

**MINUTES OF THE
REGULAR MEETING OF THE
BEDFORD-COLDWATER
GROUNDWATER SUSTAINABILITY AUTHORITY**

May 21, 2020

Board Present

Paul Rodriguez, TVWD
Jacque Casillas, City of Corona
Phil Williams, EVMWD

Staff Present

Jeff Pape, TVWD
Greg Thomas, EVMWD
Ganesh Krishnamurthy, EVMWD
Tom Moody, City of Corona
Margie Armstrong, EVMWD
Parag Kalaria, EVMWD
Terese Quintanar, EVMWD
Christy Gonzalez, EVMWD
Victor Harris, Stantec
Steve O'Neill, Olivarez Madruga Lemieux O'Neill, LLP
Katie Hockett, City of Corona

1. CALL TO ORDER AND ROLL CALL

The meeting of the Bedford-Coldwater Groundwater Sustainability Authority was held via teleconference allowed under the waivers of the Brown Act in response to the COVID19 epidemic. Participants joined by accessing information posted on the meeting Agenda, posted at least 72 hours prior to the meeting start time. The meeting was called to order by Chairman Rodriguez at 4:03 p.m.

2. PUBLIC COMMENT – None.

3. CONSENT CALENDAR

A. Approval of Minutes of the February 20, 2020 Regular Meeting

B. Financial Statement

C. Ratification of Demands

i. Back-up Information for Major Contracts

D. Outside Contract Summary Report

Chairman Rodriguez commented on Page 13 of the meeting packet, the Statement of Revenues and Expenditures to clarify the timeframe the information is reflecting. Ms. Armstrong responded that it represents year to date, this fiscal year only, and at this point is nine months into the fiscal year. She reported that each agency contributed \$369,555, previously, as approved in last year's Budget.

Chairman Rodriguez asked about the Backup Information for Major Contracts. Referencing Page 18, he asked about the dates of Todd Groundwater's invoices and payments. The second invoice dated 2018 was not submitted to us until February of this year and was paid in March. In regard to Todd Groundwater Invoice No. 80802, Ms. Armstrong will look into the inconsistent date and why the invoice date was changed and will also provide more legible backup for that invoice. Chairman Rodriguez referenced Page 24, asking if Mr. Harris is now sub-contracting with Stantec. Mr. Harris responded that he retired from Stantec last August but has continued the work under H&H Water Resources at the same rate. He added that Stantec remains as the contractor to the JPA and he remains as a sub-contractor of Stantec and the backup support of other Stantec staff remains available, as it was. Chairman Rodriguez commented that changes such as these should be brought to the attention of the Board, for continuity of invoices and as a courtesy. Director Williams echoed the same.

ACTION: Vice-Chairperson Casillas made a motion, Director Williams seconded, and the motion carried unanimously to approve the Consent Calendar.

4. **BUSINESS Calendar**

A. **Approval of FY 2020-2021 Budget (MO# 29)**

Ms. Armstrong reported that the proposed FY 2021 Budget and a projection for the next four years is presented. The Operating Budget is consistent from last year. There is a series of expenses which occur on an annual basis, starting with the GSP Administrator, which is the portion of Stantec that does not pertain to the GSP development that are grant reimbursable. The JPA Oversight and Management is the JPA's contract with EVMWD. Other elements of the Operating Budget consist of website software and domain, website content and maintenance, legal expenses, audit expenses, bank fees, dues, and memberships. She reminded the Board that ACWA dues are required for our insurance to be provided by ACWA JPIA. The proposed Operating Budget totals \$96,900.

Chairman Rodriguez asked about audit expenses; if the decline in future years is because we are doing a more intensive audit right now. Ms. Armstrong noted that the \$7,000 amount should be carried to Fiscal Year 2021-22 because it is assuming that we will need a single audit because of the anticipated amount of grant reimbursement. The amount of grant reimbursement received so far and anticipated through the end of year will not trigger the single audit, so we mostly likely incur that cost in Fiscal Year 2021-22.

Mr. Harris reported on the proposed Non-Operating Budget, the bulk of which is the development of the GSP, which includes all of Todd Groundwater's work, with a matching share of the agencies being \$300,000. Next year, more will be grant funded, and the combined total Budget is \$896,900.

Ms. Armstrong presented the Proposed Member Contribution information. Income revenue consists of Grant Reimbursement of \$500,000, Operating Reserves of \$28,175, and interest income of \$1,500. The Operating Budget has decreased this year as

compared to last year, so we are reducing our reserves. Funds has now been transferred into the LAIF account, and more interest is anticipated from that investment in the future. The total incoming revenue projected is \$529,675. The proposed Budget is \$896,900, so the Total Member Contribution is \$367,225, or just over \$122,000 per agency. However, to ensure we do not accumulate to much in the JPA, as we still have funds carried over from the current year that have not been utilized, we will not bill for the Member Contributions until we are about sixty days from hitting our reserves.

Vice-Chairperson Casillas asked how much the Member Contribution may be reduced by. Ms. Armstrong opined that we have sufficient funds at this time and may not be billing at all for Fiscal Year 2021. Chairman Rodriguez expressed concerns for reimbursements taking place only after the JPA has met its match funds of \$1M. Ms. Armstrong agreed that we must extend local funds first, by category. Referencing Page 66, she explained that the JPA is receiving funds from Category C, Stakeholder Engagement. The numbers represented are up until March, and we have submitted billings for April and May that will increase the local share amount, bringing it close to the maximum amounts for local contribution and resulting in more reimbursement next year. Chairman Rodriguez expressed his comfort with the estimated Member Contributions.

Vice-Chairperson Casillas asked if we anticipate any impacts of COVID19. Ms. Armstrong answered that she has not seen a change in timeliness of DWR review and does not anticipate an effect on the JPA. Mr. Harris reported that there are impacts in the schedule, partly due to COVID19. Chairman Rodriguez followed with a question about impacts to the State budget and grant revenue sources. Ms. Armstrong answered that she would confirm but believes the money has already been allocated and does not anticipate an issue with their ability to reimburse the JPA.

ACTION: Director Williams made a motion, Vice-Chairperson Casillas seconded, and the motion carried unanimously to approve the Approval of FY 2020-2021 Budget

5. Grant Update

Mr. Harris reported that the report is the same information reported to the State, by category. The last invoice for Quarter 1 was submitted in April and is under review. The bulk of progress has been in the GSP development. Todd Groundwater has begun the water budget analysis and has completed the major portions of the GSP, consisting of Chapters 3 and 4, the Hydrogeologic Conceptual Model and Groundwater Conditions. They have also finalized recommendations for well siting. Feasibility of locating those wells is under review. The Model Strategy document is complete and groundwater modeling and budget will be the focus moving forward.

Chairman Rodriguez inquired about progress on Task 2. Mr. Harris responded that this is sampling of wells and that he believes it can be done within the estimated schedule. Referencing Page 48 of the meeting materials, Chairman Rodriguez explained that his concern is that we are slipping in the schedule and being realistic in our expectations for completion.

Mr. Harris continued his report, that we have met our Stakeholder Engagement match and are eligible for grant reimbursement for costs, moving forward. We have received \$1,200 to date and are expecting another \$11,000. We are also getting close to our match for Category A, Grant Administration and will be able to start billing for reimbursement in that area. He was advised by Todd Groundwater that they predict a delay in schedule by two months, in part related to COVID19 and groundwater modeling. He confirmed for Chairman Rodriguez that the schedule provided takes the schedule extension into consideration. The modeling is a large portion of the GSP and will be finished prior to the completion of the GSP, and they anticipate comments and review to extend the completion of the modeling.

6. Legal Counsel Report

Steven O'Neill had no report.

7. Comments of Board

There were no comments from the Board.

8. Closed Session

The Board adjourned to Closed Session at 4:46 p.m.

- A. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to § 54956.9(b): 1 case

The Board reconvened to open session at 4:58 p.m., and reported no action was been taken in Closed Session.

9. Adjourn

There being no further business, the May 21, 2020 Regular meeting of the Bedford-Coldwater Groundwater Sustainability Authority was adjourned at 4:58 p.m.

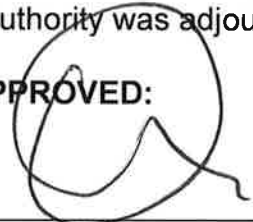
ATTEST:



Jacquie Casillas, Vice-Chairperson

Date: 9-8-20

APPROVED:



Paul Rodriguez, Chairman

Date: AUGUST 26, 2020