

Administrative Matters

**THE BOARD OF DIRECTORS OF THE
NORTH KINGS GROUNDWATER SUSTAINABILITY AGENCY
JOINT POWERS AUTHORITY
MINUTES FOR THE FEBRUARY 23, 2017, at 6:00 P.M.**

DIRECTORS PRESENT

Chairman Jerry Prieto, Jr. – Fresno Irrigation District
Director Rudy Hernandez – Biola Community Service District
Director Karl Kienow – Garfield Water District
Director Steve Pickens – Bakman Water Company
Alternate Director Thomas Esqueda – City of Fresno
Alternate Director Buddy Mendez – County of Fresno

DIRECTORS ABSENT

Director Jose Flores – City of Clovis

MEMBER STAFF PRESENT

Gary R. Serrato (Executive Officer) – Fresno Irrigation District
Kevin Dale – NKGSA Legal Counsel
Luke Serpa – City of Clovis
Lisa Koehn – City of Clovis
Adam Claes – Fresno Irrigation District
Bill Stretch – Fresno Irrigation District
DeAnn Hailey – Fresno Irrigation District
Dwight Miller – Biola Community Service District
Lynn B. Rowe (Recording Secretary) – Fresno Irrigation District

OTHERS PRESENT

Ronnie Samuelian – Provost & Pritchard Consulting Group

PLEDGE OF ALLEGIANCE

Chairman Prieto called the meeting to order at 6:00 p.m. and lead in the Pledge of Allegiance.

OATH OF OFFICE

Chairman Prieto announced the oath of office for the alternate director representing the County of Fresno was performed by a notary public prior to the meeting.

REVIEW AGENDA

There were no changes to the agenda.

PUBLIC PRESENTATIONS (for items not on agenda) – 3 Minutes Maximum Per Person, 10 Minutes Maximum Per Subject

None.

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POTENTIAL CONFLICTS OF INTEREST

Any Board Member who has a potential conflict of interest may now identify the item and recuse themselves from discussing and voting on the matter. [FPPC §87105]

None stated.

1. ADMINISTRATIVE MATTERS

a. Approval of Regular Board Meeting Minutes – January 26, 2017 – Action Item

There were no edits or corrections to the January 26, 2017 minutes.

M/S/C (Esqueda/Mendes) That the Board of Directors approved the minutes of the December 7, 2016 meeting by the following vote. (Ayes – Pickens, Kienow, Hernandez, Prieto, Esqueda, Mendez; Nays – 0; Absent – Flores; Abstain – 0)

Prior to continuing with the meeting, Mr. Serrato introduced Mr. David Boyer who was approved to be the NKGSA co-legal counsel at January's BOD meeting. Mr. Boyer provided the Board with a brief explanation of his experience with environmental and water law and several groundwater adjudication cases in southern California.

b. Water/Snow Conditions Update

Mr. Serrato presented the conditions of the southern Sierra snowpack. Current conditions were measured against previous years 1982/83, the wettest winter on record.

Pine Flat releases started at the beginning of January. Another snow survey will take place next week (previous survey was measured on January 25 at the Kings River watershed). Millerton Lake is at 454,694 acre feet (as of February 21) with 16,000 cfs coming in and 9,000 cfs going out. Pine Flat is at 617,741 acre feet (as of February 20) with 12,000 cfs in (peaked at 50k) and 5,000 cfs going out.

Starting in January, the Fresno Irrigation District receive flood releases from the Kings River and started storing the water for groundwater recharge. In early February, FID started offering water to their growers in hopes they would take the early water for recharge purposes. FMFCD's basins have been collecting water and diverting it into the canals for storage in groundwater banking facilities.

Mr. Serrato reviewed damage to the emergency spillway at the Oroville Dam and the levee problems in the Tranquillity area.

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c. North Kings GSA Timeline and Milestones

Mr. Adam Claes reviewed the timeline from 2016 through the GSP Deadline of January 30, 2020 on what the NKGSA needs to accomplish and what its milestones are. The NKGSA is in its 90-day review period (ends on April 13, 2017) on becoming an official Groundwater Sustainability Agency.

d. Advisory Committee Update

Mr. Serpa stated the most recent Advisory Committee meeting was held on February 10. Besides the Advisory Committee there are three subcommittees. The structure of the subcommittees, which were previously approved by the Board are: Technical Subcommittee – headed by Bill Stretch; Administration/Fiscal Subcommittee – headed by Lisa Koehn; and Membership, Outreach & Communications Subcommittee – headed by Dwight Miller.

i. Technical Subcommittee Update

The first meeting of the ad hoc technical subcommittee occurred on February 15. Mr. Stretch reported the following participants in the subcommittee are growers Sayre Miller, Phil Larson and David Ceres, Cities of Clovis and Fresno, Fresno County, Biola Community Service District, Fresno Irrigation District, CSU Fresno, Fresno Metropolitan Flood Control District, Garfield Irrigation District and Self Help Agency. The subcommittee's current main focus is to work on the Groundwater Sustainability Plan (GSP) with technical consultant Provost & Pritchard. During the meeting the group reviewed regulations, timelines, process for gathering data, developing a website and the responsibility of being on the committee. The goal of the group is to have the GSP ready by May 2019 (deadline is January 2020).

**ii. Kings Subbasin-wide Technical Coordination Consultant
Recommendation – Action Item**

Mr. Stretch gave an overview with Mr. Samuelian reviewing the details of the coordination consultation agreement. Mr. Samuelian stated the NKGSA is working with the other five GSA groups in the area. Regulations require the coordination of the five GSAs within the Kings Basin. Everyone in the group must have their plans in place and approved before the DWR acknowledges the Kings Basin is in compliance.

Staff's recommendations are:

- Accept proposal from Provost & Pritchard Consulting Group (P&P) for technical coordination between Kings Subbasin GSAs
- Authorize the Executive Officer (E.O.) to execute a contract with P&P
- Authorize E.O. to have P&P proceed with proposed tasks to be funded by previously approved NKGSA FY 2016-2017 budget

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M/S/C (Hernandez/Mendes) That the Board of Directors approved the proposal from Provost & Pritchard Consulting Group (P&P) for technical coordination between Kings Subbasin GSAs by the following vote. (Ayes – Pickens, Kienow, Hernandez, Prieto, Esqueda, Mendez; Nays – 0; Absent – Flores; Abstain – 0)

M/S/C (Mendes/Hernandez) That the Board of Directors approved to authorize the Executive Officer to execute a contract with P&P by the following vote. (Ayes – Pickens, Kienow, Hernandez, Prieto, Esqueda, Mendez; Nays – 0; Absent – Flores; Abstain – 0)

M/S/C (Esqueda/Pickens) That the Board of Directors approved to authorize Executive Officer to have P&P proceed with proposed tasks to be funded by previously approved NKGSA FY 2016-2017 budget by the following vote. (Ayes – Pickens, Kienow, Hernandez, Prieto, Esqueda, Mendez; Nays – 0; Absent – Flores; Abstain – 0)

iii. Administrative/Fiscal Subcommittee Update

Ms. Koehn reported that Adam Claes, Bill Stretch, Greg Lewis, Dwight Miller, Michael Prandini and Sue Ruiz make up the group with Ms. Koehn serving as chairperson. Ms. Koehn stated their main objectives is to provide fiscal and administrative support to the Advisory Committee and to look for grant funding to facilitate and pay for the Plan.

iv. Membership/Outreach/Communications Subcommittee Update

Mr. Dwight Miller reviewed the first meeting of the subcommittee. The group's objective is to develop and plan the key messages, communication plan and outreach efforts for the North Kings GSA, specific to the North Kings GSA and not the entire Kings Basin. The North Kings GSA website is being developed and should be up soon.

2. LEGAL MATTERS

a. Statement of Economic Interests (Form 700)

Mr. Dale reviewed that directors and alternates are required to complete and submit their 700 Form.

b. AB 1234 Ethics Training

Directors are required to take a two-hour certified ethics training program within one-year of assuming office. If a director takes the required training for another agency, that certificate is acceptable for this Board. AB1234 training is required every two years.

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3. FINANCIAL MATTERS

a. Fiscal Agent Report

Ms. Hailey stated that the agency has spent 2.4% of their budget – target is 58%.

b. January 2017 Expense Report

Ms. Haley stated two expenses were paid, one was for Baker Manock and the other was for Staff (Admin/Fiscal agent). Without any Board discussion Staff asked for approval of January's expense report.

M/S/C (Kienow/Hernandez) That the Board of Directors approved January 2017 Expense Report by the following vote. (Ayes – Pickens, Kienow, Hernandez, Prieto, Esqueda, Mendes; Nays – 0; Absent – Flores; Abstain – 0)

4. EXECUTIVE OFFICER REPORT

a. Insurance Update

Mr. Serrato continues to reach out to different insurance agencies on obtaining insurance for the NKGSA Board. To date, nothing has been arranged.

b. Future Meeting Schedule

Mr. Serrato stated that if there are no actions items or anything new to report, Staff will confer with the Board Chairman about cancelling future meetings.

5. DIRECTORS REPORT

Director Pickens - none

Director Kienow – none

Director Hernandez – none

Director Prieto – none

Director Esqueda – none

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Director Flores – absent

Director Mendez – stated that the NKGSA is ahead of scheduled compared to some of the other agencies.

6. ADJOURNMENT

With no further action, Chairman Prieto adjourned the meeting at 7:00 p.m.

Respectfully Submitted by,

Gary R. Serrato, Executive Officer-Secretary/Treasurer

Financial Matters

NORTH KINGS GROUNDWATER SUSTAINABILITY AGENCY

Fiscal Agent's Report April 27, 2017

Agency's Financial Position

- a. The Fiscal Agent will present the February and March payables to the Board.
(Action Item)
- b. The Fiscal Agent will present the financial statements as of March 31, 2017.
(Action Item)
- c. The Fiscal Agent will present the revised budget for 2016-2017. (Action Item)
- d. The Fiscal Agent will discuss the request for proposal (RFP) for auditing services for the fiscal years ending 2017 to 2021 and the need for Finance and Audit Committee meetings. (Report Only)

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North Kings Groundwater Sustainability Agency
Expense Report
 January through March 2017

Type	Num	Date	Name	Account	Paid Amount
Check	1004	01/27/2017	Fresno Irrigation District	Checking Account	
				Supporting Staff (FID)	-3,615.18
				Supporting Staff (FID)	-718.58
				Supporting Staff (FID)	-894.11
TOTAL					-5,227.87
Check	1005	01/27/2017	Baker, Manock & Jensen	Checking Account	
				Legal	-2,078.14
TOTAL					-2,078.14
Check	1006	02/03/2017	Madera Private Security Patrol	Checking Account	
				Security Services	-49.50
TOTAL					-49.50
Check	1007	02/03/2017	Garfield Water District	Checking Account	
				Legal	-1,773.56
TOTAL					-1,773.56
Check	1008	02/14/2017	Fresno Irrigation District	Checking Account	
				Supporting Staff (FID)	-2,649.92
				Supporting Staff (FID)	-285.42
				Supporting Staff (FID)	-474.72
				Supporting Staff (FID)	-204.60
TOTAL					-3,614.66
Check	1009	02/14/2017	Baker, Manock & Jensen	Checking Account	
				Legal	-1,603.50
				Legal	-12.30
TOTAL					-1,615.80
Check	1010	03/06/2017	Madera Private Security Patrol	Checking Account	
				Security Services	-49.50
TOTAL					-49.50
Check	1011	03/06/2017	Fresno Irrigation District	Checking Account	
				Supporting Staff (FID)	-910.91
				Supporting Staff (FID)	-127.69
				Supporting Staff (FID)	-359.48
				Supporting Staff (FID)	-83.88
TOTAL					-1,481.96
Check	1012	03/16/2017	Baker, Manock & Jensen	Checking Account	
				Legal	-325.00

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North Kings Groundwater Sustainability Agency
Expense Report
January through March 2017

Type	Num	Date	Name	Account	Paid Amount
TOTAL					-325.00
Check	1013	03/16/2017	Garfield Water District	Checking Account	
				Legal	-3,006.40
TOTAL					-3,006.40
Check	1014	03/21/2017	Atkinson, Andelson, Loya, Ruud &...	Checking Account	
				Legal	-4,880.00
TOTAL					-4,880.00

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Accrual Basis

North Kings Groundwater Sustainability Agency
Balance Sheet
As of March 31, 2017

	<u>Mar 31, 17</u>
ASSETS	
Current Assets	
Checking/Savings	
Checking Account	221,648.37
Money Market Account	5,000.31
Total Checking/Savings	<u>226,648.68</u>
Accounts Receivable	
Accounts Receivable	93,618.53
Total Accounts Receivable	<u>93,618.53</u>
Total Current Assets	<u>320,267.21</u>
TOTAL ASSETS	<u><u>320,267.21</u></u>
LIABILITIES & EQUITY	
Equity	
Net Income	320,267.21
Total Equity	<u>320,267.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>320,267.21</u></u>

North Kings Groundwater Sustainability Agency
Income Statement - Budget vs. Actual
 July 2016 through March 2017

	<u>Jul '16 - Mar 17</u>	<u>Budget</u>	<u>\$ Under Budget</u>	<u>% of Budget</u>
Income				
Member/Contracting Entity				
Bakman Water Company	12,121.03	12,121.03	0.00	100.0%
Biola Community Services Distr	5,352.59	5,352.59	0.00	100.0%
City of Clovis	34,843.63	34,843.63	0.00	100.0%
City of Fresno	74,383.73	74,383.73	0.00	100.0%
City of Kerman	11,948.36	11,948.36	0.00	100.0%
County of Fresno	55,079.88	55,079.88	0.00	100.0%
CSU Fresno	11,982.89	11,982.89	0.00	100.0%
Fresno Irrigation District	111,333.87	111,333.87	0.00	100.0%
Garfield Water District	14,434.73	14,434.73	0.00	100.0%
International Water District	13,847.66	13,847.67	-0.01	100.0%
Total Member/Contracting Entity	<u>345,328.37</u>	<u>345,328.38</u>	<u>-0.01</u>	<u>100.0%</u>
Interest Income	0.31			
Total Income	<u>345,328.68</u>	<u>345,328.38</u>	<u>0.30</u>	<u>100.0%</u>
Gross Profit	<u>345,328.68</u>	<u>345,328.38</u>	<u>0.30</u>	<u>100.0%</u>
Expense				
Bank Charges	0.00			
Office Supplies	265.09			
Insurance	0.00	3,000.00	-3,000.00	0.0%
Kings Basin Coordination	0.00	65,000.00	-65,000.00	0.0%
Legal	13,678.90	18,750.00	-5,071.10	72.95%
Professional Services				
Public Information	280.75			
Security Services	207.24			
Professional Services - Other	0.00	238,802.75	-238,802.75	0.0%
Total Professional Services	<u>487.99</u>	<u>238,802.75</u>	<u>-238,314.76</u>	<u>0.2%</u>
Supporting Staff (FID)	10,324.49	18,656.25	-8,331.76	55.34%
Printing/Materials Costs (FID)	305.00	1,119.38	-814.38	27.25%
Total Expense	<u>25,061.47</u>	<u>345,328.38</u>	<u>-320,266.91</u>	<u>7.26%</u>
Net Income	<u><u>320,267.21</u></u>	<u><u>0.00</u></u>	<u><u>320,267.21</u></u>	<u><u>100.0%</u></u>

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Accrual Basis

North Kings Groundwater Sustainability Agency
Income Statement - Quarterly w/ Totals
July 2016 through June 2017

	<u>Jul - Sep 16</u>	<u>Oct - Dec 16</u>	<u>Jan - Mar 17</u>	<u>Apr - Jun 17</u>	<u>TOTAL</u>
Income					
Member/Contracting Entity	0.00	345,328.37	0.00	0.00	345,328.37
Interest Income	0.00	0.07	0.24	0.00	0.31
Total Income	0.00	345,328.44	0.24	0.00	345,328.68
Cost of Goods Sold					
Cost of Goods Sold	0.00	0.00	0.00	0.00	0.00
Total COGS	0.00	0.00	0.00	0.00	0.00
Gross Profit	0.00	345,328.44	0.24	0.00	345,328.68
Expense					
Bank Charges	0.00	0.00	0.00	0.00	0.00
Office Supplies	0.00	265.09	0.00	75.11	340.20
Audit Expense	0.00	0.00	0.00	0.00	0.00
Insurance	0.00	0.00	0.00	0.00	0.00
Kings Basin Coordination	0.00	0.00	0.00	0.00	0.00
Legal	0.00	0.00	13,678.90	50.00	13,728.90
Miscellaneous	0.00	0.00	0.00	0.00	0.00
Professional Services	0.00	388.99	99.00	15,039.64	15,527.63
Supporting Staff (FID)	0.00	0.00	10,324.49	825.88	11,150.37
Printing/Materials Costs (FID)	0.00	305.00	0.00	0.00	305.00
Payroll Expenses	0.00	0.00	0.00	0.00	0.00
Total Expense	0.00	959.08	24,102.39	15,990.63	41,052.10
Net Income	0.00	344,369.36	-24,102.15	-15,990.63	304,276.58

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North Kings Groundwater Sustainability Agency
Invoices by Agency - Paid Invoices
As of March 31, 2017

Type	Date	Num	Amount
BCSD - Biola Community Svcs District Invoice	11/21/2016	1008	<u>5,352.59</u>
Total BCSD - Biola Community Svcs District			5,352.59
BWC - Bakman Water Company Invoice	11/21/2016	1004	<u>12,121.03</u>
Total BWC - Bakman Water Company			12,121.03
COC - City of Clovis Invoice	11/21/2016	1003	<u>34,843.63</u>
Total COC - City of Clovis			34,843.63
COF - City of Fresno Invoice	11/21/2016	1002	<u>74,383.73</u>
Total COF - City of Fresno			74,383.73
COK - City of Kerman Invoice	11/21/2016	1005	<u>11,948.36</u>
Total COK - City of Kerman			11,948.36
FID - Fresno Irrigation District Invoice	11/21/2016	1001	111,333.87
Invoice	11/21/2016	1011	<u>12,949.81</u>
Total FID - Fresno Irrigation District			124,283.68
GWD - Garfield Water District Invoice	11/21/2016	1007	<u>14,434.73</u>
Total GWD - Garfield Water District			14,434.73
IWD - International Water District Invoice	11/21/2016	1010	<u>897.85</u>
Total IWD - International Water District			<u>897.85</u>
TOTAL			<u><u>278,266.60</u></u>

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North Kings Groundwater Sustainability Agency
Invoices by Agency - Unpaid Invoices
As of March 31, 2017

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Amount</u>
CNF - County of Fresno Invoice	11/21/2016	1006	<u>55,079.88</u>
Total CNF - County of Fresno			55,079.88
CSUF - California State University Fresno Invoice	11/21/2016	1009	<u>11,982.89</u>
Total CSUF - California State University Fresno			<u>11,982.89</u>
TOTAL			<u><u>67,062.77</u></u>

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North Kings Groundwater Sustainability Agency Expense Report January through March 2017

Type	Num	Date	Name	Account	Original Amount
Check	1004	01/27/2017	Fresno Irrigation District	Checking Account	-5,227.87
				Supporting Staff (FID)	3,615.18
				Supporting Staff (FID)	718.58
				Supporting Staff (FID)	894.11
TOTAL					5,227.87
Check	1005	01/27/2017	Baker, Manock & Jensen	Checking Account	-2,078.14
				Legal	2,078.14
TOTAL					2,078.14
Check	1006	02/03/2017	Madera Private Security Patrol	Checking Account	-49.50
				Security Services	49.50
TOTAL					49.50
Check	1007	02/03/2017	Garfield Water District	Checking Account	-1,773.56
				Legal	1,773.56
TOTAL					1,773.56
Check	1008	02/14/2017	Fresno Irrigation District	Checking Account	-3,614.66
				Supporting Staff (FID)	2,649.92
				Supporting Staff (FID)	285.42
				Supporting Staff (FID)	474.72
				Supporting Staff (FID)	204.60
TOTAL					3,614.66
Check	1009	02/14/2017	Baker, Manock & Jensen	Checking Account	-1,615.80
				Legal	1,603.50
				Legal	12.30
TOTAL					1,615.80
Check	1010	03/06/2017	Madera Private Security Patrol	Checking Account	-49.50
				Security Services	49.50
TOTAL					49.50
Check	1011	03/06/2017	Fresno Irrigation District	Checking Account	-1,481.96
				Supporting Staff (FID)	910.91
				Supporting Staff (FID)	127.69
				Supporting Staff (FID)	359.48
				Supporting Staff (FID)	63.88
TOTAL					1,481.96
Check	1012	03/16/2017	Baker, Manock & Jensen	Checking Account	-325.00
				Legal	325.00

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North Kings Groundwater Sustainability Agency
Expense Report
January through March 2017

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Original Amount</u>
TOTAL					325.00
Check	1013	03/16/2017	Garfield Water District	Checking Account	-3,006.40
				Legal	3,006.40
TOTAL					3,006.40
Check	1014	03/21/2017	Atkinson, Andelson, Loya, Ruud &...	Checking Account	-4,880.00
				Legal	4,880.00
TOTAL					4,880.00

North Kings Groundwater Sustainability Agency
Income Statement
Actual Compared to Original and Proposed Budgets
July 2016 through March 2017

	Jul '16 - Mar 17 Actual	10/18/2016 Approved 2016-2017 Budget	% of Budget	4/27/2017 Proposed 2016-2017 Budget	% of Budget
Income					
Member/Contracting Entity					
Bakman Water Company	12,121.03	12,121.03	100%	12,121.03	100%
Biola Community Services Distr	5,352.59	5,352.59	100%	5,352.59	100%
City of Clovis	34,843.63	34,843.63	100%	34,843.63	100%
City of Fresno	74,383.73	74,383.73	100%	74,383.73	100%
City of Kerman	11,948.36	11,948.36	100%	11,948.36	100%
County of Fresno	55,079.88	55,079.88	100%	55,079.88	100%
CSU Fresno	11,982.89	11,982.89	100%	11,982.89	100%
Fresno Irrigation District	111,333.87	111,333.87	100%	111,333.87	100%
Garfield Water District	14,434.73	14,434.73	100%	14,434.73	100%
International Water District	13,847.66	13,847.67	100%	13,847.67	100%
Total Member/Contracting Entity	345,328.37	345,328.38	100%	345,328.38	100%
Interest Income	0.23	0.00	0%	0.00	0%
Total Income	345,328.60	345,328.38	100%	345,328.38	100%
Expense			0%		0%
Bank Charges	0.00	0.00	0%	0.00	0%
Office Supplies	265.09	0.00	0%	500.00	53%
Insurance	0.00	3,000.00	0%	3,000.00	0%
Kings Basin Coordination	0.00	65,000.00	0%	30,000.00	0%
Legal	8,798.90	18,750.00	47%	18,750.00	47%
Professional Services	487.99	238,802.75	0%	238,802.75	0%
Supporting Staff (FID)	10,324.49	18,656.25	55%	18,656.25	55%
Printing/Materials Costs (FID)	305.00	1,119.38	27%	1,119.38	27%
Total Expense	20,181.47	345,328.38	6%	310,828.38	6%
Net Income	325,147.13	0.00	0%	34,500.00	11%