



bear valley
WATER DISTRICT

BEAR VALLEY WATER DISTRICT

BOARD MEETING

April 11, 2016 - 9 A.M.

Conference Room

441 Creekside Drive, Bear Valley, CA 95223

Call- In Info: 605-475-5920 Access Code: 475-0045

LOCATION 2: 546 Lucille Dr. Incline Village NV 89451

DECLARATION OF A QUORUM

President James Bissell called the meeting to order at 9:00A.M. Directors present were John Boyle, Ken Brown and Director Gunnar Thordarson joined the meeting via teleconference at 10:00 A.M. Director Stefaniya Becking was absent with notice. Staff present were General Manager Jeff Gouveia and Office Manager Judi Silber. No public were present.

BOARD MEETING

Public comments on agenda items will be limited to 3 minutes or otherwise at the discretion of the Board Chair.

PUBLIC FORUM

Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction provided the matter is not on the agenda or pending before the Board.

BOARD BUSINESS

1. The Board will consider adoption of the February 22, 2016 Board Meeting minutes

Motion/Boyle Second Brown to accept the February 22nd Minutes with a correction.

Ayes: Bissell, Boyle, Brown

Noes:

Absent: Becking, Thordarson

Motion Carried

2. Capitalization & Investment Policies - Discussion and Possible Action Item

Treasurer Boyle stated that the District needs to act prudently regarding the investment policy. The three things that the board needs to consider are: safety, liquidity, and yield. Discussion ensued regarding the proposed new Investment Policy. There were several suggested corrections and the elimination of the Intra-District Loans section. The board discussed the option of investing in CalTrust. As members of CSDA the District has access to this program. It is a safe option to diversify and it is a proven program. Treasurer Boyle investigated the historical returns as compared to LAIF and advised that the District update the investment policy to include CalTrust.

The board discussed changing item c. of the draft capital assets policy to read \$5,000 or more and have a useful life to three (3) years or more. Treasurer Boyle questioned capitalizing software and

intangible assets such as the Mixing Zone Study or the NPDES Permit. Treasurer Boyle spoke with Mary Cummins, of Robert W. Johnson, CPAs (auditor) and she agreed that it makes sense to capitalize some software and some intangible assets. Treasurer Boyle restated that legal counsel Dan Schroeder advised that the District remove the reference to Civil Code Section 2261 et. Seq. identifying the "prudent man rule" as there is no such section in the Civil Code. Dan Schroeder also advised to change the second sentence of the section entitled "Disposition or Retirement of Capital Assets" to read as follows: "The disposition of any Capital Assets and Infrastructure Assets shall be done in accordance with the applicable laws and Board Policies for the disposal of surplus property." The District generally cannot donate property to anyone, including another governmental agency since it would be a gift of public property in violation of the California Constitution.

Action: GM will add a paragraph on intangible assets and set the threshold of 3 year's life and monetary value of \$5K.

3. Operations Report – General Manager

1. Collections, Treatment, & Disposal Operations, Update

a. Flows – Influent Flows & Pond Transfer

March 2016 influent flows were 3.685 MG. 5.420 MG were transferred to storage.

b. Volumes – Storage, Capacity & Disposal

The current Storage Volume is 7078.3 = 42.47 MG or 44.45% as of 4/6/2016

2. Permit Compliance & Monitoring & Reporting (MRPs) Update

a. WDR MRP – Land Discharge Permit – Compliance & Reporting Update

January & February SMR/DMR reporting was submitted on time. One stated past due. GM contacted staff via email and that has been corrected.

b. NPDES MRP – Surface Water Discharge Permit – Compliance & Reporting Update

i. 2016 Permit Renewal – ROWD – Update

Dania Jimmerson from the California Regional Water Board said that the water board is behind their original schedule but that if there aren't a lot of comments received that it may possible make the original June Board meeting. She thinks that the permit will be favorable. Any challenges will be any special interest groups. GM may receive the draft permit as early as next week.

ii. Priority Pollutant Sampling – May

The District is using Cal Test per the recommendation of Eric Zeigler, of Stantec, to do the priority pollutant sampling.

3. 2016 USDA Cost Recovery Collection Agreement – Discussion and Possible Action Item

Motion Boyle, Second Thordarson authorizing GM Gouveia to sign the Cost Recovery Collection Agreement with the USFS. To approve \$10K in budget to expense costs of obtaining the new permit in the next fiscal budget. If the invoice comes this fiscal budget, the board authorized GM to pay the invoice.

4. Draft 5-Year Budget – Discussion

GM reported that there are several unknown cost in the Fiscal Year 16/17. The cost of the land use permit with the USFS and the unknown variables such as studies, analysis work, engineering, and legal fees associated with the NPDES Permit renewal. GM added \$10K to budget for

downing the timber in the spray fields, \$10K for collection line & manhole repairs on uncompleted work from previous year, and an expense for laboratory equipment that needs repairs. President Bissell requested a list of upcoming projects for the next fiscal year. The budget discussion will continue at the next meeting.

4. Financial Report – General Manager

4.1 P&L Sheet Report - Discussion and Possible Action Item

Motion Bissell Second Boyle to accept the P&L and Balance Sheet as presented.

Ayes: Bissell, Boyle, Brown, Thordarson

Noes:

Absent: Becking

Motion Carried

Motion Boyle Second Bissell to accept the Balance Sheet Report as presented.

Ayes: Bissell, Boyle, Brown, Thordarson

Noes:

Absent: Becking

Motion Carried

4.2 Accounts Payable Report - Discussion and Possible Action Item

Motion Boyle Second Brown to accept the Accounts Payable Report as presented.

Ayes: Bissell, Boyle, Brown, Thordarson

Noes:

Absent: Becking

Motion Carried

4.3 A/R & Aging Reports – Discussion

The Accounts Receivable balance as of February 29, 2016 was \$3,566.67. There were \$36,139.69 in credits and \$39,706.46 in debits. The ski resort, lodge, and maintenance shop were unpaid as of this date. There were eight (8) other accounts that were over 60 days. OM will follow up on these accounts before the next meeting.

5. Board Member Reports

No board comments.

The next meeting was scheduled for Monday, June 13th at 9:00 A.M.

President Bissell adjourned the meeting at 11:03 A.M.



Ken Brown, Secretary BVWD Board of Directors
County of Alpine, State of California

ATTEST:



Judieth L. Silber
Office Manager
Bear Valley Water District

