

MINUTES

NKGSA Advisory Committee Meeting

April 14, 2017

Clovis Public Safety Building

In attendance:

*Luke Serpa – Clovis	Lisa Koehn – Clovis
*Adam Claes – FID	Sarge Green – Fresno State
*Dejan Pavic - Fresno	Jim Anderson – Malaga CWD
*Nick Keller – Garfield WD (via phone)	Paul Poeschel - KRCD
*Dwight Miller – Biola CSD (via phone)	Sayre Miller – Ag representative
*Steven Sopp – Fresno County	Jim Phillips – Ag Representative
*Andrew Remus – FMFCD	Ron Samuelian – Provost & Pritchard
*Tim Bakman – Bakman Water Company	Don A. Wright – Reporter
Kevin Dale – Legal Counsel	

* - Voting representative on Advisory Committee

Item 1 - Called to order at 1:35 PM

Item 2 – Public Comments

No public comments.

Item 3 – Approval of Minutes from 3/10/2017 Meeting

Motion by Adam Claes to approve, second by Dwight Miller. Approved unanimously.

Item 4 – Ad Hoc Subcommittee Updates

Item 4a – Technical Subcommittee

Adam Claes presented the Technical Subcommittee report: The 90-day comment period for the declaration of the NKGSA is complete, but DWR has not yet updated its web page. All 6 GSAs in Kings Subbasin had filed notice or were in process of filing notice. Discussion about whether cities in Central Kings had come to terms with CID. Steven Sopp indicated CID had filed notice and that he expected cities to reach agreement with CID. McMullin Area is proceeding with issuing RFP for consultant. Provost and Pritchard had presented draft Chapter 1 of GSP to subcommittee at their last meeting for review and comment.

Item 4b – Administrative/Fiscal Subcommittee

Lisa Koehn indicated that subcommittee had not yet met and were waiting for release of grant proposal guidelines.

Item 4c – Membership/Outreach/Communications Subcommittee

Prior to the meeting, minutes of the Membership/Outreach/Communication Subcommittee's March 27 meeting was distributed as part of the agenda package. Also distributed was survey regarding the web site development that had been completed by members of the subcommittee. Dwight Miller discussed the meeting and indicated that Digital Attic had participated in the meeting and would be meeting with the subcommittee again the following week. The subcommittee had studied available web site addresses and settled on www.northkingsgsa.org. the subcommittee had also determined it would be best if www.nkgsa.org and www.northkings.org were purchased and then set up to redirect traffic to www.northkingsgsa.org web site.

Item 5 – Consider Recommended Changes to Schedule for NKGSA Board Meetings

General discussion regarding the potential to modify the schedule of GSA Board Meetings due to lack of business at hand. Discussion of need to hold June meeting to adopt annual budget, but that meetings could be quarterly after that. Further discussion that the Board had already established a schedule for its meetings for the year. Sayre Miller cautioned that reducing the frequency of Board meetings limited the ability of the public to participate in the process. It was discussed that the Advisory Committee meetings are also public meetings and provide a forum for the public to participate. Motion by Dwight Miller and second by Adam Claes to just notify Board that future meetings may be cancelled due to lack of business, starting with May meeting.

Item 6 – Consider Approval of Recommended Changes to Check Issuance Policy

Adam Claes indicated that he had researched the existing check issuance policy and found that it was not necessary to modify it in order to conduct business even if Board meetings are less frequent, so no action was taken.

Item 7 – Consider Approval of Process for Engaging NKGSA Consultants

Discussion of need to have process for engaging consultants in order to ensure they are not being inadvertently tasked with extra work not approved by the GSA. Ronnie Samuelian proposed that the chairs of the subcommittee have the authority to direct the work of the consultants. Kevin Dale discussed the issue

and indicated that authorization could be required to come from Executive Officer. General discussion regarding that there was no need for authorization of work included in scope of approved contracts and that it is the responsibility of consultants to not provide services that have not been authorized. General consensus was that engagement of consultants should go through chairs of the appropriate subcommittee and that consultants should not engage in any work not included in the scope of their contracts that have been authorized by NKGSA.

Item 8 – Member Comments

Adam Claes indicated that it would be prudent to conduct a third-party audit of the NKGSA records for the fiscal year ending on June 30. Adam proposed sending out a RFP for an auditor and bringing a recommendation to the Board in June to award a contract. General discussion regarding need for audit after less than 1 year, but consensus was that it should be done. FID will issue a RFP and the proposals will be evaluated by the Administrative/Fiscal subcommittee, which will make recommendation for consideration by Advisory Committee.

Item 9 – Adjourn

Motion by Tim Bakman, second by Steven Sopp to adjourn; approved unanimously. Adjourned at 2:30 PM.