

BOARD OF DIRECTORS AGENDA BACKUP MATERIALS

MEETING DATE: August 14, 2017

AGENDA ITEM 1: CALL TO ORDER

Glenn Groundwater Authority (GGA) Board Directors or designated Alternates will be seated at the table. Directors or designated Alternates have the ability to vote on items listed on the agenda. There will be an opportunity for public comment on each agenda item. The Chairperson will call for comments after the Directors and/or Alternates have discussed the item and prior to voting on any item. After comments, the Chairperson will return the conversation to the Directors and/or Alternates for any further discussion. All Directors and Alternates are strongly encouraged to attend the first GGA meeting.

In the absence of a Chairperson, Lisa Hunter, Water Resource Coordinator for the County of Glenn will open the meeting and lead the meeting for Items 1-5. After Item 5, Election of Officers, the newly elected Chairperson will assume responsibilities of running the meeting.

AGENDA ITEM 2: ANNOUNCEMENT OF FORMATION OF THE GLENN GROUNDWATER AUTHORITY

Ms. Hunter will lead Roll Call and review the Joint Powers Agreement (JPA). An update will be given regarding compilation of signatures on the JPA. Roster of Directors and Alternates is attached.

Glenn Groundwater Authority List of Directors

MEMBER	AGENCY	DIRECTOR/ ALTERNATE
JOHN VIEGAS	COUNTY OF GLENN	DIRECTOR
PETE CARR	CITY OF ORLAND	DIRECTOR
GARY HANSEN	CITY OF WILLOWS	DIRECTOR
GEORGE NERLI	GLIDE WATER DISTRICT	DIRECTOR
JOHN AMARO	GLENN-COLUSA IRRIGATION DISTRICT	DIRECTOR
CHARLES SCHONAUER	ORLAND-ARTOIS WATER DISTRICT	DIRECTOR
RANDY HANSEN	KANAWHA WATER DISTRICT	DIRECTOR
GARY ENOS	PRINCETON-CODORA-GLENN IRRIGATION DISTRICT/PROVIDENT IRRIGATION DISTRICT	DIRECTOR
VINCE MINTO	COUNTY OF GLENN	ALTERNATE
BRUCE ROUNDY	CITY OF ORLAND	ALTERNATE
CAL-WATER LOCAL MANAGER (EVAN MARKEY)	CITY OF WILLOWS	ALTERNATE
LESLIE NERLI	GLIDE WATER DISTRICT	ALTERNATE
THADDEUS BETTNER	GLENN-COLUSA IRRIGATION DISTRICT	ALTERNATE
EMIL CAVAGNOLO	ORLAND-ARTOIS WATER DISTRICT	ALTERNATE
WADE DANLEY	KANAWHA WATER DISTRICT	ALTERNATE
LANCE BOYD	PRINCETON-CODORA-GLENN IRRIGATION DISTRICT/PROVIDENT IRRIGATION DISTRICT	ALTERNATE
ED VONASEK	CITY OF ORLAND	2ND ALTERNATE
ANDREA JONES	ORLAND-ARTOIS WATER DISTRICT	2ND ALTERNATE

Initial List 8/14/17

AGENDA ITEM 3: APPROVAL OF AGENDA

The GGA will approve the agenda by consensus. Any additions to the agenda must meet the requirements of Government Code Section 54954.2 (b).

Government Code Section 54954.2. (b) Notwithstanding subdivision (a), the legislative body may take action on items of business not appearing on the posted agenda under any of the conditions stated below. Prior to discussing any item pursuant to this subdivision, the legislative body shall publicly identify the item.

(1) Upon a determination by a majority vote of the legislative body that an emergency situation exists, as defined in Section 54956.5.

(2) Upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

AGENDA ITEM 4: PERIOD OF PUBLIC COMMENT

Members of the public are encouraged to address the GGA Board of Directors on items relevant to the GGA. Public comments are limited to no more than 5 minutes. No action may be taken on public comments.

AGENDA ITEM 5: ELECTION OF OFFICERS

- a. Elect Chairperson, Vice Chairperson, and Secretary, and appoint a Treasurer to take effect immediately and serve a term ending no later than June 30, 2018.

Articles 4.3 and Article 5.7 of the JPA discuss Election of Officers.

4.3 Officers. The Board of Directors shall elect a Chairperson, a Vice-Chairperson, and a Secretary, and shall appoint a Treasurer as provided in Article 5.7. All officers will be elected by a supermajority of all Directors present as defined in Article 4.7. All officers will serve a one year term extending from no earlier than July 1 of a given year and ending no later than June 30 of the following year. The Chairperson and Vice-Chairperson shall be Directors of the Board and the Secretary may, but need not be a Director of the Board. The Chairperson shall preside at all meetings of the Board and the Vice-Chairperson shall act as the chairperson in the absence of the Chairperson elected by the Board.

5.7 Depository and Treasurer. The Treasurer of the Authority shall be the County Treasurer, who shall be the depository and have custody of all money of the Authority, from whatever source, subject to the applicable provisions of any indenture or resolution providing for a trustee or other fiscal agent. All funds of the Authority shall be held in separate accounts in the name of the Authority and not commingled with funds of any Member or any other person or entity. The Treasurer shall perform the duties specified in Government Code sections 6505 and 6505.5. Subject to the voting requirements in Articles 4.6 and 4.7, the Board may elect to appoint a different Treasurer, provided such appointment is subject to the requirements of Government Code sections 6505 and 6505.5.

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

- a. Designate the County as Administrator and Keeper of Records

JPA Article 4.10 designates the Administrator.

4.10 Administrator. The Members hereby designate the County of Glenn to serve as administrator of, and keeper of records for, the Authority.

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

- b. Authorize a Program Manager

Article 3.1 of the Initial Funding and Administrative Services Agreement, included as Exhibit E of the JPA, describes an agreement between the County of Glenn and the GGA for administrative services. It is anticipated that the County of Glenn will provide these administrative services and the Water Resource Coordinator will fill this role as a Program Manager for the GGA. The Program Manager will administer the activities of the GGA and be the primary point of contact with the Board Chair, work with the Board Chair and others as appropriate to establish meeting agendas, carry out the directives of the Board, and coordinate the activities of any ad hoc committees or subcommittees.


AGENDA ITEM 6: ADMINISTRATIVE ITEMS

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

Government Code Section 6503.5 requires the JPA to file specified documents with the California Secretary of State. See attached draft.

6503.5. Whenever a joint powers agreement provides for the creation of an agency or entity that is separate from the parties to the agreement and is responsible for the administration of the agreement, such agency or entity shall, within 30 days after the effective date of the agreement or amendment thereto, cause a notice of the agreement or amendment to be prepared and filed with the office of the Secretary of State. The agency or entity shall furnish an additional copy of the notice of the agreement or amendment to the Secretary of State, who shall forward the copy to the Controller. The notice shall contain:

- (a) The name of each public agency that is a party to the agreement.
 - (b) The date that the agreement became effective.
 - (c) A statement of the purpose of the agreement or the power to be exercised.
 - (d) A description of the amendment or amendments made to the agreement, if any.
- Notwithstanding any other provision of this chapter, any agency or entity administering a joint powers agreement or amendment to such an agreement, which agreement or amendment becomes effective on or after the effective date of this section, which fails to file the notice required by this section within 30 days after the effective date of the agreement or amendment, shall not thereafter, and until such filings are completed, issue any bonds or incur indebtedness of any kind.
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	State of California Secretary of State	<div style="border: 1px solid black; padding: 5px; min-height: 150px;">FILE NO. _____</div> <div style="text-align: center; font-size: small; margin-top: 10px;">(Office Use Only)</div>
NOTICE OF A JOINT POWERS AGREEMENT (Government Code section 6503.5)		
Instructions: <ol style="list-style-type: none">1. Complete and mail to: Secretary of State, P.O. Box 942870, Sacramento, CA 94277-2870.2. Include filing fee of \$1.00.3. Do not include attachments, unless otherwise specified.4. A copy of the full text of the joint powers agreement and amendments, if any, must be submitted to the State Controller's office. For address information, contact the State Controller's office at www.sco.ca.gov.		
Name of the agency or entity created under the agreement and responsible for the administration of the agreement: <u>Glenn Groundwater Authority</u>		
Agency's or Entity's Mailing Address: <u>C/O Glenn County Department of Agriculture, P.O. Box 351, Willows, CA 95988</u>		
Title of the agreement: <u>Joint Exercise of Powers Agreement Establishing the Glenn Groundwater Authority</u>		
The public agencies party to the agreement are (if more space is needed, continue on a separate sheet and attach it to this form): (1) <u>Please see Attachment 1</u> (2) _____ (3) _____		
Effective date of the agreement: <u>June 20, 2017</u>		
Provide a condensed statement of the agreement's purpose or the powers to be exercised: <u>This agreement forms a multi-agency Groundwater Sustainability Agency for the purposes of implementing the Sustainable Groundwater Management Act within the Glenn County portions of the Colusa Subbasin of the Sacramento Valley Groundwater Basin.</u>		
<div style="display: flex; justify-content: space-between;"><div>RETURN ACKNOWLEDGMENT TO: (Type or Print)</div><div>_____</div></div> <div style="display: flex; justify-content: space-between;"><div>NAME </div><div>Date _____</div></div> <div style="display: flex; justify-content: space-between;"><div>ADDRESS </div><div>Signature _____</div></div> <div style="display: flex; justify-content: space-between;"><div>CITY/STATE/ZIP </div><div>Typed Name and Title _____</div></div>		
SEC/STATE NPSF 404A Rev 04/2015		

State of California
Secretary of State
Notice of a Joint Powers Agreement (Government Code section 6503.5)

ATTACHMENT 1

PUBLIC AGENCIES PARTY TO THE GLENN GROUNDWATER AUTHORITY

- County of Glenn
- City of Orland
- City of Willows
- Glenn Colusa Irrigation District
- Princeton-Codora-Glenn Irrigation District
- Provident Irrigation District
- Glide Water District
- Kanawha Water District
- Orland-Artois Water District

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

d. Determination of Board of Directors Meeting Schedule

Adopt a regular meeting schedule, including time and location, pursuant to Government Code Section 54954(a).

54954.(a) Each legislative body of a local agency, except for advisory committees or standing committees, shall provide, by ordinance, resolution, bylaws, or by whatever other rule is required for the conduct of business by that body, the time and place for holding regular meetings. Meetings of advisory committees or standing committees, for which an agenda is posted at least 72 hours in advance of the meeting pursuant to subdivision (a) of Section 54954.2, shall be considered for purposes of this chapter as regular meetings of the legislative body.

Glenn Groundwater Authority Board of Directors 2017/2018 Meeting Schedule

Board of Director meetings are scheduled monthly through the end of 2017 generally on the 2nd Monday of each month. Beginning in January 2018, the GGA Board will meet quarterly generally on the 2nd Monday of January, April, July, and October. Meetings will be held at the Glenn County Department of Agriculture, 720 North Colusa Street, Willows, CA 95988.

Monday, August 14, 2017, 9:00 AM- 12:00 PM

Wednesday, September 13, 1:00 PM-4:00 PM

Monday, October 9, 2017, 9:00 AM- 12:00 PM

Monday, November 13, 2017, 9:00 AM- 12:00 PM

Monday, December 11, 2017, 9:00 AM- 12:00 PM

Monday, January 8, 2018, 9:00 AM- 12:00 PM

Monday, April 9, 2018, 9:00 AM- 12:00 PM

Monday, July 9, 2018, 9:00 AM- 12:00 PM

Monday, October 8, 2018, 9:00 AM- 12:00 PM

Draft Proposed 8/14/17

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

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

Article 5.5 of the JPA specifies a budget adoption. Additionally, Article 5.1 discusses the Initial Funding and Administrative Service Agreement and Article 5.2 considers long-term funding.

5.1 Funding; Initial Contributions and Expenses: Upon execution of this Agreement, and for a period not to exceed the earlier of (a) two years or (b) adoption of an alternative funding plan approved by the Board, the Members agree to share the operating and administrative costs of operating the Authority in accordance with the percentages set forth in the Initial Funding and Administrative Service Agreement attached as Exhibit E hereto, which is hereby incorporated into this Agreement. Each Member will make quarterly payments of its share of the operating and administrative costs. Members shall make payments as required in the Funding Agreement within thirty (30) days of the payment accrual dates in the Funding Agreement. Each Member will be solely responsible for identifying and allocating funds for payment of the Member's share of operating and administrative costs. The obligation of each Member to make payments under the terms and provisions of this Agreement is an individual and separate obligation of the Member and not a joint obligation with those of the other Members.

5.2 Funding Plan; long-term funding. Upon the formation of the Authority, the Board of Directors shall work diligently on the development, adoption and implementation of a long-term funding plan to cover the operating and administrative costs of the Authority. The long-term funding plan shall supersede and replace the initial funding plan described in section 5.1 above, at the earliest possible date.

a. The long-term funding plan shall provide for offset of the Members' initial funding contributions pursuant to Section 5.1 above, as authorized by law.

b. If a long-term funding plan is unlikely to be adopted and implemented within two years of this Agreement, the Board shall meet and confer with the Members to determine how to fund the activities of the Authority beyond the initial two years, or to take other appropriate action including but not limited to, termination of the Authority.

5.5 Budget. The Authority's fiscal year shall run from July 1 of a given year through June 30 of the following year. Each fiscal year, the Board shall adopt a budget for the Authority for the ensuing fiscal year. Within ninety (90) days of the effective date of this

Agreement, the Board shall adopt a budget. Thereafter, a budget shall be adopted no later than March 1 of the preceding fiscal year.

Recommendation to approve budget version 1 or budget version 2 for fiscal year 2017/2018 and establish an ad hoc committee to develop the long-term funding plan as specified in Article 5.2.

- Version 1 includes all work completed during JPA development as well as adjusted acreage for Orland-Artois Water District. The changes are highlighted.
 - Version 2 includes the changes in Version 1 and removal of funding for facilitation support services. An application for facilitation support services through the Department of Water Resources was submitted by Colusa County on behalf of the Colusa Subbasin (both CGA and GGA). The Center for Collaborative Policy will be facilitating. However, it may be helpful to have money in the budget if GGA wants to have additional support. Version 2 also includes a reduction in the anticipated amount to be necessary to obtain insurance, which will be discussed in Item 6.f. The changes are highlighted.
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GLENN GROUNDWATER AUTHORITY
720 N. Colusa Street, Willows, CA 95988
Telephone: 530-934-6501

Glenn Groundwater Authority DRAFT Budget Version 1

8/3/2017

	Weighted Factor (acres/population)	Projected FY 2017/18 ^{***}	Actual FY 2018/19 ^{***}
Assets			
Balance (Carryover)		-	1,629
Grants			
Prop 1 Grant Funding, Counties			\$ -
Prop 1 Grant Funding, GSP		\$ 40,000	\$ 200,000
Facilitation Services, DWR		\$ -	\$ -
Other		-	-
Total Grants		\$ 40,000	\$ 200,000
Agency Contributions			
Agency Contributions, Fixed Fee (Start-up Fees)			
City of Orland		\$ 10,000	\$ 10,000
City of Willows		\$ 10,000	\$ 10,000
County of Glenn		\$ 10,000	\$ 10,000
Glenn-Colusa Irrigation District		\$ 10,000	\$ 10,000
Glide Water District		\$ 10,000	\$ 10,000
Kanawha Water District		\$ 10,000	\$ 10,000
Orland-Artois Water District		\$ 10,000	\$ 10,000
Princeton-Codora-Glenn/Provident Irrigation		\$ 10,000	\$ 10,000
Glenn Groundwater District		\$ -	\$ 10,000
Agency Contributions (Remaining costs divided by acres FY18/19=\$1.15 FY 19/20=\$0.97)			
City of Orland	7,812	\$ 8,984	\$ 7,577.64
City of Willows	6,187	\$ 7,115	\$ 6,001.39
County of Glenn	112,308	\$ 129,154	\$ 108,938.76
Glenn-Colusa Irrigation District	63,970	\$ 73,566	\$ 62,050.90
Glide Water District	9,421	\$ 10,834	\$ 9,138.37
Kanawha Water District	14,625	\$ 16,819	\$ 14,186.25
Orland-Artois Water District	28,938	\$ 33,279	\$ 28,069.86
Princeton-Codora-Glenn/Provident Irrigation	20,815	\$ 23,937	\$ 20,190.55
Glenn Groundwater District ^{***}	27,875	\$ 32,056	\$ 27,038.75
Other		-	-
Total Agency Contributions	291,951	\$ 415,744	\$ 373,192
Assessments			
Per Acre Land Assessment		\$ -	\$ -
Well Head Fee		-	-
Extraction Fee		-	-
Other		-	-
Total Assessments		\$ -	\$ -
TOTAL Assets		\$ 455,744	\$ 573,192
Liabilities			
Program Manager		\$ (150,000)	\$ (150,000)
Program Administration Support		-	-
Legal Services		(60,000)	(45,000)
Facilitation Services		(20,000)	(20,000)
Certified Public Accountant (Yearly Audits)		(12,000)	(12,000)
JPA Insurance		(10,000)	(10,000)
County Bookkeeper		(10,000)	(12,000)

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Work Plan/GSP Projects		
Work Plan [†]	-	-
#1- Technical and Reporting Standards (Monitoring Protocols) ^{††}	-	-
#2- Technical and Reporting Standards (Data Reporting Standards/Data Management System) ^{††}	-	-
#3-Hydrogeologic Conceptual Model ^{††}	-	-
#4- Water Budget ^{††}	-	-
#5- Management Area Description/Sustainable Management Criteria ^{††}	-	-
#6- Description of Plan Area		(50,000)
#7- Technical Reporting Standards (Monitoring Protocols)	(50,000)	-
#8- Hydrogeologic Conceptual Model	(50,000)	-
#9- Water Budget	(30,000)	(60,000)
#9B- Stakeholder Outreach	(10,000)	(10,000)
#10- Water Budget		(50,000)
#11-Management Area Description/Sustainable Management Criteria		
#12- Notice and Communication	(20,000)	(20,000)
#13- Monitoring Networks		(50,000)
#14- Sustainable Management Criteria		
#15-Groundwater Conditions as related to Undesirable Results		
#16- Projects and Management Actions		
#17- Technical and Reporting Standards		(10,000)
#18- Management Area Description		
Prop 218		
Prop 218 Engineering Study (estimate 33 cents per acre to conduct)	(32,115)	(64,229)
Prop 218 Election	-	(10,000)
Other	-	-
Contingency	-	-
Total Current Liabilities	\$ (454,115)	\$ (573,229)
 Balance	 \$ 1,629	 \$ 1,592

Notes:

Federal lands are excluded from acreage calculations

[†]Agencies covered this cost in FY 2016/2017

^{††}A portion of the task is being completed in the County's current Prop 1 grant. Only additional costs to complete or refine the work

^{†††}Calculations are dependent on obtaining Prop 1 funding. If funding does not materialize, the per acre fees will increase to

^{††††}County would be responsible for the acreage fee in FY 2017/2018

Incorporated Cities populations derived from State Department of Finance 1/1/17 population- Downloaded 5/26/17
<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-1/>

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

Glenn Groundwater Authority DRAFT Budget Version 2

8/3/2017

		Projected	Actual	Projected	Actual
	Weighted Factor (acres/population)	FY 2017/18 ^{***}		FY 2018/19 ^{***}	
Assets					
Balance (Carryover)		-		434	
Grants					
Prop 1 Grant Funding, Counties				\$ -	
Prop 1 Grant Funding, GSP		\$ 40,000		\$ 200,000	
Facilitation Services, DWR		\$ -		\$ -	
Other		-		-	
Total Grants		\$ 40,000		\$ 200,000	
Agency Contributions					
Agency Contributions, Fixed Fee (Start-up Fees)					
City of Orland		\$ 10,000		\$ 10,000	
City of Willows		\$ 10,000		\$ 10,000	
County of Glenn		\$ 10,000		\$ 10,000	
Glenn-Colusa Irrigation District		\$ 10,000		\$ 10,000	
Glide Water District		\$ 10,000		\$ 10,000	
Kanawha Water District		\$ 10,000		\$ 10,000	
Orland-Artois Water District		\$ 10,000		\$ 10,000	
Princeton-Codora-Glenn/Provident Irrigation		\$ 10,000		\$ 10,000	
Glenn Groundwater District		\$ -		\$ 10,000	
Agency Contributions (Remaining costs divided by acres FY18/19=\$1.05 FY 19/20=\$0.95)					
City of Orland	7,812	\$ 8,203		\$ 7,421.40	
City of Willows	6,187	\$ 6,496		\$ 5,877.65	
County of Glenn	112,308	\$ 117,923		\$ 106,692.60	
Glenn-Colusa Irrigation District	63,970	\$ 67,169		\$ 60,771.50	
Glide Water District	9,421	\$ 9,892		\$ 8,949.95	
Kanawha Water District	14,625	\$ 15,356		\$ 13,893.75	
Orland-Artois Water District	28,938	\$ 30,385		\$ 27,491.10	
Princeton-Codora-Glenn/Provident Irrigation	20,815	\$ 21,856		\$ 19,774.25	
Glenn Groundwater District ^{***}	27,875	\$ 29,269		\$ 26,481.25	
Other		-		-	
Total Agency Contributions	291,951	\$ 386,549		\$ 367,353	
Assessments					
Per Acre Land Assessment		\$ -		\$ -	
Well Head Fee		-		-	
Extraction Fee		-		-	
Other		-		-	
Total Assessments		\$ -		\$ -	
TOTAL Assets		\$ 426,549		\$ 567,353	
Liabilities					
Program Manager/Administration		\$ (150,000)		\$ (150,000)	
Program Administration Support		-		-	
Legal Services		(60,000)		(45,000)	
Facilitation Services		-		(20,000)	
Certified Public Accountant (Yearly Audits)		(12,000)		(12,000)	
JPA Insurance		(2,000)		(2,000)	
County Bookkeeper		(10,000)		(12,000)	

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Work Plan/GSP Projects		
Work Plan [†]	-	-
#1- Technical and Reporting Standards (Monitoring Protocols) ^{††}	-	-
#2- Technical and Reporting Standards (Data Reporting Standards/Data Management System) ^{††}	-	-
#3-Hydrogeologic Conceptual Model ^{††}	-	-
#4- Water Budget ^{††}	-	-
#5- Management Area Description/Sustainable Management Criteria ^{††}	-	-
#6- Description of Plan Area		(50,000)
#7- Technical Reporting Standards (Monitoring Protocols)	(50,000)	-
#8- Hydrogeologic Conceptual Model	(50,000)	-
#9- Water Budget	(30,000)	(60,000)
#9B- Stakeholder Outreach	(10,000)	(10,000)
#10- Water Budget		(50,000)
#11-Management Area Description/Sustainable Management Criteria		
#12- Notice and Communication	(20,000)	(20,000)
#13- Monitoring Networks		(50,000)
#14- Sustainable Management Criteria		
#15-Groundwater Conditions as related to Undesirable Results		
#16- Projects and Management Actions		
#17- Technical and Reporting Standards		(10,000)
#18- Management Area Description		
Prop 218		
Prop 218 Engineering Study (estimate 33 cents per acre to conduct)	(32,115)	(64,229)
Prop 218 Election	-	(10,000)
Other	-	-
Contingency	-	-
Total Current Liabilities	\$ (426,115)	\$ (565,229)
Balance	\$ 434	\$ 2,558

Notes:

Federal lands are excluded from acreage calculations

[†]Agencies covered this cost in FY 2016/2017

^{††}A portion of the task is being completed in the County's current Prop 1 grant. Only additional costs to complete or refine the work plan tasks or work will be delayed.

^{†††} Calculations are dependent on obtaining Prop 1 funding. If funding does not materialize, the per acre fees will increase to cover the cost of the work plan tasks or work will be delayed.

^{††††}County would be responsible for the acreage fee in FY 2017/2018

Incorporated Cities populations derived from State Department of Finance 1/1/17 population- Downloaded 5/26/17
<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-1/>

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

f. Discuss and Authorize Purchase of Insurance

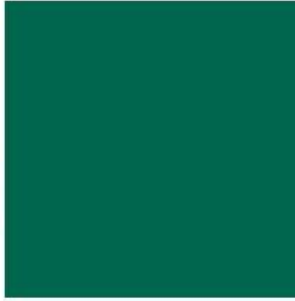
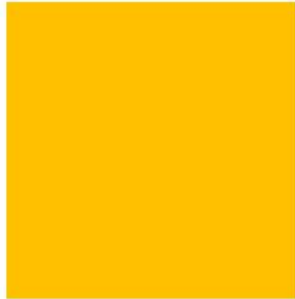
Article 5.3.a of the JPA discusses insurance requirements.

5.3.a. The Authority shall be required to obtain insurance, or join a self-insurance program in which one or more of the Members participate, appropriate for its operations. Any and all insurance coverages provided by the Authority, and/or any self-insurance programs joined by the Authority, shall name each and every Member as an additional insured for all liability arising out of or in connection with the operations by or on behalf of the named insured in the performance of this Agreement. Minimum levels of the insurance or self-insurance program shall be set by the Authority in its ordinary course of business. The Authority shall also require all of its contractors and subcontractors to have insurance appropriate for their operations.

In anticipation of meeting these requirements, Ms. Hunter has received an insurance quote from Golden State Risk Management Authority (GSRMA) and Information from the Association of California Water Agency Joint Powers Insurance Authority (ACWA JPIA).

The quote from Golden State Risk Management is attached. The annual cost is \$1,800.

The ACWA JPIA has created an insurance program for Groundwater Sustainability Agencies (GSAs). Informal request for information indicates the annual premium is \$1,125 plus ACWA membership. ACWA membership ranges in price depending on status as associate, affiliate, or public water agency. If a formal quote is desired, an application must be completed to receive the quote.



Insurance / Risk Management Proposal
for
Glenn Groundwater Authority

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



Established in 1979

June 15, 2017

Glenn Groundwater Authority
720 N. Colusa Street
Willows, CA 95988

Thank you for the opportunity to provide a quote for Glenn Groundwater Authority's insurance and risk management program. Golden State Risk Management Authority (GSRMA) is an excellent option for California water agencies.

Based on the information provided, below is the estimated annual cost for the Glenn Groundwater Authority:

General Liability	\$	1,800
Total	\$	1,800

Subject to re-underwriting as agency develops and implements GSP

GSRMA requires participation in all applicable programs, and a three-year membership commitment. This commitment is vital to rate stabilization in risk-sharing pools. GSRMA was formed in 1979, and has provided its members with competitive rates and extremely high limits of coverage. GSRMA currently has 265 member agencies.

GSRMA is very strong financially and *Accredited with Excellence* from the California Association of Joint Power Authorities (CAJPA). The CAJPA accreditation is an extensive third-party examination of an insurance pool's structure, finances and operations. We are proud of this recognition.

GSRMA is diligent in its effort to provide member protection with no "gaps". Coverage such as Director's E&O, Employment Practices Liability, Pollution Liability, and Cyber Liability risks are covered! We look forward to an opportunity to serve your agency. Feel free to call with any questions.

Sincerely,

Walter Michael, Member Services Specialist
(530) 934-5633

Innovative programs, personalized service



Established in 1979

Coverage Summary and Limits

Comprehensive General Liability

\$50,000,000 Per Occurrence Limits

Broad Occurrence Coverage Including:

- First-dollar coverage - no member retention or deductible for liability losses
- Bodily Injury & Property Damage
- Personal Injury
- Public Officials Errors & Omissions
- Automobile Liability
- Contractual Liability
- Employment Practices Liability
- Pollution Liability
- Crime-Bond Coverage – (\$10,000,000 Limits)
- Excess coverage is provided through the CSAC Excess Insurance Authority, one of the largest and most respected public entity insurance programs in the nation

Innovative programs, personalized service

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

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

It is anticipated that the GGA would benefit from having General Counsel under contract. It is recommended that the Board appoint an ad hoc committee to work with the Program Manager to develop and issue a Request for Qualifications (RFQ) or Request for Proposals (RFP) for Legal Counsel for the GGA. The same ad hoc committee, if the Board desires, could also serve as the selection review committee. The recommendation would be brought back to the Board of Directors for approval.

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

- h. Brown Act Training and Ethics Training Compliance
Discuss importance and requirements of such training. Direct Program Manager to obtain Director and Alternate status on Brown Act and Ethics training, and if necessary, coordinate Brown Act and/or Ethics training sessions for individuals that have not satisfied the requirements.
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AGENDA ITEM 6: ADMINISTRATIVE ITEMS

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

Directors and Alternates will be required to file a California Fair Political Practices Commission Form 700s (Conflict of Interest). It will be necessary to create a Conflict of Interest Code. If the Board desires, an ad hoc committee could be appointed to develop a draft Conflict of Interest Code to be considered at a future meeting. Alternatively, the Board could direct the Program Manager to prepare a draft Conflict of Interest Code for the Board's consideration.

It is requested while the Code is being developed, Directors and Alternates complete the Form 700 and return completed forms to the Program Manager. The forms may be downloaded online at: <http://www.fppc.ca.gov/Form700.html>

AGENDA ITEM 6: ADMINISTRATIVE ITEMS

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

In **Item 6.e (Initial Budget)**, **Item 6.g (Legal Counsel)**, and **Item 6.i (Conflict of Interest Code)**, the Board has considered the establishment of specific ad hoc committees. Additional ad hoc committees or subcommittees could be established if the Board desires, including the recommendations below.

It is recommended the Board consider the establishment of a subcommittee to develop recommendations and provide feedback to the GGA Board on a regular on ongoing basis. This committee would be a standing committee. This committee could be considered an **Executive Committee** or a **Working Group Committee** or a name by which the Board desires.

The Board should also consider establishing a standing **Coordination Subcommittee** to continue coordination with the Colusa Groundwater Authority (CGA). It is crucial to the success of the Colusa Subbasin that the GSAs within the basin have close coordination during SGMA implementation. For example, the upcoming Proposition 1 Grant application will allow only one application per subbasin. It will be important that the GGA and CGA submit a single coordinated basin-wide application for funding. Groundwater Sustainability Plan (GSP) development is another example where the GGA and CGA must work closely together. It is anticipated the two GSAs will work together to create a single basin-wide plan. If the GSAs choose to create two plans, those plans must be coordinated to meet SGMA requirements. The proposed Coordination Subcommittee would ensure communication and coordination with the CGA. The Coordination Subcommittee would bring recommendations and updates to the GGA Board.

AGENDA ITEM 7: MEMBER REPORTS AND COMMENTS

Members of the GGA Board are encouraged to share information, reports, comments, and suggested future agenda items. Action cannot be taken on items brought up under this item.

AGENDA ITEM 8: NEXT MEETING

The next meeting date will be determined in Item 6.d and reiterated in Item 8.

AGENDA ITEM 9: ADJOURN