

FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



BOARD OF DIRECTORS

Eugene F. West, Chair, *Director, Camrosa Water District*
David Borchard, Vice Chair, *Farmer, Agricultural Representative*
Steve Bennett, *Supervisor, County of Ventura*
Michael W. Mobley, *Director, United Water Conservation District*
Tony Trembley, *Councilperson, City of Camarillo*

EXECUTIVE OFFICER

Jeff Pratt, P.E.

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Fox Canyon Groundwater Management Agency (FCGMA) will hold a **VideoConference Fiscal Committee Special Meeting** at **1:00 p.m. on Friday, June 5, 2020** in **Conference Room 346**, at the Ventura County Government Center, Hall of Administration at **800 South Victoria Avenue, Ventura, California**.

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE HALL OF ADMINISTRATION BUILDING IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO "NOTICES" ON PAGE 2 OF THIS AGENDA

FCGMA FISCAL COMMITTEE SPECIAL MEETING AGENDA

June 5, 2020

Members: Chair Eugene West
Vice Chair Tony Trembley

- A. Call to Order**
- B. Introductions**
- C. Public Comments** – Audience members may speak about FCGMA-related matters not on today's Agenda.
- D. Minutes** – Approve the minutes from the May 21, 2020 Fiscal Committee meeting
- E. Fiscal Year 2020-21 Budget Development Study Session (continued)** – Follow-up to the May 21, 2020, Fiscal Committee Meeting of proposed Work Plan and preliminary Fiscal Year 2020-21 Budget.
- F. Adjourn the Fiscal Committee Meeting**

NOTICES

The following information is provided to help you understand, follow, and participate in the meeting:

Public Comments – Public comment is the opportunity for members of the public to participate in meetings by addressing one or more agenda or non-agenda items.

The following options allow for public participation:

1. *Join the Zoom Meeting as an Attendee*

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/85787429493?pwd=Y1lyS2YrL0RHbWVZbkw3WUFYREQvQT09>

Password: 847372

With this option you will be able to raise your hand, and the Clerk of the Board will give you speaking abilities to make a public comment.

2. *Call-In to listen to the meeting:*

Telephone: 1 669 900 6833

Conference ID: 857 8742 9493

Password: 847372

Options 2 will not allow you to make direct speaking comments. If you wish to make a comment please follow the steps below.

If you wish to make a comment please submit your comment to the Clerk of the Board at fcgma@ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 9). Your email will be read and placed into the record.

The FCGMA Board strives to conduct accessible, orderly, and fair meetings where everyone can be heard on the issues. The Board Chair will conduct the meeting and establish appropriate rules and time limitations for each item. The Board can only act on items designated as Action Items. Action items on the agenda are staff proposals and may be modified by the Board as a result of public comment or Board member input. Additional information about Board meeting procedures is included after the last agenda item.

Administrative Record: *Material presented as part of testimony will be made part of the Agency's record, and 10 copies should be left with the Board Clerk. This includes any photographs, slides, charts, diagrams, etc.*

ADA Accommodations: *Persons who require accommodation for any audio, visual, or other disability in order to review an agenda or to participate in the Board of Directors meeting per the Americans with Disabilities Act (ADA), may request such accommodation in writing addressed to the Clerk of the FCGMA Board, 800 South Victoria Avenue, Location #1610, Ventura, CA 93009-1610, or via telephone by calling (805) 654-2014. Any such request should be made at least 48 hours prior to the meeting so staff can make the necessary arrangements.*

Availability of Complete Agenda Package: *A copy of the complete agenda package is available for examination at the FCGMA office during regular working hours (8:00 a.m. to 5:00 p.m. Monday through Friday) beginning five days before the Board meeting. Agenda packet contents are also posted on the FCGMA website as soon as possible, and left there for archival retrieval in case reference is needed on previously considered matters. Questions about specific items on the agenda should be directed to the Agency's Executive Officer.*

Continuance of Items: *The Board will endeavor to consider all matters listed on this agenda. However, time may not allow the Board to hear all matters listed. Matters not heard at this meeting may be carried over to the next Board meeting or to a future Board meeting. Participating individuals or parties will be notified of the rescheduling of their item prior to the meeting. Please contact the FCGMA staff to find out about rescheduled items.*

Electronic Information and Updates: *Visit <http://www.fcgma.org> (for home page information) or Facebook (for meeting updates). Information available online includes the Board's meeting schedule, a list of the Board members and staff, weather station data, general information, and various Agency forms. If you would like to speak to a staff member, please contact the Clerk of the Board at (805) 654-2014.*

FCGMA FY 2020-21 DRAFT BUDGET

	A	B	C	D	E	F
	2018-19 Year-End Actuals	2019-20 Adopted Budget (rev. 9/25/2019)	2019-20 Projected Year- End (based on AP09 3/31/2020)	2020-21 Draft Budget	2021-22 Planning-Level Budget Projections	2022-23 Planning-Level Budget Projections
AGENCY FISCAL RESOURCES					2.50%	3.00%
PUMPING FEES - \$ Per Acre-Feet ^(Note 1)	\$13	\$13	\$11 / \$17	\$17 / \$20	\$20	\$20
BYFB	\$5,750,378	\$5,589,837	\$5,499,760	\$2,779,178	\$2,645,307	\$2,668,316
DESIGNATED ACCOUNTS						
BEGINNING BALANCE	\$1,507,148	\$1,177,613	\$1,277,054	(\$288,708)	(\$1,247,708)	(\$1,772,708)
SPECIAL COUNSEL ^(Note 2)	(\$248,663)	(\$350,000)	(\$1,540,762)	(\$934,000)	(\$500,000)	(\$400,000)
COUNTY COUNSEL ^(Note 3)		(\$35,000)	(\$40,000)	(\$35,000)	(\$35,000)	(\$35,000)
INTEREST EARNINGS ^(Note 4)	\$18,569	\$10,000	\$15,000	\$10,000	\$10,000	\$10,000
DESIGNATED GEMES BALANCE	\$1,277,054	\$802,613	(\$288,708)	(\$1,247,708)	(\$1,772,708)	(\$2,197,708)
BEGINNING BALANCE	\$2,423,822	\$3,173,822	\$3,111,678	\$1,361,678	\$2,361,678	\$3,361,678
SURCHARGE	\$687,856	\$800,000	\$1,250,000	\$1,000,000	\$1,000,000	\$1,000,000
GROUNDWATER RECHARGE GRANT ^(Note 5)		(\$3,000,000)	(\$3,000,000)			
DESIGNATED SURCHARGES BALANCE	\$3,111,678	\$973,822	\$1,361,678	\$2,361,678	\$3,361,678	\$4,361,678
OPERATING RESERVES	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
DESIGNATED RESERVE BALANCE	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
OPERATING ACCOUNTS						
BEGINNING BALANCE	\$819,408	\$238,402	\$111,028	(\$1,317)	\$531,337	\$79,345
REVENUE						
PUMP CHARGES ^(Note 6)	\$746,561	\$750,000	\$750,000	\$750,000	\$750,000	\$750,000
GROUNDWATER SUSTAINABILITY FEE ^(Note 7)	\$787,484	\$1,375,000	\$1,093,750	\$1,562,500	\$1,750,000	\$1,750,000
GSP GRANT		\$12,500	\$12,500			
SGM PLANNING GRANT - ROUND 3 ^(Note 8)				\$854,600		
WATER MARKET / AMI GRANT ^(Note 9)	\$233,750	\$399,000	\$190,729	\$150,000		
INTEREST EARNINGS ^(Note 4)	\$49,482	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
PENALTIES/INTEREST	\$52,572	\$50,000	\$170,000	\$50,000	\$50,000	\$50,000
MISCELLANEOUS REVENUES						
TOTAL OPERATING REVENUE	\$1,869,849	\$2,616,500	\$2,246,979	\$3,397,100	\$2,580,000	\$2,580,000
ANNUAL EXPENDITURES						
Board Member Insurance	\$3,513	\$4,000	\$3,733	\$3,826	\$3,922	\$4,020
AWA Dues / Symposium/Conference	\$2,350	\$1,000	\$1,000	\$1,025	\$1,051	\$1,077
LAFCO Funding ^(Note 10)	\$1,658	\$1,700	\$2,471	\$2,533	\$2,596	\$2,661
Office Equipment/Supplies/Printing	\$4,761	\$10,000	\$5,000	\$5,125	\$5,253	\$5,384
GSA Charges ^(Note 11)	\$16,294	\$12,000	\$25,830	\$26,476	\$27,138	\$27,816
Legal	\$202,242	\$177,000	\$150,000	\$177,000	\$181,425	\$185,961
Biennial Audit	\$7,260		\$1,240	\$9,000	\$9,225	\$9,456
Public Outreach & Notices	\$2,419	\$3,000	\$3,000	\$3,075	\$3,152	\$3,231
Computer Equipment, Software & Website	\$220	\$10,000	\$10,000	\$10,250	\$10,506	\$10,769
FCGMA Online Support/GIS ^(Note 12)	\$44,495	\$68,000	\$113,000	\$124,900	\$128,023	\$131,223
Et Weather Station Contract		\$300	\$1,400	\$308	\$315	\$323
GSP Annual Reports				\$60,000	\$61,500	\$63,038
Watershed Contributions /Match ^(Note 13)	\$4,325	\$3,700	\$3,700	\$3,700	\$3,793	\$3,887
Misc Expense / Misc Payment	\$1,440	\$1,500	\$7,900	\$1,500	\$1,538	\$1,576
SPECIAL EXPENDITURES						
Groundwater Sustainability Plan Development	\$587,709	\$441,329	\$325,900			
New FCGMA Data Management System ^(Note 14)				\$136,000	\$250,000	
GSP Implementation ^(Note 15)			\$200,520	\$440,000	\$500,000	\$300,000
AMI Implementation	\$351,969	\$564,000	\$50,000	\$14,000		
Oxnard Well Destruction ^(Note 16)				\$45,674		
SERVICES AND SUPPLY SUB-TOTAL	\$1,230,655	\$1,297,529	\$904,694	\$1,064,391	\$1,189,435	\$750,421
Public Works Agency Charges ^(Note 17)	\$1,347,574	\$1,454,630	\$1,454,630	\$1,700,055	\$1,742,556	\$1,786,120
OPERATING EXPENSES SUB-TOTAL	\$2,578,229	\$2,752,159	\$2,359,324	\$2,764,446	\$2,931,992	\$2,536,541
CONTINGENCY	\$0	\$100,000	\$0	\$100,000	\$100,000	\$100,000
TOTAL OPERATING EXPENDITURES	\$2,578,229	\$2,852,159	\$2,359,324	\$2,864,446	\$3,031,992	\$2,636,541
ENDING OPERATING FUND BALANCE	\$111,028	\$2,743	(\$1,317)	\$531,337	\$79,345	\$22,804
GRAND TOTAL FUND BALANCE	\$5,499,760	\$2,779,178	\$2,071,654	\$2,645,307	\$2,668,316	\$3,186,774

Footnotes on following page.

FOOTNOTES:

- (1) FY 19-20 Pump Fees: = \$6.00 per Acre-Foot (AF) & Groundwater Sustainability Fee of \$14.00 AF effective 7/1/20 (revenue received 6 months in arrears).
- (2) Special Counsel fees related to ongoing and anticipated litigation.
- (3) County Counsel costs for adjudication litigation.
- (4) FY 19-20 YE Interest Earnings Apportionments projected to be received from the County Pooled Investment Fund total \$40,000 or approximately 2.50% quarterly earnings rate.
- (5) Grant to UWCD for purchase of Article 21 State water for recharge approved by Board at 5/22/2019 special meeting.
- (6) FY 19-20 Projected pump charge revenues by 6/30/20 are estimated assuming 125,000 acre-feet of self-reported groundwater times \$6.00 per AF.
- (7) FY 20-21 Projected groundwater sustainability fee revenues assuming 125,000 AFY extraction at \$11.00 for 2020-01 and \$14.00 per AF for 2020-02 fees.
- (8) DWR Sustainable Groundwater Planning Grant award of \$854,600 for GSP expenses.
- (9) Tentative funding as subgrantee to The Nature Conservancy's Natural Resources Conservation Service grant.
- (10) FY 19-20 Projected payment to LAFCO Per Govt. Code Sect. 56381 (b) (1).
- (11) County General Services Administration (GSA) fees for printing of Board packets and other materials, mail and shipping, Board room and AV fees, etc.
- (12) FY 20-21 Estimate of \$111,900 for IT services and \$13,000 Annual License Maintenance Agreement for website & GIS.; includes specific special data queries, data fixes and changes to online system web pages and minor software enhancements.
- (13) Includes contributions to Watershed Coalition of Ventura County (\$2,200) and Santa Clara Watershed Committee (\$1,500).
- (14) FY 20-21 estimate of \$134,000 for requirements analysis funded by TNC/NRCS Water Market/AMI grant; additional funding required for implementation.
- (15) Placeholder planning amount for GSP implementation pending future Board direction. Project expenses anticipated to be funded by future Replenishment Fee.
- (16) Projected cost to destroy Oxnard well.
- (17) FY 2020*21 Annual Workplan PWA tasks include Annual Operations and Special Tasks: GSP implementation; new allocation system development and implementation, AMI implementation, and Water Market development and implementation.

FOX CANYON GROUNDWATER MANAGEMENT AGENCY



MEMORANDUM

Date: June 5, 2020
To: Fiscal Committee
From: Kim Loeb, Groundwater Manager *KL*
Subject: Item E – Fiscal Year 2020-21 Budget Development Study Session

Introduction

This item is continued from the May 21, 2020, Fiscal Committee meeting. Two versions of the Budget were presented at that meeting. One included \$854,600 in State DWR Sustainable Groundwater Management (SGM) Planning Grant funds awarded to reimburse the Agency for some of our Groundwater Sustainability Plan (GSP) development costs; the other did not include the DWR grant funds to reflect the possibility they would be withheld by the State due to the current budget crises. The no-grant budget scenario resulted in a significant projected deficit in the Operating Account year-end balance. The Committee directed staff to develop a revised budget with reduced expenditures to balance the Operating Account, particularly new FCGMA data management system and GSP implementation expenditures. Additionally, the Committee requested to see the draft Fiscal Year 2020-21 Work Plan side-by-side with the past two fiscal-year work plans (attached).

Subsequent to the May 21, 2020 Fiscal Committee meeting, the Agency received the fully executed SGM Grant agreement from DWR. Additionally, we were informed by Kelley List, DWR's SGM Grant manager, that the State General Fund budget shortfall has not affected the water bonds. Rather, she stated in a May 29, 2020, email "If anything, we are being pressured by the Governor's office to get these funds out the door ASAP!" Based on this new information, staff is no longer including a "no grant" budget projection.

Background

The Fiscal Year 2020-21 Work Plan summarizes major work tasks, activities, and project deliverables anticipated during the next fiscal year (attached). The Work Plan includes a description of the proposed tasks, labor estimates, and contract estimates where appropriate.

Annual Operations are divided into Administration and Fiscal services, Records Services, Technical Services, Legal Services, and Public Outreach. Special Expenditures include GSP implementation and development and implementations of new extraction allocation systems. It includes a separate Special Expenditure category for continued implementation of the Advanced Metering Infrastructure (AMI), new data management system requirements, and continued Water Market implementation. The Work Plan and Budget anticipate that funding will be made available to the Agency as a subgrantee of The Nature Conservancy's Natural Resource Conservation Service grant and from the DWR SGM Planning Grant.

Staff costs are included in the Budget worksheet under the line item for Public Works Agency charges, and consultant costs and other contracts are included as separate line items. Columns on the Budget worksheet show FY 2018-19 actual cash flow and account totals, FY 2019-20 adopted budget and projected year-end actuals (based on third-quarter reports), the proposed FY 2020-21 budget, and planning-level budget projections for FY 2021-22 and 2022-23.

The top portion of the Budget worksheet presents balances for the three Board Designated Accounts: the Designated GEMES Account, the Designated Surcharges Account, and the Operating Reserves Account. The GEMES account was established and funded by the Board as a reserve account to fund litigation expenses; it does not have an ongoing source of funding. Operating Accounts are below the Designated Accounts and identify Revenues and Expenditures. Annual ending balances are shown at

the bottom for the Operating Account and Total Account Funds. Uncertainties in the FY 2020-21 projections include GSP implementation and new FCGMA data management system costs.

Discussion

The draft Budget worksheet has been revised from that presented at the May 21 Committee meeting as follows:

- Only one version provided which includes \$854,600 in DWR SGM Planning Grant funds as discussed above in the Introduction.
- Revenues from the Water Market / AMI Grant have been reduced from \$364,000 to \$150,000 based on discussions with The Nature Conservancy, which intends to redirect some of the remaining grant funds.
- Special Expenditures, as identified in the Work Plan, are grouped at the bottom of the Operating Accounts section.
- Projected New FCGMA Data Management System expenditure has been reduced from \$500,000 to \$136,000, the projected grant-funded contract expense for FY 2020-21, to fund development of new system requirements only. The planning-level expense for FY 2021-22 has been reduced from \$1,000,000 to \$250,000.
- Projected GSP Annual Reports expense of \$60,000 is broken out as a new line item from the remaining placeholder expense of \$440,000 for the GSP Implementation Special Expenditures. GSP Implementation is reduced slightly in FY 2021-22 planning-level projections, and down to \$300,000 in FY 2022-23 planning-level projections.

At the May 21 meeting, the Committee noted that it has been the Board's policy not to use funds from the Designated Surcharges Account for Agency annual operations. GSP Implementation tasks including basin optimization studies and project feasibility analyses are critical to achieving sustainable management of the basin while minimizing pumping reductions that may be needed. A stakeholder at the meeting commented about the need conduct these efforts. These tasks are not the same as annual operations and that is why they have been separated out on the Budget worksheet. While not presently needed in FY 2020-21 under the current budget projections, staff suggests your Committee and the Board view future contract expenditures as investments in increasing the sustainable yield and/or water supply in the basins which may be appropriate to fund with Surcharge revenue on a case-by-case basis.

Table 1 is a summary of projected year-end fund balances. While the Operating Account and Total Fund balances are projected to end FY 2020-21 and the following two fiscal years in the black, the Designated GEMES Account is projected to end the current fiscal year in deficit. That deficit is projected to increase to \$1,247,708 by FY 2020-21 year end. Staff recommends the Fiscal Committee consider recommending transfer of funds from the Designated Surcharges Account and/or the Designated Operating Reserves Account to balance the GEMES Account.

Table 1
Projected Year-End Fund Balances

	2018-19 Year-End Actuals	2019-20 Adopted Budget	2019-20 Projected Year-End	2020-21 Draft Budget	2021-22 Planning- Level Budget	2022-23 Planning- Level Budget
Designated GEMES Account	\$1,277,054	\$802,613	(\$288,708)	(\$1,247,708)	(\$1,772,708)	(\$2,197,708)
Designated Surcharges Account	\$3,111,678	\$973,822	\$1,361,678	\$2,361,678	\$3,361,678	\$4,361,678
Designated Operating Reserves	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Operating Fund	\$111,028	\$2,743	(\$1,317)	\$531,337	\$79,345	\$22,804
Grand Total Fund Balance	\$5,499,760	\$2,779,178	\$2,071,654	\$2,645,307	\$2,668,316	\$3,186,774

Attachments:

- FCGMA Fiscal Year 2020-21 Proposed Annual Work Plan – Draft
- FCGMA Fiscal Year 2020-21 Proposed Annual Work Plan – Draft – History
- FCGMA FY 2020-21 Draft Budget (revised)

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MINUTES

Minutes of the Fox Canyon Groundwater Management Agency's (FCGMA) Videoconference Fiscal Committee meeting held **Thursday, May 21, 2020** in Conference Room 347 at the Ventura County Government Center, Hall of Administration, 800 South Victoria Avenue, Ventura, California.

A. Call to Order

Chair West called the meeting to order at 2:00 p.m.

B. Introductions

In attendance who identified themselves were: (1) Gene West, FCGMA Fiscal Committee Chair; (2) Tony Trembley, FCGMA Fiscal Committee Vice Chair; (3) Kim Loeb, Groundwater Manager; (4) Keely Royas, FCGMA Clerk of the Board; (5) Kathleen Riedel, Groundwater Specialist; (7) Jamie Malos, Management Assistant; and (8) Julia Dixon, PWA, Fiscal, Central Services Division (CSD);(9) Jurgen Gramckow, Southland Sod.

C. Public Comments

There were no public comments.

D. Fiscal Year 2020-21 Budget Development Study Session

Kim Loeb presented the Fiscal Year 2020-21 Budget Development Study Session PowerPoint to the Fiscal Committee. He went over the budget process summary. He also went through the Work Plan categories and the tasks for each.

Vice Chair Trembley asked if there were line items in the budget that represent each Administrative and Fiscal Service task. Mr. Loeb stated that all tasks are collapsed in the PWA Charges.

Vice Chair Trembley asked how staff arrived at the hours estimated for Groundwater Sustainability Plan (GSP) Implementation. Mr. Loeb said that staff looked at how much time was spent putting together the GSP and projected how much time would be needed for staff to be involved with the different tasks.

Mr. Loeb said that there were two budget worksheets, one with and one without the Department of Water Resources (DWR) grant factored in. He went through the Designated Accounts, Operating Accounts, and the Grand Total Fund Balance. Within the Designated Accounts he said the three categories were the GEMES, the Surcharges, and the Operating Reserves. Then he went through the Revenue Projections and Expenditure Projections.

Vice Chair Trembley asked why there was a 16% to 17 % increase in the PWA Charges. Mr. Loeb explained that the Executive Officer's time was not being fully charged, there was an increase on his time, and there were also additional staff brought on board.

Vice Chair Trembley asked if there has been a discussion regarding the Designated Surcharges Account and its uses.

Chair West said that the money is for replenishment water, but the Board is not restricted to that. He said that it might be appropriate to dip into the Operating Reserve to balance the Operating Account.

Mr. Loeb said that another option would be to increase the sustainability fee again and take a loan from the Surcharge Account that could be payed back.

Vice Chair Trembley said that he does not want to raise the sustainability fee again and if the DWR grant is not received in this fiscal year he would rather defer some expenditures.

Chair West asked Mr. Loeb if there is any recommendation on what could be deferred. Mr. Loeb said that there was not anything to defer that would affect the budget significantly, as the new FCGMA data management expense was offset by grant funds that would otherwise be lost. Mr. Loeb mentioned that the Agency being a Special District they are not required to adopt a budget by July after the State budget was adopted and the status of the DWR grant would be known.

Chair West and Vice Chair Trembley agreed that they would rather adopt a budget and have a contingency plan if the DWR grant is not awarded. They both agreed to ask staff to look at what could be deferred, meet again, and as a last resort borrow from the Operating Reserve.

Chair West said that when they meet again, he would like to see how the Work Plan differ year over year.

Vice Chair Trembley asked what items in the GSP Implementation are more time sensitive. Chair West said that the Basin Optimization Study was important and it wouldn't make sense to defer that.

The Committee agreed to meet again June 5, 2020 at 1:00 p.m.

Chair West asked if there were any public comments on this item.

Mr. Gramckow expressed concern at reducing funding for basin optimization and project feasibility studies. He said we are in a race to implement projects. He also said that the Water Market was not in a situation of necessity.

E. Adjourn the Fiscal Committee Meeting

Chair West adjourned the meeting at 3:33 p.m.

Submitted by:

Keely Royas
Clerk of the Board