

# **ACWD General Manager (GM) Report Jan. & March 2022**

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## **Below is the January GM report that got “lost” in snowmageddon.**

- A notice was mailed to all customers with the January water bills to explain why the district is having water supply issues.
- A technical assistance request for an independent inspection/recommendation regarding the tank problems was submitted to the State in mid-December. One January 11<sup>th</sup> it got assigned to the Calif. Rural Water Association.
- Lee Brown of Sierra County OES said that we might be able to be reimbursed for storm related costs. I came up with \$951.84 and submitted the required paperwork on Jan. 10<sup>th</sup>.

## **MARCH General Manager’s report**

- SRF Projects audit: As reported in February, the State is conducting a routine audit of both the Planning and the Tank Construction Project. This is a VERY extensive audit. I do want to remind everyone that I am not being paid for this work. So far, I have put in over 40 hours on this and we aren’t done! The audit is conducted by a team of four people (at least one of them is a CPA). The audit is split into three phases: 1. Field work: three weeks during which time ACWD provides them with all requested documents and responds to follow-up questions, including multiple remote meetings 2. They prepare a draft summary report based on their findings for each project. 3. ACWD then has 10 days to respond to the reports before they are finalized. (one report for each project). The final report will be provided to the board and included in the meeting packets and will also be posted on the State’s website, (not sure where) This is not an enforcement agency conducting the audit, they make recommendations based upon their findings. If they were to find something bad, then I suppose they would turn it over to an enforcement agency, but we don’t anticipate anything like that. I am looking at this as an opportunity to get more organized for the next project and to have a better understanding of what files to keep. Kip also is spending a lot of unpaid time on this and it has put a big dent in our ability to finish the final pieces of our pending SRF application! It has been SIX years since ACWD started the first SRF planning application and it looks like we are in this for at least a few more years. I want to suggest that money be set-aside on a regular basis in anticipation of the State audit of the next project (if it is funded) to pay somebody to do what Kip and I are doing now.
- PGE ENERGY AUDIT – We were approached by a representative of the Sierra Business Council in late 2021 about this opportunity to have an outside firm study the district’s power usage and look for ways to save money. When I saw the contract, I was nervous because it looked like a binding agreement, but I was assured that it is not, it is the “first step” which gives Ecogreen Solutions access to the districts PG&E usage information so that they can complete an analysis. AFTER they complete the analysis, they will make a recommendation which will be brought to the board for approval. I sent the paperwork to them on March 1<sup>st</sup>

The way the program works is IF Ecogreen finds ways to save \$ by switching out equipment, the equipment is paid for from the PPP Fund utilizing the power savings, once the equipment is paid for, the savings will then show up on the district’s PG&E bill. It is all run through PG&E’s books not ours.

- [https://www.waterboards.ca.gov/safer/ssws\\_dw.html](https://www.waterboards.ca.gov/safer/ssws_dw.html) This link is to the SAFER program that is intended to assist smaller systems such as ours in providing water. They recently updated their page. This is the program that funds the Technical Assistance Requests (TA request) that we have been awarded. (Currently we have two TA requests open: one for the technical packet for the SRF application and one for the leaky water tank) The California Rural Water Association CRWA is the provider for both requests.
- Perfect segway to the tank problem. I should have a copy of the investigation workplan from CRWA before our meeting on Tuesday and will post it on the meeting page. In addition to this investigation the tank contractor is also conducting their own investigation. They were sent a follow-up up email recently but as of this writing we have not heard back. There was another frozen pipe leak at a customer service in February but it was caught before the system lost pressure, so no special water tests are needed. I am trying to get help with moving the SCADA system to the temporary tanks so that we won't have to manually turn them on and off every other day.

**Reminder to Board members about your job:** see response to State auditor's questions below:  
2. a. The board of directors are fiscally responsible for the district. The treasurer's report is a tool for them to see what the available funds are, track check numbers and to make sure that beginning balances match the previous month's ending balance. It is also used to have a person other than the bookkeeper verify that the quickbooks balances match both the bank statement and treasurer's report to prevent fraud. It is signed off on every month. The report is a tool for transparency, it allows the board and public to see ALL district expenditures and to ask any questions that they may have about any of them. If a person (board member or public) wants to see a particular invoice or check copy they will be provided with it.

### Correspondence

Incoming: public records request from UC Berkely student

Outgoing: technical assistance request sent to State, provided public records requested from UC Berkely student, Sent letter to all customers on Jan. 6<sup>th</sup> with water bills explaining the tank problem, assistance request sent to the State OES for storm related expenses, power audit authorization forms sent to Ecogreen solutions, signed audit engagement letter for FY 21/22 sent to Boden, Klein and Sneesby