

GLENN GROUNDWATER AUTHORITY  
 720 N. Colusa Street, Willows, CA 95988  
 Telephone: 530-934-6501

MINUTES

GLENN GROUNDWATER AUTHORITY BOARD OF DIRECTORS

August 14, 2017

9:00 A.M.

720 NORTH COLUSA STREET, WILLOWS, CA 95988

Director Members Present:	Agency Representing:
<b>X</b> John Viegas	County of Glenn
<b>X</b> Pete Carr	City of Orland
<b>X</b> Gary Hansen	City of Willows
<b>X</b> George Nerli	Glide Water District
<b>X</b> John Amaro	Glenn-Colusa Irrigation District
<b>X</b> Charles Schonauer	Orland-Artois Water District
<b>X</b> Randy Hansen	Kanawha Water District
<b>X</b> Gary Enos	Princeton-Codora-Glenn Irrigation District/ Provident Irrigation District
Alternate Members Present:	
Vince Minto	County of Glenn
Bruce Roundy	City of Orland
<b>X</b> Evan Markey	City of Willows
<b>X</b> Leslie Nerli	Glide Water District
<b>X</b> Thaddeus Bettner	Glenn-Colusa Irrigation District
<b>X</b> Emil Cavagnolo	Orland-Artois Water District
Wade Danley	Kanawha Water District
<b>X</b> Lance Boyd	Princeton-Codora-Glenn Irrigation District/ Provident Irrigation District
2 <sup>nd</sup> Alternate Members Present:	
Ed Vonasek	City of Orland
<b>X</b> Andrea Jones	Orland-Artois Water District

1. CALL TO ORDER

Lisa Hunter called the meeting to order at 9:05 A.M. and the pledge of allegiance was recited.

2. ANNOUNCEMENT OF FORMATION OF THE GLENN GROUNDWATER AUTHORITY

Ms. Hunter announced the formation of the Glenn Groundwater Authority (GGA). Roll call was conducted. Attendance is indicated above. There was a brief review of the Joint Powers Agreement creating the GGA. Ms. Hunter indicated the JPA is essentially the same as the JPA taken to all the member boards with minor changes which include the addition of Exhibit B Glenn Groundwater Authority Map, Exhibit G Map with Agency Jurisdictions, and a placeholder Exhibit F for the Funding Obligation which will be approved by the GGA Board.

3. APPROVAL OF AGENDA

The agenda was approved as submitted.

Motion: John Amaro, Second: Gary Enos, Vote: Unanimous

4. PERIOD OF PUBLIC COMMENT

None

5. ELECTION OF OFFICERS

Elections of Officers will take effect immediately following this item. Officers will serve a term ending no later than June 30, 2018 as outlined in the JPA.

Chairperson

John Amaro was nominated for the position of Chairperson.

Motion: Gary Enos, Second: John Viegas

There was a motion to close nominations for Chairperson.

Motion: John Viegas, Second: Gary Enos

Vote for Chairperson: Unanimous approval to elect John Amaro as Chairperson.

Vice Chairperson

John Viegas was nominated for the position of Vice Chairperson.

Motion: John Amaro, Second: Gary Hansen

There was a motion to close nominations for Vice Chairperson.

Motion: Gary Hansen, Second: John Viegas

Vote for Vice Chairperson: Unanimous approval to elect John Viegas as Vice Chairperson.

Secretary

Andrea Jones was nominated for the position of Secretary. Ms. Jones declined prior to the motion being seconded.

Motion: Charles Schonauer

Lisa Hunter was nominated for the position of Secretary.

Motion: John Amaro, Second: Gary Hansen

There was a motion to close nominations for Secretary.

Motion: Gary Hansen, Second: John Viegas

Vote for Secretary: Unanimous approval to elect Lisa Hunter as Secretary.

## Treasurer

Though the Joint Powers Agreement states the Treasurer will be the County Treasurer, Gary Hansen formally moved to appoint the County as Treasurer. By consensus of the GGA Board the County was appointed the Treasurer.

### 6. ADMINISTRATIVE ITEMS

The newly elected Chairperson, John Amaro, assumed responsibility of running the meeting.

a. Designate the County as Administrator and Keeper of Records

A motion was made to designate the County as Administrator and Keeper of Records.

Motion: Gary Hansen, Second: John Viegas, Vote: Unanimous

b. Authorize a Program Manager

A motion and second were made to appoint Lisa Hunter as Program Manager. There was some discussion on the duties of the Program Manager. Ms. Hunter responded the majority of duties include administrative tasks and coordination of meetings. Lisa Hunter was appointed as Program Manager.

Motion: Gary Hansen, Second: Pete Carr, Vote: Unanimous

c. Authorize and Direct the Program Manager to file necessary documents with the California Secretary of State and California State Controller

A motion was made to accept the item as presented.

Motion: Pete Carr, Second: Gary Hansen, Vote: Unanimous

d. Determination of Board of Directors Meeting Schedule.

A question was asked if any members had standing conflicts with the proposed schedule. None were heard. A motion was made to approve the GGA Board of Directors meeting schedule included in the agenda packet as presented.

Motion: Gary Hansen, Second: John Viegas, Vote: Unanimous

e. Review and adopt Initial Budget or appoint a Budget Ad Hoc Committee to further develop Initial Budget.

Ms. Hunter reviewed the sections of the JPA which discuss the budget and the two versions of a draft budget included in the agenda packet. A draft budget was developed through the SGMA Workgroup meetings prior to the formation of the GGA. Minor changes have been made to that budget to create the included draft budgets. She stated the differences in the versions are highlighted. In Version 1 the acreage for Orland-Artois Water District has been updated which changed the weighted factor for the agencies. In Version 2 Orland-Artois acreage is updated, Program Manager/Administration is highlighted for future discussion, Facilitation Services was removed from fiscal year 2017/2018, and JPA Insurance was updated to a more realistic cost. Regarding the changes to the facilitation support services, Colusa County has submitted an application to DWR for facilitation support services on behalf of the entire Colusa Subbasin. The work plan for facilitation is currently being developed. The group could choose to remove the money budgeted for facilitation to help

lower the costs, or leave the estimate if the group feels facilitation beyond what DWR will be providing may be necessary. Regarding the initial insurance cost, it was budgeted for \$10,000; however, the amount has been lowered to a more realistic cost after receiving quotes.

Ms. Nerli suggested the formation of a budget subcommittee to discuss budget items in detail and make recommendations to the GGA Board. Ms. Hunter gave some background on work the SGMA Work Group has put into the formation of the budget. Mr. Bettner stated potentially putting together a Request for Proposals (RFP) in order to seek competitive bids. Also coordinating with Colusa County in the RFP process may create some efficiencies in cost. Mr. Hansen stated at SGMA Workgroup meetings, it was discussed that there was a possibility of sharing program manager duties with Colusa County which may be an efficient path forward in the future. He is in favor of Version 2, but thinks a Budget Ad Hoc Committee to refine the numbers would be beneficial. Chuck Schonauer asked if the Budget Ad Hoc committee would have a recommendation by the September 13 GGA meeting or if it could wait until October 9. The budget must be approved within 90 days of the effective date of the agreement. Ms. Hunter stated there may need to be a special GGA meeting held if the Board does not approve a budget at the September 13 meeting. A motion was made to form an ad hoc committee in reference to the budget matter.

Motion: Gary Hansen, Second: Gary Enos, Vote: Unanimous

By chairperson appointment, the members of the Budget Ad Hoc committee are: Gary Hansen, John Amaro and Leslie Nerli, with Thad Bettner designated as an alternate member. The committee will provide an update for the September 13 meeting. Ms. Hunter will work with members to choose a meeting date.

f. Discuss and Authorize Purchase of Insurance

John Viegas recused himself from this item since he is the chairman of the Golden State Risk Management Authority (GSRMA) which has provided a quote for services. The group discussed the purchase of insurance and the options presented in the agenda packet. Mr. Hansen stated GSRMA was currently the only complete quote. He asked what the membership cost for the Association of California Water Agency (ACWA) insurance would be. Ms. Hunter indicated the price varies depending on the membership level which would probably be approximately \$2,000. Mary Fahey stated she believes it is approximately \$1,500 or \$375 to be an affiliate member which is the category that Colusa County falls into due to private pumpers being a part of the Colusa Groundwater Authority. Ms. Hunter further clarified the cost is based on a portion of the agency's operating costs. If directed to do so, Ms. Hunter could complete the application once the budget is approved to obtain a quote. Mr. Hansen stated he has extensive experience with GSRMA, they have provided a complete quote, they have done good work at the local government level in the past, and he would be comfortable going with GSRMA for insurance services. Pete Carr also mentioned GSRMA has excellent service and their office is located in Willows. A motion was made to appoint GSRMA as the insurance carrier for the GGA.

Motion: Gary Hansen, Second: Pete Carr, Vote: 7-0, 1 abstention (John Viegas), motion passes

- g. Authorize development of a Request for Proposals or Request for Qualifications for Legal Counsel and appoint ad hoc committee

Ms. Nerli asked if the group has formerly been working with any legal counsel throughout the process. Ms. Hunter replied County Counsel has been engaged and each individual agency has been using through their own legal counsel. Mr. Bettner stated the Colusa County group has formed an ad hoc committee to prepare a Request for Proposals (RFP) for legal counsel. Mr. Viegas moved to form an ad hoc committee with the intent to develop an RFP seeking legal counsel for the GGA.

Motion: John Viegas, Second: Charles Schonauer, Vote: Unanimous

The chairperson designated the following members to serve on the Legal Counsel Ad Hoc Committee: John Viegas, Gary Enos and Leslie Nerli.

- h. Brown Act Training and Ethics Training Compliance

The group discussed Brown Act training and ethics training compliance requirements. It was noted that GSRMA has an online course as an option. Ms. Hunter stated she will compile a list of members that have already received training and work with individuals that have not yet completed training. It was requested that Directors and Alternates forward last training dates and certificates to Ms. Hunter.

- i. California Fair Political Practices Commission- Discuss and direct development of Conflict of Interest Code and filing Form 700 for Directors and Alternates

Ms. Hunter stated she believes because GGA is a new agency, a Conflict of Interest Code will need to be developed and approved by the Fair Political Practices Commission. Mr. Amaro asked if the form needs to be done within 90 days and Ms. Hunter replied she will research the item further and provide an update at the next GGA meeting.

- j. Discuss and establish subcommittees and/or ad hoc committees

Ms. Hunter reviewed the item. She suggested that at a minimum, a coordination committee be created with the intent of coordination between GGA and Colusa Groundwater Authority (CGA). Erin Smith suggested creating a public outreach subcommittee as well. Ms. Hunter stated there are outreach activities ongoing and upcoming with the facilitation support services and feels a public outreach committee could be formed at a later date. The Executive Committee could also take on some public outreach tasks if desired.

Through Chairperson direction, and Board consensus, an Executive Committee was created, whose members would also serve as the Coordination Ad Hoc Committee to begin coordination with the CGA. Members of the Executive Committee include: John Viegas, John Amaro and Leslie Nerli.

7. MEMBER REPORTS AND COMMENTS

Mr. Viegas expressed his appreciation for the agencies coming together and working as a team on this important issue. Mr. Amaro echoed his gratitude.

Mr. Bettner asked Mr. Viegas if the County has given any thought to the direction of the County's Water Advisory Committee (WAC) and the Technical Advisory Committee (TAC). Mr. Viegas responded, there is nothing official thus far, but the direction of those committees is up for discussion in the future.

8. NEXT MEETING

The next meeting is scheduled for September 13, 2017 at 1:00 P.M.

9. ADJOURN

The meeting was adjourned 9:55 A.M.