Water Executive Committee
Special Meeting
AGENDA

Ukiah Valley Conference Center ♦ 200 South School Street ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: https://us06web.zoom.us/j/83268733029

Alternatively, you may view the meeting (without participating) by clicking on the date and name of the meeting at www.cityofukiah.com/meetings, then go to the media tab.

July 9, 2024 - 5:00 PM

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES

2.a. Approval of the Minutes for the April 2, 2024, Special Meeting.

Recommended Action: Approve the Minutes for the April 2, 2024, Special Meeting.

Attachments:

1. April 2, 2024, UVWA Draft Minutes

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Ukiah Valley Water Authority (UVWA) / Water Executive Committee Members welcomes input from the audience. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments on non-agenda items. If you wish to submit written comments, please provide information to the UVWA, located at 300 Seminary Avenue, Ukiah, CA, 95482.

4. NEW BUSINESS

5. UNFINISHED BUSINESS

6. ADMINISTRATIVE AND OPERATIONAL REPORTS

6.a. Report on Status of Application for SAFER Planning Grant.

6.b. Report on Communications Between Ukiah and Millview Regarding Ukiah's Provision of Additional Water within Millview County Water District.

6.c. Report on Expected Services Start Date of January 1, 2025, and Progress Report.

6.d. Report on Status of Secretary of State and State Controller Filing.

6.e. Report on Master Tax Sharing Agreement between Mendocino County and the Cities of Fort Bragg, Point Arena, Ukiah, and Willits.

7. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

8. SET NEXT MEETING DATE

9. ADJOURNMENT

Please be advised that the Ukiah Valley Water Authority (UVWA)/ Water Executive Committee needs to be notified 24 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. UVWA complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the UVWA Committee Members after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm. Any handouts or presentation materials from the public must be submitted to the clerk 48 hours in advance of the meeting; for handouts, please include 10 copies.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California; and at the Ukiah Valley Conference Center, located at 200 South School Street, Ukiah, California; not less than 24 hours prior to the meeting set forth on this agenda.

Kristine Lawler, CMC/CPMC
Dated: 7/2/24

UKIAH VALLEY
WATER AUTHORITY

WATER EXECUTIVE COMMITTEE MINUTES
Regular Meeting
UKIAH VALLEY CONFERENCE CENTER
200 South School Street, Ukiah, CA 95482
Virtual Meeting Link: *https://us06web.zoom.us/j/83268733029*

Ukiah, CA 95482
April 2, 2024
5:00 p.m.

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1. CALL TO ORDER AND ROLL CALL

The Water Executive Committee (WEC) met at a Regular Meeting on April 2, 2024, having been legally noticed on March 29, 2024. The meeting was held in person and virtually at the following link: *https://us06web.zoom.us/j/83268733029*. The clerk, Kristine Lawler, called the meeting to order at 5:00 p.m. Roll was taken with the following **Members Present:** Jerry Cardoza, Tim Prince, Adam Gaska, Tom Schoeneman, Juan Orozco, and Douglas Crane. **Staff Present:** Sean White, Ukiah Water Resources Director; Jared Walker, Willow and Calpella Water Districts General Manager; Phil Williams, Legal Counsel; and Kristine Lawler, Clerk.

CLERK PRESIDING.

2. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comments were received.

3. NEW BUSINESS

a. Committee Member Introductions and Secretary to Administer Oaths of Office.
Presenter: Kristine Lawler, Clerk.

The Committee Members introduced themselves and the Clerk administered the Oaths of Office.

Committee Consensus to hear item 3f out of order.

f. Introduction to Key Terms of the Joint Powers Agreement creating the Ukiah Valley Water Authority.
Presenter: Phil Williams, Legal Counsel.

Presentation was received.

b. Election of Officers: Chair, Vice Chair, Secretary, Treasurer, and Alternates.
Presenter: Kristine Lawler, Clerk.

Motion/Second: Shoeneman/Crane to nominate and elect Adam Gaska as Chair. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

CHAIR GASKA PRESIDING

Motion/Second: Gaska/Crane to nominate and elect Jerry Cardoza as Vice Chair. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Crane/Schoeneman to nominate and elect Sean White as Secretary. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Schoeneman/Crane to table the appointment of Treasurer. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

Motion/Second: Schoeneman/Crane to table the appointment of Alternates. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

c. Discussion and Adoption Regarding Order of Agenda.

Presenter: Kristine Lawler, Clerk.

Motion/Second: Crane/Cardoza to approve the recommended Order of the Agenda (see below). Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

Recommended Order of Agenda:

1. Call to Order and Roll Call
2. Approval of Minutes
3. Audience Comments on Non-Agenda Items
4. New Business
5. Unfinished Business
6. Administrative and Operational Reports
7. Committee Member Announcements and Reports
8. Set Next Meeting Date
9. Adjournment

d. Consideration of Adoption of Resolution Providing Public Notice of a Draft of Conflict of Interest Code.

Presenter: Phil Williams, Legal Counsel.

Motion/Second: Crane/Schoeneman to adopt resolution *(2024-01)* providing public notice of a draft Conflict of Interest Code and seeking public comments after a 45-day comment period; (2) directing the Secretary to accept and consider any comments received and to forward the draft Conflict of Interest Code to the Fair Political Practices Commission after any needed revisions; and (3) directing Committee Members and Officers to file Statements of Economic Interest with the Clerk who should retain them. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

e. Consideration of Adoption of Resolution Authorizing the Chair and Secretary to Take All Necessary Administrative Actions in Support of the Establishment and Operation of the Ukiah Valley Water Authority.

Presenter: Phil Williams, Legal Counsel.

Motion/Second: Crane/Schoeneman to adopt Resolution *(2024-02)* authorizing the Chair and Secretary to take all necessary administrative actions in support of the establishment and operation of the Ukiah Valley Water Authority. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

f. *Continued* - Introduction to Key Terms of the Joint Powers Agreement creating the Ukiah Valley Water Authority.

Presenter: Phil Williams, Legal Counsel.

Presentation was received.

g. Discussion Regarding Potential Conflicts of Interest.

Presenter: Phil Williams, Legal Counsel.

No members expressed having any conflicts of interest.

4. UNFINISHED BUSINESS

No unfinished business was agendized.

5. ADMINISTRATIVE AND OPERATIONAL REPORT

a. SAFER Update.

Presenter: Sean White, Ukiah Water Resources Director.

Presentation was received.

Committee Consensus to direct Staff to agendize a presentation of a proposal from Carollo Engineers at the next meeting.

b. Transition Update.

Presenter: Sean White, Ukiah Water Resources Director.

Presentation was received.

6. COMMITTEE MEMBER ANNOUNCEMENTS AND REPORTS

No reports were given.

7. SET NEXT MEETING DATE

a. Consideration of Adoption of Resolution Establishing a Regular Meeting Date, Time, and Location.

Presenter: Phil Williams, Legal Counsel.

Motion/Second: Crane/Orozco to adopt Resolution *(2024-03) establishing the 1st Tuesday of every month as the regular meeting date, 5:00 p.m. as the regular time, and the Ukiah Valley Conference Center, located at 200 South School Street for the regular location*. Motion **carried** by the following roll call votes: AYES: Cardoza, Prince, Gaska, Schoeneman, Crane, and Orozco. NOES: None. ABSENT: None. ABSTAIN: None.

b. Discussion, Consideration, and Possible Scheduling of a Next Meeting Date of May 7, 2024; and Any Additional Special Meeting Dates Thereafter.

Presenter: Phil Williams, Legal Counsel.

Committee Consensus *to approve the May 7, 2024, at 5:00 p.m. for the next meeting, to be held at the Ukiah Valley Conference Center, located at 200 South School Street, Ukiah.*

8. ADJOURNMENT

There being no further business, the meeting adjourned at 5:34 p.m.

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Kristine Lawler, CMC/CPMC