

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF DIRECTORS
GARFIELD WATER DISTRICT
September 18, 2024**

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

2. Approval of Minutes

It was moved by Bill Smittcamp and seconded by Karl Kienow to approve the minutes of the August 21, 2024 meeting. The Directors present unanimously approved the motion with two directors absent.

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. USA North 811- Gill Ranch Storage Notice - Mr. Woodworth presented the notice for the Gill Ranch Project. Mr. Jensen provided background on the project and noted it does not impact the District.

B. Certificate of Insurance - Scott E. Tull dba: SET Services - Mr. Woodworth presented the certificate to the Board.

C. USPS Post Office Box Renewal Notice - Mr. Woodworth notified the Board of the annual Post Office Box renewal. Mr. Woodworth informed the Board of the price increase for the renewal.

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.

Mr. Woodworth provided each water user with a monthly invoice, year-to-date water usage report, and billing statement showing each month's usage. Director Kienow requested a correction to the Orange Grove Water Association's meter reading and invoice for May 2024. Mr. Woodworth will coordinate with Mr. Keller to correct the readings.

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Mr. Woodworth provided an update on the aged receivables. Mr. Woodworth followed-up 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 will send Mr. Woodworth the updated reporting next week.

Mr. Woodworth notified the Board that the District received payment from Chelsea Downs HOA (HOA) for the current year property assessments. Mr. Woodworth also confirmed with the HOA's accounting manager that the payment for the prior year water allocation invoice will go out next week.

Mr. Woodworth provided an update on the water order receivables. Mr. Woodworth issued the fifth iteration of the Class 1 Water Allocation schedule based on the 90% BOR allocation using the supplemental URF water. No additional orders were received.

It was moved by Karl Kienow and seconded by Bill Smittcamp to accept the monthly financial reports. The Directors present unanimously approved the motion with two directors absent.

7. Bills to Pay

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

Mr. Woodworth requested that the monthly water payments to the Bureau of Reclamation (BOR) be made on the new BOR PAY.GOV website versus mailing paper checks due to the on-going BOR processing issues. Mr. Woodworth provided the bill payment vouchers for signature approval by the check signers.

It was moved by Bill Smittcamp and seconded by Karl Kienow to approve the bill payment checks and to issue payments to the BOR via the PAY.GOV website. The Directors present unanimously approved the motion with two directors absent.

8. Water Master Report

A. Mr. Woodworth provided the Friant Water Authority (FWA) monthly and year-to-date meter readings. Mr. Keller reported meter readings of 322.556 AF for August and FWA reported 306 AF of usage. The difference is likely due to the timing of the meter readings.

Mr. Woodworth noted that 23.283 AF was put into the District's recharge basin in August. The District's year-to-date recharge allocation for the basin is 108.018 AF.

B. No discussion.

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9. Continuing Business to consider and take action

A. North Kings Groundwater Sustainability Agency

Mr. Kienow stated the Board meeting will be on September 19, 2024. Mr. Kienow noted that the Technical Committee will also meet this month.

Mr. Jensen provided an update on the lawsuit filed by the Kings County Farm Bureau against the State Water Resources Control Board relating to the GSAs under probation in the Tulare Lake Groundwater Subbasin.

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

B. Community West Bank Line of Credit

Ms. Salas was on vacation. Mr. Woodworth will contact her upon return.

No action taken.

C. Board of Directors Election Procedures and Timeline

Mr. Woodworth informed the Board he submitted the completed Election Certification form to the County Clerk's office.

No action taken.

D. Fresno County Special Assessment Packet

Mr. Woodworth did not receive any additional change requests.

No action taken.

E. FY 2022 and 2023 Bi-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.

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10. New Business

A. Workers Compensation Insurance Policy Quote(s)

Mr. Woodworth presented the quotes provided by the District's insurance agent, Joseph Orndoff with Arthur J. Gallagher. The quotes included State Compensation Insurance Fund (State Fund) and The Zenith (Zenith). Mr. Woodworth noted that the Zenith policy requires the District to become members of California Association of Mutual Water Companies (CalMutuals) and the Joint Powers Risk and Insurance Management Authority (JPRIMA) groups. The membership dues would be in addition to the policy premium for Zenith. The Board discussed the membership requirements and the premiums for both companies. President Ricchiuti will contact Gallagher to discuss additional options.

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

11. Public Hearing

None

12. Closed Session

None.

13. Next meeting is scheduled for October 15, 2024 and it will be held at P-R Farms, 2917 Shepherd Avenue, Clovis, California at 12:30 p.m.

14. The meeting adjourned at 10:00 a.m.