

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
August 21, 2024**

1. President Pat Ricchiuti called the meeting to order at 09:11 a.m. In attendance were Directors Karl Kienow, Bill Smittcamp, Mark Johnson and Palmer Lien. Attorney Doug Jensen, Engineer/Watermaster Nick Keller, and Secretary Paul Woodworth were also present.

2. Approval of Minutes

It was moved by Palmer Lien and seconded by Mark Johnson to approve the minutes of the July 16, 2024 and July 30, 2024 meetings. The Directors present unanimously approved the motion.

3. Business and Presentations from the Floor

None.

4. Potential Conflicts of Interest - Board members were asked if any conflicts of interest existed.

No conflicts were identified.

5. Correspondence

A. Fresno County 2022-2023 Audit Report Request – Biennial Fiscal Year 2022-2023 - Mr. Woodworth informed the Board the 2022-2023 Biennial Audit is due. Mr. Woodworth contacted the County per the request and provided the audit schedule. Mr. Woodworth will coordinate with Mr. Keller to finalize the Bureau of Reclamation (BOR) usage and billing reconciliation for the audit period.

B. PG&E Address Change Notice – Mr. Woodworth notified the Board of the address change request from PG&E’s Tax Department. Mr. Woodworth informed the Board he updated the Special Assessment Packet with Fresno County to reflect the new address.

C. CSDA 2024 Secretary/Clerk Conference - Mr. Woodworth presented the flyer for the annual conference.

D. Family Water Alliance Annual Dinner Notice – Mr. Woodworth presented the invitation to the Board.

6. Financial Reports

A-I. Mr. Woodworth presented the monthly financials. Mr. Woodworth updated the Board on the District’s operating funds cash balance, bank reconciliations, and profit and loss statement.

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Mr. Woodworth noted that he updated the monthly financials for April, May, and June to reflect the revenue from the monthly water usage and billings. Mr. Woodworth provided each water user with a monthly invoice, year-to-date water usage report, and billing statement showing each month's usage.

Mr. Woodworth provided an update on the aged receivables. Mr. Woodworth discussed the County's 3rd bulk property assessment payment received. Mr. Woodworth noted he received an updated payment report (SE0062) from the County for payment application. Mr. Woodworth spoke with Sean Touchstone from the County's accounting team to discuss the unpaid assessments and the two extra deductions from the 2nd bulk payment. Mr. Touchstone is still investigating the deductions and will provide Mr. Woodworth the information after his review is complete.

Mr. Woodworth spoke with the accounting manager at Chelsea Downs regarding the returned envelope(s). Mr. Woodworth emailed the annual assessment and water invoices to the accounting manager. The accounting manager will issue payment.

Mr. Woodworth provided an update on the water order receivables. Mr. Woodworth issued the fourth iteration of the Class 1 Water Allocation schedule based on the 90% BOR allocation using the supplemental URF water. Mr. Woodworth contacted the water users to determine if any planned additional water orders. No additional orders were requested at this time.

It was moved by Mark Johnson and seconded by Karl Kienow to accept the monthly financial reports. The Directors present unanimously approved the motion.

7. Bills to Pay

Mr. Woodworth provided the Board with the monthly bill payment report for approval.

Mr. Woodworth included the final emergency water master payment for review and approval with the packet.

It was moved by Karl Kienow and seconded by Palmer Lien to approve the bill payment checks. The Directors present unanimously approved the motion.

8. Water Master Report

A. Mr. Keller provided the Friant Water Authority (FWA) monthly and year-to-date meter reading. Mr. Keller reported 358.928 AF of usage for July and FWA reported 339 AF of usage. The difference is likely due to the timing of the meter readings.

Mr. Keller noted that 84.735 AF was put into the District's recharge basin and that the District should hit its 100 AF annual target this month.

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Mr. Keller noted the District's remaining allocation is good even with the higher deliveries in July. Mr. Keller noted the market remains soft for water sales, but stated there are buyers at \$300 AF. Mr. Keller provided the Board with its remaining projected use for the year and suggested selling up to 500 AF of its Class 1 allocation. Mr. Woodworth and Mr. Keller indicated the funds generated by the sale could go against the FWA note payable.

After additional discussion, Mr. Keller requested a motion to sell up to 475 AF of the District's water allocation for \$300 AF.

It was moved by Bill Smittcamp and seconded by Karl Kienow to sell up to 475 AF for \$300 AF. The Directors present unanimously approved the motion.

B. Mr. Keller noted the District's Class 1 allocation remains at 90%. He stated the water allocation schedule is unchanged because the District is able to supplement it with its allocation of unrestricted restoration flow (URF) water. Mr. Keller will provide an update at the next Board meeting.

9. Continuing Business to consider and take action

A. North Kings Groundwater Sustainability Agency

Mr. Kienow stated the Board did not meet this month.

Mr. Keller stated the Advisory Committee met to review expense reports and for an update on the audit. Mr. Keller noted that the Board will vote on the Chair and Vice-Chair at the next Board meeting.

Mr. Keller stated that Technical Work Group continues to work on the well mitigation plan (WMP) and various funding alternatives. Mr. Keller is not in favor of all alternatives presented including the City of Clovis proposal. Mr. Keller would like to see five funding alternatives. He estimates the District's annual cost to be \$4,800.00. He also noted the City of Fresno is not in agreement with the funding proposals and that the County of Fresno is the largest entity in the GSA.

No action taken. This item will be added to the next Board meeting agenda.

B. Community West Bank Line of Credit

Mr. Woodworth provided Ms. Salas with the new signed application.

No action taken.

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C. Board of Directors Election Procedures and Timeline

Mr. Woodworth published the public notice in the Fresno Bee. Mr. Ricchiuti and Mr. Smittcamp were the only applications received.

No action taken.

D. Fresno County Special Assessment Packet

Mr. Woodworth updated the board on the packet submission. The County requested a correction on parcel 580-050-10. Mr. Woodworth worked with the property owner, Welsco LP, on the change that included a sale and split of the parcel with the Fresno Metropolitan Flood Control District (FMFCD). Mr. Woodworth updated the packet and submitted the changes to the County. The parcel split and sale were not reported to the District.

10. New Business

A. Conflict-of-Interest Code (COI) Policy

Mr. Woodworth presented the proposed changes to the District's COI policy prepared by the District's legal counsel.

It was moved by Bill Smittcamp and seconded by Palmer Lien to approve the COI policy changes recommended by the District's legal counsel. The Directors present unanimously approved the motion.

B. FY 2022 and 2023 B-Annual Audit – status update

Mr. Woodworth updated the board on the timing requirement for the audit. Mr. Woodworth will coordinate with Mr. Keller to finalize the Bureau of Reclamation (BOR) usage and billing reconciliation for the audit period.

Director Smittcamp exited the meeting at 10:09 a.m.

11. Public Hearing

None

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12. Closed Session

The Board went into closed session at 10:12 a.m. to discuss anticipated litigation with legal counsel.

The Board came out of closed session at 10:38 a.m. with no reportable action.

13. Next meeting is scheduled for September 18, 2024 and it will be held at P-R Farms, 2917 Shepherd Avenue, Clovis, California at 09:00 a.m.

14. The meeting adjourned at 10:39 a.m.