

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
December 19, 2023**

1. President Pat Ricchiuti called the meeting to order at 12:46 p.m. In attendance were Directors Karl Kienow, Bill Smittcamp, and Mark Johnson. Watermaster Aram Azadian, Attorney Lauren Layne, Engineer Nick Keller, and Secretary Paul Woodworth were also present. Director Palmer Lien was absent.

2. Approval of Minutes

It was moved by Karl Kienow and seconded by Bill Smittcamp to approve the minutes of the November 21, 2023 meeting. The Directors present unanimously approved the motion, with one member absent. The motion passed.

3. Business and Presentations from the Floor

None.

4. Additions to the Agenda

Agenda Items 10 C., 10 D., and 11 A. were tabled and will be added to the next Board meeting agenda.

It was moved by Bill Smittcamp and seconded by Mark Johnson to approve the agenda. The Directors present unanimously approved the motion, with one member absent.

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

None.

6. Correspondence

A. California State Controller's Office - SCO Report Login Notice – Mr. Woodworth notified the Board the District received its annual SCO Login ID and password to complete its annual financial transaction report (FTR). Mr. Woodworth will complete the FTR for review at the next Board meeting.

B. Fresno County – Agency Contact Information Form Annual Update - Mr. Woodworth notified the Board he submitted the annual Agency Contact Information Form to the Clerk's office.

C. Central Valley Community Bank – Dormant Account Notice - Mr. Woodworth will notify the bank that the account is still active. Mr. Woodworth will prepare a nominal deposit to the account once a year to avoid future notifications.

D. Family Water Alliance – Annual Dues Request Notice

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
December 19, 2023**

Mr. Woodworth presented the annual donation request. Mr. Woodworth will prepare the annual \$100.00 donation for approval at the January 2024 meeting.

E. Baker Manock & Jensen – Annual Training Seminars – Ms. Layne notified the Board of the upcoming AB 1234 and Sexual Harassment and Abusive Conduct Prevention Training seminars being conducted by attorneys in her office.

7. 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.

Mr. Woodworth noted that Mr. Bethke continues to make timely installment payments on his past due assessment agreement.

Mr. Woodworth notified the board that he prepared the annual usage reports for the Omega Development / Chelsea Down Homeowner's Association Billing allocation credits for discussion under Item 11 F.

Mr. Woodworth noted he contacted Chelsea Downs HOA on the status of the annual water assessment. Mr. Woodworth was informed there was a new accountant and obtained the new contact information. The HOA requested and Mr. Woodworth agreed to resend the unpaid invoices. Mr. Woodworth requested the HOA make payment on or before the District's next Board meeting.

Mr. Woodworth provided an update on the water order receivables.

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

8. Bills to Pay

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

It was moved by Karl Kienow and seconded by Mark Johnson to approve the bill payment checks. The Directors unanimously approved the motion, with one member absent.

9. Water Master Report

A. Mr. Azadian reported no usage for November 2023. Mr. Azadian noted that Friant Water Authority (FWA) also reported no usage for the month.

Mr. Azadian reported that no new leaks were identified.

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
December 19, 2023**

Mr. Azadian noted that a very minor leak at Copper Avenue and Willow Avenue still exists and he is monitoring it. He also stated the existing leak on Copper Avenue west of Peach Avenue will need repair before the next water season.

Mr. Azadian reviewed the new water usage summary report format prepared by Mr. Woodworth. Mr. Azadian approved the report format.

Mr. Keller stated that the BOR maintained the previously approved 12% carry-over for next year. Mr. Keller will provide an update at the next board meeting.

Mr. Keller provided the Bureau of Reclamation (BOR) water schedule to the Board. Mr. Keller noted that the District still has 671 AF of water to use. Mr. Keller requested a motion to approve a temporary transfer of 327 AF to the Lindsay-Strathmore Irrigation District (LSID) as a temporary storage solution benefitting the District. The District will pay \$25 per AF to LSID as a transfer fee.

It was moved by Bill Smittcamp and seconded by Mark Johnson to approve the transfer of 327 AF to LSID for \$25 per AF. The Directors unanimously approved the motion, with one member absent.

Mr. Keller noted that the canal should re-open by December 25, 2023. FWA needs to open the canal to manage the scheduled Edison releases. Mr. Keller continues to recommend using any available water for recharge during the month of January.

10. Continuing Business to consider and take action

A. North Kings Groundwater Sustainability Agency

Mr. Kienow stated that the Board meeting was cancelled.

Mr. Keller stated the Advisory Committee did not meet.

Mr. Keller informed the Board that the Technical Advisory Committee will restart and meet every three weeks.

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

B. Lateral 4 Pipeline Replacement Project

Mr. Keller provided an update on the project. Mr. Keller stated that Steve Dovali Construction, Inc. (Dovali) substantially completed the project. Mr. Keller notified the Board he redirected one section of the line that will require a new riser and key. Dovali should

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
December 19, 2023**

complete the remainder of the project by December 31, 2023. Mr. Keller requested authorization to file the Notice of Completion with the County of Fresno upon completion.

It was moved Karl Kienow and seconded by Mark Johnson to authorize Mr. Keller to file the Notice of Completion with the County of Fresno upon completion by Dovali. The Directors unanimously approved the motion, with one member absent.

C. Annexation and Detachment of Lennar and P R Farms Sold Parcels from the District

No discussion or action taken.

D. CEQA – Consider taking action to find that the Annexation and Detachment of Lennar and P R Farms Sold Parcel is exempt from CEQA

No discussion or action taken.

E. AT&T Encroachment Request – Agreement Approval - update and take action

Mr. Keller stated he did not hear back from the AT&T representative. This item will be removed the agenda. No action taken.

F. Omega Development / Chelsea Down Homeowner's Association Billing Process

Mr. Woodworth presented the annual water usage credit allocation schedule by year. Mr. Woodworth described the methodology to calculate the credit allocation percentage and dollar amount by water user and year. Mr. Woodworth requested a motion to approve the methodology and to apply the credit amount(s) to each water user by year.

It was moved by Mark Johnson and seconded by Karl Kienow to approve the credit allocation methodology and to apply the credit amounts to each water user. The Directors unanimously approved the motion, with one member absent.

11. New Business

A. Water Order Allocation Policy

No discussion or action taken. This item will be added to the January 16, 2024 Board meeting agenda.

B. Bureau of Reclamation - FY 2023 CVP Reserved Works Extension Payment Request

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
December 19, 2023**

Mr. Keller described the purpose of the BOR extension payment request. Mr. Keller's office prepared a letter in response to the request on behalf of the District. Mr. Keller recommended the Board issue the letter after review and approval by the District's Legal Counsel.

It was moved by Mark Johnson and seconded by Bill Smittcamp to submit the request letter after review and approval by the District's Legal Counsel. The Directors unanimously approved the motion, with one member absent.

C. Central Valley Community Bank Line of Credit

Mr. Woodworth contacted the loan officer, Elizabeth Salas for an update on the District's application. Ms. Salas stated the underwriter is working on the loan packet and the District should have an answer by the January 2024 board meeting. No action taken.

12. Public Hearing

None.

13. Closed Session

None.

14. Next meeting is scheduled for January 16, 2024 and it will be held at P-R Farms, 2917 Shepherd Avenue, Clovis, California at 12:30 p.m.

15. The meeting adjourned at 1:40 p.m.