

**Fillmore and Piru Basins Groundwater Sustainability Agency
Board of Directors Meeting**

October 30, 2017 – 6:00 p.m.

**City of Fillmore City Hall, City Council Chambers
250 Central Avenue, Fillmore, CA 93015**

MINUTES

Directors in Attendance

Director Carrie Broggie
Director Gordon Kimball
Director Kelly Long
Director Ed McFadden
Director Candice Meneghin
Director Glen Pace

Staff Present

Kris Sofley, interim executive director

Public Present

Rebecca August, Los Padres Forest Watch
Chris Collier, WSPA
Logan Hardison, La Pedrera LLC
Martin Hernandez, Supervisor Kelly Long's office
Doug Legan, Legan Ranch Co.
Bill Lindsay, RWC
Tim Moore, UWCD
Tony Morgan, UWCD
Rachel Kimball Laenen, Fillmore and Piru Pumpers

1. Call to Order 6:00p.m.

2. Pledge of Allegiance

3. Public Comments

Chair Long asked if any members of the public wanted to address the Board or share public comment, none were offered.

4. Approval of Agenda

Motion

Motion to approve the October 30, 2017 agenda as submitted, Director Broggie; Second, Director McFadden. Voice Vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.

5. Director Announcements/Board Communications

Each of the Directors shared their activities and attendance at various meetings and gatherings which may have an impact on or be of interest to the FPB GSA.

6. Interim Executive Director Update

Information Item

The Interim Executive Director reported that, as directed by the Board, she was still pursuing insurance coverage quotes. She also reported that a checking account with Bank of the Sierra had been established for the FPB GSA, with Director McFadden serving as the primary signature on the account and Director Long as the second signature. She also received unsolicited information on EQulS Environmental Data Management Software, used for preparation of groundwater sustainability plans (GSPs), through Director Long. Mr. Morgan commented that he was familiar with the software.

7. INFORMATION ITEMS

A. Update on RFP for Legal Services

Information Item

Interim Executive Director provided a progress report on Agency's Request for Proposal for Legal Services, adding that of the 18 requests for proposals that were distributed, five firms had responded by the deadline. Director Broggie asked if the Ventura County Bar Association had been contacted regarding the RFP, Ms. Sofley said that she had not contacted that organization, but culled lists from the Association of California Water Agencies Legal Committee members and the Department of Water Resources list of legal firms as well as from previous research conducted for legal representation by the United Water Conservation District. She reported that she eliminated any obvious conflicts of interest (legal firms representing UWCD, Ventura County, Santa Paula, etc., as well as those too far from Fillmore. Ms. Sofley also provided hard copies of each of the five proposals to the Directors.

It was agreed by the Board that Director McFadden and Director Meneghin would form an ad hoc committee to review the proposals and bring their recommendations back to the board for discussion. Director McFadden advised the Board that he would not be available for the November 16 Board meeting. Several Directors had scheduling conflicts for the November meeting, and agreed to discuss meeting dates during Agenda item 9F.

B. Brown Act, Rosenberg's Rules of Order and Other Important Information
Information Item

Director Long introduced Clerk of the Board for Ventura County Board of Supervisors Brian Palmer, who presented an overview of the Brown Act by reviewing points published in Rosenberg's Rules of Order (copies of which were distributed to the Board) and other important information and guidelines for public meetings. He also stated that these resources could be helpful in developing the FPB GSA's Bylaws and also highly recommended that legal counsel be present at all of the Board's future meetings to ensure against any potential concerns regarding Brown Act compliance.

8. CONSENT CALENDAR

A. Approval of Minutes

Motion

Motion to approve the minutes from the Board Meeting of September 18, 2017, Director McFadden; Second, Director Long. Director Broggie abstained from voting as she was not in attendance at the September 18, 2017, Board of Directors Meeting. Roll call vote: five ayes (Kimball, Long, McFadden, Meneghin, Pace), none opposed. Motion approved five/zero.

9. ACTION ITEMS

A. Ventura County Cash Advance Agreement

Motion

Director Long reported that she was successful in securing a cash advance from the County of Ventura in the amount of \$51,300 to be used for basic operation start-up costs until the FPB GSA began generating revenue. The agreement with the County of Ventura calls for the FPB GSA to repay the advance in full and including interest at the prevailing Local Agency Investment Funds (LAIF) rate by June 30, 2018. Director Kimball added that this cash advance was like a line of credit which the FPB GSA could draw against as needed, which he believed would help reduce interest amounts on the funding.

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Motion to approve and sign a Cash Advance Agreement with the County of Ventura on behalf of the Fillmore and Piru Basins Groundwater Sustainability Agency, Director Broggie; Second, Director Meneghin. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion passes six/zero.

B. Website design and hosting County of Ventura Information Technology Services Department

Motion

Director Long had reached out to the County of Ventura Information Technology Services Department for website design, construction and hosting services creating the Fillmore and Piru Basins Groundwater Sustainability Agency website, and received an estimate for building and hosting the website, staff training for posting to the website was also included in the estimate of \$1,800 for website construction and training; plus an addition \$183.60 annual hosting fee payable to wphostingspot.com (recommended by the ITS Department). Director Broggie said she was very familiar with the VC IT Services department's work and said they were both very fast and very helpful.

Motion to approve the quote of \$1,983.60 and hire County of Ventura IT Services Department to build a website and to hire wphostingspot.com to host the site for a year on behalf of the Fillmore and Piru Basins Groundwater Sustainability Agency as presented, Director Meneghin; Second, Director Kimball. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.

C. Revised Resolution 2017-02 Conflict of Interest Code

Motion

The submission of Resolution 2017-02 adopting a Conflict of Interest Code was rejected by the County of Ventura Counsel. Interim Executive Director made changes to the Resolution and to the Conflict of Interest Code in response to Counsel's comments. That revised Resolution 2017-02 and amended Conflict of Interest Code is now being presented for Board approval and adoption.

Motion to approve and adopt the revised Resolution 2017-02 and amended Conflict of Interest Code on behalf of the Fillmore and Piru Basins Groundwater Sustainability Agency as presented, Director Kimball; Second, Director Broggie. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.

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D. Resolution 2017-03 Proposition 1 Groundwater Sustainability Grant Program

Motion

The Board discussed various elements within the Proposition 1 Groundwater Sustainability Grant submission, including the need for letters of support from the City of Fillmore, Waring Water, Piru Basin Pumpers Association, Fillmore Basin Pumpers Association and a letter of support from the Environmental groups that comprise the coalition represented by Director Meneghin. Director Long also said she was seeking a letter of collaboration with the Santa Clarita Valley GSA for inclusion with the FPB GSA grant submission. There was also discussion about amending the scope of work outlined in the grant submission. Martin Hernandez suggesting approving the Resolution to *apply* for the grant now, and then the Board can review and accept the terms of the grant later when it has been awarded. Director Long added that the Board could review the grant application and forward comments to Ms. Sofley, who could collect comments and share them with the grant writer. Mr. Morgan reminded the Board that the discussion would need to occur prior to November 7 as the DWR turnaround was tight, as the goal for submitting the application was November 13.

Motion to approve and adopt Resolution 2017-03 authorizing the submission of the California Department of Water Resources Proposition 1 Groundwater Sustainability Plan Grant application on behalf of the Fillmore and Piru Basins Groundwater Sustainability Agency as presented, Director McFadden; Second, Director Pace. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carried and Resolution 2017-03 adopted six/zero.

E. Cost Reimbursement Agreement with United Water Conservation District

Motion

The Board discussed various in-kind services that could or would be provided to the FPB GSA by the United Water Conservation District, including hiring of staff through UWCD (sub-contracting and/or part time employees) for such positions as executive director for the agency, bookkeeping, and billing/receivables in addition to the cost of the Prop 1 Grant preparation. Director McFadden stated that he thought working with UWCD would provide

cost efficiencies and suggested that if UWCD was providing in-kind services and the County of Ventura provided a cash advance, the City of Fillmore could provide an executive director.

Director Broggie said she didn't have a complete understanding of the scope of work and what exactly was being provided by each entity. Mr. Morgan said UWCD could provide accounting services but he would like to readdress this with the UWCD GM and Board of Directors and bring this back to the FPB GSA Board at a later date. The Directors agreed to readdress this motion and agreement with UWCD at a later meeting.

Future Workshop and Meeting Dates

Motion

The Board discussed and reviewed potential scheduling dates for Special Board Meetings, Community Workshops and other meetings and addressed each meeting date as a separate motion item as follows:

1. Motion to approve a Special Board Meeting to review and approve Prop 1 DWR Grant application be held on November 7 at 6pm, Director Broggie; Second, Director McFadden. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.
2. Motion to select the top three firms from the recommendations of the Ad Hoc Legal Committee and invite those candidates to participate in an interview before the Board of Directors at the next Regular Board Meeting, rescheduled for Monday, December 11 at 5pm, Director Broggie; Second, Director Meneghin. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.
3. Motion to schedule a Special Board Meeting to discuss and prepare for the Community (Budget) Workshops on Monday, December 4, at 6pm; and to schedule, promote and send letters of invitation and post public notices in local newspapers for a FPB GSA Community (Budget) Workshop to educate the public and solicit public opinion on rate charges and the January-June 2018 Budget for the FPB GSA on Wednesday, December 6 at 9am at the Veteran's Memorial Building in Fillmore, Director McFadden; Second, Director Broggie. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.
4. Motion to schedule a FPB GSA Basin Boundary Modification Workshop, and to promote and invite the general public and post public notices of the meeting date of Thursday, January 11, at 9am at the Veteran's Memorial Building in Fillmore, Director Broggie; Second, Director McFadden. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries six/zero.

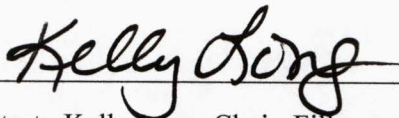
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ADJOURNMENT 7:36p.m.

The Board will adjourn to the next **Regular Board Meeting** on
Monday, December 11, 2017 or call of the Chair.

I certify that the above are a true and correct copy of the minutes of the Board of Directors Meeting of
October 30, 2017.



Attest: Kelly Long, Chair, Fillmore and Piru Basins Groundwater Sustainability Agency (FPB GSA)



Attest: Kris Sofley, Interim Executive Director, FPB GSA