deterioration and defects. Numerous dispersed leakage points and a few flowing leaks were observed during the site visit.

In addition to the poor conditions of the existing flume in this section, the steep slope above the flume alignment contains numerous visibly hazardous rocks and trees. These upslope hazards currently pose impact risks to the timber flume, as they could easily be dislodged by both natural or manmade events. In two locations, boulders are chained/secured in-place on the slope to prevent them from traveling downslope into the structure. It is presumed that the observed upslope wire ropes are secured to trees near the top of the slope, but this location could not be accessed or observed directly during the site visit. There is also evidence of surficial slope creep on significant portions of the oversteepened slope above the flume. See attachment 1 for a summary email and annotated photographs that were provided to NYWD following the site visit.

Repair Alternatives

Our original scope of work included performance of an alternatives analysis utilizing the results of the site visit and discussions with NYWD to select a preferred alternative for engineering design and construction. Three alternatives were identified that included: (1) a “status quo” alternative for performing continued maintenance of the existing timber flume; (2) replacement of the existing timber flume and substructure with steel; or (3) converting the existing flume into an inverted siphon.

As noted above, the existing timber structure was found to have reached or nearing the end of its service life, and therefore, the “status quo” alternative (1) was ruled out based on the observed lack of structural integrity needed to perform ongoing maintenance. Although the steel flume replacement alternative (2) could be successfully constructed with new concrete footings, the new structure would remain susceptible to impacts from trees and/or rockfalls in the future and was therefore also ruled out.

Based on the foregoing and discussions with NYWD during the site visit, the inverted siphon alternative (3) was selected as the preferred alternative. NYWD elected to forgo a formal alternatives analysis for two reasons: (1) because of the observed condition of the flume and the need for replacement or corrective measures before the coming winter, and (2) because burying a siphon will significantly reduce potential impacts from rockfall, tree fall, and shallow debris slumps. With the concurrence of NYWD to forego a formal alternatives analysis, we submitted a Change Order to document the change of scope to proceed with the design of the inverted siphon as described below.

DESIGN CRITERIA

The selected alternative will include: (1) removal of the existing timber flume structure in its entirety, (2) construction of a new reinforced concrete header box at the upstream ditch transition and downstream transition to the existing buried CMP, (3) installation of a new steel siphon pipe and drain valve, and (4) installation of surface and subsurface drainage improvements. The design and construction approach will utilize existing information from the Woodleaf Siphon as well as the design criteria outlined hereafter that is focused on the hydraulics, structural, and geotechnical aspects of the project. The geotechnical values provided are conservative assumptions in our opinion based on visual observations; a formal geotechnical investigation or slope stability analyses have not been performed in support of this project.

Materials

- **Concrete** – Concrete design will conform to ACI 350-20.
 - Design Compressive strength (28 days) = 5,000 psi
 - Maximum water-to-cement ratio = 0.40.
 - Unit weight = 150 pcf
 - Freezing and Thawing: Class EF2
 - Sulfate: Class ES0
 - Corrosion protection of reinforcement: Class EC1
 - Protection of concrete from chemical attack: ECA1
 - Protection of concrete from erosion: EE2
 - Maximum aggregate size: 1-1/2"
 - Concrete Air Entrainment: 5.5% ± 1.5% (For maximum aggregate size = 1-1/2").
- **Concrete Reinforcement** - Steel bars should conform to ASTM A615, Grade 60. ASTM A934 is not allowed due to limitations on field bending from CRSI Manual of Standard Practice. Welded wire reinforcement should conform to ASTM A1064 Grade 65.
- **Engineering Backfill** – Soil backfill material shall have a liquid limit (LL) of 30 or less; have a plasticity index (PI) of 15 or less; and do not contain oversize particles larger than four inches in least dimension; and contain less than 30 percent passing the No. 200 sieve. Generally, materials with the Unified Soil Classification System (USCS) designations of GW, GP, GM, SW, SP, SC, and SM meet these requirements.
- **Siphon Piping** – Siphon material should be a restrained-joint ductile iron pipe with corrosion and UV protection.
- **Survey** – The survey is based off of publicly available lidar from 2018-2019 USGS Lidar, Northern California Wildfire. The existing structure and layout are referenced from Forbestown Ditch Project Sheet 9 Plan and Profile – STA 84+00 To STA 98+00 By NorthStar Designing Solutions dated May 2019.

Design Loads

Dead Loads (DC, DW, EV)

The dead loads are to include the material self-weights of concrete, earth cover, and other materials, as appropriate.

- Concrete – 150 pcf
- Engineering Backfill – 125pcf

Hydraulic Loading

The design flow capacity of the inverted siphon will be 30 cfs based on discussions with NYWD. The friction and minor energy losses associated with the conduit, bends, trash rack, inlet and outlet were estimated using representative loss coefficients. Based on the results of our analysis we note the following:

- A 42-inch diameter conduit has been selected to maintain reasonable velocities within the pipe while also minimizing head loss.
- When flowing at the design capacity of 30 cfs, the velocity within the pipe will be approximately 3.1 feet per second. This velocity is judged to be adequate to flush out small debris and sediment from the siphon invert.
- While flowing at full capacity, it is estimated that the losses introduced by the inverted siphon will increase the water surface elevation at the inlet by approximately 3 inches compared to the existing condition.
- The 42-inch diameter conduit could potentially pass as much as 50 cfs, but more extensive analysis of the entire system would be needed to confirm this. At a discharge of 50 cfs, the maximum velocity in the siphon would be 5.2 feet per second with a corresponding head loss of 12 inches or more. If it is desired to increase the flow through the system above the design capacity of 30 cfs, the conveyance upstream of the inverted siphon may need to be enlarged to accommodate this increase in required head at the siphon inlet.

Seismic Loading (EQ)

Per AASHTO 12.6.1, earthquake loads need not be considered for buried structures that are not located across an active fault.

Geotechnical Design Parameters

Existing geotechnical data for the soils adjacent to the Hell 4 Stout flume could not be located and no geotechnical investigation was performed on this site. The soil is classified as “weathered bedrock” with approximately 1 to 1 slope. Therefore, it is conservative assumed that $\phi = 34$ degrees and $c = 250$ psf.

Due to the fine-grained nature of the native soil, it is assumed that the soil may have low soil resistivity (below 1,000 ohm-cm) and is potentially corrosive.

Engineering Design Standards and Specifications

The following design and construction codes and specifications will be used in preparing the design documents for the proposed project:

- ACI 318-19, Building Code Requirements for Structural Concrete
- ASCE 7-22, Minimum Design Loads for Buildings and Other Structures
- ACI 408, Bond and Development of Steel Reinforcement, issued by the American Concrete Institute
- ASTM A615, Standard Specification for Deformed and Plain Carbon-Steel Bars for Concrete Reinforcement, issued by the American Society for Testing and Materials International
- ASTM A722, Standard Specification for High-Strength Steel Bars for Prestressed Concrete
- ASTM A1064, Standard Specification for Carbon-Steel Wire and Welded Wire Reinforcement, Plain and Deformed, for Concrete, issued by the American Society for Testing and Materials International
- CRSI Manual of Standard Practice, issued by the Concrete Reinforcing Steel Institute

LIMITATIONS

This technical memorandum has been prepared for the sole use of North Yuba Water District, and its agents, specifically for evaluation and improvements described herein for the subject project. The conclusions contained in this technical memorandum are solely professional opinions based upon the information obtained and the visual observations made during a site visit performed on July 31, 2023. Gannett Fleming is not responsible for the data presented by others.

The information provided in this technical memorandum is valid for a period of three (3) years from the date of issuance. Conditions may arise that were not apparent at the time of this design (e.g., changes in design geometries, soil design parameters, loadings, etc.). In addition, changes in applicable standard of practice can occur, whether from legislation or the broadening of knowledge. Accordingly, the information provided in this technical memorandum may be invalidated, wholly or partially, by changes outside of our control. Should changes occur that might affect the design presented herein, Gannett Fleming should be notified to evaluate the validity of this technical memorandum to those changes. This document may not be reproduced for any other reason than for the project for which it was prepared.

Attachments:

1. Hell 4 Stout Flume – Summary Email prepared by: Gannett Fleming dated August 7, 2023.
2. Inverted Siphon Hydraulic Calculations

ATTACHMENT 1

Hell 4 Stout Flume – Summary Email

Karlen, Michelle

From: Karlen, Michelle
Sent: Monday, August 7, 2023 3:20 PM
To: lharris nywd.org
Cc: Smith, Casey D.; Mack, Darren A.
Subject: Hell 4 Stout flume - Summary Email
Attachments: NYWD_Hell4Stout.pdf

Hi Leona –

A site visit of the Hell 4 Stout flume was conducted on Monday July 31, 2023, by Robert (NYWD), Kyle (NYWD), Casey Smith (Gannett Fleming) and Michelle Karlen (Gannett Fleming). The primary objective of the inspection was to evaluate the condition of the flume and to perform a qualitative assessment of the overall flume members including the substructure in support of an alternatives analysis to potentially replace the flume.

Flume Description

Hell 4 Stout Flume is an elevated timber box flume that is approximately 210 feet long and supported by a timber substructure that is approximately 40 feet tall. The flume itself is comprised of a wooden box flume that is approximately 6 feet wide and 34 inches tall with a 30-inch-tall aluminum-sheet liner. The upstream end of the flume transitions from an unlined ditch segment. The downstream end of the flume transitions to a buried Corrugated Metal Pipe (CMP).

Inspection Findings

The flume is currently in poor to very poor condition with areas of severe timber rotting, splitting, or deformation (see attached photos). Numerous additions of secondary timber supports are visible in the structure; however, it appears that the majority of the timber is nearing or has reached the end of its service life. The most significant defect observed is between Bents 8 and 9, where the bent caps are split, squashed, and bowing, and the stringer on the left side is cracked and sagging. Visible deflections both in plan and elevation view are present when viewing the flume longitudinally that are believed to be related to the timber deterioration and defects. The flume has numerous dispersed leakage points and a few flowing leaks along its alignment.

The steep slope above the flume alignment contains numerous hazard rocks and trees that currently pose a risk to the timber flume that is susceptible to damage by impacts from above. In two locations, boulders were observed to be chained/secured in-place on the slope to prevent them from impacting the structure. It is presumed that the observed upslope wire ropes are secured to trees near the top of the slope, but this location could not be accessed or observed directly during the inspection. Evidence of surficial slope creep is present on significant portions of the slope.

Next Steps

Our original scope of work was to perform an inspection of the flume and to perform an alternatives analysis for one of three options (1) a “status quo” alternative for performing continued maintenance of the existing timber flume; (2) replacement of the existing timber flume and substructure with steel; or (3) converting the existing flume into an inverted siphon. Because it appears the structure has reached or is nearing the end of its service life, the “status quo” alternative is not a feasible approach in our engineering opinion. Although Alternative 2 (steel flume replacement) could be successfully constructed with new concrete footings, the new structure would remain susceptible to impacts from trees and/or rockfalls in the future.

Based on the foregoing and discussions during the site visit, we recommend that NYWD forego the formal alternatives analysis and move towards engineering design and construction of a buried inverted siphon to replace the existing timber flume. We make this recommendation for two reasons (1) because of the observed condition of the flume and

the need for replacement or corrective measures before the coming winter, and (2) because burying the siphon will significantly reduce potential impacts from rockfall, tree fall, and shallow debris slumps. We understand there is an opportunity to replace the flume by advancing the design in support of a grant applications for construction project funding.

If design/construction cannot successfully be completed before the coming winter. We recommend that NYWD consider: (1) adding an additional bent and stringers between Bents 8 and 9 using upsized timbers, (2) installation of additional bracing/plating where timbers are badly deteriorated, and (3) increased monitoring during snow events. Crews completing this work should be aware of the existing timber flume condition and should take precautions when working on or around the structure, and the work should be performed when the ditch is running minimal or no flow.

Closing

We appreciate the opportunity to provide our services to NYWD. If our intent to forego the alternatives analysis and proceed to conceptual design of an inverted siphon is acceptable to you, we will submit a change order documenting this change and requesting additional funding (if necessary).

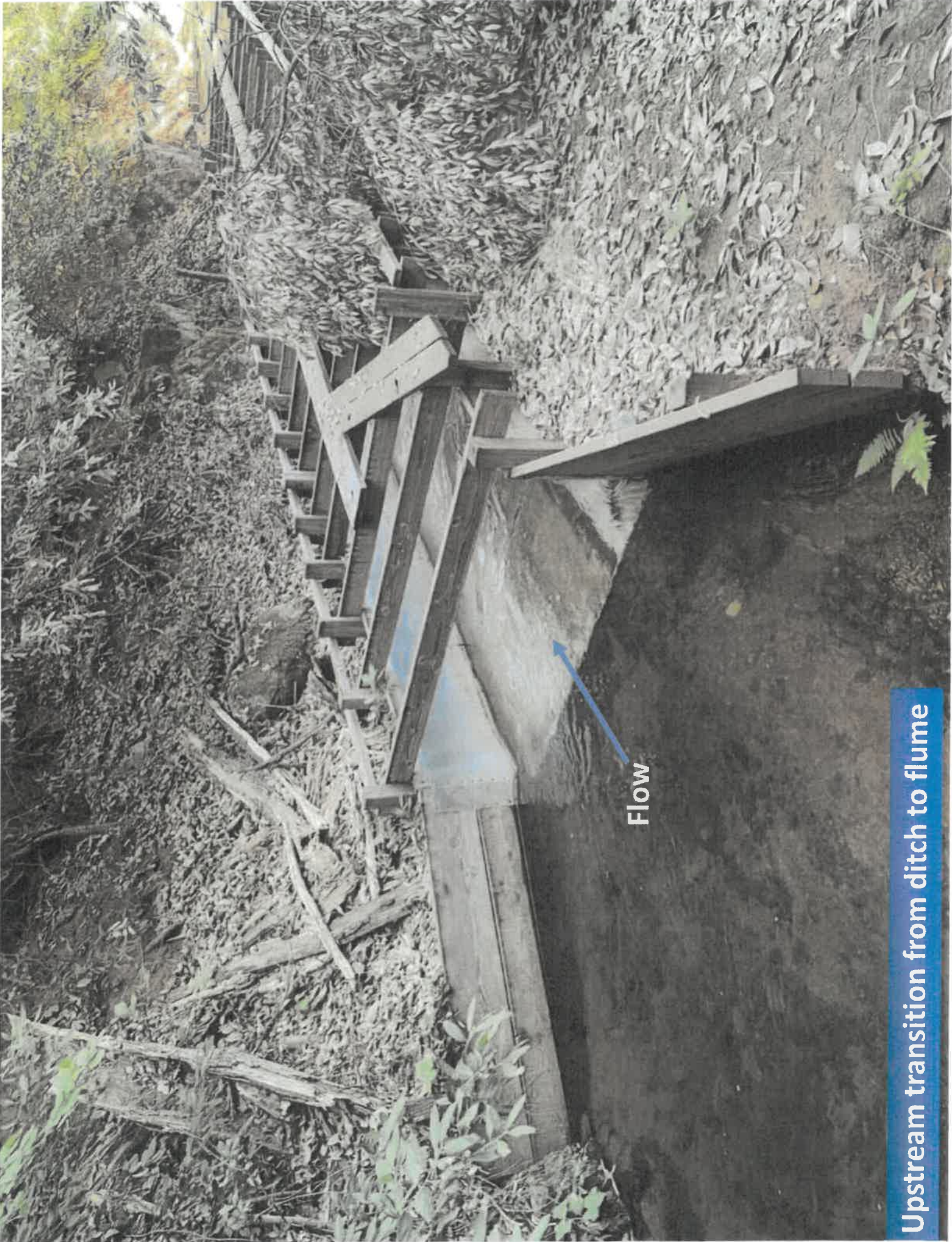
Please contact Casey Smith or me should you have any questions.

Thank you,
Michelle

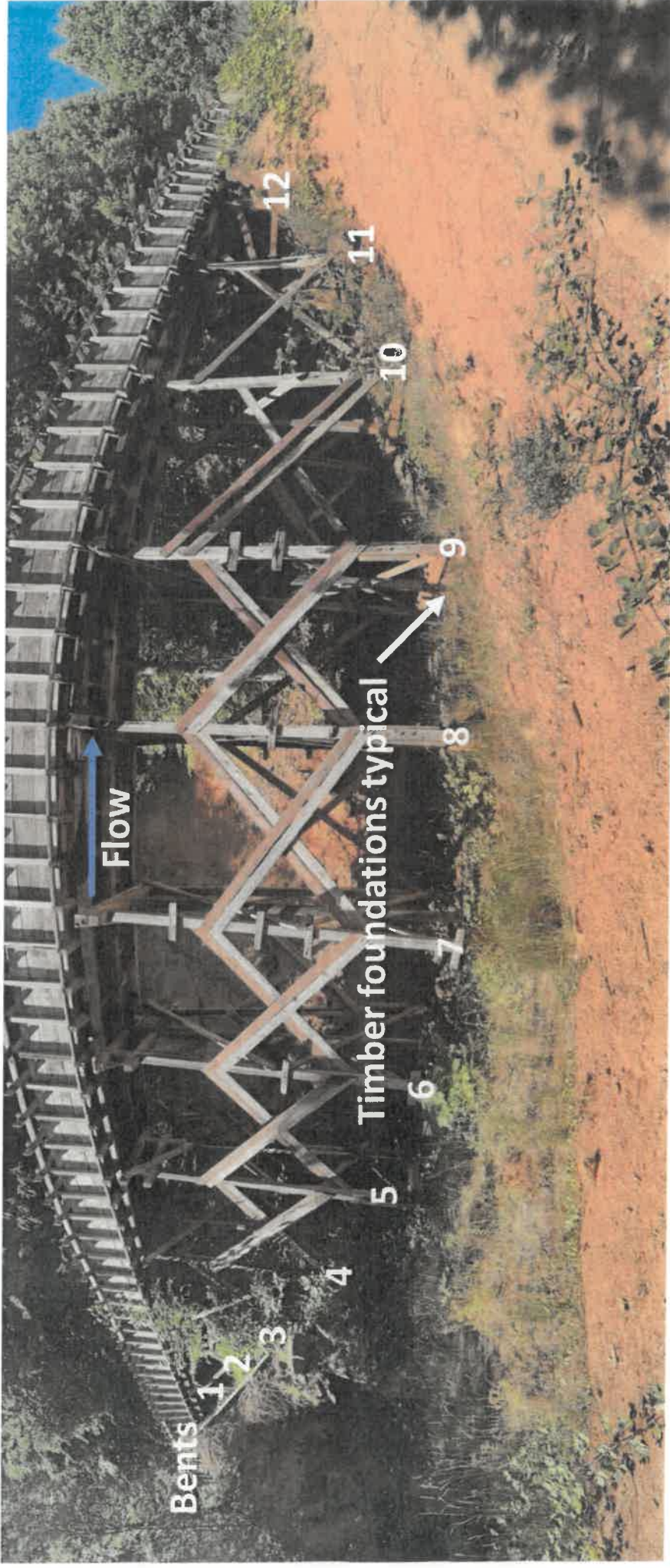
Michelle Karlen, PE, SPRAT I | Project Engineer, Dams & Hydraulics
Gannett Fleming | 2251 Douglas Blvd., Suite 200, Roseville, CA 95661
C 916.759.5044 | mkarlen@gfnet.com
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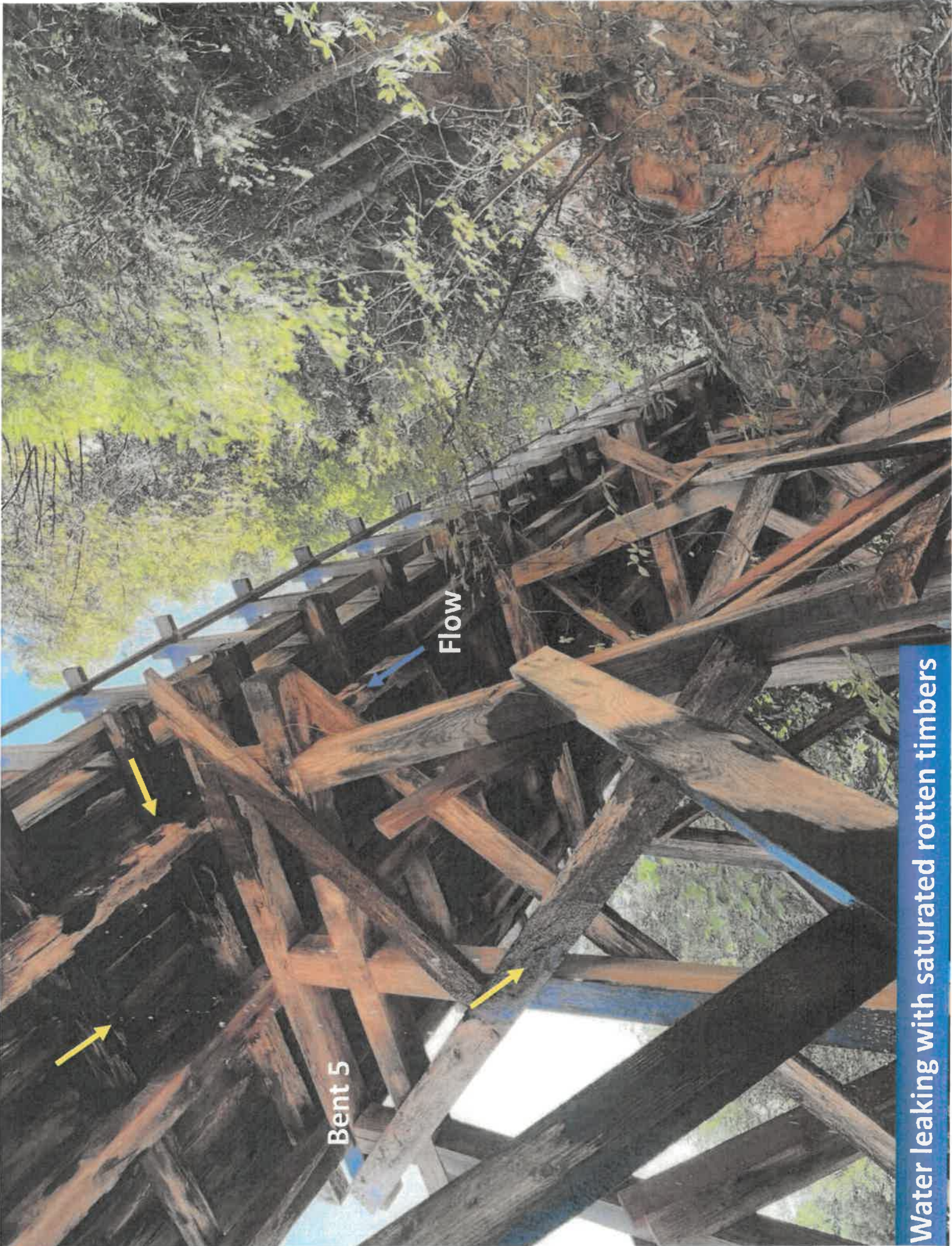
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Upstream transition from ditch to flume



Tallest segment of flume alignment
(additional shorter bents exist upstream)



Flow

Bent 5

Water leaking with saturated rotten timbers



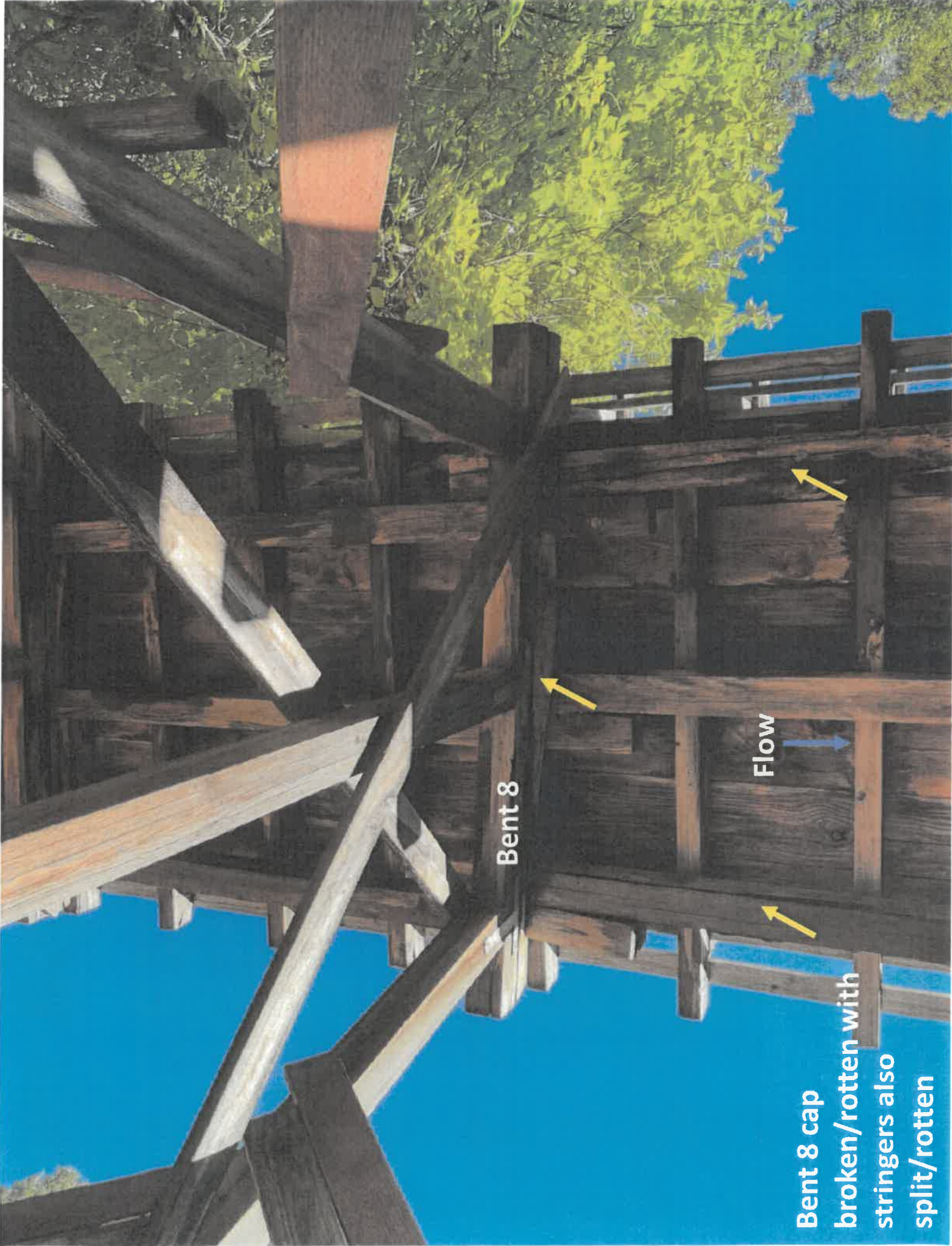
Flow

Bowling

Bent 9

Bent 8

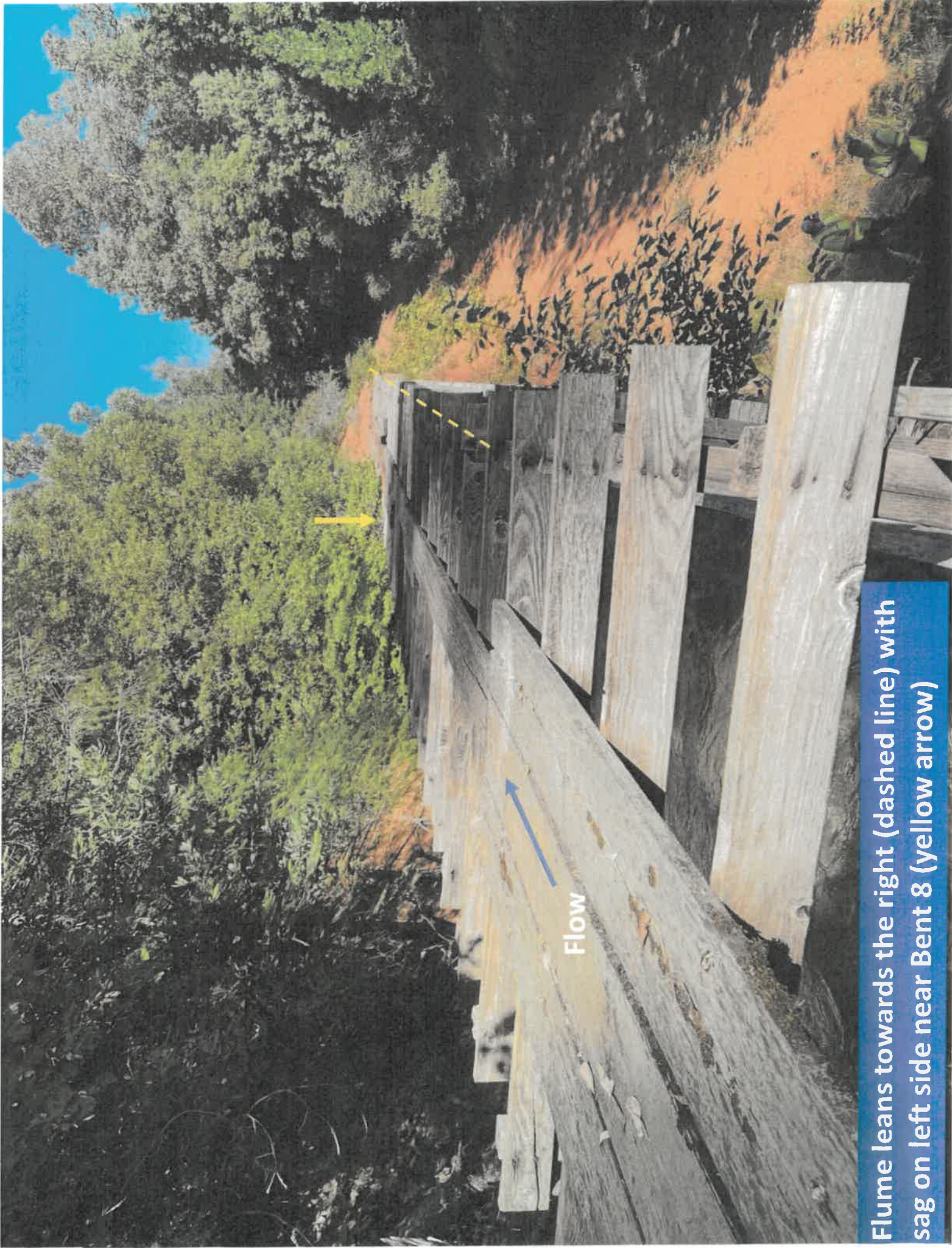
LS stringer bowed and B8/9 bent caps rotten/split



Bent 8

Flow

Bent 8 cap
broken/rotten with
stringers also
split/rotten



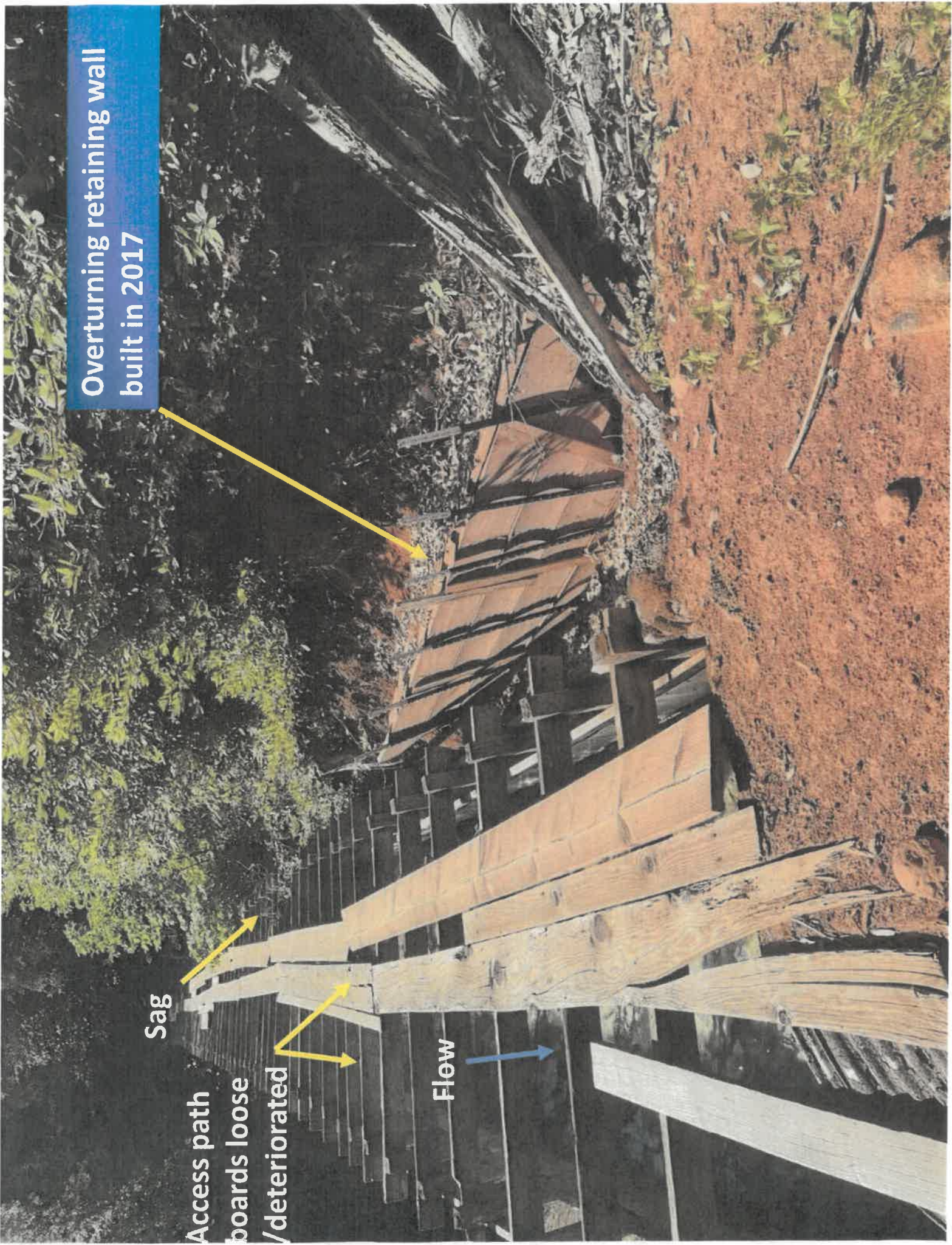
Flume leans towards the right (dashed line) with sag on left side near Bent 8 (yellow arrow)

Overturing retaining wall
built in 2017

Sag

Access path
boards loose
/deteriorated

Flow





Flow

Chained rock block with upslope wire rope with unknown support



Slope creep indicated by lack of vegetation and bent trees

ATTACHMENT 2

Inverted Siphon Hydraulic Calculations



Project: Halverterm (Hell Stout 4) Flume Replacement

Inverted Siphon Calculations

Location: Yuba County, CA



By: GLR

Date: 8/29/2023

Checked: JBP

Date: 9/18/2023

Halverterm (Hell Stout 4) Flume Replacement: Inverted Siphon Calculations

Existing Condition Calculation Inputs and Assumptions:

Maximum Discharge Capacity: 30 cfs

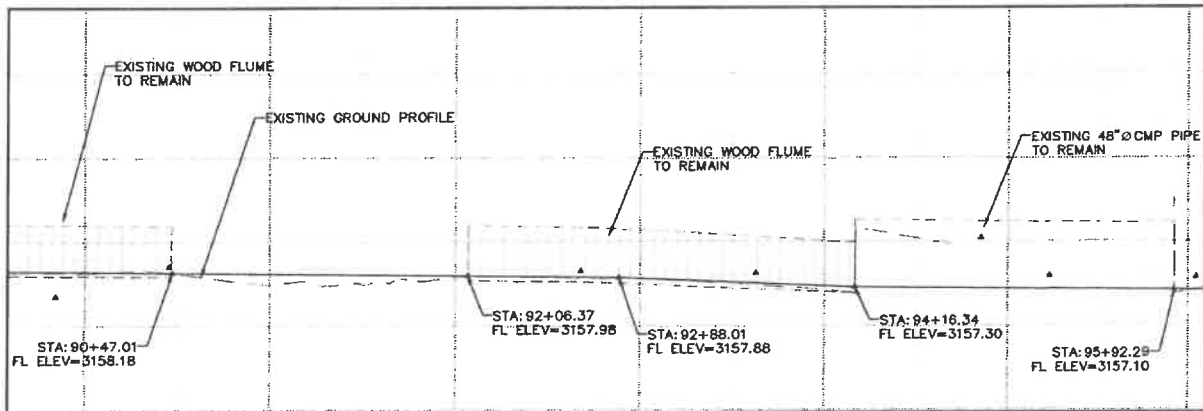
Downstream Reach (STA 94+16)

Channel Type: CMP Pipe
 Pipe Diameter: 4 feet
 Downstream Channel Slope: 0.0011
 Invert Elevation: 3157.30 feet
 Estimated Water Depth: 2.5 feet
 Water Surface Elevation: 3159.80 feet
 Energy Grade Line: 3160.00 feet

Upstream Reach (STA 92+06)

Channel Type: Earthen
 Approximate Channel Width: 10 feet
 Approximate Channel Side Slopes: 1 H:1V
 Upstream Channel Slope: 0.0013
 Invert Elevation: 3157.98 feet
 Estimated Water Depth: 2.16 feet
 Water Surface Elevation: 3160.14 feet
 Energy Grade Line: 3160.17 feet

Pipe diameter, channel slopes, and invert elevations of existing condition obtained from Forbestown Ditch Project plan set dated June 2019 (Plan and Profile - STA. 84+00 to STA. 98+00, Sheet 9 of 45). Water depth, water surface elevations, and energy grade line estimated using HEC-RAS hydraulic model and observations during site visit.





Project: Halversterm (Hell Stout 4) Flume Replacement

Inverted Siphon Calculations

Location: Yuba County, CA

By: GLR

Checked: JBP

Date: 8/29/2023

Date: 9/18/2023

Halversterm (Hell Stout 4) Flume Replacement: Inverted Siphon Calculations

Proposed Condition Calculations:

Proposed Inverted Siphon

Inlet Invert Elevation (STA 92+06): 3153 feet
 Outlet Invert Elevation (STA 94+16): 3157.30 feet
 Number of Pipes: 1
 Pipe Length (L): 225 feet
 Pipe Diameter (D): 42 inches
 Pipe Area: 9.62 square feet
 Maximum Velocity (V): 3.12 fps

$$h_l = \left[\frac{f * L}{D} + k_1 + k_2 + k_n \dots \right] * \left[\frac{V^2}{2 * g} \right]$$

Friction Losses

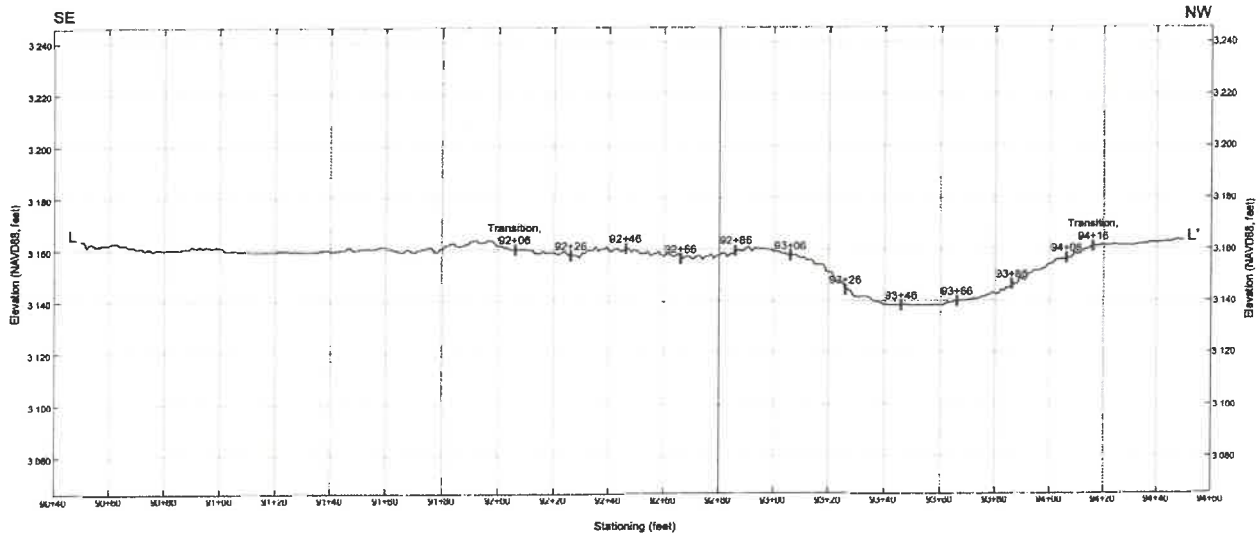
Roughness (e): 0.0002 feet (ductile iron)
 Relative Roughness (e/D): 0.00006
 Reynold's Number: 8.97E+05
 Friction Factor (f): 0.013 (from Moody diagram)
Friction Loss: 0.13 feet

Minor Losses

Trash Rack K Factor: 0.1
 Entrance Loss K Factor: 0.5
 45° Bend K Factor: 0.236
 Number of Bends: 4
 Exit Loss K Factor: 0.3
 Sum of K Factors: 1.844
Minor Head Loss: 0.28 feet

Proposed Energy Grade Line

Downstream Energy Grade Line: 3160.00 feet at STA 94+16
 Total Head Loss through Siphon: 0.40 feet
 Upstream Energy Grade Line: 3160.40 feet at STA 92+06
 Upstream Velocity Head: 0.02 feet
 Upstream Water Surface Elevation: 3160.39 feet
Increase from Existing Condition: 0.25 feet or 2.99 inches





BOARD LEADERSHIP CONSULTING LLC
Erin Hasteley, PhD | boardleading.com

&



September 6, 2023

Marieke Furnee
Board Chair
North Yuba Water District

Dear Chairwoman Furnee,

Thank you for the opportunity to partner with North Yuba Water District. We share a passion for cultivating the Board's effectiveness to better serve the District's communities. I appreciate your commitment to developing a high-performing governance team that works effectively with key stakeholders. As has been shared, developing a clear set of values, mission, and vision that resonate with the full Board is the next step in improving NYWD's organizational effectiveness.

Having been born and raised in Yuba County, I know how critical water management is to the region, and I am deeply invested in building strong governance county-wide. I am committed to doing everything I can to help NYWD's Board develop its skills and strengths.

The following proposal represents the consulting services for a two-hour facilitated session provided by Board Leadership Consulting LLC to NYWD. The proposal includes descriptions of preparatory and follow-up work for the facilitated session, as well as a draft session agenda and additional notes on the content and goals of each agenda element. Once you have reviewed this proposal, we can discuss how best to adapt it to meet the needs of NYWD and the communities it serves.



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PHASE ONE: Preparatory Work in Advance of Session

Erin will prepare all content and materials in advance of the session. She will be available to NYWD leadership as needed via phone or video conference to ensure the session is best tailored to the NYWD Board's current needs and goals.

PHASE TWO: Facilitation of Board Development Session

North Yuba Water District
Draft Agenda for Facilitated Session on Values, Mission, and Vision

- 1. Who We Are**—*Erin will set the tone for the session and facilitate participant introductions, inviting directors to share their motivation for serving NYWD.*
- 2. What We're About**—*The motivations previously shared will serve as the starting point for a facilitated conversation on the values of NYWD. As part of this section, Erin will invite directors to share about a time when they've been proud of the work NYWD does as an organization. Based on the values articulated, we will move into a facilitated discussion of the mission of the organization.*
- 3. Where We're Going**—*Erin will give participants a few moments to brainstorm their individual vision for NYWD 5-10 years out. Then, we will move through a collaborative vision-building process, starting with one Director sharing their vision and then inviting other Directors one-by-one to add or edit until we get a vision that resonates with the full room.*
- 4. Next Steps**—*Based on the vision articulated, Erin will facilitate a "question-storming" exercise to generate good questions to take into the planned strategic planning process based on the values, mission, and vision for NYWD. Erin will conclude the session with any final discussion on and selection of action steps the Board would like to take.*

PHASE THREE: Session Follow-Up Work and Delivery of Final Report

No later than two weeks following the facilitated session, Erin will send Chairwoman Furnee a report on the session which includes a summary of discussion areas covered during the session, a list of any action steps the Board chose, and an expert assessment of the Board's current state. Erin will be available to NYWD leadership for a follow-up phone or video conference to debrief on the session.



Terms of Consulting Agreement

The following terms represent the key elements of a consulting agreement between Erin Hastey, Ph.D., of Board Leadership Consulting LLC and Marieke Furnee, Board Chair of North Yuba Water District.

1. **Start Date:** Upon acceptance of final proposal.
2. **Length of Engagement:** From start date through to two weeks after the facilitated session. The date of the session is scheduled for Friday, 09/29/23, 3PM-5PM, so the engagement would conclude on Friday, 10/13/23.
3. **Termination Clause:** North Yuba Water District can terminate the consulting engagement at any time for any reason with no notice required.
4. **Consulting Fee:** \$1,500.00, to be billed following completion of Phase Three.
5. **Materials:** Reimbursed at actual cost. Travel expenses will not be billed as part of this engagement.

Chairwoman Furnee, as a next step, it would be beneficial for us to discuss this proposal and determine how best to integrate it with the important work the NYWD Board is already doing. I take a flexible approach based on client needs and will adapt my practices to align with the Board's direction. My goal is to build on the Board's recent progress and further enhance governance at NYWD. I look forward to partnering with the District, and you have my word that this engagement will prove a worthwhile expenditure of NYWD's time and resources.

Warmly,

Erin

Erin R. Hastey, Ph.D.
Board Leadership Consulting LLC
18 Badger Ridge Rd
Pinedale, WY 82941
307-228-0285
erin@boardleading.com
boardleading.com

Accepted:

North Yuba Water District

By: _____
Marieke Furnee, Board Chair

Date: _____

By: _____
Erin R. Hastey, Ph.D.

Date: _____



SETTLEMENT AGREEMENT AND RELEASE

This Settlement Agreement and Release (the "Agreement") is entered into between the Charles Sharp ("Plaintiff") and the North Yuba Water District ("District") (collectively "the Parties") regarding to the settlement of Yuba County Superior Court Case No. CVPT20-00386 ("the Action").

Release of Claims: As consideration for this Agreement, Plaintiff unconditionally, irrevocably, and absolutely release the District, as well as any other present or former employees, employers, agents, officers, officials, directors, attorneys, affiliates, successors and assigns of the District (collectively "Released Party" or "Released Parties"), from any and all claims pertaining to the Action, including claims for attorney fees and costs. This Agreement is intended to be interpreted and construed broadly to accomplish such intent and purpose. Nothing herein shall be construed as preventing Plaintiff from challenging any future action by the District, including but not limited to the piping of the Forbestown Ditch.

Monetary Consideration: As consideration for this Agreement, the District will pay Plaintiff the total sum of \$90,000. The amount will be paid within 30 days of execution of this Agreement by the Parties.

Dismissal With Prejudice: Upon payment, Plaintiff agrees to immediately dismiss the Lawsuit with prejudice.

Warranty of Non-Assignment of Claims: Petitioner warrants and herein represents that no other person or entity had or has or claims any interest in the Dispute or claims referred to above, that she has the sole right and exclusive authority to execute this Agreement, that she has the sole right to receive the consideration given therefore, and that she has not sold, assigned, transferred, conveyed or otherwise disposed of any claim relating to any matter covered by this Agreement.

No Admission of Fault: The Parties understand, agree, and acknowledge that nothing herein constitutes an admission or confession by any party of any liability or responsibility, including any ground to argue that either party prevailed in this action.

Invalid Provisions: If any provision of this Agreement is held by a court of competent jurisdiction to be invalid or unenforceable, that provision shall be severed, and the remainder of the Agreement shall continue to remain in full force and effect and shall in no way be impaired or invalidated.

Modifications: The Parties agree that this Agreement supersedes all prior agreements between the parties, written or oral, pertaining to the Action, and that this Agreement shall be amended only by a dated writing signed by the Parties.

Counterparts: This Agreement may be executed in counterparts. The execution of a signature page of this Agreement shall constitute the execution of the Agreement, and the Agreement shall be binding on each party upon that party's signing of such a counterpart.

Warranty of Authorization: The signators to this agreement warrant that they are authorized to enter into this agreement on behalf of their principals/clients.

Dated: August 26, 2023

By: 
Charles Sharp

Dated: August 27, 2023

By: 
For the North Yuba Water District



PROPOSAL

September 21, 2023

NORTH YUBA WATER DISTRICT Communications & Public Relations

Objectives:

Achieve the following objectives through an effective communications and public relations plan:

1. Communicate factual information to customers of NYWD;
2. Provide information to news organizations on water-related issues and achievements of the district;

Duration:

Annual contract, October 1, 2023 through September 30, 2024 and renewable annually for up to three additional years.

Marketing Recommendations & Estimates

Deliverables:

Item	Description	Monthly Cost	Annual Cost
Design Monthly Electronic Newsletter & Copy Development	Canva - Export to Flipbook Provide Flipbook link for website	Design: \$1,000 Copy Dev.: \$300	\$15,600
Design & Print Bill Insert	Insert for first three months to secure newsletter subscribers		\$600
Press Release	Write one monthly Press Release and distribute to local news outlets	\$150	\$1,800
Constant Contact Annual Subscription	Newsletter Distribution Platform (monitor analytics, open rates, etc.)		\$900
Consulting Services	Hourly consulting services as needed (\$100/hr.)		\$1,000
TOTAL			\$19,900

ESTIMATE TOTAL: \$19,900

Note: sales tax not included in estimate

Prepared by: Kary Hauck, CEO
Sapphire Marketing Group
(530) 763-5402 ofc.
(530) 844-2358 cell.