

**SAN LUIS & DELTA-MENDOTA WATER AUTHORITY  
FINANCE & ADMINISTRATION COMMITTEE REGULAR MEETING AND  
JOINT FINANCE & ADMINISTRATION COMMITTEE REGULAR MEETING-SPECIAL  
BOARD OF DIRECTORS WORKSHOP  
MINUTES FOR AUGUST 7, 2023**

The Finance & Administration Committee of the San Luis & Delta-Mendota Water Authority convened at approximately 12:08 p.m. at 842 6th Street in Los Banos, California, with Chair Anthea Hansen presiding.

**Members and Alternate Members in Attendance**

**Ex Officio**

Cannon Michael, Ex Officio

William Bourdeau, Ex Officio

**Division 1**

Anthea Hansen, Member

**Division 2**

Justin Diener, Member

**Division 3**

Jarrett Martin, Alternate

**Division 4**

Joyce Machado, Member - Dana Jacobson, Alternate

**Division 5**

Bill Pucheu, Member

**Friant Water Authority**

Wilson Orvis, Alternate for Jason Phillips

**Board of Directors Present**

**Division 1**

Anthea Hansen, Director

**Division 2**

Justin Diener, Member

**Division 3**

Jarrett Martin, Director

**Division 4**

Steve Wittry, Director

Joyce Machado, Alternate

**Division 5**

Bill Pucheu, Director

**Authority Representatives Present**

Federico Barajas, Executive Director

Pablo Arroyave, Chief Operating Officer

Scott Petersen, Water Policy Director (ZOOM)

Rebecca Akroyd, General Counsel

Rebecca Harms, Deputy General Counsel (ZOOM)  
Raymond Tarka, Director of Finance  
Lauren Viers, Accountant III  
Stewart Davis, IT Officer

**Others in Attendance**

John Wiersma, Henry Miller Reclamation District (ZOOM)  
Bobbie Ormonde, Westlands Water District (ZOOM)

**1. Call to Order/Roll Call**

Chair Anthea Hansen called the meeting to order at approximately 12:08 p.m. and roll was called.

**2. Additions or Corrections to the Agenda**

No Additions or Corrections.

**3. Opportunity for Public Comment**

No public comment.

**4. Finance & Administration Committee to Consider Approval of the July 10, 2023 Meeting Minutes.**

On a motion made by Alternate Member Wilson Orvis, seconded by Member Joyce Machado, the Committee approved the July 10, 2023 meeting minutes with no corrections. The vote on the motion was as follows:

AYES:	Michael, Bourdeau, Hansen, Diener, Jarrett Martin, Machado, Pucheu, Orvis
NAYS:	None
ABSTENTIONS:	None

**5. Finance & Administration Committee to Consider Recommendation to Board of Directors to Accept the Treasurer's Report for the Quarter Ending June 30, 2023.**

Director of Finance Raymond Tarka briefly reviewed the Treasurer's Report, and highlighted the correct date of the report as August 7, 2023. On a motion made by Ex Officio Member Cannon Michael, seconded by Member Bill Pucheu, the Committee accepted the Treasurer's Report for the quarter ending June 30, 2023. The vote on the motion was as follows:

AYES:	Michael, Bourdeau, Hansen, Diener, Jarrett Martin, Machado, Pucheu, Orvis
NAYS:	None

ABSTENTIONS: None

**6. Finance & Administration Committee to Consider Recommendation to the Board of Directors to Approve Third Adjustment to Water Year 2023 OM&R Water Rates.**

Chief Operating Officer Pablo Arroyave introduced the item. After reviewing the memo, Arroyave then referred to Director of Finance Ray Tarka to further discuss the changes created by using the 100% ag allocation and including updated volumes and wheeling information. On a motion made by Alternate Member Wilson Orvis, seconded by Member Jason Diener, the Committee approved third adjustment to Water Year 2023 OM&R Water Rates. The vote on the motion was as follows:

AYES: Michael, Bourdeau, Hansen, Diener, Jarrett Martin, Machado, Pucheu, Orvis

NAYS: None

ABSTENTIONS: None

**7. Finance & Administration Committee to Consider Recommendation to the Board of Directors to Accept the FY 2023 Audit Governance Letter.**

Director of Finance Raymond Tarka presented the Audit Governance Letter to the committee. Tarka stated that historically this letter would have been presented with the final audit for approval but due to changes in standard audit practices, a governance letter will now be presented to the committee at the beginning of the audit process to present the scope of the audit as well as any potential risks that the auditors will look for during the audit process. On a motion made by Ex Officio Member William Bourdeau, seconded by Alternate Member Wilson Orvis, the Committee accepted the FY 2023 Audit Governance Letter. The vote on the motion was as follows:

AYES: Michael, Bourdeau, Hansen, Diener, Jarrett Martin, Machado, Pucheu, Orvis

NAYS: None

ABSTENTIONS: None

**8. Finance & Administration Committee to Consider Recommendation to the Board of Directors to Adopt Staff Recommendation for Distribution of SFCWA Lower Yolo Ranch Project Funds (Refund Payment) Upon Receipt.**

Water Policy Director Scott Petersen gave a brief background on the Lower Yolo Ranch Project. Petersen then referred to Director of Finance Raymond Tarka to give further information on how the project was originally funded along with staff's recommendation regarding how the

anticipated refund should be allocated based on prior budget allocations. On a motion made by Member Bill Pucheu, seconded by Alternate Member Joyce Machado, the Committee adopted the staff recommendation for distribution of SFCWA Lower Yolo Ranch Project Funds (Refund Payment) upon receipt. The vote on the motion was as follows:

AYES:	Michael, Bourdeau, Hansen, Diener, Jarrett Martin, Machado, Pucheu
NAYS:	None
ABSTENTIONS:	None

## REPORT ITEMS

### 9. FY23 Activity Agreements Budget to Actual Report through 6/30/2023

Director of Finance Raymond Tarka presented the Budget to Actual Report through June 30, 2023 for the Activity Agreement funds. Tarka stated that for the four-month period, the budget was trending positive overall with actual spending through June 30, 2023 at 18.71% of the approved budget.

### 10. FY23 O&M Budget to Actual Report through 6/30/23

Director of Finance Raymond Tarka reported that for WY23, the self-funded routine O&M expenses through June 30, 2023 were under budget by \$146,767. This is mainly due to lower operating costs at all facilities excluding Intertie and O'Neill Pumping Plant. The water year 2021 and 2022 final accountings, fiscal year 2023 audit, and the Intertie OM&R true-up remain outstanding.

### 11. Procurement Activity Report

Director of Finance Raymond Tarka presented the procurement activity report for the period of July 1<sup>st</sup> through July 31<sup>st</sup>. One contract change order was included in the report, a change order issued on July 5<sup>th</sup> to DRS Marine, Inc. in the amount of \$9,599 for Pipe Plug Diving Services.

### 12. Executive Director's Report

Executive Director Federico Barajas provided updates to the committee.

- a. Strategic Plan Workshop – Barajas stated there will be a Strategic Planning Workshop on Thursday at 12:30 p.m. following the Board meeting at the Los Banos Community Center.
- b. Drought Mitigation Program – Barajas noted that a letter was received from

Reclamation requesting input for the Drought Mitigation Program no later than August 18<sup>th</sup>.

**13. Committee Member Reports**

Chair Anthea Hansen shared that Reclamation is working on a process document on how to resolve overpayment credits or underpayment charges in regards to the WINN Act Repayment Contracts.

**14. Reports Pursuant to Government Code Sec 54954.2**

No reports.

**15. Adjournment.**

The meeting was adjourned at approximately 12:48 p.m.