

## MINUTES

(Preliminary – Subject to Revision/Approval at next meeting)

### NKGSA Advisory Committee Meeting

May 8, 2020

\*\*Clovis Public Safety Building

### VIA TELECONFERENCE:

#### In attendance:

*Scott Redelfs – City of Clovis	Kevin Dale – NKGSA (legal counsel)
*Shay Bakman – Bakman Water Co.	Paul Armendariz – City of Clovis
*Brock Buche – City of Fresno	Brandy Swisher – FMFCD
*Glenn Allen – Fresno County	Ronnie Samuelian – Provost & Pritchard
*Adam Claes – FID	Lisa Koehn – Clovis
*Alan Hofmann – FMFCD	Jessi Snyder – Self-Help Enterprises
*Nick Keller – Garfield Water District	Sue Ruiz – Self-Help Enterprises
*Ken Moore – City of Kerman	Andrew Nabors – CUSD
Kassy Chauhan – NKGSA	Mike Prandini – BIA

\* - Voting representative on Advisory Committee

\*\*Note: *This meeting was conducted via web conference due to COVID-19 social distancing requirements.*

**Item 1 – Called to order at 1:31 PM**

Special Instructions:

Special teleconferencing procedures for the Advisory Committee meeting were read by Executive Officer, Kassy Chauhan. The special instructions included information on written and verbal comments for the Advisory Committee members and members of the public participating via teleconference.

Following the special teleconference instructions, a roll call vote was taken with the following results:

<b>Agency Name</b>	<b>Name of Person</b>	<b>Present/Absent</b>
Bakman Water Company	Shay Bakman	Present
City of Clovis	Scott Redelfs	Present
City of Fresno	Brock Buche	Present
City of Kerman	Ken Moore	Present
Fresno County	Glenn Allen	Present
Fresno Irrigation District	Adam Claes	Present
Fresno Metropolitan Flood Control District	Alan Hofmann	Present
Garfield Water District	Nick Keller	Present
Biola CSD		Absent
International Water District		Absent

**Item 2 – Approval of Minutes from 04/10/20 Meeting**

Motion by member Allen to approve; second by member Buche. Roll call vote of committee members as follows:

Bakman: Aye      Redelfs: Aye      Buche: Aye  
 Moore: Aye      Allen: Aye      Claes: Aye  
 Hofmann: Abstain      Keller: Abstain      (*Biola and International absent*)

6 Aye; 2 Abstain; 2 Absent. Motion passed.

### **Item 3 – Receive – Basin Coordination Update**

(Update presented by Ronnie Samuelian)

The GSAs are starting to receive comment letters and are sharing comments in order to coordinate responses, when necessary.

Work has been initiated on fall 2019 and spring 2020 contours and boundary flows. North Fork Kings GSA and Westside GSA are having ongoing discussions regarding boundary flows.

NKGSA has been meeting with Fresno County to discuss potential policy changes or concerns, which will lead to a coordinated multi-basin discussion with the County.

The amendment for the additional \$500,000 grant has been signed by DWR. DWR has also been provided an update regarding their technical support services. The 5 monitor wells submitted by the Basin were approved; 2 are scheduled to be completed this summer (one in North Fork and one in McMullin) and 3 are scheduled to be done in 2021 (possibly July). The GSA will be responsible for CEQA coverage for these monitoring well projects.

### **Item 4 – Financial Report**

(Update presented by Lisa Koehn)

#### **Item 4a – Fiscal Year 2019-2020 Budget Revision**

##### **i. Consider FY 2019-2020 Budget Revision – Possible Action Item**

The contributions for each member have been adjusted based on new percentages approved by the Board in June 2019. Legal expenses came in over budget due to boundary flow work. Staff expenses were also larger than budgeted due to having the Executive Officer and Gary Serrato on the books simultaneously for a period of time. The engineering fees have decreased based on remaining work to be done.

Motion by member Keller to approve; second by member Claes. Roll call vote of committee members as follows:

Bakman: Aye	Redelfs: Aye	Buche: Abstain
Moore: Aye	Allen: Aye	Claes: Aye
Hofmann: Aye	Keller: Aye	<i>(Biola and International absent)</i>

7 Aye; 1 Abstain; 2 Absent. Motion passed.

**Item 4b – Fiscal Year 2020-2021 Proposed Budget and Agency Cost Share**  
**i. Consider FY 2020-2021 Proposed Budget and Agency Cost Share – Possible Action Item**

Proposed budget for FY 2020-2021 has a total income of \$747,000, including the \$70,000 grant and member contributions amounting to \$677,000. There are some significant planned costs, including legal fees, professional services, and public information costs. One new item is a legal reserve. The end goal is to have a legal reserve of \$500,000. It is proposed to move \$200,000 from the existing reserves into this legal reserve, and then collect \$50,000 per year for 6 years to supplement the legal reserve until the \$500,000 goal is met.

Member Claes and member Buche commented that it would be worthwhile to look at the percentages of member contributions again, as the percentages vary widely across member agencies.

Motion by member Claes to approve; second by member Moore. Roll call vote of committee members as follows:

Bakman: Aye	Redelfs: Aye	Buche: Aye
Moore: Aye	Allen: Aye	Claes: Aye
Hofmann: Aye	Keller: Aye	<i>(Biola and International absent)</i>

8 Aye; 2 Absent. Motion passed.

**Item 4c – Consider Revision to NKGSA Policy ACCT-508 Issuance of Checks**  
**i. Discussion and Consider Revisions to NKGSA Policy ACCT-508 – Possible Action Item**

This is a formality to revise the check issuance policy to reflect the fact that the term “treasurer” is no longer used and that checks are reviewed and issued by the Executive Officer. This would also revise the alternate approvers to the Administrator. This policy was originally approved by the

Board in January 2017. The recommendation now is to approve the revised policy and recommend approval to the NKGSA Board. (Note that the current designated Administrator is Adam Claes with FID.)

Motion by member Buche to approve; second by member Claes. Roll call vote of committee members as follows:

Bakman: Aye	Redelfs: Aye	Buche: Aye
Moore: Aye	Allen: Aye	Claes: Aye
Hofmann: Aye	Keller: Aye	<i>(Biola and International absent)</i>

8 Aye; 2 Absent. Motion passed.

#### **Item 5 – Executive Officer Update**

(Update presented by Kassy Chauhan)

##### **Item 5a – Staff Resources Agreement**

###### **i. Consider Amendment to Agreement for Administration and Fiscal Agent Services for the NKGSA – Amendment 1 – Possible Action Item**

The original agreement was executed on November 9<sup>th</sup>, 2016. After consulting with legal staff for FID and NKGSA, it was agreed that rather than creating an entirely new agreement, an amendment to the existing agreement could be prepared. The current agreement only covers the Fiscal Agent, Recording Secretary, and Administrator. The proposed amendment would revise Exhibit A of the agreement to include Engineering Services, Admin, and the Watermaster.

The expected expenses for FY 2020-2021 would be for the Executive Officer, Fiscal Agent, Recording Secretary, and Engineering Technician / GIS Specialist. Exhibit A would include a broad spectrum of FID classifications that could be utilized under this agreement to allow greater flexibility. At this time, the only proposed classifications to be used are the Engineering Technician / GIS Specialist at 5 hours per month, for an annual estimated expense of \$3,200.

The recommendation is for the Advisory Committee to recommend to the NKGSA Board the amendment be officially approved. Member Buche commented that Construction Maintenance Supervisor and Watermaster

be removed as a category from Exhibit A, due to the unlikelihood of those categories being used and the fact that if such a need arose, it would be discussed with the Board first. Member Keller also commented that the mileage should be changed to read “at the IRS rate” so that as that rate changes, there won’t be a continual need to change the rate in the agreement.

Motion by member Buche to approve the amendment to the agreement, with the provisions that the mileage rate is changed to reflect IRS rates and that the Construction Maintenance Supervisor and Watermaster positions are deleted; second by member Claes. Roll call vote of committee members as follows:

Bakman: Aye	Buche: Aye	Claes: Aye
Antunez: Aye	Moore: Aye	Swisher: Aye
Redelfs: Aye	Allen: Aye	<i>(Garfield &amp; International not present)</i>

8 Aye; 2 Absent. Approved unanimously.

#### **Item 5b – External Affairs**

##### **i. Discuss Outreach and Engagement Efforts Including Revisions to Website, Press Releases, Email Notifications, and Social Media**

KRCD has been assisting with updates to the NKGSA website. There was a news release regarding the annual report, including an infographic, that also went out via e-news. Updates regarding the workgroup policy were also sent out via e-news.

KRCD has been helping with the NKGSA social media presence, and NKGSA is now on Twitter (@NorthKingsGSA).

#### **Item 5c – Representative Monitoring Network**

##### **i. Discuss Outreach to Owners of Representative Monitoring Network**

Outreach letters were sent to owners of wells in the water quality network. This was the first outreach to owners of these wells. There are about 6 wells in the network for which there is no construction information, so that information has been requested.

**ii. Discuss Status of Representative Monitoring Network Wells**

Water level monitoring wells fall into either FID-monitored wells or City of Fresno-monitored wells. NKGSA is working on establishing agreements with owners of the FID-monitored wells to achieve access and to conduct video inspection. All measurements were collected from all network wells in March 2020.

Video inspections process will be started this fiscal year, working first with the six water quality monitoring wells that we are missing construction information for. We are currently working with a well owner who has a transient non-community well to get samples collected by the end of the fiscal year.

**Item 5d – Miscellaneous**

The interested parties' invoices for FY 2019-2020 went out. The invoices and a cover letter of explanation were sent out in mid-April, and one voluntary contribution has been received since.

There have been a couple of meetings regarding the Fish & Wildlife comment letter that was received in response to the GSP. Comments are continuously being monitored as they come in; so far, there is only one.

Work continues with Fresno County to come up with policies that consider SGMA but can be applied County-wide. Hopefully, by the next Advisory Committee meeting, the first County-wide coordination meeting will have taken place and a more in-depth update can be provided at that time.

**Item 6 – Workgroup Updates and Actions**

There have been no workgroup meetings and there is no further report.

**Item 7 – Public Comments**

One public comment was received from Dr. David Cehrs, regarding precipitation and river flow. A letter and a chart were provided by Dr. Cehrs, which was displayed on a slide for meeting participants to view. The contents of the letter were read into the record by Executive Officer Chauhan and an email with the slide will be sent to the Committee members. A copy of the comment letter is attached for the record.

**Item 8 – Advisory Committee Member Comments**

No comments.

**Item 9 – Adjourn**

Motion by member Claes to adjourn; second by member Buche. Meeting adjourned at 2:39 PM.

**Item 10 – Future Meetings**

The future meeting schedule is as follows:

- a. June 12, 2020
- b. July 10, 2020
- c. August 14, 2020



**Public Comment Received:  
Dr. David Cehrs**