

AGENDA

SPADRA BASIN GSA - EXECUTIVE COMMITTEE MEETING

CONFERENCE CALL

MONDAY, MAY 4, 2020, AT 3:30 P.M.

Pursuant to the provisions of Executive Order N-25-20 Issued by Governor Gavin Newsom on March 12, 2020, any Committee member and any member of the public who desires to participate in this meeting may do so by accessing the Webex link below without otherwise complying with the Brown Act's teleconference requirements:

<https://www.webex.com/meet/spadra2>
(Computer and Telephone Audio Accessible)

Any member of the public wishing to make any comments to the Committee may do so by accessing the above-referenced link where they may select the option to join via webcam or teleconference. The meeting Chair will acknowledge such individual(s) at the appropriate time in the meeting prior to making his or her comment.

1. Call to Order and Pledge of Allegiance
2. Roll Call

Party	Representatives	Alternates
City of Pomona	___ Rubio Gonzalez	___ Victor Preciado
Walnut Valley Water District	___ Ted Ebenkamp	___ Jerry Tang

3. Public Comment - Opportunity for members of the public to address the Executive Committee on any Agenda item at the time the item is considered on the agenda
4. Adoption of Agenda (by consensus)
5. Approval of Minutes for Meeting Held March 2, 2020
6. Approval of FY 2020-21 Operating Budget
7. Adoption of Resolution No. 2020-03-03 Designating Account Signers for the Spadra Basin GSA Bank Account
8. Update on Development of the Spadra Basin Groundwater Sustainability Plan (verbal report)
9. Future Discussion Items
10. Adjournment to Next Meeting – Executive Committee Meeting on July 6, 2020 at 3:30 pm.
(Next Advisory Committee Meeting: Monday, June 1, 2020)

**SPADRA BASIN GROUNDWATER SUSTAINABILITY AGENCY
EXECUTIVE COMMITTEE MEETING
Monday, March 2, 2020 – 3:30 P.M.**

City of Pomona – City Hall
Administrative Board Room
505 S. Garey Avenue
Pomona, CA 91766

MINUTES

PRESENT:

Rubio Gonzalez, Representative
Jerry Tang, Alternate

STAFF PRESENT:

Brian Teuber, Administrative Officer
Jim Ciampa, Legal Counsel (via conference call)
Sherry Shaw

ABSENT:

Ted Ebenkamp, Representative
Victor Preciado, Alternate

OTHERS IN ATTENDANCE

Lauren Augino
Donna DiLaura
Carlos Goytia
Rick Hansen
Erik Hitchman
Damian Martinez
Dave Warren

The meeting was called to order at 3:44 p.m. with Mr. Gonzalez presiding.

ITEM 3: PUBLIC COMMENT

No comments were offered. (Item 3)

ITEM 4: ADOPTION OF AGENDA

- ◆ The Executive Committee approved the agenda by consensus.

ITEM 5: APPROVAL OF MINUTES FOR MEETINGS HELD JANUARY 6, 2020

- ◆ The Executive Committee was asked to approve the minutes for the Executive Committee meetings held on January 6, 2020.

Upon consideration thereof, it was moved by Mr. Gonzalez, seconded by Mr. Tang and unanimously carried (2-0), to approve the minutes of the January 6, 2020 Executive Committee meeting. (Item 5)

ITEM 6: APPROVAL OF TECHNICAL MEMORANDUM NO. 1: CONCEPTUAL MODEL OF THE SPADRA BASIN

- ◆ The Executive Committee was asked to approve Technical Memorandum No. 1: *Conceptual Model of the Spadra Basin* (TM1). Mr. Teuber provided a brief summary of Advisory Committee actions to date in reviewing TM1, and noted that all comments received are included in the memorandum. Mr. Teuber added that approval is recommended.

Upon consideration thereof, it was moved by Mr. Gonzalez, seconded by Mr. Tang and unanimously carried (2-0), to approve Technical Memorandum No. 1: Conceptual Model of the Spadra Basin. (Item 6)

ITEM 7: UPDATE ON DEVELOPMENT OF THE SPADRA BASIN GROUNDWATER SUSTAINABILITY PLAN (GSP) (verbal report)

- ♦ Mr. Teuber provided a brief update on GSP related activities. He reported that Wildermuth Environmental, Inc. (Wildermuth) is preparing Technical Memorandum No. 2 (TM2). Mr. Teuber noted that the Advisory Committee was scheduled to meet on April 6, 2020, to review TM2; however, that meeting will be cancelled as staff was advised that TM2 would not be ready for review until the June 1, 2020 meeting.

Additionally, Mr. Teuber briefly reported on Spadra Basin invoices submitted to DWR. Lastly, in response to a question by Mr. Tang, Mr. Teuber stated that a combined tour of key sites in the Spadra Basin would be coordinated after basin optimization data is available.

ITEM 8: REVIEW OF FUTURE DISCUSSION ITEMS

- ♦ No items were suggested.

ITEM 9: ADJOURNMENT – 3:49 P.M.

Upon consideration thereof, by consensus, it was moved by Mr. Gonzalez, seconded by Mr. Tang and unanimously carried (2-0), to adjourn to the next meeting on May 4, 2020. (Item 9)

Spadra Basin GSA – Staff Report



TO: Executive Committee
FROM: Administrative Officer
DATE: May 4, 2020
SUBJECT: Approval of the FY 2020-21 Budget

☒ Action/Discussion ☒ Fiscal Impact ☐ Resolution ☐ Information Only

Recommendation

That the Executive Committee approve the FY 2020-21 Budget.

Background

Spadra Basin Groundwater Sustainability Agency (GSA) formed February 28, 2017 to meet the requirements of the Sustainable Groundwater Management Act of 2014. The GSA was formed to manage the Spadra Basin and develop a groundwater sustainability plan to assist in the management of the basin.

The details of the budget are:

- There is no expected budget increase from the prior year budget for legal, professional fees, and other.
- The groundwater sustainability plan is estimated to have expenditures of \$460,644. The majority of these costs (\$305,644) will be reimbursed through the Department of Water Resources in connection with the 2017 Proposition 1 Sustainably Groundwater Planning Grant.

The City of Pomona and Walnut Valley Water District collaborated to form the GSA and are allocated one-half of the budget amount. For this reason, upon approval of the budget by the GSA, the governing body of each agency will also be asked to approve the budget.

Spadra Basin GSA
FY 2020-21 Operating Budget

	18-19 Budget	18-19 Actual	19-20 Budget	19-20 Projected	20-21 Budget
REVENUES:					
Administrative Assessment - WVWD	\$22,500	\$10,280	\$152,250	\$101,250	\$100,000
Administrative Assessment - Pomona	22,500	10,280	152,250	101,250	100,000
2017 Prop 1 Funding	-	-	259,500	-	305,644
Total Revenues	45,000	20,560	564,000	202,500	505,644
EXPENSES:					
<u>Administration & General</u>					
Legal	25,000	14,300	25,000	10,000	25,000
Professional Services	15,000	959	15,000	5,000	15,000
Other	5,000		5,000	4,000	5,000
Groundwater Sustainability Plan	-	5,301	519,000	183,500	460,644
Total Expenses	45,000	20,560	564,000	202,500	505,644
Net Income	\$ -	\$ -	\$ -	\$ -	\$ -

Spadra Basin GSA
FY 2020-21 Budget Supplement

The following is a supplement to the proposed budget and is intended to provide more specific detail and explanation of the major revenues and expenses proposed in the FY 20-21 Operating Budget.

REVENUES

Administrative Assessment

Represents payments received from the City of Pomona and WVWD related to the administrative costs of the Agency. Costs are shared equally between the City and District and are reduced by grant funding for the Groundwater Sustainability Plan. At this point in time, contributions from other stakeholders has not yet been determined.

Prop 1 Funding

Grant funding from the Prop 1 Sustainable Groundwater Planning Grant. The total grant award is \$338,500,

EXPENSES

Administrative & General

Legal - To provide funds for legal expenses related to the activities of the Spadra Basin GSA.

Professional Services - To provide funds for professional services not related to a specific project.

Other - Includes funding for internal labor, dues, and banking fees attributable to the activities of the Spadra Basin GSA.

Ground Water Sustainability Plan

Represent costs related to the preparation of the Groundwater Sustainability Plan for the Spadra Basin. The budget includes cost for work that is expected to be completed during the fiscal year. The Project is expected to be completed by December 2021.

Spadra Basin GSA – Staff Report



TO: Executive Committee
FROM: Administrative Officer
DATE: May 4, 2020
SUBJECT: Designating Account Signers for the Spadra Basin GSA Bank Account

☒ Action/Discussion ☐ Fiscal Impact ☐ Resolution ☐ Information Only

Recommendation

That the Executive Committee consider adoption of Resolution No. 2020-03-03 designating check signers for the Spadra Basin Groundwater Sustainability Agency's East West Bank account.

Background

The Spadra Basin Groundwater Sustainability Agency (Spadra Basin GSA) currently maintains a checking account with East West bank to pay the expenses of the GSA. Due to staff changes at the City of Pomona, and in the interest of ensuring all checks are approved and signed by at least one designee of each agency, it is recommended that the Executive Committee approve Resolution No. 2020-03-03, which designates the positions and current incumbents as signers on behalf of the Spadra Basin GSA.

<u>East West Bank Account:</u> Checking	
Brian Teuber (WVWD)	Administrative Officer
Joshua Byerrum (WVWD)	Treasurer
Chris Diggs (Pomona)	Implementation Team Member
Erik Hitchman (WVWD)	Implementation Team Member
Damian Martinez (Pomona)	Implementation Team Member

RESOLUTION NO. 2020-03-03

**RESOLUTION OF THE EXECUTIVE COMMITTEE
OF SPADRA BASIN GROUNDWATER
SUSTAINABILITY AGENCY
AUTHORIZING CHECK SIGNERS FOR EAST
WEST BANK ACCOUNT**

WHEREAS, Spadra Basin Groundwater Sustainability Agency (“Spadra Basin GSA”) maintains a variety of accounts at East West Bank to pay the expenses of the District;

WHEREAS, the Spadra Basin GSA’s Executive Committee hereby designates and authorizes those positions listed below as designated signees on behalf of the Spadra Basin GSA;

<u>East West Bank Account:</u> Checking	
Brian Teuber	Administrative Officer
Joshua Byerrum	Treasurer
Chris Diggs	Implementation Team Member
Erik Hitchman	Implementation Team Member
Damian Martinez	Implementation Team Member

NOW, THEREFORE, BE IT RESOLVED that the Spadra Basin GSA’s Executive Committee hereby establishes that the Spadra Basin GSA shall require a minimum of two authorized signatures for all disbursements.

BE IT FURTHER RESOLVED, that the foregoing designees or their successors in office shall be authorized as signees on behalf of the Spadra Basin GSA.

PASSED AND ADOPTED at a regular meeting of the Executive Committee of the Spadra Basin GSA, held May 4, 2020.

AYES:
NOES:
ABSENT:
ABSTAIN:

President

ATTEST:

Administrative Officer