

## MINUTES

### **NKGSA Advisory Committee Meeting January 20, 2017 Clovis Public Safety Building**

#### **In attendance:**

Luke Serpa – City of Clovis	Steve White – Fresno County
Bill Stretch – FID	Alan Hoffman – FMFCD
Tommy Esqueda – City of Fresno	Sarge Green – CSU Fresno
Nick Keller – Garfield WD	Thomas Siphongsay – Malaga CWD
Dwight Miller – Biola CSD	Phil Larson – Ag Representative
Bernard Jimenez – Fresno County	Sayre Miller – Ag Representative
Ken Moore – Kerman	Jim Phillips – Ag Representative
Shay Bakman – Bakman Water	Ron Samuelian – Provost & Pritchard
Lisa Koehn – City of Clovis	Sue Ruiz – Self Help Enterprises
Adam Claes – FID	Don A. Wright - Reporter

#### **Item 1 - Called to order at 9:15 AM**

#### **Item 2 – Public Comments**

No public comments.

#### **Item 3 – Approval of Minutes from 12/16/2016 Meeting**

Luke Serpa noted that a spelling error in the draft minutes had been corrected. Motion by Bernard Jimenez to approve, second by Bill Stretch. Approved unanimously.

#### **Item 4 – Consider Recommendation for Approval – Technical Engineering Consultant**

Bill Stretch described the RFQ process and the submittal from Provost and Pritchard (P&P), including the qualifications of the team that was identified in their submittal. Group discussed P&P's history of high quality and objective work in the area and the eminent qualifications of the team they had assembled for the project. Motion, second, and unanimous approval to recommend to Board that P&P be awarded contract as technical engineering consultant for NKGSA.

#### **Item 5 – Consider Recommendation of Approval for Legal Counsel**

Bernard Jimenez described RFP process and the evaluation of the one proposal that was received from the firm of Atkinson, Andelson, Loya, Ruud and Romo (the Firm). Sayre Miller described the findings of the interview with the firm

including the experience of the individuals that would serve as General Counsel and Co-Lead Counsel to the NKGSA. Nick Keller expressed his Board's concern regarding lack of local water experience by the Firm. Group discussed challenges of finding a local firm with water expertise that would not have conflicts of interest due to representing one or more of the agencies in the JPA. Motion, second, and unanimous approval to recommend to the Board that the Firm serve as legal counsel to the NKGSA.

**Item 6 – Consider Recommendation for Approval – NKGSA Bylaws**

Adam Claes identified most recent changes to the draft Bylaws that had been circulated. Minimal discussion. Motion, second, and unanimous approval for recommendation to the Board to adopt the Bylaws.

**Item 7 – Consider Recommendation for Approval – FMFCD MOU**

Adam Claes briefly discussed the proposed MOU with Fresno Metropolitan Flood Control District (FMFCD) to allow them to participate in the NKGSA. Alan Hoffman described FMFCD's work recharging storm water and their intent to be part of the solution. Motion, second, and unanimous approval to recommend to the Board that the MOU with FMFCD be executed.

**Item 8 – Consider Recommendation for Approval – Check Issuance Policy and Associated Cash Flow Process**

Adam Claes described the draft policy and indicated that Lauren Layne had recommended some changes regarding records retention that had been incorporated into the document. Adam discussed some minor changes to the document to make it more consistent. Motion, second, and unanimous approval to recommend to the Board that the policy and process be approved.

**Item 9 – Consider Establishment of Various Ad Hoc Committees and Selection of Chairs**

Luke Serpa discussed the purpose of the ad hoc committees and Gary Serrato's previous recommendation that ad hoc committees be formed sooner rather than later due to the short timeline to complete the GSP and accomplish other responsibilities of the GSA. Further discussion regarding the three ad hoc committees that were envisioned when the GSA was first being formed, and the use of the ad hoc committees as a mechanism for public participation since membership on the ad hoc committees was not limited to Parties to the JPA. Group discussed the overlap between the different ad hoc committees, and who would chair the ad hoc committees. Motions, seconds, and unanimous approvals to establish three ad hoc committees; Technical Subcommittee to be chaired by Bill Stretch, Administrative Fiscal Subcommittee to be chaired by Lisa

Koehn, and Membership/Outreach/Communication Subcommittee to be chaired by Dwight Miller.

Several participants volunteered to serve on various sub committees, which led to discussion of need to clarify Brown Act implications of Advisory Committee members serving on sub committees. Luke Serpa will follow up with legal counsel and will report back at next Advisory Committee meeting, at which time the rosters of the subcommittees will be finalized.

#### **Item 10 – Establish Regular Meeting Schedule for Advisory Committee**

Luke Serpa discussed the evolution of the Advisory Committee meeting schedule and the need to establish a regular schedule that will work with the recently adopted schedule for the NKGSA meetings. Discussion of various conflicting standings meeting and general consensus for the Advisory Committee to meet on 2<sup>nd</sup> Friday of month at 9:00 AM in Clovis. (Note: Due to conflicts, meeting time has since been revised to the 2<sup>nd</sup> Friday of the month at 1:30 PM in Clovis).

#### **Item 11 – Member Comments**

Luke Serpa discussed the item on the NKGSA Agenda to select a Director to fill the 7<sup>th</sup> seat. At this time eligible parties include Bakman Water, Kerman, and FMFCD assuming that the MOU with FMFCD is approved prior to the filling of the open seat.

Inquiry by Sue Ruiz and discussion by group regarding how an interested party would apply to be an Interested Party. Link to application will be available on web site.

Dwight Miller indicated that Elaine Cervantes would be Biola's alternate for the Advisory Committee.

#### **Item 11 – Meeting Adjourned**