I hereby certify that the foregoing Agenda was posted at least 72 hours prior to the time of the Regular Meeting so noticed below, at the usual agenda posting location of the San Juan Basin Authority.

Daniel R. Ferons

SAN JUAN BASIN AUTHORITY and the Board of Directors thereof

#### **AGENDA**

#### SAN JUAN BASIN AUTHORITY BOARD OF DIRECTORS' MEETING

Please note special location:
MOULTON NIGUEL WATER DISTRICT
BOARD ROOM

March 27, 2012 1:30 p.m.

Upon Request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990. Any person with a disability who requires a modification or accommodation in order to participate in a meeting should direct such request to Daniel Ferons, Secretary, Board of Directors, at (949) 459-6590 at least 48 hours before the meeting if possible.

### ITEMS DISTRIBUTED TO THE BOARD LESS THAN 72 HOURS PRIOR TO MEETING

Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Board less than seventy-two (72) hours prior to the meeting will be available for public inspection in the lobby of the Authority's business office located at 26111 Antonio Parkway, Rancho Santa Margarita, California 92688, during regular business hours. When practical, these public records will also be made available on the Santa Margarita Water District's Internet Web Site, accessible at <a href="http://www.smwd.com">http://www.smwd.com</a>. All documents available for public review are on file with the Authority's Secretary located at 26111 Antonio Parkway, Rancho Santa Margarita, California 92688.

- I. CALL MEETING TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ORAL COMMUNICATIONS
  - A. Persons wishing address the Board of Directors on matters <u>not listed</u> on the Agenda may do so at this time. "Request to be Heard" forms are available at the entrance to the Board Room. Comments are limited to three minutes, unless further time is granted by the Presiding Officer. Please submit the form to the Secretary prior to the beginning of the meeting.

Those wishing to address the Board of Directors on any items <u>listed</u> on the Agenda should submit a "request to be Heard" form to the Secretary before the Presiding Officer announces that agenda item. Your name will be called to speak at that time.

#### IV. CONSENT CALENDAR

**Staff Recommendation:** Approve subject minutes.

**Staff Recommendation:** Receive and file the Monthly Financial Statements.

Note: Items on the CONSENT CALENDAR will be considered for approval without discussion in one vote. A Director may request that an item be taken off the Consent Calendar for full discussion.

#### [END OF CONSENT CALENDAR]

#### V. ACTION ITEMS

A. Workshop Presentation on Update to the San Juan Basin Management and Facilities Plan by Wildermuth Environmental, Inc.......Page 10

#### VI. <u>ATTORNEY'S REPORT</u>

#### VII. OTHER MATTERS

A. Open Discussion or items received too late to be agendized.

#### VIII. <u>INFORMATION ITEMS</u>

#### IX. ADJOURNMENT

The next Regular Board of Directors' meeting is scheduled for **April 10**, **2012 at 1:30 p.m.** at the Santa Margarita Water District, 26111 Antonio Parkway, Rancho Santa Margarita, California.

## Unapproved

# MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE SAN JUAN BASIN AUTHORITY

#### February 14, 2012

A Meeting of the Board of Directors (Board) of the San Juan Basin Authority (SJBA) was held on Tuesday, February 14, 2012 at its principal place of business located at 26111 Antonio Parkway, Suite A, Rancho Santa Margarita, CA 92688. The following Directors and/or Alternate Directors were present:

#### **Directors Present:**

MIKE DUNBAR, South Coast Water District LAURA FREESE, City of San Juan Capistrano JOHN SCHATZ, Santa Margarita Water District LARRY MCKENNEY, Moulton Niguel Water District Chairperson Vice Chairperson Director Director

**Directors Absent:** None

#### **Support Services Present:**

DANIEL R. FERONS WEST CURRY Secretary and Administrator Administrator

#### **Others Present:**

Allison Burns, Legal Counsel Mark Wildermuth, Wildermuth Environmental, Inc. (WEI)

#### I. <u>CALL MEETING TO ORDER</u>

Chairman Dunbar called the meeting to order at 1:31 p.m.

Laura Freese arrived at 1:32 p.m.

#### II. PLEDGE OF ALLEGIANCE

Director Schatz led the Pledge of Allegiance.

#### III. ORAL COMMUNICATIONS

Director McKenney offered comments on the Thursday, February 6, 2012, South Orange County Watershed Management Area (SOCWMA) Executive Committee. The next meeting is in May 2012. The Executive Committee consists of elected officials from water agencies and cities in South Orange County. This group is overseeing the effort of the County in updating the Integrated Regional Water Management Plan (IRWMP). Director McKenney views it as a two-step effort: (1) writing the IRWMP; and (2) it is a method for allocating state grant funds to projects. He recommended agendizing this subject for discussion to input so that the interests of the water agencies are addressed. The goals in the plan address supply water reliability, efficiency, flood control and other emergency preparedness goals.



Chairman Dunbar asked about membership in SOCWMA. Mr. Ferons responded that the SJBA is not a member of the organization because the SJBA member agencies are represented.

West Curry arrived at 1:36 p.m.

#### IV. CONSENT CALENDAR

- A. Consideration and Action on Minutes of Regular Meeting of November 8, 2011.
- B. Consideration and Action on Monthly Financial Statements for October and November 2011.

#### **MOTION NO. 2012-01**

Thereafter, upon a motion duly made by Director Freese, seconded by Director McKinney to approve the Consent Calendar (Item A – Consideration and Action on Minutes of Regular Meeting of November 8, 2011 as amended. Item B – Consideration and Action on Monthly Financial Statements for October and November 2011). Motion passed 4-0.

#### V. <u>ACTION ITEMS</u>

A. Consideration and Action on Revised Schedule to Complete the Update of San Juan Basin Groundwater Management and Facilities Plan.

Mr. Ferons provided an update on the San Juan Basin Ground Management and Facilities Plan (Plan) noting that Wildermuth Environmental, Inc. (WEI) and the Technical Advisory Committee (TAC) have been working on the Plan for about a year and a half. WEI is coordinating efforts with the Municipal Water District of Orange County (MWDOC) to obtain baseline groundwater production sustainability simulations to complete the assessment of the state of the basin. The process has been slower than expected.

The TAC met with WEI and asked them if the process could be bifurcated into two parallel processes. One process would be to continue to work with MWDOC on the modeling and the other to proceed with the update of the groundwater management plan with less detailed modeling information.

Mr. Ferons reported that Mark Wildermuth prepared an updated schedule which will include TAC meetings held twice per month beginning in March to complete this work on the compressed schedule. The updated plan also includes workshops with the SJBA Board and the public to discuss options for the management of the basin. The revised schedule indicates a final report will be submitted to the SJBA by the end of September 2012.



Director Freese commented she supports bifurcating the effort. She asked what was meant by less detail.

Mr. Ferons offered that less detail will not impact the Plan. The Plan would identify ranges of projects that could be done.

Director Freese asked for clarification on the statement "eliminating MWDOC's model" and would that save the Authority any money. Mr. Ferons responded that the plan is to proceed without completed models, but they will be incorporated later. There is enough preliminary work done to allow the Plan development to proceed.

Director McKenney commented that he supports the bifurcated effort.

Director Freese asked if the workshops would be noticed meetings. Mr. Ferons noted that the workshops would be tied to the Board meeting dates and would be noticed public workshops.

Chairman Dunbar asked how the funding for the Plan would be handled as the revised Plan extends the work on the Plan into the next fiscal year.

Mr. Ferons responded that this budget issue has been considered and the funds will be carried forward to the next fiscal year.

Chairman Dunbar asked for comments from the public. There were no comments.

Direction was given to staff to proceed with proposed change to the schedule.

B. Consideration and Action on Acceptance of Proposal for 2012 San Juan Basin Monitoring Program

Mr. Ferons reported that in November 2011 the Board discussed the concept of continuing with Wildermuth Environmental, Inc. for the 2012 San Juan Basin Monitoring Programs. Because of the change in monitoring requirements, WEI developed a three-part program: Program I – Integrated Groundwater and Vegetation Monitoring; Program II – California Statewide Groundwater Elevation Monitoring (CASGEM); and Program III – Basin Management Monitoring Program. Because SJBA member agencies do some separate monitoring, the purpose of Program III is to develop a database that allows for all monitoring to be consolidated into one database. This would be a complete management database, Basin Management Monitoring Program.

It was noted that in November 2011, the concept presented to the Board was for monitoring as identified in Programs I and II. This current proposal includes Program III which is an additional \$28,000.



#### **MOTION NO. 2012-02**

Thereafter, upon a motion duly made by Director McKenney, seconded by Director Freese to accept staff's recommendation and authorize monitoring services to be performed by Wildermuth Environmental, Inc. for the 2012 San Juan Basin Monitoring Program in the amount not to exceed \$96,381. Motion passed 4-0.

#### VI. ATTORNEY'S REPORT

Attorney Burns reminded the Board to fill out Form 700.

#### VII. OTHER MATTERS

A. Open Discussion or items received too late to be agendized.

#### VIII. INFORMATION ITEMS

A. Presentation by West Curry on the City of San Juan Capistrano Groundwater Recovery Plant Current Status.

Mr. Curry reported the Groundwater Recovery Plant is doing well. The plant continues to operate with reduced flow due to green sand filter maintenance issues with a plan to be presented to the City Council next month. With reduced flow, 4,000 acre-feet have been extracted from the Basin with 2,500 acre-feet of potable water being produced for the fiscal year.

#### IX. ADJOURNMENT

There being no further business before the Board of Directors, a motion duly made and seconded to adjourn the meeting at 1:56 p.m. Motion passed unanimously.

Respectfully submitted,

Sharon D. Brimer, Recording Secretary

The next Regular Board of Directors' meeting is scheduled for March 13, 2012 at 1:30 p.m. at the Santa Margarita Water District, 26111 Antonio Parkway, Rancho Santa Margarita, California.

I DO HEREBY CERTIFY that the foregoing Minutes are true and correct copy of the Minutes adopted by the Board of Directors of the SAN JUAN BASIN AUTHORITY.

Daniel R. Ferons, Administrator SAN JUAN BASIN AUTHORITY

#### San Juan Basin Authority Financial Statements February 2012

	021			026		022		031		029	025			020		032		
		P.C. 1 General		P.C. 1		P.C. 4		P.C. 4		P.C. 9	P.C. 10			P.C.11 Future	119	P.C. 13 SGS Co-Op		Total
		Fund	Or	rtega Well		Desalter		Debt Svc	٧	Vell Field	M	lonitoring		Projects		GIS		
ASSETS																		
Cash and Investments	\$	102,765	\$	-	\$	45,931	\$	-	\$	-	\$	220,138	\$	3,816	\$	49,039	\$	421,689
Cash and Investment-Restricted for Debt Service		-		-		-		2,280,804		-		-		-		-		2,280,804
Accounts Receivable - Lease prin		-		-		-		24,375,659		-		-		-		-		24,375,659
Prepaids		447.074		400.054		-		-		400 004		40 407		-		8,133		8,133
Utility Plant in Service (Less) Accumulated Depreciation		147,274		493,254		-		-		489,004		42,187		-		-		1,171,719 (1,063,905)
TOTAL ASSETS	•	(147,274) 102,765	\$	(417,335) <b>75,919</b>	\$	45,931	\$	26,656,463	\$	(457,919) <b>31,085</b>	\$	(41,377) <b>220,948</b>	\$	3,816	\$	57,172	\$	27,194,099
TOTAL AGGLTG	<u> </u>	102,703	Ψ	70,515	Ÿ	40,001	Ψ	20,000,400	Ψ	31,003	Ψ	220,340	Ψ	3,010	Ψ	51,112	Ψ	27,134,033
LIABILITIES AND FUND EQUITIES																		
Current - Accounts Payable	\$	_	\$	-	\$	-	\$	439,973	\$	-	\$	8,959	\$	-	\$	-	\$	448,932
Bonds Payable	•	-	•	-	•	-	•	26,655,000	•	-	•	-	•	-	*	-	•	26,655,000
TOTAL LIABILITIES		-		-		-		27,094,973		-		8,959		-		-		27,103,932
FUND EQUITIES																		
Contributed Capital - Fund Balance	\$	-	\$	-	\$	-	\$	4,413	\$	-	\$	-	\$	-	\$	-	\$	4,413
SMWD		14,338		41,803		-		-		16,988		28,404		954		6,670		109,157
MNWD		15,390		-		-		-		-		44,805		954		7,756		68,905
CITY OF SAN JUAN CAPISTRANO		15,374		41,804		36,689		-		16,989		49,899		954		7,756		169,465
SCWD		15,811		-				-		-		14,693		954		8,840		40,298
Current Year Fund Balance		41,852		(7,688)		9,242		(442,923)		(2,892)		74,188		-		26,150		(302,071)
TOTAL FUND EQUITIES		102,765		75,919		45,931		(438,510)		31,085		211,989		3,816		57,172		90,167
TOTAL LIABILITIES AND FUND EQUITIES	\$	102,765	\$	75,919	\$	45,931	\$	26,656,463	\$	31,085	\$	220,948	\$	3,816	\$	57,172	\$	27,194,099
REVENUES																		
Special assessments	\$	65,225	\$	-	\$	13,531	\$	-	\$	-	\$	181,423	\$	-	\$	26,150	\$	286,329
TOTAL REVENUES		65,225		-		13,531		-		-		181,423		=		26,150		286,329
EXPENDITURES					_						_				_			
Engineering Expense	\$	14,960	\$	-	\$	4,289	\$	-	\$	-	\$	105,614	\$	-	\$	-	\$	124,863
Consulting Services		551		-		-		-		-		-		-		-		551
Legal Fees		1,677		-		-		-		-		-		-		-		1,677
Dues		685		7 000		-		-		2 002		4 604		-		-		685
Depreciation Expense Debt Service and Interest Expense		-		7,688		-		442,923		2,892		1,621		-		-		12,201 442,923
Prior Year Expense		5,500		_				442,923		_						_		5,500
TOTAL EXPENDITURES	-	23,373		7,688		4,289		442,923		2,892		107,235						588,400
TRANSFERS		20,070		7,000		7,203		,020		2,002		101,230						555,450
Miscellaneous Transfers	\$	-	\$	-	\$	-	\$		\$		\$		\$	-	\$	-	\$	-
NET INCOME/(LOSS)	\$	41,852	\$	(7,688)	\$	9,242	\$	(442,923)	\$	(2,892)	\$	74,188	\$	-	\$	26,150	\$	(302,071)

p:/smwd/excel/SJBA11\_12/statements/0212

#### San Juan Basin Authority Budget Fiscal Year 2011/2012

		Budget		July 2011	Aug		Sept	Oct		Nov		Dec		Jan 2012	ı	Feb	N	arch		April	Ma	ay	J	une		ar to Date enditures		Budget emaining
GENERAL FUND (021)	_	-		2011										-012											ЕХР	enunui es	- 11	emaning
Financial Services	\$	6,225	\$	-	\$ -	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-		-	\$	6,225
Legal Fees		7,000		-	-		-	84		1,062		531		-		-		-		-		-		-		1,677		5,323
Secretarial Administration		4,000		-	-		-	-		-		-		310		160		-		-		-		-		470		3,530
Audit Services		10,000		-	-		-	-		-		-		-		-		-		-		-		-		-		10,000
Miscellaneous		-		-	-		5,582	-		685		-		-		-		-		-		-		-		6,267		(6,267)
Project Management Services	_	66,000	_	-	 -	_	880	 5,500	_		_	3,300	_	5,280	_	-	_	-	_	-		-	_	-		14,960		51,040
	\$	93,225	\$	-	\$ 	\$	6,462	\$ 5,584	\$	1,747	\$	3,831	\$	5,590	\$	160	\$	-	\$		\$	-	\$	-	\$	23,374	\$	69,851
Project Committee 4 (022)																												
Vegetation Monitoring	\$	44,000	\$	-	\$ 1,520	\$	847	\$ -	\$	-	\$	1,340	\$	582	\$	-	\$	-	\$	-	\$	-	\$	-		4,289	\$	39,711
	\$	44,000	\$	-	\$ 1,520	\$	847	\$ -	\$	-	\$	1,340	\$	582	\$	-	\$	-	\$	-	\$	-	\$	-	\$	4,289	\$	39,711
PROJECT COMMITTEE 10 (025)																												
Water Rights Monitoring - Field	\$	124,000	\$	3,865	\$ 5,007	\$	1,454	\$ 1,675	\$	-	\$	11,504	\$	14,287	\$	-	\$	-	\$	-	\$	-	\$	-	\$	37,791	\$	86,209
Groundwater Management Plan		100,000		11,432	23,105		3,571	7,517		-		2,625		10,613		8,959		-		-		-		-		67,822		32,178
	\$	224,000	\$	15,297	\$ 28,112	\$	5,025	\$ 9,192	\$	-	\$	14,129	\$	24,900	\$	8,959	\$	-	\$	-	\$	-	\$	-	\$	105,614	\$	118,386
PROJECT COMMITTEE 13 (032)																												
USGS-Loop Agreement Steam Gauging	\$	28,500	\$	-	\$ -	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	28,500
	\$	28,500	\$	-	\$ -	\$	-	\$ -	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	28,500
TOTAL BUDGETED EXPENDITURES	\$	389,725	\$	15,297	\$ 29,632	\$	12,334	\$ 14,776	\$	1,747	\$	19,300	\$	31,072	\$	9,119	\$	-	\$	-	\$	-	\$	-	\$	133,276	\$	256,449

#### SAN JUAN BASIN AUTHORITY BUDGET DETAIL/CHECK REGISTER AS OF FEBRUARY 29, 2012

							GENERA	AL FUND (21)			(021)	PC 4 DESALTER (22)	(022)
					Financial	Legal Fees	Secretarial	Audit	Misc	Contingency	TOTAL	Veg Monitoring	TOTAL
		BUDGET			\$ 6,225.00	\$ 7,000.00	\$ 4,000.00	\$ 10,000.00	\$ -	\$ 66,000.00	\$ 93,225.00	\$ 44,000.00	\$ 44,000.00
Ck#	Date	Vendor	CHECK AMOUNT	Prior Yr Expenses									
		ACCRUALS BAL FWD Prior Year		109,953.42									-
2512	7/18/2011	WILDERMUTH ENVIRONMENTAL	52,130.91	(52,130.91)							-		-
2513		U.S. GEOLOGICAL SURVEY	24,650.00	(24,650.00)									-
2514		SHARON BRIMER	200.00	(200.00)									-
2515	8/18/2011	STRADLING YOCCA CARLSON & F	649.00	(649.00)									-
2516		VOID		-									-
2517	8/18/2011	WILDERMUTH ENVIRONMENTAL	13,479.64	(13,479.64)									-
2518		VOID		-									-
2519		WILDERMUTH ENVIRONMENTAL	25,803.48	(10,506.32)									-
2520	10/13/2011	PSOMAS	5,500.00						5,500.00		5,500.00		-
2521	11/14/2011	WILDERMUTH ENVIRONMENTAL	5,872.37									847.35	847.35
2522	11/14/2011		880.00							880.00	880.00		-
2523	11/14/2011	STRADLING YOCCA CARLSON & F	84.20			84.20					84.20		-
2524	11/17/2011	WILDERMUTH ENVIRONMENTAL	29,632.22								-	1,520.12	1,520.12
2525	11/17/2011	FECHTER & COMPANY	5,800.00	(5,800.00)									-
		SANTA MARGARITA WATER DISTI	2,619.27	(2,537.55)					81.72		81.72		-
2527	11/17/2011	ST WATER RESOURCES CONTRO	684.60						684.60		684.60		-
2528		void									-		-
2529	12/8/2011	PSOMAS	5,500.00							5,500.00	5,500.00		-
2530	12/8/2011	WILDERMUTH ENVIRONMENTAL	9,191.06								-		-
2531	2/7/2012	STRADLING YOCCA CARLSON & F	1,593.00			1,593.00					1,593.00		-
2532	2/7/2012	SHARON BRIMER	310.00				310.00				310.00		-
2533	2/7/2012	WILDERMUTH ENVIRONMENTAL	15,469.46								-	1,339.27	1,339.27
2534		SHARON BRIMER	160.00				160.00				160.00		-
2535	2/28/2012	WILDERMUTH ENVIRONMENTAL	25,482.25								-	582.59	582.59
2536	2/28/2012	PSOMAS	8,580.00							8,580.00	8,580.00		-
		Prior year pending payment		(0.00)							-		-
											-		-
		Accruals from FY 11/12											
		BUDGET REMAINING 2011.12			\$ 6,225.00	\$ 5,322.80	\$ 3,530.00	\$ 10,000.00	\$ (6,266.32)	\$ 51,040.00	\$ 69,851.48	\$ 39,710.67	\$ 39,710.67

				PC 10 MON			PC 13 USGS CO-OP	(13)	(31)	TOTAL BUDGET
				Grdwtr monitoring			Lp Agree Stm Gauging		Debt Svc Pmts	Used/Remaining
		BUDGET		\$ 124,000.00	\$ 100,000.00	\$ 224,000.00	\$ 28,500.00	\$ 28,500.00		\$ 389,725.00
Ck#	Date	Vendor								
						-		-		-
2512		WILDERMUTH ENVIRONMENTAL				-		-		-
2513		U.S. GEOLOGICAL SURVEY				-		-		-
2514		SHARON BRIMER				-		-		-
2515	8/18/2011	STRADLING YOCCA CARLSON & F	RAUTH			-		-		-
2516		VOID				-		-		-
2517	8/18/2011	WILDERMUTH ENVIRONMENTAL				-		-		-
2518		VOID				-		-		-
2519		WILDERMUTH ENVIRONMENTAL		3,865.45	11,431.71	15,297.16				(15,297.16)
	10/13/2011					-				(5,500.00)
		WILDERMUTH ENVIRONMENTAL		1,453.82	3,571.20	5,025.02				(5,872.37)
	11/14/2011					-				(880.00)
2523	11/14/2011	STRADLING YOCCA CARLSON & F	RAUTH			-				(84.20)
2524	11/17/2011	WILDERMUTH ENVIRONMENTAL		5,006.80	23,105.30	28,112.10				(29,632.22)
2525	11/17/2011	FECHTER & COMPANY				-				-
2526	11/17/2011	SANTA MARGARITA WATER DISTI	RICT			-				(81.72)
2527	11/17/2011	ST WATER RESOURCES CONTRO	)L BRD			-				(684.60)
2528	1/0/1900	void				-				-
2529	12/8/2011	PSOMAS				-				(5,500.00)
2530	12/8/2011	WILDERMUTH ENVIRONMENTAL		1,674.87	7,516.19	9,191.06				(9,191.06)
2531	2/7/2012	STRADLING YOCCA CARLSON & F	RAUTH			-				(1,593.00)
2532		SHARON BRIMER				-				(310.00)
2533	2/7/2012	WILDERMUTH ENVIRONMENTAL		11,505.19	2,625.00	14,130.19				(15,469.46)
2534	2/28/2012	SHARON BRIMER				-				(160.00)
2535	2/28/2012	WILDERMUTH ENVIRONMENTAL		14,286.57	10,613.09	24,899.66				(25,482.25)
2536	2/28/2012	PSOMAS			,	-				(8,580.00)
						-				-
		Accruals from FY 11/12				8,959.00		-		8,959.00
		BUDGET REMAINING		\$ 86,207.30	\$ 41,137 <u>.51</u>	\$ 118,385.81	\$ 28,500.00	\$ 28,500.00	\$ -	\$ 256,447.96



#### SAN JUAN BASIN AUTHORITY

26111 Antonio Parkway • Rancho Santa Margarita, CA 92688 (949) 459-6400 FAX (949) 459-6463

**TO:** Board of Directors **DATE:** March 27, 2012

**FROM:** Dan Ferons

SUBJECT: Workshop Presentation on Update to the San Juan Basin

Management and Facilities Plan by Wildermuth Environmental, Inc.

A presentation will be made by Mark Wildermuth to discuss the progress made on the San Juan Basin Management and Facilities Plan.

P:\San Juan Basin Management Facs Plan memo.doc.cl