

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

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MINUTES

GLENN GROUNDWATER AUTHORITY BOARD OF DIRECTORS

April 9, 2018

1:30 P.M.

720 NORTH COLUSA STREET, WILLOWS, CA 95988

Director Members Present:		Agency Representing:	
<b>X</b>	John Viegas		County of Glenn
<b>X</b>	Bruce Roundy		City of Orland
<b>X</b>	Gary Hansen		City of Willows
	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
	Pete Carr		City of Orland
<b>X</b>	Evan Markey		City of Willows
<b>X</b>	Leslie Nerli (1:36)		Glide Water District
	Thaddeus Bettner		Glenn-Colusa Irrigation District
<b>X</b>	Emil Cavagnolo		Orland-Artois Water District
	Wade Danley		Kanawha Water District
	Lance Boyd		Princeton-Codora-Glenn Irrigation District/ Provident Irrigation District
2 <sup>nd</sup> Alternate Members Present:			
	Ed Vonasek		City of Orland
	Andrea Jones		Orland-Artois Water District
	Michael Alves		Kanawha Water District

Others in attendance:

Lisa Hunter, Glenn County; Sharla Stockton, Glenn County; Eddy Teasdale, LSCE

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Introductions

John Amaro called the meeting to order at 1:30 P.M. The pledge of allegiance was recited, roll call was taken as indicated above, and those in attendance were invited to introduce themselves.

2. APPROVAL OF AGENDA AND MINUTES

- a. Approval of meeting minutes from January 8, 2018.

The January 8, 2018 minutes were approved as presented.

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

- b. Approval of special meeting minutes from February 8, 2018.

The February 8, 2018 special meeting minutes were approved as presented.

Motion: Gary Hansen, Second: Bruce Roundy, Abstain: John Viegas, Vote: Passed 6-0, 1 abstention

- c. Review and approve agenda

A motion was made to approve the agenda as presented.

Motion: Bruce Roundy, Second: Randy Hansen, Vote: Unanimous

3. PERIOD OF PUBLIC COMMENT

None

4. REVIEW AND CONSIDER APPROVAL OF CLAIMS

Lisa Hunter reviewed the information contained in the agenda packet and stated there are two invoices from Legal Counsel for work related to reviewing and providing comments on grant funding and agendas. Gary Enos requested that more detail be added to the claims packet in the future. After some discussion, it was decided Ms. Hunter would provide an invoice packet for Directors' review and provide an Executive Summary of tasks to accompany the County's invoice for contracted management activities. She also added that Directors are always welcome to review a more detailed list of activities. A motion was made to approve the claims as presented.

Motion: Gary Enos, Second: Bruce Roundy, Vote: Unanimous

5. FISCAL YEAR 2018/2019 BUDGET

- a. Hear report from Budget Ad Hoc Committee.
- b. Hold discussion on the draft budget. Provide direction to Program Manager and Budget Ad Hoc Committee as necessary.

Mr. Amaro stated the Budget Ad Hoc Committee has prepared a draft budget to be reviewed by the Board. He added no action is requested on this agenda item. The intention is for the Board to review and comment on the draft in order to bring it back to the next meeting for either additional discussion or approval. Leslie Nerli, committee member, commented the formula used to help develop estimates is found on the last page of the budget handouts. Lisa Hunter reviewed the estimated budget including a review and discussion on allocation of grant funding costs. Ms. Hunter stated there is a grant cost share that the GGA and the Colusa Groundwater Authority (CGA) will be responsible to cover. It is likely the cost share will not be divided equally because of the way the basin is divided geographically between the two counties and level of work to complete each task per GSA area may not be equal.

Previously, there was a task list associated with the budget showing each task as a line item. The proposed budget includes all GSP development and projects in a single line item. The budget currently is formatted as a hybrid budget-balance sheet and will be re-formatted to appear more as a budget and less like a balance sheet. It was also recommended the Board may wish to add a line item for costs associated with meetings, special training for Board Members, etcetera. It was suggested a line item titled "Board Expenses" would be appropriate. Upon further discussion, it was recommended that \$2,000 be allocated to the Board Expenses line item.

6. CONSIDER ADOPTING RESOLUTION TO DELEGATE AUTHORITY TO THE BOARD CHAIRMAN TO APPROVE PURCHASES AND PAYMENTS NOT TO EXCEED \$5,000.

Mr. Amaro stated the main reason for this item is to make timely payments for expenditures on existing contracts and general business. Currently, the Board meets quarterly, which may be revised later in the agenda. In order to make timely payments, it would be helpful for the authority to approve payments to be delegated to the Chairman. A summary of expenditures would be provided at Board Meetings. Ms. Hunter added the draft resolution is included in the packet. There was discussion on the authorization limit in the draft resolution. Ms. Hunter advised that \$5,000 would be adequate. There was a motion to adopt the resolution to delegate authority to the Board Chairman to approve purchases and payments not to exceed \$5,000.

Motion: Bruce Roundy, Second: Gary Enos

Roll Call Vote:

Director Viegas: Aye

Director Roundy: Aye

Director G. Hansen: Aye

Director Amaro: Aye

Director R. Hansen: Aye

Director Schonauer: Aye

Director Enos: Aye

Director Nerli: Aye

It was further clarified the \$5,000 limit is intended to be per invoice.

7. CONFLICT OF INTEREST CODE

- a. Review Draft Conflict of Interest Code pursuant to the Political Reform Act. Provide direction to Program Manager as necessary.
- b. Authorize the release of the Draft Conflict of Interest Code for public comment.

Ms. Hunter stated this item is related to the Form 700 and it is required by the Political Reform Act. A draft Conflict of Interest Code was provided by Legal Counsel and is included in the agenda packet. The draft will go out for a public comment and review period at which point it comes back to the Board to consider any necessary changes and consideration of approval. Once approved by the Board it is submitted to the Fair Political Practice Commission for approval. The Code is reviewed every two years. There was a motion to release the draft Conflict of Interest Code for public comment.

Motion: Leslie Nerli, Second: Gary Hansen, Vote: Unanimous

8. RECEIVE REPORT FROM JOHN VIEGAS REGARDING ADDITIONAL INFORMATION CONCERNING THE WATER SUPPLY AND WATER QUALITY ACT OF 2018.

John Viegas provided an update on information he received about the water bond from Rural County Representatives of California (RCRC) and stated the bond would issue \$8.63 million in water project funds. Mr. Viegas stated he feels it does support Northern California. RCRC also supports the water bond. Mr. Viegas recommended the GGA to send a letter of support for the Water Supply and Water Quality Act 2018. Mr. Viegas added that he had discussions with Humboldt County Supervisors and they are now in support of the Sites Reservoir project and other Proposition 1 opportunities.

It was decided to agendize this item for the next meeting to consider formalizing a letter of support. Ms. Hunter added an alternative to sending a letter of support would be to send an email to the campaign coordinator indicating the GGA supports the water bond and the GGA could be added to the list of supporters. Ms. Hunter will follow up with the campaign coordinator to verify which method of support is preferable and the timeline for providing support.

9. CONSIDER REVISING MEETING SCHEDULE TO MEET MONTHLY OR BI-MONTHLY.

Mr. Amaro introduced the item and indicated that since Item 6 (above) was approved and invoices could be paid regularly, he suggested the Board meet bi-monthly. Bruce Roundy suggested that meetings be held monthly because it is easier to cancel a meeting than it is to set up a meeting. Ms. Hunter stated there is a correction to the date on the bi-monthly schedule and the date should be July 16 rather than the July 11 meeting date. A motion was made to approve meeting monthly on the 2<sup>nd</sup> Monday of the month as presented and cancel when the meeting is not necessary. Gary Hansen would like to revisit the meeting schedule after one year to determine if meeting monthly is still fitting for the group. Ms. Hunter asked for clarification that the start time would still be 1:30 PM. The motion was amended to include that 1:30 PM is the start time.

Motion: Charles Schonauer, Second: Gary Enos, Vote: 7-1, Gary Hansen in the negative.

10. CONSIDER CREATING STANDING TECHNICAL ADVISORY COMMITTEE TO DISCUSS TECHNICAL MATTERS, MEET WITH COLUSA GROUNDWATER AUTHORITY TECHNICAL COMMITTEE(S), AND MAKE RECOMMENDATIONS TO THE BOARD OF DIRECTORS.

Mr. Amaro stated there is currently an Ad Hoc Technical Committee; however, it will be important to specifically designate a standing Technical Committee. The Ad Hoc Committee was meant to be a short term group. A standing committee would coordinate with the CGA technical committee and bring recommendations in regards to Groundwater Sustainability Plan (GSP) development and other technical issues. The Technical Committee will be open to the public. Additionally, due to the nature of a standing committee there is an opportunity for staff to be added to the committee which may have more appropriate technical background.

Further discussion included recommending bringing this topic back at a future meeting to determine criteria and composition of the members of the Technical Committee. There was some discussion regarding having members with experience in technical groundwater aspects of planning or project management. It was suggested to create member criteria for being on the technical committee including experience in hydrology or similar fields. There was also some discussion on the procedure for appointments to the committee and composition of the committee. Ms. Hunter will request clarification from Legal Counsel on how many Board Members can be on the committee and other related composition questions. A motion was made to create a Standing Technical Advisory Committee with the intent to determine the composition and select members at a later date.

During further discussion, it was asked if bylaws would be needed. It was mentioned that perhaps the GGAs bylaws could incorporate a section on committees rather than creating bylaws specific to this committee. There was some discussion on the formation of the new water district, the Glenn Ground Water District, and their potential role in the GGA and/or this committee. Mr. Hansen stated it would be beneficial to simplify the logistics of selecting the committee members and pending Legal Counsel recommendation, the Technical Committee members could serve at the pleasure of the Board, by the consensus of the Board, appointed by the Chairman of the Board.

Motion: Bruce Roundy, Second: Gary Hansen, Vote: Unanimous

11. PROGRAM MANAGER UPDATES

Ms. Hunter distributed the program manager update. She highlighted some items in the report including following up with anyone who has not submitted their ethics training certificate, 4th quarter invoicing will go out this week, and a monthly activities report is also attached, which will be a regular item from this point forward. The Executive Committee will be working on the Conflict of Interest code, a coordination agreement, and long-term funding options. There is also a Groundwater Dependent Ecosystems document from the Nature Conservancy available for review. It is likely that this topic will be brought to the Board at a later date.

12. COMMITTEE UPDATES

Ms. Hunter and committee members provided updates for each committee. Activity summaries are also included in the meeting packet.

a. Executive Committee

i. CGA/GGA Joint Executive Committee

The Executive Committee and the Joint Executive Committee did not meet and have nothing to report.

b. CGA/GGA Technical Ad Hoc Committee

The Joint Technical Ad Hoc Committee did not meet and has nothing to report.

c. HCM/Water Budget Selection Committee

Ms. Hunter stated the Request for Proposal for the hydrologic conceptual model and water budget is behind schedule. The focus is to wrap up the Counties' current Proposition 1 grant projects prior to moving to this next phase. Adjustments will be made to the scope of work to accurately reflect the desires of the GGA and CGA for the project. The Davids Engineering standard contract is being reviewed by GGA and CGA Legal Counsel for sufficiency.

d. Stakeholder Engagement Committee

The Stakeholder Engagement Committee has not met and has nothing to report. This group will coordinate with the facilitator assigned to the Colusa Subbasin once a few related items are resolved that affect the outreach plan.

e. Budget Ad Hoc Committee

The Budget Ad Hoc Committee activity was addressed in earlier agenda items and there is nothing further to report.

f. Basin Boundary Modification Ad Hoc Committee

The Basin Boundary Modification Ad Hoc Committee met twice and discussed the definition of basin boundary modifications and the process for requesting a modification. Erin Smith from the Department of Water Resources gave a presentation to group. Lisa Hunter provided updates on regional potential basin boundary modifications and discussions. When basin boundaries are modified, it changes who and how the Board coordinates with at times. The bulk of basin boundary discussion is regarding the West Butte Subbasin and an area that may be brought into the Colusa Subbasin from the West Butte Subbasin in Colusa County. The Basin Boundary Modification deadline is June 30, 2018. Ms. Hunter added there is a summary regarding basin boundary topics included in the meeting packet. The committee will continue to receive updates and provide information to the Board as it becomes available and relevant.

13. MEMBER REPORTS AND COMMENTS

None

14. NEXT MEETING

The next meeting is scheduled for May 14, 2018 at 1:30 P.M.

15. ADJOURN

The meeting was adjourned 3:02 P.M.