

**Monroeville Water District
Board of Directors' Meeting Notice & Agenda**

Thursday, July 6, 2023, 11:00 am – Regular Meeting

Bayliss Fire Department – 5555 County Road W, Glenn, CA

By Zoom

<https://us06web.zoom.us/j/86012783732?pwd=dWgyWjdTSkp1ZXVwMWpMUnBSeE9XZz09>

By Phone (1 669 444 9171; Meeting ID: 860 1278 3732; Passcode: MWD95943)

1. Call to Order and Attendance

2. Public Comment

The public may comment on matters with the Board's jurisdiction. The presiding officer may place reasonable limits on the time afforded to each speaker. The Board will not be able to act on matters brought to its attention under this item until a future board meeting.

3. Consent Agenda (any of these items can be moved to Business items for more discussion and action at the Board's direction.)

- a. Approval of Minutes of Regular Board Meeting on June 1, 2023
- b. Approval of Check Register
- c. Approval of June 30, 2023 Financials

4. Business Items for discussion & action

- a. District Business (Vanderwaal)
 - i. Discuss and approve Resolution 2023-01: Establishing the Levy of Special Taxes for Fiscal year 2023-2024
 - ii. Discuss and approve 2023-2024 Budget
 - iii. Resignation of Director & Replacement Process
 - iv. Projects
- b. Glenn Groundwater Authority Update (Lohse)
- c. Corning Subbasin Update (Violich)

- 5. Next Meeting:**
Regular Meeting: Thursday, August 3, 2023 at 11:00 am

6. Adjournment

PLEASE NOTE:

1. Members of the public may be allowed to address the Board or presenters on agenda items, as items are presented, should said be required by law. However, the Chair will recognize Monroeville Water District Board Members first.
2. Any documents related to agenda items that are made available to the board before the meeting will be available for review by the public at the District's Office located at 1030 W Wood Street, Willows, California, during normal business hours.
3. In compliance with the Americans with Disabilities Act, if you need special assistance or accommodations to participate in this meeting, please contact the District's offices at 530-934-7794. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting. This may include agendas in alternative formats. (28 CFR 35.101-35.164 ADA Title II.)

**Monroeville Water District
Board of Directors' Meeting Minutes**

**Thursday, June 1, 2023, 11: 00 am – Regular Meeting
Bayliss Fire Department & Virtual**

Board Member	Present
Fiack	Absent
Lohse	X
Enos	X
Violich	Absent
Whyler	X
Other Attendees	
Merrilee Vanderwaal	
Tina Pitt	Remote

1. Call to Order & Attendance	The meeting was called to order by Mark Lohse	Time 11:01 AM
2. Public Comments	None	
3. Consent Agenda	<p>Motion: Jason Enos Second: Richard Whyler Unanimous Vote; Motion carries.</p> <p>a) Minutes of the Regular Board Meeting on April 6, 2023 b) Check Register c) May 31, 2023 Financials</p>	
4. Business Items for discussion & action	<p>a. District Business</p> <p style="padding-left: 20px;">i. Projects: No updates</p> <p>b. Status of SGMA Implementation, Round 2 Grant Funding</p> <p style="padding-left: 40px;">None for Butte and Colusa Counties \$8.8 million for Corning</p> <p>c. Glenn Groundwater Authority</p> <p style="padding-left: 40px;">Department of Water released plan back in June</p> <p style="padding-left: 20px;">i. Status of Prop 218 – There will be a Public Workshop in June moving towards 3-tier non-irrigated 4 percent budget, 45 percent split surface water 130 – 140 acres, 55 percent groundwater \$6 per acre 70K acres</p>	

	<p>d. Glenn County Water Well Drilling & Standards</p> <p>Are going to cost more especially if it goes through appeal process</p> <p>e. Corning Subbasin – no report</p>	
5. Meeting Dates	Next Meeting: Thursday, July 6, 2023, at 11:00 am in person at Bayliss	
6. Adjournment	Mark Lohse adjourned the meeting	11:23 am

Respectfully Submitted,

Jason Enos

Monroeville Water District

Invoices to Pay

6-Jul-23

5/29/2023 Sac Valley CPA

\$1,375.00 March - May 2023

7/1/2023 Sac Valley CPA

\$1,036.25

Jun-23

\$2,411.25

Checking Balance

\$9,808.85

Special Tax Checking Balance

\$199,560.56 (Reserve = \$26,932 to \$35,909)

\$209,369.41

Monroeville Water District
Profit & Loss
July 2022 through June 2023

	<u>Jul '22 - Jun 23</u>
Income	
50000 · Special Tax Revenue	174,277.20
59000 · Interest Charged	255.98
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Total Income	174,533.18
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Gross Profit	174,533.18
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Expense	
62000 · Insurance	2,362.50
62500 · Property Tax Admin (Glenn Cty)	906.79
62700 · Legal & Professional Services	
62725 · District Administration	12,367.25
62700 · Legal & Professional Services - Other	6,700.00
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Total 62700 · Legal & Professional Services	19,067.25
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62785 · Corning Subbasin Shared Expense	42,553.54
63400 · Dues & Memberships	1,162.42
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Total Expense	66,052.50
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Net Income	108,480.68
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Monroeville Water District

Balance Sheet

As of June 30, 2023

07/05/23

Accrual Basis

	<u>Jun 30, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
10100 · TCBK Checking	9,808.85
10200 · TCBK Special Tax Checking	199,560.56
Total Checking/Savings	<u>209,369.41</u>
Accounts Receivable	
11000 · Accounts Receivable	4,626.16
Total Accounts Receivable	<u>4,626.16</u>
Total Current Assets	<u>213,995.57</u>
TOTAL ASSETS	<u>213,995.57</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	2,411.25
Total Accounts Payable	<u>2,411.25</u>
Total Current Liabilities	2,411.25
Long Term Liabilities	
25000 · Landowner Formation Payable	105,830.00
Total Long Term Liabilities	<u>105,830.00</u>
Total Liabilities	108,241.25
Equity	
32000 · Fund Balance	-2,726.36
Net Income	108,480.68
Total Equity	<u>105,754.32</u>
TOTAL LIABILITIES & EQUITY	<u>213,995.57</u>

**Monroeville Water District Board of
Directors**

Resolution 2023-01

**A RESOLUTION OF THE MONROEVILLE WATER DISTRICT
ESTABLISHING THE LEVY OF SPECIAL TAXES
FOR FISCAL YEAR 2023-2024**

WHEREAS, Monroeville Water District ("**District**"), a California water district, initiated proceedings, held a public hearing, conducted an election and received a favorable vote from the qualified electors relating to the levy of a special tax, all authorized as pursuant to Part 4 of Division 13 of the Water Code, Section 50077 of the Government Code, and Section 2 of Article XIII C of the California Constitution further authorize and require the District to call and hold a special election and submit the proposed special tax to the voters in the form of a proposition; and

WHEREAS, the District, per the Water Code, has authorized the levy of a special tax to pay or accumulate funds for paying for the costs of operations, management activities, and incidental and administrative expenses of the District;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF
DIRECTORS OF MONROEVILLE WATER DISTRICT AS FOLLOWS:**

- Section 1.** The Board of Directors finds that the foregoing recitals are true and correct, and the Board of Directors hereby expressly so finds and determines. Such recitals are incorporated herein as if stated in full.
- Section 2.** That the specific rate and amount of the special tax to be collected to pay for the costs and expenses for the fiscal year 2023-2024 for the referenced District is hereby determined and established as \$5.29 set forth in the attached, referenced and incorporated Exhibit "A".
- Section 3.** That the rate as set forth above does not exceed the amount as previously authorized by Ordinance of the District Board of Directors, and is not in excess of that as previously approved by the qualified electors of the District and is exempt from the requirements of Section XIII D of the California State Constitution.
- Section 4.** That the proceeds of the special tax shall be used to pay, in whole or in part, the costs of the following:
- A. Operations and management of the district to facilitate SGMA representation, independent annual audits and required citizen oversight;
 - B. Repayment of principal and interest on loans;
 - C. Return of landowner formation costs; and
 - D. Payment of District administrative costs.
- The proceeds of the special taxes shall be used as set forth above, and shall not be used for any other purpose.

- Section 5.** The special tax shall be collected in the same manner as ordinary *ad valorem* property taxes are collected by the County of Glenn and shall be subject to the same lien priority and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes collected by the County of Glenn. The Tax Collector is hereby authorized to deduct reasonable administrative costs incurred in collecting any said special tax.
- Section 6.** Monies above collected shall be paid into the Monroeville Water District special tax bank account held as TriCounties Bank.
- Section 7.** The Auditor of the County is hereby directed to enter in the next County assessment roll on which taxes will become due, opposite each lot or parcel of land affected in a space marked "public improvements, special tax" or by any other suitable designation, the installment of the special tax, and for the exact rate and amount of said tax, reference is made to the attached Exhibit "A."
- Section 8.** The County Auditor shall then, at the close of the tax collection period, promptly render to this Agency a detailed report showing the amount and/or amounts of such special tax installments, interest, penalties and percentages so collected and from what property collected, and also provide a statement of any percentages retained for the expense of making any such collection.

APPROVED, SIGNED AND ADOPTED at a Special Meeting of the Board of Directors of the Monroeville Water District held on this **6th day of July, 2023**, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President

I **HEREBY CERTIFY** that foregoing is a true and correct copy of the Resolution duly and regularly adopted by the Board of Directors of the Monroeville Water District at the meeting thereof held on the 6th day of July, 2023 and that the same now appears on record in my office.

Secretary

EXHIBIT A
(RESOLUTION NUMBER 2023-01)

MONROEVILLE WATER DISTRICT
FISCAL 2023-2024
PROPOSED SPECIAL TAX LEVY

1. Special Tax Requirement

The amount of the proposed Special Tax Levy for FY 2023-2024 is as follows:

Special Tax Requirements	FY 2023 - 2024 Total Proposed Dollars Levied
Groundwater & GSA Projects	\$71,500
Formation Cost Repayment	52,920
Operating Expenses	49 308
Total Proposed Levy	\$173,728

**Monroeville Water District
Draft Budget
2023-2024**

	Actual 2022/23	Budget 2022/23	Budget 2023/24	Forecasted 2024/25	Forecasted 2025/26	Forecasted 2026/27	Forecasted 2026/27	Forecasted 2027/28
Per Parcel Rate	\$ 5.29	\$ 5.29	\$ 5.29	\$ 5.29	\$ 5.29	\$ 5.29	\$ 5.29	\$ 5.29
REVENUES								
Special Tax	\$174,277	\$171,438	\$171,438	\$171,438	\$171,438	\$171,438	\$171,438	\$171,438
Interest & Finance Charges	\$256	\$0						
TOTAL REVENUES	\$174,533	\$171,438	\$171,438	\$171,438	\$171,438	\$171,438	\$171,438	\$171,438
PROJECT EXPENSES								
GSA Supporting Expenses	\$42,554	\$5,000	\$6,500	\$7,800	\$9,360	\$11,232	\$13,478	\$16,174
Projects	0	65,000	130,000	70,000	75,000	80,000	85,000	90,000
TOTAL PROJECT EXPENSES	\$42,554	\$70,000	\$136,500	\$77,800	\$84,360	\$91,232	\$98,478	\$106,174
OPERATING EXPENSES								
Administration and Management	\$12,367	\$25,200	\$26,460	\$27,783	\$29,172	\$30,631	\$32,162	\$33,770
Audits	6,700	3,500	3,500	3,200	3,360	4,100	4,400	4,700
Legal Services	0	6,563	6,900	7,245	7,607	7,988	8,387	8,806
Other Professional Services	0	1,446	1,500	1,545	1,591	1,639	1,688	1,739
Outreach materials, printing, copying	0	2,732	2,800	2,884	2,971	3,060	3,151	3,246
Postage	0	1,126	1,100	1,133	1,167	1,202	1,238	1,275
General Liability Insurance	2,363	3,183	2,953	3,042	3,133	3,227	3,324	3,423
Telephone	0	1,311	0	0	0	0	0	0
Dues & Subscriptions	1,163	5,305	1,395	1,437	1,480	1,524	1,570	1,617
Website Development , Maintenance	1,070	1,400	1,400	1,442	1,485	1,530	1,576	1,623
Office Expenses	0	100	100	100	103	106	109	113
Prop 218 on Tax rolls	907	2,000	1,200	1,200	1,200	1,200	1,200	1,200
Contingency Fund	0	0	0	0	0	0	0	0
TOTAL OPERATING EXPENSES	\$24,569	\$53,864	\$49,308	\$51,011	\$53,269	\$56,206	\$58,806	\$61,513
TOTAL EXPENSES	\$67,123	\$123,864	\$185,808	\$128,811	\$137,629	\$147,438	\$157,284	\$167,687
NET INCOME	\$107,411	\$47,574	-\$14,370	\$42,628	\$33,809	\$24,000	\$14,154	\$3,751

**Monroeville Water District
Draft Budget
2023-2024**

	Actual 2022/23	Budget 2022/23	Budget 2023/24	Forecasted 2024/25	Forecasted 2025/26	Forecasted 2026/27	Forecasted 2026/27	Forecasted 2027/28
NET INCOME	\$107,411	\$47,574	-\$14,370	\$42,628	\$33,809	\$24,000	\$14,154	\$3,751
Change in Accounts Receivable	-8,830							
Change in Accounts Payable	-1,708							
Formation Costs - Landowners	52,920	45,000	52,920	52,910				
NET CASH FLOW	\$65,028	\$2,574	-\$67,290	-\$10,282	\$33,809	\$24,000	\$14,154	\$3,751
Beginning Cash	\$143,930	\$143,930	\$146,504	\$79,214	\$68,932	\$102,741	\$126,741	\$140,895
Ending Cash	\$208,958	\$146,504	\$79,214	\$68,932	\$102,741	\$126,741	\$140,895	\$144,646