

**MINUTES**

**(Preliminary – Subject to Revision/Approval at Next Meeting)**

**NKGSA Advisory Committee Meeting**

**September 8, 2023**

**IN-PERSON AND TELECONFERENCE**

**In attendance:**

- \*\*Scott Redelfs (City of Clovis)
- \*Dejan Pavic (City of Fresno)
- \*Jerry Jones (Fresno Metropolitan Flood Control District)
- \*Adam Claes (Fresno Irrigation District)
- \*Shay Bakman (Bakman Water Company)
- \*John Jansons (City of Kerman)
- \*Roy Jimenez (Fresno County)
- Kassy Chauhan (NKGSA)
- Andrew Aller (NKGSA legal counsel)
- Ronnie Samuelian (Provost & Pritchard)
- Paul Armendariz (City of Clovis)
- Kristen Freberg (City of Clovis)
- Lisa Koehn (Clovis)
- Josh Rogers (Y&H / Biola)
- Don Wright (reporter)

\* - Voting representative on Advisory Committee

\*\* - Committee Chair

*\*\*Note: This meeting was conducted in-person at the City of Clovis Public Safety Community Room (1233 Fifth Street, Clovis, CA 93612) as well as via web conference for members of the public wishing to participate remotely.*

### Item 1. Call to Order

Meeting called to order at 1:33 PM.

#### Special Instructions:

Instructions for participation by both remote and in-person attendees were given by Executive Officer Kassy Chauhan. Both written and verbal comments are accepted by all attendees and time will be made after each agenda item for comments to be heard.

Members of the Advisory Committee attended in person and were present/absent as follows:

<b>Agency Name</b>	<b>Present/Absent</b>	<b>Name of Person</b>
Bakman Water Company	Present	Shay Bakman
Biola Community Services District	Present	Josh Rogers
City of Clovis	Present	Scott Redelfs
City of Fresno	Present *	Dejan Pavic
City of Kerman	Present	John Jansons
Fresno County	Present	Roy Jimenez
Fresno Irrigation District	Present	Adam Claes
Fresno Metropolitan Flood Control District	Present	Jarrold Takemoto
Garfield Water District	Absent	-

*\*Member Pavic arrived when the meeting was in progress (after Item 4c).*

### Item 2. Public Presentations

There were no public presentations.

### Item 3. Approval of Minutes

#### Item 3a. Approval of Minutes from August 18, 2023 Meeting

There was an update to the minutes to correct the listed staff member present to represent Fresno Metropolitan Flood Control District from Brent Sunamoto to Jarrod Takemoto at the August 18, 2023, special advisory committee meeting. Motion to approve the minutes with corrections made by member Claes; second by member Takemoto. Motion passed unanimously 6-0 with 2 absent (Garfield Water District and City of Fresno).

#### **Item 4. Financial Report**

##### **Item 4a. Discussion / Possible Action – Recommend Approval of Expense Reports for July 2023**

*(Presented by Lisa Koehn)*

Expenses for the month of July 2023 totaled \$155, which included payments to ACWA, Constant Contact, and bank charges. Detailed copies of the expense reports were provided in the meeting packets.

This item was taken together with Item 4b below.

##### **Item 4b. Discussion / Possible Action – Recommend Approval of Financial Statements as of July 31, 2023**

*(Presented by Lisa Koehn)*

As of July 31, 2023, assets totaled \$1,698,537.69 (including \$125,763.24 in accounts receivable). Detailed copies of the financial statements were provided in the meeting packets.

This item was taken together with Item 4a above.

Motion to approve the expense reports and financial statements made by member Takemoto; second by member Bakman. Motion passed unanimously 6-0 with 2 absent (Garfield Water District and City of Fresno).

##### **Item 4c. FY 2022-2023 Audit Update**

*(Presented by Lisa Koehn)*

The new auditing company – C.J. Brown – received information from the past auditor and will now begin their work this week. A draft is expected by October 6<sup>th</sup>.

##### **Item 4d. Unpaid Invoices Report**

*(Presented by Lisa Koehn)*

As of July 31<sup>st</sup>, there are currently outstanding invoices from the County of Fresno and the City of Fresno.

### **Item 5. Receive – Basin Coordination Update**

*(Presented by Ronnie Samuelian)*

The determination letter from DWR has been received. The main priority right now is the new studies that were identified as needed based on DWR's letter with corrective actions. The group will be concentrating on these new studies from now through the end of the year; other GSP-related work will come after.

### **Item 6. Administrative**

#### **Item 6a. Discussion/Possible Action – Consider Recommending Approval of NKGSA-ACCT-505 – Budget Policy**

*(Presented by Lisa Koehn)*

Approval of this policy was already recommended at the last Advisory Committee meeting, but there were minor changes agreed upon at that time that have now been incorporated into the written policy. No further action was needed.

This item was taken together with Items 6b and 6c below.

#### **Item 6b. Discussion/Possible Action – Consider Recommending Approval of NKGSA-ACCT-506 – Operating Reserves Policy**

*(Presented by Lisa Koehn)*

This policy was pulled for further edits at the last Advisory Committee meeting. The suggested changes have been incorporated into the updated written policy.

This item was taken together with Item 6a above and Item 6c below.

#### **Item 6c. Discussion/Possible Action – Consider Recommending Approval of NKGSA-ACCT-510 – Financial Reporting Policy**

*(Presented by Lisa Koehn)*

Approval of this policy was already recommended at the last Advisory Committee meeting, but there were minor changes agreed upon at that time that have now been incorporated into the written policy. No further action was needed.

This item was taken together with Items 6a and 6b above.

Motion to recommend approval of NKGSA-ACCT-505, NKGSA-ACCT-506, and NKGSA-ACCT-510 made by member Claes; second by member Jimenez. Motion passed unanimously 8-0 with 1 absent (Garfield Water District). These policies will be presented to the Board at their next meeting on September 23, 2023.

**Item 6d. Well Permitting Update**

*(Presented by Kassy Chauhan)*

As of August 25, 2023, there have been 185 total well permits issued for the calendar year. This is in comparison to 299 at this time last year. These numbers will continue to be tracked.

**Item 6e. Well Intake Portal Development**

*(Presented by Kassy Chauhan)*

External beta testing on the portal will start in late September/early October. Launch strategy will be worked on concurrently.

**Item 7. Workgroup Updates and Actions**

**Item 7a. Kings Water Alliance – Stakeholder Advisory Committee Report**

*(Presented by Lisa Koehn)*

There has not been a meeting recently so there is no current update to provide, but a meeting has been scheduled for October.

**Item 8. Member Agency / Committee Member Reports**

**Item 8a. Advisory Committee/Member Agency Reports/Updates**

**i. Water Supply and Storm Water Routing Update**

*(Presented by Member Claes)*

Friant Class 1 allocation is currently at 100%; Class 2 is at 15% residual. SJR flood releases concluded at the end of July. The Friant-Kern Canal will be undergoing maintenance work and will be shut down from November through January 2024.

**ii. Others**

There were no further reports.

**Item 9. Executive Officer Update**

*(Presented by Kassy Chauhan)*

**Item 9a. Special Studies Update**

As mentioned in the Basin Coordination Update, work will be starting on these soon. Updates will be provided periodically.

**Item 9b. SGMA Implementation Projects Update**

Biola CSD's project is continuing and is on schedule to be completed this fall. Two basin projects for FID are underway but in early stages.

**Item 9c. Outreach / External Affairs Update**

The website has been updated with information regarding the GSP. Several speaking events are coming up. The next campaign will be highlighting water professionals.

**Item 9d. Representative Monitoring Network Update**

Contact has been made with the owner of one of the 2 remaining wells. DWR will be drilling a new monitoring well in the northeast area of the NKGSA.

**Item 9e. Miscellaneous**

The boundary flow study that was approved by the Board is underway and is nearing completion. A database of wells throughout the NKGSA is continuously being developed with the help of information from the well permitting applications, as well as DWR's notifications about dry wells. This will help the NKGSA identify any areas of concern.

**Item 10. Adjourn**

Meeting adjourned at 2:21 PM.

**Next Meeting:** October 13, 2023