

## MINUTES

### RAYMOND BASIN MANAGEMENT BOARD REGULAR MEETING

Wednesday, April 15, 2020

#### BOARD MEMBERS PRESENT AND PARTIES REPRESENTED

Chris Burt	Kinneloa Irrigation District East Pasadena Water Company Huntington Library and Art Gallery
Jennifer Betancourt Torres (A)	Lincoln Avenue Water Company La Canada Irrigation District Las Flores Water Company Pasadena Cemetery Association Valley Water Company
Jim Prior	San Gabriel County Water District
Jose Reynoso	City of Sierra Madre
Tom Tait	City of Arcadia
Gary Takara	City of Pasadena
Jessica Taylor	California-American Water Company
Ken Tcheng	Sunny Slope Water Company
Lisa Yamashita-Lopez	Rubio Cañon Land and Water Association

#### BOARD MEMBERS ABSENT

William Kimberling	Lincoln Avenue Water Company La Canada Irrigation District Las Flores Water Company Pasadena Cemetery Association Valley Water Company
Martin Ray	City of Alhambra

#### OTHERS PRESENT

John Corona	City of Arcadia
Paul Cranmer	City of Arcadia
Bob Fan	Valley Water Company
Nina Jazmadarian	Foothill Municipal Water District
Ken Kules	Pasadena Resident
Melvin Matthews	Kinneloa Irrigation District
Morey Wolfson	Pasadena Environmental Advisory Commission

#### STAFF PRESENT

Lupe Artis	Raymond Basin Management Board
Kelly Gardner	Raymond Basin Management Board
Steve Johnson	Stetson Engineers
Ana Mata	Raymond Basin Management Board
Tony Zampiello	Raymond Basin Management Board

1. PRELIMINARY ITEMS

The meeting was called to order by Director Chris Burt, Chair. It was determined that a quorum was present, and he led the group in reciting the Pledge of Allegiance. Self-introductions were tabled and no additions to the agenda or public comments were offered.

On motion made by Director Tait, seconded by Director Takara, and unanimously carried, the minutes of the January 15, 2020, meeting were approved.

2. REPORT FROM OUTSIDE AGENCIES

None

3. TREASURERS REPORT

Treasurer Reynoso reported that, as of March 31, 2020, the Raymond Basin Management Board (RBMB) has collected \$612,000 in Assessments and \$506 in Long-Term Storage. All Assessments and Long-Term Storage Program Revenue has been collected for fiscal year 2019-20. He added that, as of March 31, 2020, the RBMB has spent \$306,400 (which includes Title 22, and Salvage Credit Reimbursable Expenditures), and currently has a balance of \$23,200 in Receivables and \$3,604,500 in available cash. Reserved Funds available for groundwater recharge projects are \$2,568,000.

Director Burt, Chair, asked for any questions of Treasurer Reynoso, and with none offered, ordered the financial statement for quarter ending March 31, 2020 received and filed.

4. ELECTION OF BOARD OFFICERS

Director Takara reported that the Nominating Committee for the Executive Committee met on March 4, 2020 and referenced the staff report included in the Board packet. He stated that he recruited non-Executive Committee members, Directors Kimberling and Prior, to serve on the Nominating Committee. He thanked the Nominating Committee for their assistance and reported that the Nominating Committee recommended the following slate of officers for Fiscal Years (FY) 2020-22:

Lisa Yamashita-Lopez – Chair  
Gary Takara – Vice Chair  
Jose Reynoso – Secretary  
Tom Tait – Treasurer  
Chris Burt – Member at Large  
Tony Zampielo – Assistant Secretary-Treasurer

Committee Chairs as follows:

Lisa Yamashita-Lopez – Executive Committee  
Gary Takara – Pumping & Storage Committee  
Tom Tait – Finance & Administration Committee  
Jose Reynoso – Water Quality Committee  
Chris Burt – Emergency Preparedness Committee  
Jose Reynoso – Nominating Committee

Director Takara asked if there were any other nominations, and there being none, on motion made by Director Tait, seconded by Director Prior, and unanimously carried, the slate of officers was adopted for FY 2020-22.

5. FINANCE & ADMINISTRATION REPORT AND APPROPRIATE ACTION

Treasurer Reynoso referred to Assistant Secretary-Treasurer, Mr. Tony Zampielo, to provide a detailed snapshot of the budget items. The Assistant Secretary-Treasurer stated that the Finance & Administration Committee met on March 19, 2020, and reviewed the RBMB's 2020-21 Budget and Assessment proposal; and is now recommending this budget to the full Board for approval. He reported that the proposed budget for FY 2020-21 was included in each Board Member's packet along with a spreadsheet showing the apportionment of the tentative budget among the Basin Parties.

The Executive Officer stated that the Committee recommends continuing with the current assessment equivalent to \$20.00 per acre-foot.

Lastly, he stated that the Finance and Administration Committee also discussed RBMB's reserve policy and the potential to leverage those funds for buying imported water.

Item i: On motion made by Director Yamashita-Lopez, seconded by Director Tcheng, and unanimously carried, the 2020-21 Proposed Tentative General Budget was approved.

Item ii: On motion made by Director Tcheng, seconded by Director Reynoso, and unanimously carried, the 2020-21 Apportionment of Budget Among Parties was approved.

Following a discussion related to the Apportionment of Budget Among Parties, the RBMB staff was directed to prepare a 2-year proposed budget and assessment for a mid-year review.

6. EXECUTIVE COMMITTEE REPORT

Director Burt, Chair, reported that the Committee met on March 19, 2020, and discussed several items, including the 2020-21 Budget Activities, the upcoming 2019-20 financial audit, and the agenda for the April Board Meeting. RBMB Staff has received a bid for auditing services from Egan & Egan, and following a discussion, the Committee agreed to present their

recommendation to the Board to continue audit work with Egan & Egan. Chair Burt thanked Mr. Zampielo for keeping the RBMB updated on

On motion made by Director Yamashita-Lopez, seconded by Director Prior, and unanimously carried, the Board approved renewing financial auditing services with Egan & Egan and authorizing them to prepare the 2019-20 Financial Audit.

Additionally, Chair Burt noted that Mr. Zampielo reported on actions taken in response to Governor Gavin Newsom's "Safer at Home" guidelines and the staffing policies implemented.

Lastly, Chair Burt stated that the Committee discussed in setting up an Ad Hoc Committee to discuss assigning a Chair to the Nominating Committee. Mr. Zampielo added that the Ad Hoc Committee will also review in updating the RBMB By-Laws and Rules and Regulations, noting that this process should be done periodically to ensure the information remains pertinent and effective. Mr. Zampielo added that the Rules and Regulations and By-Laws will be distributed to the Board for their review and comments.

7. PUMPING AND STORAGE COMMITTEE REPORT

Ms. Gardner reported that the Committee met on March 3, 2020 and the discussion included the Potential Basin-Wide In-Lieu Program, Scope of Study of Availability of Imported Water and updates on the Pasadena In-Lieu Program, PFOA/PFOS Regulations and the MWD Regional Recycled Water Program (Carson Project).

In response to a question by Director Yamashita-Lopez, Mr. Zampielo provided a brief update related to the City of Pasadena's In-Lieu Agreement, stating that the agreement has been fully executed and the first installment payment will be made.

8. CONSIDERATION AND APPROVAL OF LONG-TERM STORAGE POLICY ITEMS

The Executive Officer, stated that this item is routine in nature and that the policy requires that it be heard at this meeting, each year. He stated that each item should be voted on independently, and that there are no changes recommended from last year.

Item A: The Executive Officer stated that it is recommended that the Board of Directors receive and file the Monk Hill Party pumping schedules pursuant to the established Long-Term Storage Accounts.

On motion made by Director Tait, seconded by Director Takara, and unanimously carried, Item A was approved.

Item B: The Executive Officer stated that the recommendation is to approve the Determination of Administrative Charge per acre-foot for 2020-21 as \$1.50/AF.

On motion made by Director Yamashita-Lopez, seconded by Director Tchong, and unanimously carried, Item B was approved.

Item C: The Executive Officer requested approval for the determination of percentage loss of stored water applicable to 2020-21, and be set at 1%.

On motion made by Director Tait, seconded by Director Takara, and unanimously carried, Item C was approved.

9. AUTHORIZE 2020-21 GENERAL SERVICE AGREEMENTS AND APPROPRIATE ACTION

Executive Officer Zampello reported that this is a standing practice at the beginning of each fiscal year to request approval from the Board of Directors for staff to work with budgeted consultants on an as-needed basis. He listed the consultants and explained the scope of their duties. Funds to work with Bucknam and Associates, Stetson Engineers and Geoscience on a time and materials basis are estimated and included in the FY 2020-21 Budget. The Executive Officer stated that all special project requests will continue to be brought before the Board of Directors for approval.

On motion made by Director Tait, seconded by Director Prior, and unanimously carried, the Raymond Basin Management Board authorized execution of General Service Agreements with Bucknam and Associates, Stetson Engineers and Geoscience, for FY 2020-21.

10. ENGINEER'S REPORT

Mr. Steve Johnson, Staff Engineer, referred to the written Engineers Report included in the agenda packet, highlighting hydrologic conditions and information by subarea on rainfall, groundwater levels, production records and spreading.

A discussion followed regarding the spreading opportunities in the Pasadena Subarea.

11. EXECUTIVE OFFICER'S REPORT

None

12. INFORMATION ITEMS

Director Burt, Chair, referred to the items included in the agenda packet.

13. OTHER BUSINESS

None.

14. ADJOURNMENT

There being no other business, a motion was made by Director Prior, seconded by Director Tcheng, and unanimously carried, adjourning to the next Regular Board meeting on Wednesday, July 15, 2020, at 2:30 p.m.

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Chris Burt, Chair

Attest:

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Gary Takara, Secretary