

TIMBER COVE COUNTY WATER DISTRICT
PUBLIC HEARING- MINUTES
Saturday, December 17, 2016
Fort Ross School-Multi Purpose Room

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1:03 PM

Place: Fort Ross School – Multipurpose Room
30600 Seaview Road, Jenner

PRESENT: John Rea (JR), John Howland (JH), Fred Lief (FL), Lorrie Uribe (LU), (KS) Kendra Stillman.

Absent: Tom Giacinto

Guests: Greg Gretz, Chris & Diane Feddersohn, Tim Winterer, Grace O’Malley, Katie Seymour, David Stasiowski, L. Moretto, C. Conti, Anne Vernon, Stu Drake, Rick Manaro, Robert & Jennifer Miller, John an Yvonne Gray, Bob Ferguson, Ron Case, Margaret Grahame, Tim McKusick and Russell Wells.

1. Introductions: Lorrie Uribe introduces board members. (LU) The purpose of the Public Hearing is to inform the public of: the 2016/17 TCCWD budget, the proposed capital improvement plan, water base rate adjustment, proposal to provide funding for capital budget by raising variable water cap, proposal to pay for district operating expenses. Written protest may be submitted at this Public Hearing or e-mailed to admin@tccwd.org. The TCCWD plans to hold a Public Hearing regarding Fire Abatement to inform the public about the need to have a fire safe and healthy forest environment at a later date.

2. District status(John Rea)

a. What is the current condition of T.C. Water District (JR) What has been accomplished this year.

- i. Administrative Assistant, Kendra Stillman & Sharon Lynn (JR)** There is a new administrative assistant Kendra Stillman, who will be working on the Website.
- ii. Billing system (K.S)** The website will have a link to iCloud online bill pay. The kickoff date for the online bill pay is February 2, 2017.
- iii. Weir Well (JR)** The well at the Wier site required re-drilling and did not meet the expected water production that was anticipated. Maintenance and repairs have been conducted on the Weir pumping system.
- iv. TCHOA Clubhouse for office.** (JR TCCWD is in the process of procuring permits to install a bathroom.
- v. Fire Abatement- (JR)** The Fire Abatement Program is important because the Water District’s water distribution system is not adequate to fight a large fire. Reducing the fuel load on the side of the road, specifically highway 1 should be a priority.

3. Projects under construction and planned (Lorrie Uribe)

b. Water Supply improvements

- i. Weir Well-** Well number 5 located at the Weir property. The well was tested during the summer, tests concluded that the well was adequate to pump raw water during drought conditions.
- ii. Raw water pumping upgrades-** TCCWD has collaborated with BRCE to come up with a system that can be run with a single operator.
- iii. Reservoir cover -** Covering the reservoir to cut back on the amount of vegetative growth has been discussed, this would reduce the amount of maintenance that needs to be done to the reservoir. This would reduce the amount of treatment that would need to be done to the water to rid the water of organic material.

c. Distribution System improvements.

- i. Amanita Circle Pipe replacement-** This is the DS1 project. This will replace the transite pipe that runs through Cypress Court, Pine court and Amanita circle.
- ii. Koftinow loop-** This project will greatly improve the water distribution from the water treatment plant to Upper Koftinow Dr.
- iii. Micro filtration-** The Micro Filtration project is a more complete filtration process than the current Granulated Charcoal and Sand filtration process currently in use.

d. Administration

- i. Web site-** (LU) Kendra Stillman has already spoken on this topic.
- ii. Special funding, including grants, financing.**

4. 2016/2017 Budget (John Howland)- (JH) Presents the 2016/17 budget, (see attached). TCCWD is increasing the Operating Budget from \$191,000 to \$247,830 and separating out the cost of the Fire Abatement Program to an additional \$10 per lot.

5. Water Rates (John Howland) The Base Rate is staying at \$65, but the cap on the variable water rate it increasing from 7 cents to 9 cents per gallon. Operating expenses is where funds are most needed, therefor the Board proposes to raise the variable rate cap to 9 cents. A question is posed to the board about the Fire Abatement \$10 fee, whether that cost of the Fire Abatement Program could come out of the regular \$65 base rate. (JH) responds: the cost of the Fire Abatement Program should not come out of the base rate which covers the cost of capital improvement, the \$10 Fire Abatement Fee will be a separate fee to cover the administrative costs of the Fire Abatement Program. (JH) Reads from Master Plan Build Out Cost Spreadsheet (see attached).

6. Public Comments: General discussion about the costs and merit of the TCCWD Fire Abatement program. General discussion about the allocation of costs from the base rate and the variable water rate cap. Discussion about grants and alternative avenues of funding. It is proposed that the Fire Abatement Fee be reassessed in 12 months.

Adjourned 3:26

These Minutes were approved May 13, 2017

Secretary _____

Master Plan

Full Build-out Cost

1/13/2017

Timber Cove Water District 2016/2017 Budget

Income:		budget 2015/2016	2015/2016	gal*	2016/2017 Budget	
	Water Sales	\$170,000	\$188,000	2686659	\$247,830	270,000
	Plant Base Rate, 273 parcels+TCI	\$187,000	\$250,000		\$212,940	\$65/m
	Fire Abatement Fee				\$32,760	\$10/m
	Meter Set Fee		\$35,000		\$35,000	
	Bad Debt.		-\$12,000		-\$12,000	
	Late charges				\$400	
	Interest Income					
	Total	\$357,000	\$461,000		\$516,930	
Operation Expenses:						
	Operator Expenses	\$900	\$3,600		\$4,000	
	System Parts	\$2,700	\$11,400		\$12,000	
	Tools	\$850	\$5,200		\$5,200	
	Office Expenses	\$6,600	\$6,600		\$6,600	
Office & System Expenses						
	Administration	\$26,000	\$3,800		\$40,000	
	Bookkeeping	\$26,000	\$33,500		\$26,000	
	Operator Wages	\$63,000	\$63,000		\$63,000	
Labor						
	Audit	\$10,000	\$3,000		\$10,000	
	Contracted Maintenance Services	\$2,000	\$13,000		\$30,000	
	System Maintenance Services	\$3,550	\$1,300		\$13,000	
	Legal & Prof Services	\$3,000	\$13,000		\$3,000	
Insurance						
		\$5,300	\$5,300		\$5,300	
Permits						
		\$1,200	\$3,900		\$1,200	
Water Testing						
		\$6,100	\$8,800		\$9,000	
Vegetation Management						
		\$0	\$6,100		\$7,000	
Utilities						
		\$8,800	\$9,500		\$11,200	
Contingencies						
		\$16,600			\$22,530	
	Total	\$182,600	\$191,000		\$247,830	
Cost/gallon					\$ 0.071	\$ 0.09
Capital Improvements						
	2015/2016		2015/2020		2016/2017	
	Aminita/ Cypress/Pine				\$ 3,000	
	Kofternow Project Engineering		\$58,000		\$ 68,000	
	Water Treatment		\$110,000		\$ 64,000	
	Water Source Study		\$6,500		\$ 12,000	
	Master Plan		\$30,000		\$ -	
	Computer system				\$ 14,000	
	Internet				\$ 1,200	
	Tank liner				\$ 100,000	
	Land acquisition		\$50,000			
	AMI				\$ 5,000	
	Septic system & RR				\$ 15,000	
	Water Resource Study		\$6,000		\$ 6,000	
	Billing system		\$2,000			
	Total		\$262,500		\$ 288,200	
Fire Abatement						
					\$ 32,000	

June 29, 2016

Notes:

1. Costs are for construction only, unless otherwise noted
2. Add 55% to Costs for planning (10%), engineering (15%), surveying (2%), entitlements (10%), legal counsel (3%) and construction administration (15%)

Priority	Cost	
	\$1,233,500	1 Water Supply improvements
	\$212,500	2 Diversion works redesign increase efficiency, pumping season duration, data gathering
	\$40,000	3 Environmental Permitting (Streambed Alteration, Coastal)
	\$35,000	4 Add vertical screened collector to depth of 10 feet to capture underflow
	\$42,500	8 Create out-of-stream-flow collection gallery
	\$60,000	13 Raw water pumping upgrades - Coordinated pumping improvements recently completed
	\$35,000	16 Stream gauging station
	\$221,000	20 Reservoir cover, Floating, self-nesting hexagons
	\$800,000	21 Microfiltration
	\$19,988,060	22 Distribution System improvements
	\$331,200	23 Amanita Circle Pipe replacement - Improvement plans complete
	\$490,000	24 Koftinow pipe loop,
	\$729,000	27 Looping of all dead-end lines, 6" diameter
	\$156,800	40 Automatic Reading Meters(AMR) or Advance metering or Infrastructure(AMI)
	\$540,000	47 Fire hydrants to NFPA standards - 300 ft. spacing, no distribution main replacement
	\$465,000	72 Stabilizing water pressure through-out the system.
	\$5,976,760	77 Replace Failing pipes - 2,400 LF every 3 years - 50 yr total replacement, refer to "Existing Quantities" tab for detailed breakdown
	\$193,000	78 Emergency water supply at far end of the subdivision
	\$50,000	82 Relocation of existing TCWD improvements to legal easements or property owned by TCWD
	\$1,668,000	85 Storage tanks for fire protection, 1,500 GPM flow from 3 hydrants for 4 hours
	\$9,388,300	90 Raw Water Distribution to Hydrants
		94 Administration
		95 Web site
		96 On-line billing and payments
		97 User water usage feed back
		98 Automated Water lock-outs
	\$7,353,677	99 Sub-division improvements not related to Water District
	\$5,027,929	100 Undergrounding of power lines - refer to "Existing Quantities" tab for detailed breakdown
	\$2,325,748	101 Fiber optic cabling/WiFi - refer to "Existing Quantities" tab for detailed breakdown
		102 Road improvements for fire truck access
		103 Emergency fire egress
		104 Storm drainage improvements
	\$28,670,237	Total