

MINUTES

**WORKSHOP FOR THE BOARD OF DIRECTORS OF THE
NORTH YUBA WATER DISTRICT**

Held at the District Office
8691 LaPorte Road, Brownsville

Saturday, February 11, 2017

A. ROLL CALL

President Donald Forguson called the meeting to order at 9:00 AM at the District Office in Brownsville, CA. The recording secretary called the roll.

	<i>PRESENT</i>	<i>ABSENT</i>	<i>VISITORS</i>
<i>DIRECTORS</i>	President Donald Forguson		Buck Weckman
	Vice President Eric Hansard		Maggie Campbell
	Director Doug Neilson		Donna Corson
	Director Terry Brown		
	Director Gary Hawthorne		
<i>GENERAL MANAGER</i>	Jeff Maupin		

ACTION ITEMS

B. BUDGET OVERVIEW:

Mr. Maupin said the Board must draft a budget by June to go into effect July 1. He described how the budget had been gradually changed to reflect actual costs to the district. Currently there is no capital improvement budgeted, just what it takes to operate the district. There are differences in the budget from year to year based on different projects planned for that year. There is a proactive schedule of maintenance. The reactive costs can change the actual costs from year to year, but the changes are planned based on actual amounts rather than guesses.

The proposed Budget includes what was paid in 2016, with the exception of three payments to the Yuba County Water Agency. They agreed to forgive the loan payments for a year – which will need to be addressed in the 2018 budget (\$68,000.00 per year). Director Brown wanted to know if the salaries

would stay the same for next year. Mr. Maupin said it depends on if the Union would like to negotiate changes to their MOU.

Mr. Maupin discussed with the Board each line item in the budget and clarified as the Board members requested. There was discussion of the unpredictability of the regulators' fees, how the Amended 2005 Agreement with South Feather Water and Power would affect the budget, and possible upcoming repair costs. There was discussion of how payroll was allocated between various projects and administrative work and discussion of how different income sources (both public sales and reserves) were used for different expenses. Public outreach was added to the budget but would not be funded by the public, but through power generation revenue. The recent emergency ditch repair and future ditch repairs and the proposed pipeline would also come out of reserves.

Director Hawthorne requested subtotals for different categories in the Budget to more easily understand various expenses. Ms. Naether said she would do that.

Mr. Maupin discussed with the board savings in the proposed budget compared to the previous budget. He suggested paying in full the Forbestown Tank loan in June out of reserves, after receiving the South Feather payment. This would save on interest and free up money to create a capital improvement fund. The benefit would be forming a Master Plan to include identifying infrastructure improvement and long term plans/budgeting for service, fire flow, and water storage needs.

Director Hawthorne made a motion to accept the 2017/2018 Budget. Vice President Hansard seconded the motion. The motion passed with a unanimous vote.

C. PUBLIC OUTREACH

Members of the Board and General Manager Maupin discussed ideas for different forms of public communications. Various forms and frequency of communication were discussed, including: Annual newsletters, robocalls, flyers included with bimonthly billing, and flyers with information about problems or accomplishments as they happen. Mr. Maupin talked about improving the North Yuba Water District's webpage to include news items and press releases. Using Facebook was discussed. Information needing to be disseminated was discussed, including progress updates using timelines and how short term steps were moving toward long term goals on district projects. The Board members wanted to focus on showing their constituents the big picture of how everything in the District works together, both for the domestic customers and irrigation customers.

Director Hawthorne suggested scheduling community meetings two times per year at both the Ponderosa and Alcouffe Centers to discuss domestic, irrigation and winter water issues with each community. The directors would present district information, listen to public comments and respond to their constituents' questions. Mr. Maupin will consult with the attorney to confirm the legality of the meetings as long as no plans are made, or actions are taken. He suggested having the members of the public write out their questions and using a moderator.

Members of the board discussed having two regular mailings per year and two regular meetings per year. All other communication would be event driven. They discussed sending out a survey to discover what information the public wanted.

Director Hawthorne made a motion to direct General Manager Maupin to investigate the cost of outreach/survey ideas to make sure the budgeted amount is appropriate. Director Brown seconded the motion. The motion passed with a unanimous vote.

Discussion – A member of the public said good ideas had been presented. If the Board does not have good PR and the public is uninformed, they might believe the Board’s critics. He suggested a Facebook page would get more traffic than the website. He believed the General Manager was competent. He said including the personal aspect in the district newsletters would help members of the public relate better. He suggested sponsoring the little league at Ponderosa Park to see the water district’s presence in a positive way. A member of the public spoke in support of the board and was encouraged by the discussion. She said the town hall meeting structure would work well for the Board (rather than the Board’s critics) to communicate with the people in community. She was wary of surveys and suggested different types of outreach to reach different types of people.

DISCUSSION/REPORTS

D. PUBLIC INPUT

President Forguson read the rules for public input. No member of the public commented.

President Forguson thanked the board for their responses to the constituents in their divisions and for working well with each other.

E. ADJOURNMENT

There being no further business to discuss, **Director Hawthorne made a motion to adjourn. Director Neilson seconded the motion. The motion passed with a unanimous vote.**

The meeting was adjourned at 10:50 a.m.

Respectfully Submitted,



Tina M. Parker, Recording Secretary