



BOARD OF DIRECTORS MEETING

Tuesday, May 5, 2020 - 9:00 A.M.

GoToMeeting only: +1 (872) 240-3212 - Access Code:780-638-173

1. Consent Agenda (approved with one motion).
 - a. Minutes of April 7, 2020 Board meeting.
 - b. Status of Investments Report – April 30, 2020.
 - c. Treasurer’s Report– April 30, 2020.
 - d. Claims.
 - e. Enclosed Conduit System bid authorization.
2. Coronavirus emergency operations update.
3. CAT 33 excavator refurbishment update and additional work authorization.
4. District Manager report.
5. Engineering Manager report.

Item #1

REGULAR MEETING MINUTES

April 7, 2020

The Board of Directors for the Roza Irrigation District convened in regular session on Tuesday April 7, 2020. Those present via telephone conference were President Ric Valicoff, Vice-President Jim Willard, Director Jason Sheehan, Director Jason Don, Director Will Jones and District Manager Scott Revell, Assessment Clerk/Assistant Secretary Kristel Espinoza, and District Attorney Tom Cowan.

Also, in attendance via telephone conference were Roza water users: Tanner Winckler and Justin Harter.

The President called the meeting to order at 9:08 A.M. and requested the Board consider the consent agenda as presented:

- a. Minutes of March 10, 2020 Board meeting.
- b. Status of Investments Report – March 31, 2020.
- c. Treasurer's Report– March 31, 2020.
- d. Claims.

The following claims are approved for payment: payroll numbers 29485-29487 in the amount of \$3,443.91. Vouchers numbers 63817-63823, 63898-63944 and 063966-064024 in the amount of \$649,775.07 and electronic payments 02-20, 06-20, 07-20, 12-19/2, 20-06, 20-07, 3-2020, 5-20, 6-20 in the amount of \$282,078.05 from the period of March 2, 2020 to April 7, 2020.

It was moved by Mr. Willard, seconded by Mr. Jones and unanimously passed to approve the consent agenda.

District Manager Revell confirmed for the record that the Board had received the meeting packet and was familiar with the info in the packet. Mr. Revell reported to the Board on the emergency operations during the pandemic and stated the Roza main office was closed to the public on March 20th and described the measures that the District was employing to operate during the emergency. Mr. Revell explained the matrix in the emergency operation staff report which listed the manner in which the District could continue to deliver water until there were not enough staff available to do so safely. He further explained several measures had been put in place to prevent and reduce the spread of the coronavirus and that Roza staff have been willing to be flexible to keep the District running and explained how business was being conducted from water delivery to assessment payments to maintenance. Mr. Revell also explained that a grant agreement had been executed with Ecology to fund of \$1 million design and technical background information for the Kachess Drought Relief Pumping Plant and other activities that had occurred unrelated to the emergency, but during the time since the Governor's stay at home order had been issued. No action was requested from Board.

District Manager Revell presented to the Board a resolution for declaring an emergency due to the coronavirus and outlined that in order to maintain critical functions, the resolution authorizes the District Manager to declare an emergency, waive competitive bidding requirements, send sick employees' home and establish a limited duration paid supplemental leave program. Mr. Revell stated the resolution also authorized suspension of certain district polices and addresses telephonic Board meetings and explained how several other irrigation districts were dealing with coronavirus. Mr. Revell confirmed the resolution has been reviewed by the District's legal counsel and it was a hybrid comprised of a template suggested by the insurance authority and the emergency resolution.

REGULAR MEETING MINUTES

March 10, 2020

that the Kittitas Reclamation District had passed. Following discussion, Mr. Willard moved, seconded by Mr. Jones and unanimously approved Resolution 1-2020.

No further business appearing and upon motion duly made, seconded and unanimously passed, the Board did there upon adjourn at 9:48 A.M. on Tuesday April 7, 2020.

ATTEST:

PRESIDENT

SECRETARY

**ROZA IRRIGATION DISTRICT
STATUS OF INVESTING ACCOUNTS
April 30, 2020**

BANK	\$ AMOUNT	INTEREST EARNED	INTEREST RATE	BALANCE
L.G.I.P.	\$16,658,069.95	10,887.32	0.8119%	\$16,668,957.27
U.S. - MIA INV.	\$113.78	0.41	0.05%	\$114.19
U.S. - SAVINGS	\$6,016.44	1.59	0.01%	\$6,018.03
U.S. - CHECKING	\$262,674.88	2.54	0.05%	\$262,677.42
			TOTAL	\$16,937,766.91

**ROZA IRRIGATION DISTRICT
STATUS OF INVESTMENTS
April 30, 2020**

INVESTMENT	RATE	MATURE	EXPENSE	TOTAL
			0.00	0.00
TOTALS:			0.00	0.00

TOTAL OF ALL CASH	16,937,766.91
MINUS RESTRICTED CASH	681,092.91
(Construction/Reserve/Memo \$)	
(Drought)	4,056,833.83
(WSD)	1,427,024.86
TOTAL O & M CASH	10,772,815.31

ROZA IRRIGATION DISTRICT
TREASURER'S FINANCIAL STATEMENT
April 30, 2020

	EXPENSE	CONST.	FM LN 1%	RESERVE	MEMO	TOTAL
Balance First of Month	15,735,457.32	357,155.51	0.00	288,000.00	27,103.78	16,407,716.61
Collections	1,081,731.20	8,833.62	0.00			1,090,564.82
Miscellaneous	144,521.20				0.00	144,521.20
Matured Investments	0.00			0.00		0.00
Interest	11,858.43					11,858.43
Transfers			0.00		0.00	0.00
TOTAL	16,973,568.15	365,989.13	0.00	288,000.00	27,103.78	17,654,661.06
LESS:						
Voucher Checks Issued	122,216.48	0.00	0.00		0.00	122,216.48
Misc. Checks Issued	599,349.32	0.00	0.00		0.00	599,349.32
Tier 2 Checks	0.00					0.00
NSF Check Returned	0.00	0		0	0.00	0.00
Bank Charge	55.80					55.80
Void Check	-4,727.45					-4,727.45
TOTAL PAID	716,894.15	0.00	0.00	0.00	0.00	716,894.15
Balance End of Month	16,256,674.00	365,989.13	0.00	288,000.00	27,103.78	16,937,766.91

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	5/5/2020
Vendor ID	First	Last	Checkbook ID	PAYABLES
Vendor Name	First	Last		PAYABLES

Sorted By: Check Date

* Voided Checks

Check Number	Vendor Check Name	Check Date	Amount
64089	AMERIGAS - SUNNYSIDE	5/5/2020	\$65.18
64090	ACE HARDWARE	5/5/2020	\$367.99
64091	ARAMARK UNIFORM SERVICES	5/5/2020	\$241.70
64092	ALL AMERICAN PROPANE	5/5/2020	\$269.94
64093	ALLIGARE LLC	5/5/2020	\$299.03
64094	BLEYHL FARM SERVICE, INC.	5/5/2020	\$126.12
64095	BI-MART	5/5/2020	\$93.63
64096	BLUETARP FINANCIAL/BI-RITE	5/5/2020	\$5,267.54
64097	BDI (87)	5/5/2020	\$492.91
64098	COMMERCIAL TIRE, INC.	5/5/2020	\$611.10
64099	CENTRAL PRE-MIX CONCRETE	5/5/2020	\$117.37
64100	CLIFF'S SEPTIC SERVICE	5/5/2020	\$103.58
64101	CLIFF'S SEPTIC TANK SERVICE	5/5/2020	\$697.48
64102	COLEMAN OIL	5/5/2020	\$265.25
64103	CO-ENERGY	5/5/2020	\$882.08
64104	TOM DENCHEL FORD COUNTRY	5/5/2020	\$1,014.09
64105	DEPARTMENT OF LABOR & INDUSTRI	5/5/2020	\$72.69
64106	DUBOIS CHEMICALS, INC.	5/5/2020	\$3,442.01
64107	EASTSIDE ELECTRIC	5/5/2020	\$4,634.31
64108	EDGE CONSTRUCTION SUPPLY	5/5/2020	\$850.70
64109	FERGUSON ENTERPRISES, INC. #32	5/5/2020	\$54.48
64110	FASTENAL COMPANY	5/5/2020	\$268.76
64111	GRANDVIEW LUMBER	5/5/2020	\$82.61
64112	H. D. FOWLER COMPANY	5/5/2020	\$9,687.29
64113	H & H AUTO GLASS	5/5/2020	\$650.93
64114	HORIZON DISTRIBUTION, INC.	5/5/2020	\$3,488.67
64115	IRRIGATION SPECIALISTS	5/5/2020	\$513.81
64116	THE JANITOR'S CLOSET	5/5/2020	\$263.25
64117	KIE SUPPLY CORPORATION	5/5/2020	\$1,028.41
64118	LOWER VALLEY MACHINE SHOP, INC	5/5/2020	\$1,421.14
64119	THE LOCKSHOP	5/5/2020	\$410.12
64120	LAD IRRIGATION COMPANY	5/5/2020	\$264.57
64121	MORTON'S SUPPLY, INC.	5/5/2020	\$16.17
64122	MCMASTER-CARR SUPPLY CO.	5/5/2020	\$209.06
64123	MCCROMETER, INC.	5/5/2020	\$1,864.97
64124	NC MACHINERY CO.	5/5/2020	\$92.55
64125	O. L. LUTHER CO., INC.	5/5/2020	\$351.00
64126	OXARC, INC.	5/5/2020	\$384.46
64127	O'REILLY AUTO PARTS	5/5/2020	\$317.11
64128	PACIFIC CORRUGATED PIPE CO.	5/5/2020	\$75.92
64129	SECO CONSTRUCTION SUPPLY	5/5/2020	\$1,433.18
64130	C. SPECK MOTORS	5/5/2020	\$210.53
64131	SAFETY-KLEEN CORPORATION	5/5/2020	\$435.21
64132	STANDARD PAINT & FLOORING	5/5/2020	\$231.07
64133	SUNNYSIDE NEW HOLLAND, LLC	5/5/2020	\$77.78
64134	SPOKANE HOUSE OF HOSE, INC.	5/5/2020	\$909.24
64135	LES SCHWAB TIRE CENTER	5/5/2020	\$3,123.37
64136	TIRE FACTORY	5/5/2020	\$263.51
64137	ULINE	5/5/2020	\$294.80
64138	UNITED SALES, INC.	5/5/2020	\$2,327.44
64139	VALLEY AUTO PARTS, INC.	5/5/2020	\$4,129.11
64140	VALLEY PIPE CO.	5/5/2020	\$32.71
64141	WEAVER DISTRIBUTING	5/5/2020	\$89.19
64142	WILSON ORCHARD & VINEYARD SUPP	5/5/2020	\$560.13
64143	YAKIMA COUNTY SOLID WASTE	5/5/2020	\$46.81
64144	YAKIMA WASTE SYSTEMS, INC.	5/5/2020	\$91.43

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
64145		WASH STATE DEPT. OF TRANSPORTA	5/5/2020			\$685.99
64146		K & D MACHINE, LLC	5/5/2020			\$1,010.33
64147		PAC-VAN, INC.	5/5/2020			\$405.01
Total Checks:	59			Total Amount of Checks:		\$57,716.82

Roza Irrigation District
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	4/1/2020
Vendor ID	First	Last	Checkbook ID	PRE-PAIDS
Vendor Name	First	Last		PRE-PAIDS

Sorted By: Check Number

* Voided Checks

Check Number	Vendor Check Name	Check Date	Amount
03-20	DEPARTMENT OF REVENUE	4/24/2020	\$2,038.10
08-20	U.S. BANK/E.F.T.P.S.	4/3/2020	\$39,743.63
09-20	U.S. BANK/E.F.T.P.S.	4/17/2020	\$38,506.20
20-08	ROZA PAYROLL PAYABLE #29488	4/3/2020	\$109,220.44
20-09	ROZA PAYROLL PAYABLE #29489-29490	4/17/2020	\$102,175.48
4-2020	U.S. BANK	4/30/2020	\$2,546.46
63945	DEPARTMENT OF RETIREMENT	4/3/2020	\$2,806.00
63946	ROZA EMPLOYEE BENEFIT FUND	4/3/2020	\$104.00
63947	IRON MOUNTAIN	4/3/2020	\$51.83
63948	BRANDCRAFT MEDIA, LLC	4/3/2020	\$199.00
63949	AG PRO CONSTRUCTION, INC.	4/3/2020	\$377.65
63950	H2 ELECTRIC, LLC	4/3/2020	\$2,898.47
63951	RH2 ENGINEERING	4/3/2020	\$4,802.93
63952	FAMILY FARM ALLIANCE	4/3/2020	\$7,200.00
63953	CO-ENERGY	4/3/2020	\$8,224.61
64025	NOE GUZMAN	4/9/2020	\$385.00
64026	ALFONSO FORD	4/9/2020	\$20.00
64027	PRECEPT BRANDS, LCC	4/9/2020	\$717.60
64028	VALENTINE TZIB	4/9/2020	\$6.13
64029	VAN NESS FELDMAN, LLP	4/9/2020	\$17,224.25
64030	SYMETRA LIFE INSURANCE CO.	4/9/2020	\$488.12
64031	NW LABORERS TRUST FUND	4/9/2020	\$46,882.00
64032	YAKIMA HERALD-REPUBLIC	4/9/2020	\$436.77
64033	AT&T MOBILITY	4/9/2020	\$377.88
64034	STAPLES CREDIT PLAN	4/9/2020	\$353.49
64035	CENTURYLINK	4/9/2020	\$2.58
64036	AT&T MOBILITY	4/9/2020	\$149.62
64037	PACIFIC POWER & LIGHT CO.	4/9/2020	\$662.07
64038	THE HEALTHY WORKER	4/9/2020	\$120.00
64039	GRAVIS LAW, PLLC	4/9/2020	\$4,650.00
64040	BLUETARP FINANCIAL/BI-RITE	4/9/2020	\$8.74
64041	BI-MART	4/9/2020	\$146.68
64042	VALLEY PIPE CO.	4/9/2020	\$1,145.08
64043	DEPARTMENT OF RETIREMENT	4/17/2020	\$2,806.00
64044	AFLAC	4/17/2020	\$547.36
64045	ROZA EMPLOYEE BENEFIT FUND	4/17/2020	\$104.00
64046	LABORER'S LOCAL UNION 348	4/17/2020	\$2,160.00
64047	DEPARTMENT OF RETIREMENT	4/15/2020	\$67,007.12
64048	RHODA BENSON, PE	4/15/2020	\$1,159.00
64049	CO-ENERGY	4/15/2020	\$12,727.77
64050	CITY OF SUNNYSIDE	4/15/2020	\$857.32
64051	BENTON REA	4/15/2020	\$5,276.38
64052	MEYER, FLUEGGE & TENNEY, INC.	4/15/2020	\$670.00
64053	ROY FARMS, INC.	4/15/2020	\$184.00
64054	CENTURYLINK	4/15/2020	\$145.57
64055	KELLEY CONNECT	4/15/2020	\$837.01
64056	CASCADE NATURAL GAS CO.	4/15/2020	\$893.61
64057	INDUSTRIAL SYSTEMS, INC.	4/15/2020	\$780.00
64058	YAKIMA COUNTY G.I.S.	4/15/2020	\$169.49
64059	TIMOTHY KING	4/15/2020	\$61.00
64060	ARMANINO LLP	4/15/2020	\$482.00
64061	NOE GUZMAN	4/22/2020	\$385.00
64062	PALENCIA FARMS, LLC	4/22/2020	\$360.00
64063	JAMES ALLEN	4/22/2020	\$30.15
64064	CENTURYLINK	4/22/2020	\$56.99
64065	TELEMUNDO/MOUNTAIN BROADCASTIN	4/22/2020	\$164.00


* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
64066		KCYU/MOUNTAIN BROADCASTING LLC	4/22/2020			\$328.00
64067		PACIFIC POWER & LIGHT CO.	4/22/2020			\$80.75
64068		MRSC ROSTERS	4/22/2020			\$425.00
64069		CRYSTAL SPRINGS	4/22/2020			\$12.96
64070		DATA ASSOCIATES, INC.	4/22/2020			\$210.00
64071		UTILITIES UNDERGROUND LOCATION	4/22/2020			\$21.93
64072		ONE CALL CONCEPTS, INC.	4/22/2020			\$96.30
64073		BENTON COUNTY AUDITOR	4/22/2020			\$46.00
64074		HANRAHAN ORCHARD MANAGEMENT	4/22/2020			\$701.61
64075		U.S. CELLULAR	4/22/2020			\$3,036.92
64076		DEPARTMENT OF L & I	4/29/2020			\$44,698.52
64077		VAN NESS FELDMAN, LLP	4/29/2020			\$8,430.00
64078		CO-ENERGY	4/29/2020			\$9,436.65
64079		NORSTAR INDUSTRIES, INC.	4/29/2020			\$231.95
64080		CASCADIA LAW GROUP	4/29/2020			\$355.50
64081		DEPARTMENT OF REVENUE	4/29/2020			\$186.68
64082		MATHESON PAINTING, INC.	4/30/2020			\$15,073.65
64083		EMP SEC DEPT - PAID FAMILY & M	4/30/2020			\$3,507.22
64084		EMPLOYMENT SECURITY DEPARTMENT	4/30/2020			\$1,461.42
64085		RECLAIM COMPANY	4/30/2020			\$977.42
64086		RECLAIM COMPANY	4/30/2020			\$17,496.26

Total Checks: 77

Total Amount of Checks: \$599,349.32



To: Board of Directors
From: Wayne Sonnichsen, Engineering Manager 
Date: May 5, 2020
Re: Enclosed Conduit Bid Package

Background

The 2020/2021 Enclosed Conduit System (ECS) project includes piping the Pump 9A lateral canal. The new lateral canal will require approximately 7 miles of PVC pipe ranging from 2 to 36 inches in diameter. Staff has prepared a bid package of the required materials for advertisement on May 10th and 17th. Bids will be accepted until 10:00 am, June 4th. The bid results will be presented at the June 9th Board meeting for approval of the lowest responsible bidder(s).


The engineer's estimated cost for the ECS project materials is \$1.07M.

Recommended Motions

I move to approve advertisement of the Enclosed Conduit Bid package.

Item #2



To: Board of Directors
From: Scott Revell, District Manager 
Date: May 5, 2020
Re: Coronavirus Emergency Operations

Attachment

1. High Risk Employee Policy

Overview

The staff have adapted well and have been willing to be flexible to keep the District running.

- ✓ The Roza office remains closed to the public, which has been the case since March 20th.
- ✓ No employees have tested positive and as of the date of the report preparation no employees are in self isolation/quarantine.
- ✓ A policy for high risk employees has been established.
- ✓ The hand washing measures, physical separation and other measures put into the place to prevent and reduce the spread of the coronavirus will continue to be implemented.
- ✓ The Engineering Technicians and the administrative staff are beginning to return to a more normal work schedule, although some remote work will continue for the time being.
- ✓ I have been in contact with the Governor's staff about the phased reopening and the models that are driving the decision making, and we have been informed that most state mandates measures will remain in place through May.



Roza Irrigation District (RID), deemed an essential business, establishes the following regarding COVID-19 as related to high-risk employees, as directed by Governor Inslee's Proclamation 20-46, "High-Risk Employees – Workers' Rights," effective as of April 13, 2020 until midnight on June 12, 2020.

Definition of "High-Risk Employee":

Pursuant to Centers for Disease Control (CDC) guidance, those believed to be at high-risk for severe illness from COVID-19 include, but may not be limited to:

- People 65 years and older
- People of all ages with underlying medical conditions, particularly if not well controlled, including:
 - People with chronic lung disease or moderate to severe asthma
 - People who have serious heart conditions
 - People who are immunocompromised
 - Many conditions can cause a person to be immunocompromised, including cancer treatment, smoking, bone marrow or organ transplantation, immune deficiencies, poorly controlled HIV or AIDS, and prolonged use of corticosteroids and other immune weakening medications
 - People with severe obesity (body mass index [BMI] of 40 or higher)
 - People with diabetes
 - People with chronic kidney disease undergoing dialysis
 - People with liver disease

RID will take the following actions to ensure the health and safety of all high-risk RID employees:

1. RID will utilize all available options for alternative work assignments to protect high-risk employees, if requested, from exposure to the COVID-19 disease, including but not limited to telework, alternative or remote work locations, reassignment, and social distancing measures; and
2. RID will permit any high-risk RID employee in a situation where an alternative work arrangement is not feasible to use any available RID-granted accrued leave or unemployment insurance in any sequence at the discretion of the employee; and

3. In the event a RID employee's paid time off exhausts during the period of leave, RID will fully maintain all RID-related health insurance benefits until the employee is deemed eligible to return to work; and
4. RID will not take any adverse employment action against a RID employee for exercising their rights under Governor Inslee's Proclamation No. 20-46 that would result in loss of the employee's current employment position by permanent replacement.
5. RID will not apply or enforce any employment contract provisions that contradict or otherwise interfere with the intent of Governor Inslee's Proclamation No. 20-46.

If you believe you are a high-risk employee, please contact your immediate supervisor as soon as possible to ensure RID management is aware of your high-risk status and can take appropriate action.

Resources:

Centers for Disease Control: <https://www.cdc.gov/coronavirus/2019-ncov/need-extra-precautions/groups-at-higher-risk.html>

Scott Revell
District Manager

April 29, 2020

Item #3



To: Board of Directors
From: Clayton Bohlke, Watermaster *CRB*
Date: May 5, 2020
Re: Caterpillar 330 Excavator Refurbishment

Background

Major overhaul and rebuild of the 330 excavator began in early April and is in progress currently. The original estimate for this rebuild by NC Machinery was \$287,000 and \$287,000 was authorized by the Board of Directors on March 10th. After disassembly of the excavator, additional faults were found and repairs recommended. Additional parts and labor expences include:

- Lift cylinder piston nut.
- Non Cat thumb links, pin, and bushing and thumb seals.
- Muffler connector.
- Hydraulic oil cooler.


The NC Machinery estimate for the cost of repair of the above mentioned items is approximately \$8,500.

Recommended Motion

I move to approve \$8,500 for these additional repairs of the 330 excavator.

Item #4



To: Board of Directors
From: Scott Revell, District Manager 
Date: May 5, 2020
Re: District Manager's Monthly Update

1. Letter from Ecology Water Resources Program Director Mary Verner

Miscellaneous Items

1. USBR issued a 96% water supply forecast for the proratable irrigation districts on April 6, but April has been very dry at 49% of average precipitation.

Snowpack is 77% of average in the upper basin and 97% of average in the lower basin.

<u>Reservoir storage status on April 29</u>	<u>Capacity (Ac. Ft)</u>
Keechelus 77%	157,800
Kachess 70%	239,000
Cle Elum 64%	436,900
Rimrock 79%	198,000
Bumping 61%	33,960

Storage in the system is at 70% of average (down from 107%). Precipitation for the water year is 103% of average (down from 115%). The next water supply forecast from USBR will occur on May 7th, the water supply forecast is expected to drop somewhat.

2. The 2020 drought bill has been signed into law. Ecology Department executives have already been in contact regarding their on going preparations for the next drought, particularly concerning water leases and transfers. See the attached letter from Mary Verner.
3. The water transfer/banking/trust advisory group that came out of the 2020 legislative session has begun meeting and Roza is participating. I will be presenting to the advisory group on May 7th and will give examples of water transfers that Roza growers have utilized for their Roza ground and for their non-Roza ground.



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000

711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

March 30, 2020

Scott Revell
P.O. Box 810
Sunnyside, WA 98944

Re: Washington State Drought Contingency Plan

Dear Scott Revell;

On March 27, Governor Inslee signed into law agency-request legislation to improve Washington State's ability to prepare for drought conditions.

This legislation -- Engrossed Substitute House Bill No. 1622 -- incorporates many of the recommendations for best practices made by the Washington State Drought Contingency Plan Task Force and captured in the Washington State Drought Contingency Plan.

Very simply, I think we all had a clear, compelling story to share about how to deliver better service to Washington. On behalf of the Department of Ecology, I want to express our appreciation for your role in shaping and telling that story.

As you know, the legislation gives us some important tools to enable us to be more proactive regarding drought conditions. These include the authority to support actions outside the confines of an official drought emergency, communicate drought advisories, and implement a pilot program for long-term water right leases.

As we move forward with implementing this legislation, we look forward to continuing to partner with you and your colleagues. Thank you again for helping us achieve this tremendous success.

Sincerely,


Mary Verner
Program Manager

Enclosure: Legislation

Item #5



To: Board of Directors

From: Wayne Sonnichsen, Engineering Manager 

Date: March 5, 2020

Re: Engineering Manager's Report

Miscellaneous items of note:

- The upgrade from IDMS to TrueBill for the Districts' water accounting program and database is ongoing. Both SVID and Roza are running the two systems side-by-side and working with TruePoint Solutions to address minor bugs with acreage, water allocations, and water consumption calculations. There have also been a couple of out-of-scope reports added to the work that fit with the Districts' way of doing things.

The software that the ditchriders are using (TrueCanal) with the new system is best used with a Windows 10 operating system on a computer or tablet with at least a 14 inch screen. Both SVID and Roza researched options and made the decision to purchase laptop computers with 15 inch screens so the keyboards would include a number pad. These have been deployed in the field since mid-April.

Setup of the Customer portal has been delayed. It was determined by the IT folks working for the Districts that new hardware was required to make things work properly. This equipment had to be ordered and is currently being installed. Additionally, staff have run into difficulties with the responsiveness of Avtex, the company that maintains the District's phone system, in making changes to the IVR system so that customers will be able to order water by phone with the new system. The system is expected to be usable about the 13th of May.

Originally, staff had planned to pay for the portions of the programming that is unique to each District out of the individual District's budget, with the remaining work to be paid from the RSBOJC budget. The idea was that this would prevent one District from paying the costs for conversion that may not be relevant to that District. As it has turned out so far, the costs for work for the individual Districts have been nearly identical and out-of-scope work has been needed for both Districts, so all costs to date have been paid out the RSBOJC budget.

- The Pump 9A ECS project is on schedule to advertise for materials bids in mid-May with the expectation to award a contract at the June 9th Board meeting.

- RH2 Engineering has had some challenges working from home, but engineering design for the Pump 14 and Pump 16 pumping plant upgrades is progressing and as of the end of April they had about 100 hours into the project. This puts them about half way through preliminary design. They are currently building 3D models in AutoCAD and working with vendors and suppliers to gather specification requirements for the bid package.
- Staff has had a couple of inquiries for moving water allotment from one property to another. They both involve moving the place of use upstream in a lateral, so they would not have a negative impact to existing flows and pressures within the lateral.

In both instances, the land within the parcels to which the water allotment would be moved are classified as non-irrigable (class 6) and would require reclassification of the land.