

BOARD OF DIRECTORS
President – Joe Petersen (Area 2)
Vice President – Mark Beck (Area 1)
Secretary – Joe Valente (Area 3)
Treasurer – Hugh Scanlon (Area 4)
Marden Wilber (Area 5)

AGENDA
NORTH SAN JOAQUIN WATER CONSERVATION DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

Monday, October 29, 2012

Time: 6:00 PM

Meeting Location:

Lodi Library, Room, 201 West Locust St., Lodi, CA

1. Call Regular Meeting to Order/Roll Call

2. 2. Public Comment on Items Not on the Agenda

Interested persons in the audience are welcome to introduce any topic within the District's jurisdiction. The time allowed for each speaker for comments made by the public is limited to 3 minutes. Matters presented under this agenda item may be discussed, but no action can be taken by the Board at this meeting except as follows:

- a. Briefly respond to statements made or questions raised.
- b. Ask a question for clarification.
- c. Provide a reference to staff or other resources for factual information.
- d. Request staff to report back at a subsequent meeting.
- e. A Board member or the Board itself may have the matter placed on a future agenda.

3. Action Items

Any and all of the following agenda items are subject to action being taken by the Board of Directors by motion, resolution, or ordinance. Members of the public may address the Board of Directors concerning any agenda item during the Board's consideration of that item.

- a. Approve Board meeting minutes of August 27, 2012 and September 24, 2012
- b. Tracy Lake Project.
 - (1) Report of Tracy Lake Project Coordinating Committee.
 - (2) Financial Report
 - (3) Approve TLID checks
 - (4) Plan Riparian Water User Outreach meeting
 - (5) Consider authorizing a formal request to the USBR to extend the completion of the Tracy Lake Project grant to September 30, 2014

- c. Submittals to State Water Resources Control Board regarding Water Right - Action as Necessary
 - 1) Review and Consider Tracy Lake Petition For Change & associated fees (\$850 Fish and Game and \$5,782 SWRCB) for approval
 - 2) Review and consider approving NSJWCD's updated construction, operation and financing plan for the SWRCB
 - 3) Review and consider approving NSJWCD's Annual Groundwater Management Report
- d. Consider authorizing Board Representative and Legal Counsel to negotiate with the City of Lodi regarding the sale of NSJWCD water and with Woodbridge Irrigation District regarding the wheeling of water.
- e. District financial report and related financial matters.
 - 1) Monthly financial report
 - 2) Approve District checks
 - 3) Memo from SJC Auditor- Controller, Adrian Van Houten
 - 4) Authorize sending Invoice to Al Costa for PG&E Bill on Woodbridge Road (Nakagawa)
 - 5) Authorize Mr. Scanlon (others) to get quotes to compare against our ACWA insurance
 - 6) GBA – Consider authorization of continued participation
- f. Define priority repairs to the south system and authorize completion if applicable
- g. Consider Recommendation/Nomination of Appointee for District 2 Director - Consider Resolution NO. 2012-10 Nominating and Recommending the Appointment of Thomas Flynn for the District 2 Director position
- h. Review of proposed new District Conflict of Interest Code to replace the existing 1977 code
- i. Review and consider approval of documents to be submitted to the Grand Jury
- j. Director and Staff Reports
 - (1) Update on Community Outreach Plan and Town Hall Meetings
 - (2) General Counsel Masuda
 - (3) Consultant Walt Sadler
 - (4) Other

4. Correspondence / Announcements.

5. Motion to Adjourn.

Next Regular Meeting: Monday, November 26, 2012, at 6:00 PM.

Matters Too Late for the Agenda: Action items may be added to the agenda upon determination by a majority vote of the Board that an emergency exists, as defined by state law; or by a 2/3 vote of the Board that (1) there is a need to take immediate action, and (2) that the need for action came to the District's attention after the agenda was posted.

NSJWCD
Comparison of Budget to Actual
For the period ending June 30, 2013

Ordinary Income/Expense	YTD Actual	Percent of Yearly Budget	Budget
Income			
County of S.J. Warrants	\$ 45,000	15.97%	\$ 281,772
Prior Year Water Assessment	64	0.00%	-
Total Income	<u>\$ 45,064</u>	<u>15.99%</u>	<u>\$ 281,772</u>
Expense			
Telephone	\$ 540	56.27%	\$ 960
Rent	1,200	33.33%	3,600
Internet	120	12.50%	960
Office Expenses	39	2.18%	1,800
Contract Labor	93	0.78%	12,000
Postage & Delivery		0.00%	900
Professional Fees			
Management Consultant	1,945	7.72%	25,200
Above Reimb Expenses		0.00%	3,600
S.J. Auditors A/P Charges		0.00%	150
SJ County Tax Admin		0.00%	5,500
Accounting	530	29.42%	1,800
Auditor		0.00%	4,500
Legal Fees			
General	26,556	73.77%	36,000
Water Rights Extension	5,105	17.02%	30,000
Dues/Membership			
GBA-\$5000		0.00%	5,000
ACWA	(522)	-12.88%	4,050
Webmaster		0.00%	900
ACWA-JPIA Liab	3,852	105.97%	3,635
ACWA-JPIA Property		0.00%	1,225
SWRCB - Permit fees	150	13.04%	1,150
Storage Unit Rent	275	45.83%	600
F&M Bank Safe Deposit Box	35	70.00%	50
Howard Jarvis TPA		0.00%	12,500
Future Elections		0.00%	20,000
Water Master - Part-Time		0.00%	9,600
Payroll Expenses		0.00%	1,999
Part-Time Employee 1		0.00%	270
Payroll Expenses		0.00%	56
Part-Time Employee 2		0.00%	270
Payroll Expenses		0.00%	56

NSJWCD
Comparison of Budget to Actual
For the period ending June 30, 2013

	<u>YTD Actual</u>	<u>Percent of Yearly Budget</u>	<u>Budget</u>
Vehicle Fuel		0.00%	4,200
Vehicle Repair/Maintenance		0.00%	1,200
Watermaster Reimb. Expenses		0.00%	2,400
EBMUD - Storage Fee		0.00%	3,000
Cost Center - North line			
P G & E - Main Pump	67	22.42%	300
Cost Center - South line			
P G & E - Main Pump acct. 1025	408	4.81%	8,500
P G & E - Jockey Pump Acct. 1030	170	11.79%	1,440
P G & E - Brandt Rd Acct. 1040	190	28.85%	660
P G & E - 12097 E Hwy 12	190	35.27%	540
Repair/Maintenance	3,936	15.74%	25,000
Cost Center - Woodbridge Recharge			
P G & E	5,377	104.20%	5,160
Rent - Nakagawa Family		0.00%	6,928
Total Expense	<u>\$ 50,257</u>	<u>20.29%</u>	<u>\$ 247,659</u>
Excess (deficit) of revenue over expenses	<u>\$ (5,193)</u>	<u>-2.10%</u>	<u>\$ 34,113</u>

NSJWCD
Statement of Revenue & Expenses
 July 1 through October 23, 2012

Jul 1 - Oct 23, 12

Ordinary Income/Expense		
Income		
Prior Year Water Assessment		42.80
2007/2008 Water Assessment		21.40
County of S.J. Warrants		45,000.00
Total Income		45,064.20
Expense		
Cellular Phone		59.37
Well Testing		221.95
Internet		120.00
Contract Services		93.00
Dues & Subscriptions		150.00
Insurance		
Liability	3,852.00	
Workers Comp	-521.84	
Total Insurance		3,330.16
Office Supplies		39.27
Postage & Delivery		3.60
Professional Services		
Accounting	529.50	
Legal	26,555.90	
Professional Services - Other	1,722.63	
Total Professional Services		28,808.03
Rent		
Office	1,200.00	
P.O. Box	35.00	
Storage	275.00	
Total Rent		1,510.00
Repairs & Maintenance		
Pipeline	3,935.94	
Total Repairs & Maintenance		3,935.94
Telephone & Internet		480.86
Utilities		
Pump Woodbridge Rd Recharge		
3337 Woodbridge Rd M1003715997	5,376.87	
Total Pump Woodbridge Rd Recharge		5,376.87
Pumps North		
1015 Pump Tretheway Rd M5850T0	67.26	
Total Pumps North		67.26
Pumps South		
1020 Pump E Hwy 12 M1004517286	190.44	
1025 Pump Tretheway M1003663242	408.44	
1030 Pump Tretheway M502R02	169.73	
1040 PastlrrgBrandt M1006589889	190.44	
Total Pumps South		959.05
Total Utilities		6,403.18
Water Rights Fee		5,105.10
Total Expense		50,260.46
Net Ordinary Income		-5,196.26
Other Income/Expense		
Other Income		
Interest Income		58.28
Total Other Income		58.28

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NSJWCD
Statement of Revenue & Expenses
July 1 through October 23, 2012

	<u>Jul 1 - Oct 23, 12</u>
Net Other Income	<u>58.28</u>
Net Income	<u><u>-5,137.98</u></u>

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NSJWCD
Balance Sheet
As of October 23, 2012

	Oct 23, 12
ASSETS	
Current Assets	
Checking/Savings	
F & M Checking	24,326.65
Total Checking/Savings	24,326.65
Other Current Assets	
County of S.J. Fund	66,888.88
Total Other Current Assets	66,888.88
Total Current Assets	91,215.53
TOTAL ASSETS	91,215.53
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	2,034.83
Total Accounts Payable	2,034.83
Other Current Liabilities	
Federal Taxes Payable	-485.50
State Tax Payable	-514.94
Total Other Current Liabilities	-1,000.44
Total Current Liabilities	1,034.39
Total Liabilities	1,034.39
Equity	
Opening Balance Equity	18,298.73
Unrestricted Net Assets	77,020.39
Net Income	-5,137.98
Total Equity	90,181.14
TOTAL LIABILITIES & EQUITY	91,215.53

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Register: F & M Checking

From 10/01/2012 through 10/23/2012

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
10/01/2012	8628	Walter E. Sadler	Professional Services		976.60	X		29,179.18
10/01/2012	8629	Richard Best	Well Testing		221.95	X		28,957.23
10/23/2012	8627	Tolson, Poore' & Za...	-split-	September acct...	103.60			28,853.63
10/23/2012	8630	Mel Roush	Rent:Office	November	300.00			28,553.63
10/23/2012	8631	AT & T	Cellular Phone		59.37			28,494.26
10/23/2012	8632	Walter E. Sadler	Professional Services		440.50			28,053.76
10/23/2012	8633	Clearwire	Telephone & Internet		75.89			27,977.87
10/23/2012	8634	Herum Crabtree	Water Rights Fee		224.40			27,753.47
10/23/2012	8635	PG & E	-split-		244.92			27,508.55
10/23/2012	8636	PG & E (2)	Utilities:Pump Woodbr...		1,525.00			25,983.55
10/23/2012	8637	Griffith & Masuda	Professional Services:L...	Sept. Services	1,656.90			24,326.65

Tracy Lake Improvement District No. 1
Statement of Revenue & Expenses
July 1 through October 23, 2012

	Jul 1 - Oct 23, 12
Ordinary Income/Expense	
Expense	
Consultant	3,262.00
Engineering Fees	22,110.70
Legal Fees	9,855.00
Total Expense	<u>35,227.70</u>
Net Ordinary Income	-35,227.70
Other Income/Expense	
Other Income	
Interest Income	75.68
Total Other Income	<u>75.68</u>
Net Other Income	75.68
Net Income	<u><u>-35,152.02</u></u>

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Tracy Lake Improvement District No. 1

Balance Sheet

As of October 23, 2012

	<u>Oct 23, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking	127,576.42
Money Market Acct	150,161.19
Total Checking/Savings	<u>277,737.61</u>
Total Current Assets	<u>277,737.61</u>
TOTAL ASSETS	<u>277,737.61</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	312,889.63
Net Income	<u>-35,152.02</u>
Total Equity	<u>277,737.61</u>
TOTAL LIABILITIES & EQUITY	<u>277,737.61</u>

Tracy Lake Improvement District No. 1

10/24/2012 10:10 AM

Register: Checking

From 10/01/2012 through 10/24/2012

Sorted by: Date, Type, Number/Ref

<u>Date</u>	<u>Number</u>	<u>Payee</u>	<u>Account</u>	<u>Memo</u>	<u>Payment</u>	<u>C</u>	<u>Deposit</u>	<u>Balance</u>
10/23/2012	23	Griffith & Masuda	Legal Fees	July-September	3,267.00			135,696.64
10/23/2012	24	Walter E. Sadler	Consultant		1,167.72			134,528.92
10/23/2012	25	Robertson-Bryan, Inc.	Engineering Fees	invoice #10419...	5,640.00			128,888.92
10/23/2012	26	Robertson-Bryan, Inc.	Engineering Fees	invoice #10419.5	962.50			127,926.42
10/23/2012	27	Robertson-Bryan, Inc.	Engineering Fees	invoice #10419...	350.00			127,576.42

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