



**Fillmore and Piru Basins**  
Groundwater Sustainability Agency

**Board of Directors Meeting**  
**Thursday**  
**November 15, 2018 - 6:00 p.m.**

**City of Fillmore City Hall, City Council Chambers**  
**250 Central Avenue, Fillmore, CA 93015**

## **AGENDA**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Directors Roll Call**

**4. Public Comments**

Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) will accept public comment concerning agenda items at the time the item is considered and on any non-agenda item within the jurisdiction of the Board during the agendized Public Comment period. No action will be taken by the Board on any non-agenda item. In accordance with Government Code § 54954.3(b)(1), public comment will be limited to three (3) minutes per speaker per issue.

**5. Approval of Agenda**

**Motion**

**6. Director Announcements/Board Communications**

**7. Executive Director Update**

**Information Item**

The Executive Director will provide an informational update on Agency activities since the previous Board meeting of October 25, 2018.

**8. CONSENT CALENDAR**

**8A Approval of Minutes**

The Board will consider approving the Minutes from the Board Meeting of October 25, 2018.

**8B Approval of Warrants**

The Board will consider approving invoices for the following payments:  
Director Candice Meneghin \$230.43 (expense reimbursement)  
UWCD \$24,928.48 (quarterly contracted services)

**8C Monthly Financial Report**

The Board will receive a monthly profit and loss statement and balance sheet for the FPBGSA from UWCD's accounting staff.

**9. ACTION ITEMS**

**9A Board Interviews with Prospective Groundwater Consultants**

Motion

The Board will consider selection of a Groundwater Consultant from the candidates:

Daniel B. Stephens and Associates

Presentation; questions from Board/discussion; summation

Larry Walker Associates

Presentation; questions from Board/ discussion; summation

**9B Report and recommendations from ad hoc committee on potential groundwater consultants for GSP development.**

Motion

Board will consider recommendations from the ad hoc committee and will provide direction to the Executive Director regarding contract negotiations.

**10. INFORMATION ITEMS**

**10A Basin Boundary Modification Update**

Information Item

UWCD's Supervising Hydrogeologist Dan Detmer will update the Board on recent Basin Boundary Modifications requested by Department of Water Resources.

**FUTURE TOPICS FOR BOARD DISCUSSION**

## ADJOURNMENT

The Board will adjourn to the next **Regular Board Meeting** on Thursday, **December 20, 2018** or call of the Chair.

*Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at UWCD's offices at 106 North 8<sup>th</sup> Street in Santa Paula during normal business hours.*

*The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda materials in an alternative format, please contact the UWCD Office at (805) 525-4431 or the City of Fillmore at (805) 524-1500. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.*

Approved:   
Board Chair Kelly Long

**Posted: (date) November 8, 2018 (time) 11:15a.m. (attest) Kris Sofley**  
**At: United Water Conservation District Headquarters, 106 No. 8<sup>th</sup> St., Santa Paula, CA**

**Posted: (date) November 8, 2018 (time) 12noon (attest) Kris Sofley**  
**At: Fillmore City Hall, 250 Central Avenue, Fillmore, CA**

**Posted: (date) November 8, 2018 (time) 11:25a.m. (attest) Kris Sofley**  
**At: <https://www.FPBGSA.org>**

**Posted: (date) November 8, 2018 (time) 11:30a.m. (attest) Kris Sofley**  
**At: <https://www.facebook.com/FPBGSA/>**



**Board of Directors Meeting**  
**Thursday, October 25 - 6:00 p.m.**  
**City Council Chambers, Fillmore City Hall**  
**250 Central Avenue, Fillmore, CA 93015**

**MINUTES**

**Directors Present**

Director Kelly Long, Chair  
Director Ed McFadden, Vice Chair/Secretary/Treasurer  
Director Carrie Broggie  
Director Gordon Kimball  
Director Candice Meneghin  
Director Glen Pace

**Staff Present**

Anthony Emmert, Executive Director  
Steve O'Neill, Legal Counsel  
Kris Sofley, Clerk of the Board

**Public Present**

Bryce Bannatyne, Rancho Resplendor, LLC  
Frank Brommenschenkel, Frank B & Associates  
Emilio Cervantes, Jr., Newhall Land & Farming  
Ryan Kristensen, GHD  
Rachael Laenen, Kimball Ranches/El Hogar  
John Lindquist, UWCD  
Tim Moore, DBS&A  
Steve Zimmer

**1. Call to Order 6:01p.m.**

Chair Long called the meeting to order at 6:01p.m.

**2. Pledge of Allegiance**

Director Pace led the group in the Pledge of Allegiance

**3. Directors Roll Call**

All Directors were in attendance (Broggie, Kimball, Long, McFadden, Meneghin, Pace)

#### **4. Public Comments**

Chair Long asked if there were any public comments; none were offered.

#### **5. Approval of Agenda**

##### **Motion**

Chair Long asked if there were any changes to the agenda. There were none. Motion to approve the agenda, Director Broggie; Second, Director Pace. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries unanimously 6/0/0.

#### **6. Director Announcements/Board Communications**

Director Meneghin reported that she was absent from the last Board meeting as she was in Sacramento attending the Western Groundwater Congress, produced by Groundwater Resources Association of California (GRA). She said she attended a workshop on Groundwater Dependent Ecosystems (GDE) produced by The Nature Conservancy. She also reported meeting with representatives of the Clean Water Fund.

Directors Broggie and McFadden reported their participation in a meeting held on October 17 at the Ventura County Government Center that addressed Climate Change with two scientists who were interested especially in hearing from Groundwater Sustainability Agencies. Director Broggie said it was a good exchange of information and that she learned a lot. Chair Long added that it was a very good meeting and was discussed at the Santa Clara River Watershed Coalition meeting.

#### **7. Executive Director Update**

##### **Information Item**

Mr. Emmert reported that it was an “uneventful” month, although the agency is progressing on its DWR grant. He said staff had distributed the Request for Qualifications/Proposals for potential consultants to help develop the agency’s Groundwater Sustainability Plans (GSPs). Some prospective proposers had asked questions, which staff answered via the group email system. Mr. Emmert had received “a couple of” qualified proposals by the October 24 due date. He added that, later in the agenda discussion, the Board could provide direction for staff on how to proceed with the submissions.

#### **8. CONSENT CALENDAR**

##### **8A Approval of Minutes**

The Board will consider approving the Minutes from the Board Meeting of September 27, 2018.

**8B Approval of Warrants**

The Board will consider approving invoices for the following payments:

OMLO August Legal Services \$576.50

**8C Monthly Financial Report**

The Board will receive a monthly profit and loss statement for the Agency from UWCD's accounting staff.

**8D Notification of One Time Waiver of Late Fees and Penalties**

The Board will consider approving the requested Notification of One Time Waiver of Late Fees and Penalties letter to all stakeholders in follow-up to the Board's action at the September 27, 2018 Board of Directors meeting.

Motion to approve Consent Calendar items 8A through 8D, Director Broggie; Second, Director McFadden. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries unanimously 6/0.

**9. ACTION ITEMS**

**9A Approval of Proposed Agency Travel Policy for Directors and Staff**

**Motion**

Chair Long explained that this motion was postponed from the previous month's Board meeting to provide for full Board involvement in approving this policy.

Agency's legal counsel, Mr. O'Neill explained that the drafted policy incorporated the Board's intent to not be compensated on a per diem basis for extra non-board meeting activities. Page 4 addressed reimbursement and the portion that referenced compensation has been removed. There is clear direction regarding what expenses incurred by the Directors is reimbursable, and a page defining allowable expenses, travel modes, mileage reimbursement, hotel costs, per meal limits, etc. He said that it was all very clear in defining both reimbursable and non-reimbursable expenses. He said the only clarification was whether the Board wanted to provide advances for travel expenses or preferred to reimburse after the expense was incurred. He also said that the policy references and is in line with item 4.8 of the Agency's bylaws. And that while there is some redundancy, the policy is more detailed. He also said that item 4.7 in the Bylaws, regarding officer compensation, is covered in the new policy as well.

Chair Long added that the Board wanted to approve expenses in advance and that travel would be arranged by staff using a debit card against the Agency's checking account as a means of eliminating interest rates on an agency credit card and also any surprises.

Mr. O'Neill said that the policy says pre-approval of staff travel expenses only, and directed the Board's attention to the bottom of Page 1, which stated "pre approval of the Board was not required."

Director Broggie said it could be cumbersome to agendize travel and conference participation at least a month in advance in order to secure Board approval. Director Meneghin agreed, saying that delays for approval can often result in incurring higher costs for registration, hotels, airfare, etc.

Mr. O'Neill said that, along with the policy, there were sample forms provided with the staff report, requesting advance approval, reimbursement, etc. which would record the costs and come back to the board in financial reports. Director Kimball said the Board always has the option of not approving the reimbursement, too.

Director McFadden said he would like Board approval, but realizes that timing may not always work out. Chair Long added that as policy, approval is not required, but the Board should get a heads up. Director Broggie suggested that the policy state Board approval in advance, and if that isn't possible, the Executive Director can be authorized to provide approval and advise the Board Chair.

Mr. Emmert added that there is a travel and training budget to reference to ensure that that funds are available. Mr. O'Neill suggested a pre-approved meetings list could also be created.

Motion to approve the draft travel policy addressing approvals, expenses (airfare, lodging, ground transportation/car rental/mileage reimbursement, meals), expense advance and reimbursement and amended to include pre approval of the Board and, when that is not possible, the Executive Director will seek approval from the Board Chair, Director McFadden; Second, Director Broggie. Voice vote six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries unanimously 6/0.

## **9B Consideration of Associations and Organizations for Board Membership**

### **Motion**

Following discussion of the relative merits and costs of becoming members of different water-education and advocacy organizations, the Board felt that there was no need to rush this decision, and tabled this item for discussion at a later date.

## **9C DWR Draft Grant Agreement**

### **Motion**

Mr. Emmert reported that the good news was that 2 levels of review with DWR have been completed. After discussions with the DWR project engineer/grant manager, there was a severe gutting of the grant proposal details, providing for as much flexibility as possible and allowing for moving items around within the budget. He said that what is now a simple work plan in four categories will make stakeholder coordination and engagement much easier. Construction and implementation of monitoring wells can be moved back; model and GSP development, the bulk of the efforts, are also involved. He said it's been a month

since this went to DWR legal in Sacramento and that the grant package is complete and we're just waiting to hear back from DWR for final adoption.

Director McFadden asked if this was beneficial to cash flow, and Mr. Emmert said that was the major point of the grant administrator, that they were looking closely at cash flow and revenue. UWCD's John Lindquist added that the changes allow for more flexibility in terms of projects and managing cash flow challenges. He added that the draft agreement doesn't lock us in to work; however, it will require planning and vigilance to avoid cash-flow challenges as GSP development proceeds.

Mr. O'Neill said the agreement was in keeping with those of other Districts that he had viewed. Chair Long said that she appreciated the DWR trying to make it simple for everyone.

Motion to approve the revised draft California Department of Water Resources Proposition 1 Groundwater Sustainability Planning Grant Agreement scope of work, schedule and budget, Director McFadden; Second, Director Broggie. Voice vote: six ayes (Broggie, Kimball, Long, McFadden, Meneghin, Pace); none opposed. Motion carries unanimously 6/0.

## 10. INFORMATION ITEMS

### 10A UWCD Scope of Work and Schedule for Groundwater Sustainability Plans Development

#### Information Item

UWCD's John Lindquist presented an overview of the GSPs' scope of work and schedule. Director Pace asked why it takes three years to develop the GSP if so much of the historical data already exists and wondered why this process can't be expedited.

Mr. Lindquist said that the big hold ups are the UWCD model isn't finished and that there is a great level of detail required for developing an accurate water budget as defined by SGMA. He also cited management actions regarding the development of projects, public interaction and resolving potential disputes once the thresholds were established. Agencies which started the GSP development earlier are facing many unexpected issues. He added that 2021 is the deadline for initial data and that the DWR requires an update every five years. He also said that he anticipates that the Agency's GSPs will be completed in the middle of 2021, about six months in advance of the deadline, if all goes well.

Chair Long added that once the GSPs are submitted, DWR still has two years to come back to the GSA with changes. She also suggested that the Agency engage

stakeholders throughout the GSP development process so that there are no surprises. Mr. Lindquist added that UWCD will work with the Agency and its consultant to get the job done as quickly as it can, but cautioned that modeling requires very specialized skills and few outside of UWCD are qualified to conduct this type of modeling analysis.

Chair Long agreed with Mr. Lindquist, stating that you need knowledge as well as skills. Mr. Lindquist also suggested that the District would work with the GSA on the stakeholder process to facilitate buy-in on the goals of the GSA. Director Kimball added that stakeholder buy-in should be garnered along the way as sections are drafted and developed, which could save time on the overall approval of the GSPs from a stakeholder perspective.

## 11. FUTURE TOPICS FOR BOARD DISCUSSION

Interviews with consultants regarding Groundwater Sustainability Plans for the GSA will be conducted at the November 15, 2018 Board Meeting. Between now and then, Executive Director and ad hoc Groundwater Consultant committee (Directors McFadden and Meneghin) along with UWCD groundwater staff will review and rank the proposals to assist in recommendations to the Board. Chair Long reiterated the importance of making the process transparent and open to the public.

## ADJOURNMENT 7:10p.m.

Chair Long adjourned the Board to the next **Regular Board Meeting** on Thursday, **November 15, 2018** or call of the Chair.

I certify that the above is a true and correct copy of the minutes of the Fillmore and Piru Basins Groundwater Sustainability Agency's Board of Directors meeting of October 25, 2018.

ATTEST: \_\_\_\_\_  
Kelly Long, Chair, FPB GSA Board of Directors

ATTEST: \_\_\_\_\_  
Kris Sofley, Clerk of the Board



**BOARD MEETING**

**October 25, 2018 @ 6:00pm**

**City Council Chambers, Fillmore City Hall**

250 Central Avenue, Fillmore, CA 93015

Name: Ryan Kristensen

Organization: GHD

Phone: ryan.kristensen@ghd ↘

E-mail: (661) 313-5041

Name: John Lindquist

Organization: United WCD

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: Tim Moore

Organization: DBS&A

Phone: \_\_\_\_\_

E-mail: tmoore@geo-logic.com

Name: Franco Bernabe

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: Steve Zimmer

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: EMILIO CERVANTES JR.

Organization: NEWHALL LAND & FARMING

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Name: BRYCE BANNATYNE

Organization: RANCHO RESPANSON LLC.

Phone: 805-524-5130

E-mail: RanchoRespanson@Hotmail

Name: \_\_\_\_\_

Organization: \_\_\_\_\_

Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

# United Water Conservation District Scope and Schedule for GSP Development

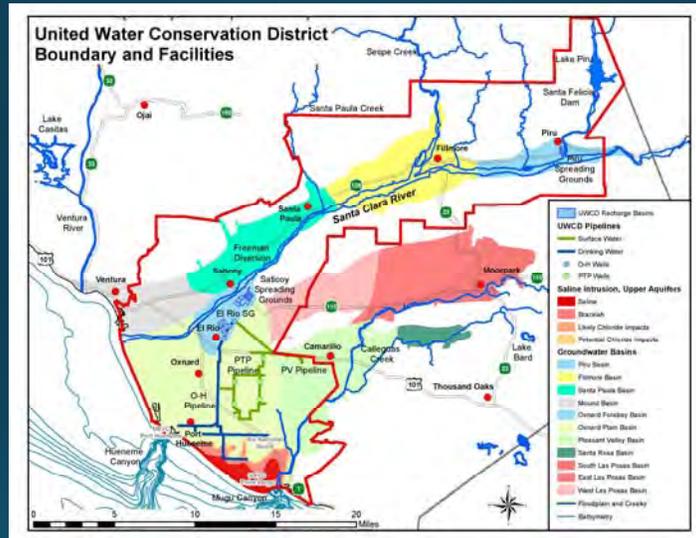
*Agenda Item 10A,  
FPBGSA Board of Directors Meeting*

*October 25, 2018*



## Outline

1. United's overall role ("the big picture")
2. Main components of a GSP
3. United's planned contributions to the Fillmore and Piru basins GSPs
4. Schedule/timeline



“The Big Picture”

## 1. United’s overall role

3

## What United Is...

- A public agency authorized under the California Water Code, section 74500 et al, to:
  - conduct water resource investigations
  - acquire water rights
  - build facilities to store and recharge water
  - construct wells and pipelines for water deliveries
  - commence actions involving water rights and water use, and to prevent interference with or diminution of stream/river flows and associated natural subterranean flows
  - other activities
- Deeply invested in supporting the people, economy, and environment within our service area.

4

## Consistent with United's Mission, We Have:

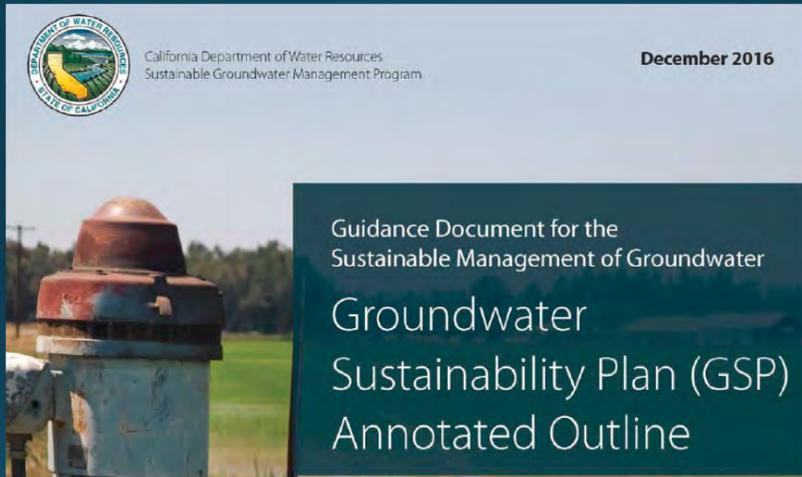
- Collected a **LOT** of groundwater and surface-water data
  - levels, quality, flows
- Made extensive progress on development of a numerical groundwater flow model for the region
  - VRGWFM
- Provided support, oversight, and/or review of every GSP being developed in our service area

5

## What United is *Not*...

- A consulting firm; therefore, we are *not*:
  - Interested in competing with private sector firms
  - Trying to use Fillmore-Piru basins as a “springboard” to get more work in other basins
  - Allowed to make a profit—or lose money—in the course of our efforts that are specifically for the benefit of the FPBGSA (or any other GSAs)

6



## 2. Main components of a GSP

7

## GSP Chapters 1 through 3

Sections with major United contributions shown in **red**.

Sections with lesser United support shown in **yellow**.

### 1. Introduction

- Agency info, legal authority, costs of implementing GSP and how the GSA will meet those costs

### 2. Plan Area and Basin Setting

- Description of plan area, communications, **basin setting**, **historical and current conditions**, **water budget**, **management areas** (if needed)

### 3. Sustainable Management Criteria

- Sustainability goal, **minimum thresholds**, **measurable objectives**, **undesirable results**, **monitoring**

8

# GSP Chapters 4 through 6

Sections with major United contributions shown in red.  
Sections with lesser United support shown in yellow.

## 4. Projects and Management Actions to Achieve Sustainability Goal

- Forecast how projects (if needed) and management actions will achieve goals

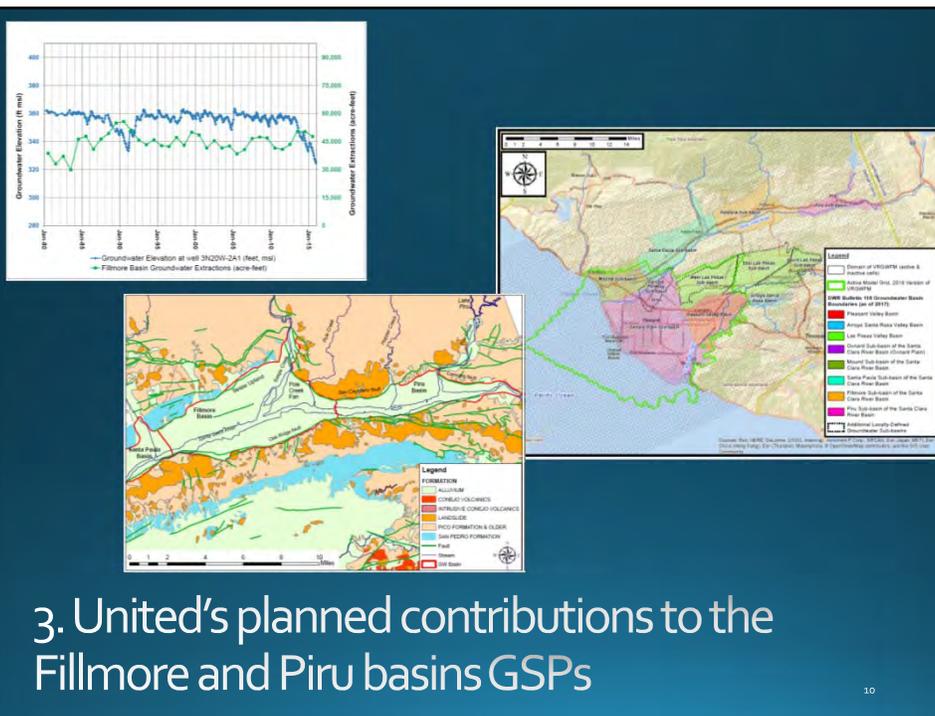
## 5. Plan Implementation

- Estimate costs, schedule, reporting and evaluation requirements

## 6. References and Technical Studies

- Coordination agreements, technical appendices, model documentation, comments/responses

9



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## Planned Major Contributions

- Compile and share existing groundwater and surface-water data
- Provide information on existing monitoring network, assist with evaluation of data gaps
- Prepare preliminary water budget (from existing data)
- Develop conceptual model (hydrologic and hydrostratigraphic)
- Expand numerical model up SCR Valley
  - Will provide more specifics on water budget than the conceptual model could
  - Evaluate future projects, if needed
- Prepare text, figures, maps, and tables required for portions of GSP Section 2

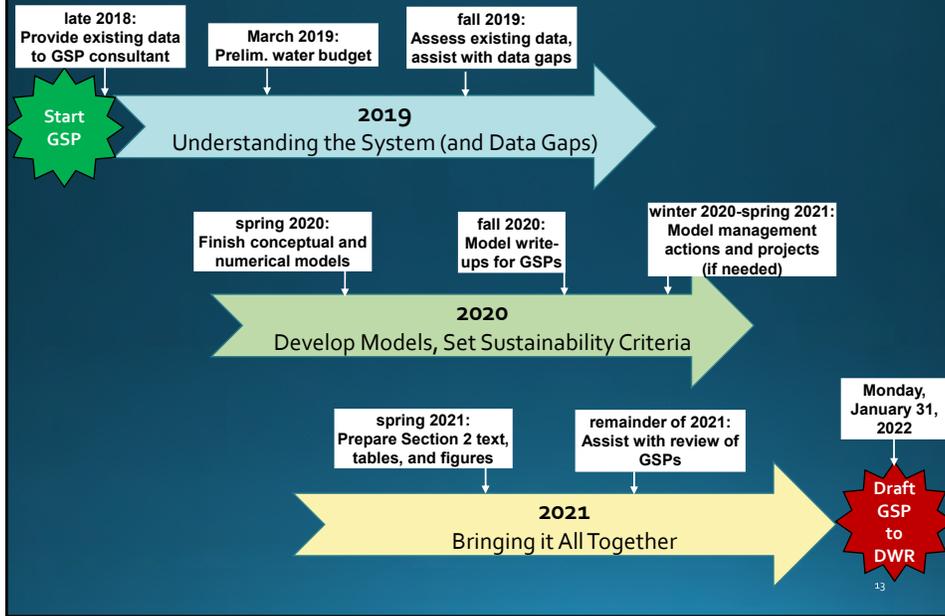
11

## Planned Supportive Contributions

- Provide assistance and review to GSP consultant on the following:
  - Data gap analysis and recommendations for future data collection
  - Development of a plan for monitoring of sustainable management criteria
  - Development of projects and management actions (if needed)
  - Presentations for Board and public meetings/workshops
  - Review of draft GSP

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## 4. Schedule/Timeline for United's Contributions



*Thank you!*

# Fillmore and Piru Basins GSA Check Detail

November 6, 2018

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Original Amount</u>
11025	11/06/2018	Candice Meneghin	10000 - Bank of the Sierra	230.43
11026	11/06/2018	United Water Conservation District	10000 - Bank of the Sierra	24,928.48
			TOTAL CHECKS	25,158.91



**GROUNDWATER SUSTAINABILITY AGENCY**

P O Box 1110, Fillmore, CA 93016

(805) 525-4431

<https://fpbgsa.org>

**CHECK REQUEST**

Date required: \_\_\_\_\_ Date Requested: 11/6/18

Pay to: Candice Meneghin

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Amount \$230.43

Charge to Account(s): 53110

Reason for Check/Petty Cash Request: Reimbursement for travel expenses for the Western Groundwater Congress September 25 – 27, 2018

Requested by: Kris Sofley, clerk of the board

Approved by: \_\_\_\_\_  
Board Secretary/Treasurer

Authorized by: \_\_\_\_\_  
Board Chair

(Attach invoices/receipts/documentation for costs verification)

**FILLMORE AND PIRU BASINS GROUNDWATER  
SUSTAINABILITY AGENCY**  
250 CENTRAL AVE  
FILLMORE, CA 93015

**BANK OF THE SIERRA**  
527 SESPE AVE.  
FILLMORE, CA 93015

11025

90-3702/1211



11/6/2018

PAY TO THE  
ORDER OF Candice Meneghin

\$ \*\*230.43

Two Hundred Thirty and 43/100\*\*\*\*\* DOLLARS

Candice Meneghin  
780 Latigo Canyon Rd.  
Malibu, CA 90265

MEMO

Reimbursement for Travel Expenses-Western Groun

AUTHORIZED SIGNATURE

⑈011025⑈ ⑆121137027⑆ 2801395870⑈

**FILLMORE AND PIRU BASINS GROUNDWATER**

**SUSTAINABILITY AGENCY**

11025

Candice Meneghin

11/6/2018

Reimbursement for Travel Expenses-Western Groun

230.43

Bank of the Sierra

Reimbursement for Travel Expenses-Western G

230.43

**FILLMORE AND PIRU BASINS GROUNDWATER**

**SUSTAINABILITY AGENCY**

11025

Candice Meneghin

11/6/2018

Reimbursement for Travel Expenses-Western Groun

230.43

Bank of the Sierra

Reimbursement for Travel Expenses-Western G

230.43

Photo Safe Deposit®  
Details on Back.

Travel Expense Reimbursement Request

Director Candice Meneghin

Western Groundwater Congress September 25-27, 2018

Description	Amount	Date	Comments
Conference Registration	\$ 780.00	8/30/2018	
Hotel	\$ 1,109.24	9/27/2018	Block booking rate had expired by the time the advancement check was issued and booking was made
Flight BUR - SMF	\$ 131.96	8/30/2018	
Taxi from SMF to Hotel	\$ 58.70	9/24/2018	
Twigs café & lounge	\$ 28.82	9/24/2018	Dinner the night before conference
Mileage to airport	\$ 19.08	9/24/2018	35 miles @ \$0.545/mi
Equire Grille SMF	\$ 33.55	9/27/2018	Dinner at SMF airport afer conference
Mileage from airport	\$ 19.08	9/27/2018	35 miles @ \$0.545/mi
<b>Total Expenses</b>	<b>\$ 2,180.43</b>		
<b>Less Cash Advance</b>	<b>\$ (1,950.00)</b>		
<b>Amount Due</b>	<b>\$ 230.43</b>		

Groundwater Resources Association of California

700 R ST STE 200

Invoice #	7374
Invoice For	<u>Registration - First Annual Western Groundwater Congress</u> <b>Event Date:</b> Sept. 25, 2018, 8 a.m.
Invoice Date	Aug. 13, 2018 02:25 p.m.
Invoice Status	Tendered Aug. 13, 2018 02:25 p.m.
<b>Invoice Amount</b>	<b>\$780.00</b>

Description	Line Amount
Candice Meneghin (candicemeneghin@gmail.com) Email: candicemeneghin@gmail.com Phone: 805 5254431 Address: P O Box 1110 City: Fillmore State: CA Zip: 93016 Country: USA Meal Option: Regular  Registered as: Early-Bird Non-Member Registration	\$780.00

Sub Total: \$780.00

Total: \$780.00

Payments/Credits: \$0.00

**Balance due: \$780.00**



2001 Point West Way • Sacramento, CA 95815  
 Phone (916) 929-8855 • Fax (916) 924-4913  
 Reservations: 1-800-222-TREE or  
 www.sacramento.doubletree.com

Name & Address

Meneghin, Candice  
 780 LATIGO CANYON  
 MALIBU CA 90265  
 UNITED STATES OF AMERICA

Room 1302/NK1D  
 Arrival Date 9/24/2018 12:21:00 PM  
 Departure Date 9/27/2018  
 Adult/Child 1/0  
 Room Rate 308.46  
 Rate Plan: H2P  
 HH # 143192936 BLUE  
 AL:  
 Car:

Confirmation Number: 95686811

9/27/2018



DATE	REFERENCE	DESCRIPTION	AMOUNT
9/24/2018	6343989	GUEST ROOM	\$308.46
9/24/2018	6343989	OCCUPANCY TAX	\$37.02
9/24/2018	6343989	CITY TOURISM ASSESSMENT	\$7.71
9/24/2018	6343989	CA TOURISM ASSESSMENT	\$0.93
9/25/2018	6345134	*TWIGS	\$18.89
9/25/2018	6345223	GUEST ROOM	\$308.46
9/25/2018	6345223	OCCUPANCY TAX	\$37.02
9/25/2018	6345223	CITY TOURISM ASSESSMENT	\$7.71
9/25/2018	6345223	CA TOURISM ASSESSMENT	\$0.93
9/26/2018	6346349	*TWIGS	\$27.99
9/26/2018	6346471	GUEST ROOM	\$308.46
9/26/2018	6346471	OCCUPANCY TAX	\$37.02
9/26/2018	6346471	CITY TOURISM ASSESSMENT	\$7.71
9/26/2018	6346471	CA TOURISM ASSESSMENT	\$0.93
9/27/2018	6347360	VS *0441	(\$1,109.24)
9/27/2018	6347360	VS *0441	\$1,109.24
9/27/2018	6347362	VS *3911	(\$1,109.24)
		**BALANCE**	\$0.00

Hilton Honors(R) stays are posted within 72 hours of checkout. To check your earnings or book your next stay at more than 4,000 hotels and resorts in 100 countries, please visit Honors.com

Thank you for choosing Doubletree! Come back soon to enjoy our warm chocolate chip cookies and relaxed hospitality. For your next trip visit us at doubletree.com for our best available rates!



ACCOUNT NO  
VS \*0441

CARD MEMBER NAME  
Meneghin, Candice

ESTABLISHMENT NO & LOCATION ESTABLISHMENT AGREES TO TRANSMIT TO CARD HOLDER FOR PAYMENT  
FOLLOW US ON FACEBOOK AND TWITTER!

CARD MEMBER'S SIGNATURE  
X

DATE OF CHARGE 9/27/2018	FOLIO NO /CHECK NO. 1636133 A
AUTHORIZATION 02440D	INITIAL
PURCHASES & SERVICES	
TAXES	
TIPS & MISC.	
TOTAL AMOUNT	-1,109.24

PAYMENT DUE UPON RECEIPT

MERCHANTS AND/OR SERVICES PURCHASED ON THIS CARD SHALL NOT BE REBILLED OR RETURNED FOR A CASH REFUND

## Erin Gorospe

**From:** Candice Meneghin <candicemeneghin@gmail.com>  
**Sent:** Tuesday, November 6, 2018 9:38 AM  
**To:** Erin Gorospe; Kris Sofley  
**Subject:** FW: Flight reservation (K2X8FQ) | 24SEP18 | BUR-SMF | Meneghin/Candice

Please see below, Erin.

Thanks,

Candice

Sent from [Mail](#) for Windows 10

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**From:** [Southwest Airlines](#)  
**Sent:** Thursday, August 30, 2018 2:19 PM  
**To:** [candicemeneghin@gmail.com](mailto:candicemeneghin@gmail.com)  
**Subject:** Flight reservation (K2X8FQ) | 24SEP18 | BUR-SMF | Meneghin/Candice

Thanks for choosing Southwest® for your trip.



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### Ready for takeoff!



Thanks for choosing Southwest® for your trip. You'll find everything you need to know about your reservation below. Happy travels!

[✈ Air itinerary](#)

**AIR Confirmation: K2X8FQ**

Confirmation Date: 08/30/2018

Passenger(s)	Rapid Rewards #	Ticket #	Expiration	Est. Points Earned
MENEGHIN/CANDICE	20270709944	5261483393313	Aug 30, 2019	580
E				

Rapid Rewards points earned are only estimates. Visit your (MySouthwest, Southwest.com or Rapid Rewards) account for the most accurate totals - including A-List & A-List Preferred bonus points.

Date	Flight	Departure/Arrival
Mon Sep 24	6974	Depart BURBANK, CA (BUR) on Southwest Airlines at 10:10 AM Arrive in SACRAMENTO, CA (SMF) at 11:30 AM Travel Time 1 hrs 20 mins <a href="#">Wanna Get Away</a>

Save up to 30%

Plus earn up to 2,400 Rapid Rewards® points.

Let's go!



**Budget**



**EarlyBird  
Check-In**

Let us take care of  
check-in for you.

Get it now

Date	Flight	Departure/Arrival
Thu Sep 27	4723	Depart <b>SACRAMENTO, CA (SMF)</b> on Southwest Airlines at <b>08:15 PM</b> Arrive in <b>BURBANK, CA (BUR)</b> at <b>09:20 PM</b> Travel Time 1 hrs 5 mins <a href="#">Wanna Get Away</a>

 **Check in for your flight(s):** 24 hours before your trip on [Southwest.com](#) or your mobile device to secure your boarding position. You'll be assigned a boarding position based on your check-in time. The earlier you check in within 24 hours of your flight, the earlier you get to board.

 **Bags fly free®:** First and second checked bags. Weight and size limits apply. One small bag and one personal item are permitted as carryon items, free of charge.

 **30 minutes before departure:** We encourage you to arrive in the gate area no later than 30 minutes prior to your flight's scheduled departure as we may begin boarding as early as 30 minutes before your flight.

 **10 minutes before departure:** You must obtain your boarding pass(es) and be in the gate area for boarding at least 10 minutes prior to your flight's scheduled departure time. If not, Southwest may cancel your reserved space and you will not be eligible for denied boarding compensation.

 **If you do not plan to travel on your flight:** In accordance with Southwest's No Show Policy, you must notify Southwest at least 10 minutes prior to your flight's scheduled departure if you do not plan to travel on your flight. Customers who fail to cancel reservations for a Wanna Get Away fare segment at least ten (10) minutes prior to travel and who do not board the flight will be considered a no show, and all remaining unused Wanna Get Away funds will be forfeited. All remaining unused Business Select and Anytime funds will be converted to reusable travel funds. If you no show your reward travel reservation, the points will be redeposited to the purchaser's Rapid Rewards account. Any taxes and fees associated with your reward travel reservation will be held for future use in the form of reusable travel funds under the name of the traveler(s).

Need to make a change? Keep your confirmation number on record. It will be used to retrieve your reservation and apply funds to future travel.

Air Cost: 131.96

Fare Rule(s): 5261483393313: NONREFUNDABLE/NONTRANSFERABLE  
STANDBY REQ UPGRADE TO Y -BG WN

Valid only on Southwest Airlines. All travel involving funds from this Confirmation Number must be completed by the expiration date. Unused travel funds may only be applied toward the purchase of future travel for the individual named on the ticket. Any changes to this itinerary may result in a fare increase. Failure to cancel reservations for a Wanna Get Away fare segment at least 10 minutes prior to travel will result in the forfeiture of all remaining unused funds.

BUR WN SAC48.17WN BUR48.17USD96.34END ZP BUR4.10SMF4.10 XF  
BUR4.5SMF4.5

AZNUNNR  
AZNUNNR



**Earn up to 10,000**  
Rapid Rewards® points  
per night.  
[Select your room >](#)

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- ✓ Earn Rapid Rewards® points
- ✓ Guaranteed low rates
- ✓ Free cancellation

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for less.**

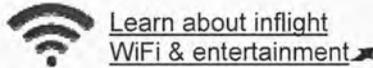
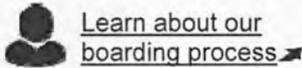
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- ✓ Unlimited reward seats
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## Cost and Payment Summary

**✈ AIR - K2X8FQ**

Base Fare	\$ 96.34	<b>Payment Information</b>
U.S. Transportation Tax	\$ 7.22	Payment Type: Visa XXXXXXXXXXXX0441
U.S. 9/11 Security Fee	\$ 11.20	Date: Aug 30, 2018
U.S. Flight Segment Tax	\$ 8.20	Payment Amount: \$131.96
U.S. Passenger Facility Chg	\$ 9.00	
<b>Total Air Cost</b>	<b>\$ 131.96</b>	

Useful Tools	Know Before You Go	Special Travel Needs
<a href="#">Check In Online</a>	<a href="#">In the Airport</a>	<a href="#">Traveling with Children</a>
<a href="#">Early Bird Check-In</a>	<a href="#">Baggage Policies</a>	<a href="#">Traveling with Pets</a>
<a href="#">View/Share Itinerary</a>	<a href="#">Suggested Airport Arrival Times</a>	<a href="#">Unaccompanied Minors</a>
<a href="#">Change Air Reservation</a>	<a href="#">Security Procedures</a>	<a href="#">Baby on Board</a>
<a href="#">Cancel Air Reservation</a>	<a href="#">Customers of Size</a>	<a href="#">Customers with Disabilities</a>
<a href="#">Check Flight Status</a>	<a href="#">In the Air</a>	
<a href="#">Flight Status Notification</a>	<a href="#">Purchasing and Refunds</a>	
<a href="#">Book a Car</a>		
<a href="#">Book a Hotel</a>		

Legal Policies & Helpful Information		
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<a href="#">Notice of Incorporated Terms</a>	<a href="#">FAQs</a>	

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<sup>1</sup> All travel involving funds from this Confirmation Number must be completed by the expiration date.  
<sup>2</sup> Security Fee is the government-imposed September 11th Security Fee.

Prohibition on Multiple/Conflicting Reservations. To promote seat availability for our Customers, Southwest prohibits multiple reservations for the same Passenger departing from the same city on the same date, or any multiple reservations containing conflicting or overlapping itineraries (such as departures for the same Customer from multiple cities at the same time). Furthermore, without advance notice to the Passenger or purchaser, Southwest may cancel such reservations, or any other reservations that it believes, in its sole discretion, were made without intent to travel. With the exception of Southwest gift cards, funds from proactively cancelled reservations by Southwest will be returned to the original form of payment. Reservations paid for with a Southwest gift card will have the amount applied from the gift card held as travel funds for use by the Customer on a future Southwest Airlines flight.

See [Southwest Airlines Co. Notice of Incorporation](#)

See [Southwest Airlines Limit of Liability](#)

Southwest Airlines  
P.O. Box 36647-1CR  
Dallas, TX 75235

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Doubletree Sacramento  
Have A Great Day!!!  
2001 POINT W. WAY  
SACRAMENTO, CA 95815

Server: Michael      DOB: 09/24/2018  
08:37 PM              09/24/2018  
Table 33/1             8/80056

SALE

Approval: 03685C  
8388630  
Visa  
Card #XXXXXXXXXX3911  
Magnetic card present: MENEGHIN CANDICE  
Card Entry Method: S

Amount: \$23.82  
+ Tip: 5.00  
= Total: 28.82

I agree to pay the above  
total amount according to the  
card issuer agreement.

X

<< Customer Copy >>



OPERATED BY  
ESQUIRE GRILLE  
SACRAMENTO INTL AIRPORT

347743 Eric

23/1

GST 1

8138

SEP27'18 4:26PM

DINE IN

\*\*\*\* SEAT 1 \*\*\*\*  
1 WTR GLASS 0.00  
1 SLD BUTTER LEAF 13.00  
1 SD MAC & CHS 9.50  
ADD BACON CUBE 4.00  
Bacon Raw Slab 2oz  
TAX 2.05 AMOUNT D 28.55  
\*\*\*\*\*  
TAX 0.00 AMOUNT DU 0.00  
\*\*\*\*\*

SUBTOTAL 26.50  
TAX 2.05  
AMOUNT DUE \$28.55

WE WANT TO HEAR YOUR FEEDBACK!  
PLEASE CONTACT 1-877-672-7467  
OR CUSTOMERSERVICE@HMSHOST.COM  
TO SHARE YOUR EXPERIENCE.

STOREID: SMFEGE01

SURCH: \$ 0.00  
TOTAL: \$ 53.50  
CARD NAME HFRT  
CAB-RATE RT  
FADE: E 47:00  
TOTAL: S 43:50  
ORIGINAL  
CITY EXPRESS  
MED# 0079  
DRIVER: 4516574  
MERCHANT COPY  
09/24/18 TR 1937  
START END MILES  
19:30 19:48 7.5  
REGULAR FARE  
RATE 1: \$ 47.20  
EXTRA: \$ 2.50  
SURCH: \$ 0.00  
STSRCH: \$ 0.00  
TIP: \$ 9.00  
TOTAL: \$ 58.70

CARD TYPE: VISA  
XXXXXXXXXX3911  
AUTH:04648C

X

THANKS  
TO CONTACT SITDA  
916-444-0008



**Fillmore and Piru Basins**  
Groundwater Sustainability Agency

## GROUNDWATER SUSTAINABILITY AGENCY

P O Box 1110, Fillmore, CA 93016

(805) 525-4431

<https://fpbgsa.org>

### CHECK REQUEST

Date required: \_\_\_\_\_ Date Requested: 11/6/18

Pay to: United Water Conservation District

Address: 106 N. 8<sup>th</sup> St.

City, State, Zip: Santa Paula, CA 93060

Amount 24,928.48

Charge to Account(s) 52251, 52270, 52275, 52280; 53010, 53020, 53026, 53110

Reason for Check/Petty Cash Request: Quarterly invoice for contractual services

Requested by: Anthony Emmert, UWCD

Approved by: \_\_\_\_\_  
Board Secretary/Treasurer

Authorized by: \_\_\_\_\_  
Board Chair

(Attach invoices/receipts/documentation for costs verification)

**FILLMORE AND PIRU BASINS GROUNDWATER  
SUSTAINABILITY AGENCY**  
250 CENTRAL AVE  
FILLMORE, CA 93015

BANK OF THE SIERRA  
527 SESPE AVE.  
FILLMORE, CA 93015

11026

90-3702/1211



11/6/2018

PAY TO THE ORDER OF United Water Conservation District

\$ \*\*24,928.48

Twenty-Four Thousand Nine Hundred Twenty-Eight and 48/100\*\*\*\*\* DOLLARS

United Water Conservation District  
106 N. 8th St.  
Santa Paula, CA 93060

MEMO

Services for July-September 2018

AUTHORIZED SIGNATURE

⑈011026⑈ ⑆121137027⑆ 2801395870⑈

FILLMORE AND PIRU BASINS GROUNDWATER

SUSTAINABILITY AGENCY

11026

United Water Conservation District

11/6/2018

Services for July-September 2018 Groundwater Staff	8,309.18
Services for July-September 2018 Executive Director	11,196.25
Services for July-September 2018 Clerk of the Board	1,519.32
Services for July-September 2018 Accounting Staff	3,454.51
Services for July-September 2018 Mileage Reimburs	215.08
Services for July-September 2018 Office Supplies/Co	33.90
Services for July-September 2018 Postage	143.99
Services for July-September 2018 Office Supplies/Co	56.25

Bank of the Sierra Services for July-September 2018

24,928.48

FILLMORE AND PIRU BASINS GROUNDWATER

SUSTAINABILITY AGENCY

11026

United Water Conservation District

11/6/2018

Services for July-September 2018 Groundwater Staff	8,309.18
Services for July-September 2018 Executive Director	11,196.25
Services for July-September 2018 Clerk of the Board	1,519.32
Services for July-September 2018 Accounting Staff	3,454.51
Services for July-September 2018 Mileage Reimburs	215.08
Services for July-September 2018 Office Supplies/Co	33.90
Services for July-September 2018 Postage	143.99
Services for July-September 2018 Office Supplies/Co	56.25

Bank of the Sierra Services for July-September 2018

24,928.48

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Board of Directors  
 Robert Eranio, President  
 Daniel C. Naumann, Vice President  
 Michael W. Mobley, Secretary/Treasurer  
 Sheldon G. Berger  
 Bruce E. Dandy  
 Lynn E. Maulhardt  
 Edwin T. McFadden III



UNITED WATER CONSERVATION DISTRICT  
 "Conserving Water since 1927"

General Manager  
 Mauricio E. Guardado, Jr.

Legal Counsel  
 David D. Boyer

October 18, 2018

INVOICE #3

Invoice for consulting services from July 1 through September 30, 2018

<b>Personnel</b>			
<b>Position</b>	<b>Hourly Rate</b>	<b># of Hours</b>	<b>Total</b>
Chief Engineer	151.11	-	-
Supervising Hydrogeologist	115.45	1.00	115.45
Senior Hydrogeologist	110.57	41.00	4,533.37
Assistant Hydrogeologist	83.19	44.00	3,660.36
<i>Subtotal Groundwater Staff</i>			8,309.18
Executive Director	172.25	65.00	11,196.25
Executive Assistant (Clerk of the Board) - Straight Time	69.06	11.50	794.19
Executive Assistant (Clerk of the Board) - Overtime	103.59	7.00	725.13
<i>Subtotal Administrative Staff</i>			12,715.57
Chief Financial Officer	146.23	1.00	146.23
Senior Accountant	78.06	26.25	2,049.08
Accountant I	62.96	20.00	1,259.20
<i>Subtotal Accounting Staff</i>			3,454.51
<b>Total Personnel</b>			<b>24,479.26</b>
<b>Non-Personnel Expenses</b>			
<b>Description</b>			<b>Total</b>
Public Information - Legal Notices			
Mileage Reimbursement			215.08
Coffee Reimbursement			33.90
Postage			143.99
Office Supplies			56.25
<b>Total Non-Personnel</b>			<b>449.22</b>
<b>TOTAL</b>			<b>24,928.48</b>

# Project Account Distribution Report

Payment Date Range: -  
Expense Date Range: 07/01/2018 - 09/30/2018

United Water Conservation Dist

## Payroll Set: 01 - United Water Conservation District

Project #	Project Name	Employee #	Employee Name	Department	Hours
3320	GSASGMA - Fillmore / Piru GSA	1004	Detmer, Daniel M	GW - Groundwater	1
3320	GSASGMA - Fillmore / Piru GSA	1027	Moore, Timothy Dale	GW - Groundwater	44
3320	GSASGMA - Fillmore / Piru GSA	1037	Sofley, Kristy	Admin - Admin	18.5
3320	GSASGMA - Fillmore / Piru GSA	1038	Rivera, Alvertina	Admin - Admin	1
3320	GSASGMA - Fillmore / Piru GSA	1039	Emmert, Anthony Alan	Admin - Admin	65
3320	GSASGMA - Fillmore / Piru GSA	1044	Lindquist, John C	GW - Groundwater	41
3320	GSASGMA - Fillmore / Piru GSA	1052	Calderon, Karina	Finance - Finance	4
3320	GSASGMA - Fillmore / Piru GSA	1056	Rocha, Robert	Finance - Finance	4
3320	GSASGMA - Fillmore / Piru GSA	1076	Gorospe, Erin McCoy	Finance - Finance	26.25
3320	GSASGMA - Fillmore / Piru GSA	1092	Jimenez, Beatriz Antonia	Finance - Finance	12
				<b>Report Total:</b>	<b>216.75</b>

Office Supplies and Postage Usage, July - September 2018

Date	# of pages	# of copies	SUBTOTAL	cost per copy	SUBTOTAL	COPIES	# of covers	cost per cover	SUBTOTAL	COVERS	# of stamps	price per stamp	SUBTOTAL	TOTAL
7/17/2018	112	10	1,120.00	0.011	\$12.32	10	10	0.71	\$7.10	-	-	\$0.47	\$0.00	\$19.42
8/23/2018	90	10	900.00	0.011	\$9.90	10	10	0.71	\$7.10	-	-	\$0.47	\$0.00	\$17.00
9/27/2018	60	10	600.00	0.011	\$6.60	10	10	0.71	\$7.10	-	-	\$0.47	\$0.00	\$13.70
8/20/2018	84	1	84.00	0.011	\$0.92	-	-	0.71	\$0.00	64	64	\$0.47	\$30.08	\$31.00
8/23/2018	10	1	10.00	0.011	\$0.11	-	-	0.71	\$0.00	2	2	\$0.47	\$0.94	\$1.05
8/31/2018	458	1	458.00	0.011	\$5.04	-	-	0.71	\$0.00	229	229	\$0.47	\$107.63	\$112.67
8/31/2018	-	-	-	0.011	\$0.00	-	-	0.71	\$0.00	1	1	\$1.21	\$1.21	\$1.21
8/31/2018	-	-	-	0.011	\$0.00	-	-	0.71	\$0.00	4	4	\$0.68	\$2.72	\$2.72
9/10/2018	3	1	3.00	0.011	\$0.03	-	-	0.71	\$0.00	2	2	\$0.47	\$0.94	\$0.97
9/19/2018	2	1	2.00	0.011	\$0.02	-	-	0.71	\$0.00	1	1	\$0.47	\$0.47	\$0.49
<b>TOTAL</b>					<b>\$34.95</b>				<b>\$21.30</b>				<b>\$143.99</b>	<b>\$200.24</b>

Total Office Supplies \$56.25  
Total Postage \$143.99

**Project Activity Report**

Report Dates: 07/01/2018 - 09/30/2018

GL Account Number	GL Account Name	Post Date	Description	Vendor Name	Item Number	Activity
050-110-51250	Life Insurance	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			1.67
050-110-51260	Worker's Comp	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			8.04
050-500-51110	Regular Salary	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			2,062.31
050-500-51210	Retirement- Classic	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			45.17
050-500-51215	Retirement - PEPRA	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			120.49
050-500-51220	Social Security Expense	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			128.01
050-500-51225	Medicare Expense	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			29.96
050-500-51240	Medical Ins Exp - Coverage	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			67.05
050-500-51250	Life Insurance	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			9.38
050-500-51260	Worker's Comp	09/28/2018	PYPKT00415 - PP 09/08/18 - 09/22/18 PAID 09/28/18			11.92
<b>FY 2018-19 Total:</b>						<b>17,687.60</b>

3320335	Expense - Other	Exp. - Other - Expense - Other	248.98
GL Account Number	GL Account Name	Description	Activity
050-11130	AR to be billed	REIMBRSE FOR COFFEE/FPB GSA BUDGET WKSH	33.90
050-11130	AR to be billed	MILEAGE REIMBRSE/GSAs	215.08
<b>FY 2018-19 Total:</b>			<b>248.98</b>
<b>Total Expenses:</b>			<b>17,936.58</b>
<b>3320 Total:</b>			<b>17,936.58</b>

United Water Conservation District

VENDOR: SOF05 KRIS SOFLEY

DATE INVOICE # P.O. #

7/18/2018 07/18/18

DESCRIPTION

REIMBRSE FOR FPB GSA BUDGET WKSHP EXPENSE

07/26/2018

200639

AMOUNT

33.90

CHECK TOTAL

33.90

## CHECK/PETTY CASH REQUEST

This form is to be used for check and petty cash requests other than for normal payables.

Date required: \_\_\_\_\_ Date Requested: July 18, 2018

Pay to: Kris Sofley

Address: 45 Donald Avenue

City, State, Zip: Newbury Park, CA 91320

Amount \$ 33.90

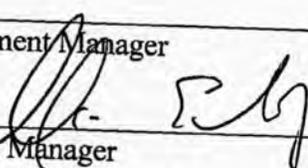
Charge to Account(s): FPB GSA Budget Workshop July 16, 2018

~~050-100-5310~~ 050-11130 3320-335

Reason for Check/Petty Cash Request: Coffee for FPB GSA Public Outreach - Budget Workshop on July 16, 2018 from 9am to 11am at the Veteran's Memorial Building in Fillmore.

Requested by: Kris Sofley

Approved by: \_\_\_\_\_  
Department Manager

Authorized by:   
General Manager

All reimbursements for petty cash shall be accompanied by an itemized receipt.

STARBUCKS Store #6771  
650 W. Ventura Street  
Fillmore, CA (805) 524-4150

CHK 661263  
07/16/2018 07:07 AM  
1576565 Drawer: 1 Reg: 2

Coffee Traveler	16.95
Coffee Traveler	16.95
Cash	40.00
Subtotal	\$33.90
Total	\$33.90
Change Due	\$6.10

----- Check Closed -----  
07/16/2018 07:07 AM  
*FPBGSA Budget Workshop*

Join our loyalty program  
Starbucks Rewards®  
Sign up for promotional emails  
Visit [Starbucks.com/rewards](http://Starbucks.com/rewards)  
Or download our app  
At participating stores  
Some restrictions apply

United Water Conservation District

VENDOR: SOF05 KRIS SOFLEY

08/30/2018

200900

DATE INVOICE # P.O. #

DESCRIPTION

AMOUNT

8/24/2018 08/24/18

MILEAGE REIMBRSE/GSAs

286.15

CHECK TOTAL

286.15

---

AUG 23 2018

**CHECK/PETTY CASH REQUEST**

This form is to be used for check and petty cash requests other than for normal payables.

Date required: \_\_\_\_\_ Date Requested: August 24, 2018

Pay to: Kris Sofley

Address: 45 Donald Avenue

City, State, Zip: Newbury Park CA 91320

Amount \$ \$286.15 050 11130

Charge to Account(s): 010-100-53122-3300 = \$215.08 -3300 335

010-100-53122-3310 = \$71.07 3310 335  
050 11130

Reason for Check/Petty Cash Request:

Mileage reimbursement for attending Board, Special and Public  
Outreach Meetings as the Clerk of the Board for the GSAs.

Requested by: Kris Sofley

Approved by: [Signature]  
Department Manager

Authorized by: [Signature]  
General Manager

All reimbursements for petty cash shall be accompanied by an itemized receipt.

Date	From	To	Purpose	Total Miles	Rate per mile	TOTAL Mileage Reimbursement
7/26/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
8/28/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
9/7/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
9/18/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
10/30/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
11/7/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
12/4/2017	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.535	10.593
1/11/2018	SP Office	Fillmore City Hall	FPBGSA Special Board Meeting	19.8	0.545	10.791
1/29/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
2/7/2018	SP Office	Veteran's Memorial	Budget Workshop	20.4	0.545	11.118
2/20/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
3/16/2018	SP Office	Veteran's Memorial	SBM & Boundary WS	20.4	0.545	11.118
3/26/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
4/19/2018	SP Office	Fillmore City Hall	FPBGSA Special Board Meeting	19.8	0.545	10.791
4/30/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
5/31/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
6/19/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
6/21/2018	SP Office	Ventura City Hall	<del>Mound Basin-Board Meeting</del>	32.6	0.545	<del>17.767</del>
7/16/2018	SP Office	Veteran's Memorial	Budget Workshop	19.8	0.545	10.791
7/17/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791
7/26/2018	SP Office	Ventura City Hall	<del>Mound Basin-Board Meeting</del>	32.6	0.545	<del>17.767</del>
8/16/2018	SP Office	Ventura City Hall	<del>Mound Basin-Board Meeting</del>	32.6	0.545	<del>17.767</del>
8/23/2018	SP Office	Ventura City Hall	<del>Mound Basin-Public Hearing</del>	32.6	0.545	<del>17.767</del>
8/23/2018	SP Office	Fillmore City Hall	FPBGSA Board Meeting	19.8	0.545	10.791

TOTAL

286.156  
215.08



**Fillmore and Piru Basins**  
Groundwater Sustainability Agency

**Item No.**        **8C Informational Item**

**DATE:**         **November 7, 2018 (Meeting of November 15, 2018)**

**TO:**             **Board of Directors**

**SUBJECT:**      **Monthly Financial Report**

**SUMMARY**

The Board will receive the monthly financial reports for the Fillmore and Piru Basins GSA.

**BACKGROUND**

UWCD accounting staff has prepared various financial reports based on the Fillmore Piru Basins GSA revenue and expenses for the month of October, 2018.

**FISCAL IMPACT**

None

Attachments:    October 31, 2018 P/L Budget Performance  
                          October 31, 2018 Balance Sheet

## Fillmore and Piru Basins GSA Profit & Loss Budget Performance October 2018

	Jul - Oct 18	Annual Budget	% of Budget
<b>Income</b>			
40001 · Groundwater Extraction Charge	905.51	473,850.00	0.19%
41000 · Grant Revenue			
41001 · State Grants	0.00	101,808.00	0.0%
<b>Total 41000 · Grant Revenue</b>	<b>0.00</b>	<b>101,808.00</b>	<b>0.0%</b>
47000 · Other Revenue			
47001 · Late Fees	2,105.13		
<b>Total 47000 · Other Revenue</b>	<b>2,105.13</b>		
47012 · Returned Check Charges	5.00		
<b>Total Income</b>	<b>3,015.64</b>	<b>575,658.00</b>	<b>0.52%</b>
<b>Gross Profit</b>	<b>3,015.64</b>	<b>575,658.00</b>	<b>0.52%</b>
<b>Expense</b>			
52200 · Professional Services			
52230 · Prof Svcs - Grant Solicitation	0.00	0.00	0.0%
52240 · Prof Svcs - IT Consulting	0.00	500.00	0.0%
52250 · Prof Svcs - Groundwtr/GSP Prep	0.00	160,609.00	5.17%
52251 · Prof Svcs - UWCD GW Services	8,309.18		
52270 · Prof Svcs - Accounting	3,454.51	34,000.00	10.16%
52275 · Prof Svcs - Admin/Clerk of Bd	1,519.32	30,000.00	5.06%
52290 · Prof Svcs - Executive Director	11,196.25	30,000.00	37.32%
52290 · Prof Svcs - Other	0.00	0.00	0.0%
<b>Total 52200 · Professional Services</b>	<b>24,479.26</b>	<b>255,109.00</b>	<b>9.6%</b>
52500 · Legal Fees			
52501 · Legal Counsel	1,992.00	67,600.00	2.95%
<b>Total 52500 · Legal Fees</b>	<b>1,992.00</b>	<b>67,600.00</b>	<b>2.95%</b>
53000 · Office Expenses			
53010 · Public Information	216.00	17,521.00	1.23%
53020 · Office Supplies	90.15	10,000.00	0.9%
53026 · Postage & Mailing	143.99	4,000.00	3.6%
53040 · Membership Dues	0.00		
53110 · Travel & Training	2,395.51		
<b>Total 53000 · Office Expenses</b>	<b>2,845.65</b>	<b>31,521.00</b>	<b>9.03%</b>
53500 · Insurance			
53510 · Liability Insurance	0.00	2,500.00	0.0%
<b>Total 53500 · Insurance</b>	<b>0.00</b>	<b>2,500.00</b>	<b>0.0%</b>
70000 · Interest & Debt Service			
70120 · Interest Expense	0.00	0.00	0.0%
<b>Total 70000 · Interest &amp; Debt Service</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
70130 · Bank Service Charges	5.00		
<b>Total Expense</b>	<b>29,321.91</b>	<b>356,730.00</b>	<b>8.22%</b>
<b>Net Income</b>	<b>-26,306.27</b>	<b>218,928.00</b>	<b>-12.02%</b>

**Fillmore and Piru Basins GSA**  
**Balance Sheet**  
 As of October 31, 2018

Oct 31, 2018

**ASSETS**

Current Assets

Checking/Savings

10000 · Bank of the Sierra 272,477.45

Total Checking/Savings 272,477.45

Accounts Receivable

11000 · Accounts Receivable 119,478.95

Total Accounts Receivable 119,478.95

Total Current Assets 391,956.40

**TOTAL ASSETS** **391,956.40**

**LIABILITIES & EQUITY**

Equity

32000 · Retained Earnings 393,103.76

Net Income -1,147.36

Total Equity 391,956.40

**TOTAL LIABILITIES & EQUITY** **391,956.40**



**Item No.**        **9A Motion**

**DATE:**         **November 8 (meeting of November 15, 2018)**

**TO:**             **Board of Directors**

**SUBJECT:**      Interviews with Prospective Groundwater Consultants

**SUMMARY**

The Board will conduct interviews with the two groundwater sustainability planning consultant teams recommended by the Ad Hoc Committee as potential candidates to prepare Sustainable Groundwater Management Act-compliant groundwater sustainability plans for the Fillmore and Piru groundwater basins. Following the interviews, the Board may elect to instruct their Executive Director to negotiate an agreement with one of the consultant teams to prepare the groundwater sustainability plans.

**RECOMMENDED ACTION**

That Board shall interview finalist consulting teams and consider directing the Agency’s Executive Director to negotiate an agreement with one of the teams to prepare groundwater sustainability plans for the Fillmore and Piru groundwater basins.

**BACKGROUND**

On September 26, 2018, the Agency distributed the request for qualifications-request for proposals to 59 potential consulting firms with an October 24, 2018 submission deadline. At the October 25, 2018 FPB GSA Board meeting, the Directors appointed an ad hoc committee to review the proposals. On November 2, 2018, the Ad Hoc Committee and three Agency staff members met to determine whether the proposers were qualified to perform the required Agency groundwater sustainability planning, and whether they should move forward with interviews by the Board. The Ad Hoc Committee, assisted by staff, identified two proposers that were qualified, and recommended that the Board interview both of the consultant teams at the November 15, 2018 Board meeting. The Board will consider the statements of qualifications, the technical proposals, the interviews, and the fee proposals, and provide direction to staff.

**FISCAL IMPACT**

There are sufficient funds included in the Agency’s Fiscal Year 2018-2019 budget to cover the expected costs of negotiating an agreement. A significant portion of the expected cost for a consultant to prepare the groundwater sustainability plans is eligible for reimbursement from the Agency’s Groundwater Sustainability Planning grant with the California Department of Water Resources.

Attachments:    A – Daniel B. Stephens and Associates Statement of Qualifications and Proposal  
                          B – Larry Walker and Associates Statement of Qualifications and Proposal

Proposed Motion: "Motion to direct Executive Director to negotiate a contract with [insert agency name] to serve as the groundwater consultant in developing the Groundwater Sustainability Plans for the FPB GSA."

1<sup>st</sup>: Director \_\_\_\_\_

2<sup>nd</sup>: Director \_\_\_\_\_

Voice/Roll call vote: Director Broggie:    Director Kimball:    Director Long:    Director McFadden:

Director Meneghin:

Director Pace:





**Item No.**        **10A Information Item**

**DATE:**         **November 15, 2018**

**TO:**             **Board of Directors**

**SUBJECT:**      **Basins Boundaries Modifications Update**

#### **SUMMARY**

Board shall receive a verbal status report from Agency staff regarding the status of the California Department of Water Resources' review of proposed boundaries modifications for the Fillmore and Piru Basins and direction received.

#### **RECOMMENDED ACTION**

That Board receive verbal report and provide direction to staff.

#### **BACKGROUND**

The Sustainable Groundwater Management Act (SGMA) requires that all groundwater basins within California prepare groundwater sustainability plans (GSP). The California Department of Water Resources (DWR), in its Bulletin 118, defined groundwater basins within the state. The Fillmore and Piru Basins Groundwater Management Agency (Agency) is working to prepare GSPs for the Fillmore and Piru groundwater basins. Upon examination of the DWR groundwater basin maps for the region, the Agency determined that changes in the basin boundaries on the east and west were needed to facilitate the full coverage requirement of the SGMA. During the first half of 2018, the Agency initiated and carried-out the required public process to modify those boundaries, including placing advertisements in the local newspapers, posting a notice on the Agency website, mailing notices to pumpers and stakeholders, holding a public meeting on March 16, 2018, receiving and reviewing comments, soliciting letters of support from affected local agencies, and submitting the recommended changes and associated documents to DWR for review and approval.

Recently, DWR staff provided feedback and direction regarding the Agency's proposed basin boundary modifications. Although DWR supported the proposed east and west boundary adjustments, it directed staff to make several north and south modifications to capture as much potentially water-bearing alluvium against the mountains as possible. In response, Agency staff complied with the direction from DWR. It does appear that, with the DWR-directed modifications, several wells that were outside of the proposed basins boundaries and Agency boundary will now be included. Agency staff has begun to research the ownership and pumping history of these affected wells, and will provide the Board with a verbal status report regarding findings to date.

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November 8, 2017

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Once the ownership of the wells is determined, staff recommends that the Agency contact the owners to inform them of DWR's direction regarding the boundaries modifications. Staff also recommends that the Agency consider holding another public workshop to explain the DWR-directed modifications.

**FISCAL IMPACT**

None