



Fillmore and Piru Basins
Groundwater Sustainability Agency

Board of Directors Meeting
Thursday
March 21, 2019 - 5:00 p.m.

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

AGENDA

- 1. Call to Order - First Open Session**
- 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 agendaized 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**
Information Item
- 7. Executive Director Update**
Information Item
The Executive Director will provide an informational update on Agency activities since the previous Board meeting of January 18, 2019. (No submittals of Proposals for Auditors)
- 8. Legal Counsel Update**
Information Item
Legal Counsel will provide an informational update on Agency's legal issues and concerns since the previous Board meeting of January 18, 2019.

9. Groundwater Sustainability Plans Development Update
Information Item

Representatives from Daniel B. Stephens and Associates and/or United Water Conservation District staff will provide an informational update on Agency's Groundwater Sustainability Plans development activities since the previous Board meeting of February 21, 2019.

10. CONSENT CALENDAR

10A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of February 21, 2019.

10B Approval of Warrants

The Board will consider approving the following invoices for payment:

OMLO Legal Services for February 2019 \$1,094.50

DBS&A GSP Consulting Services for February 2019 \$2,683.56

10C Monthly Financial Report

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

11. ACTION ITEMS

11A Request for Proposal for Joint Audit Services

Motion

Board will consider partnering with Mound Basin GSA on issuing a Requests for Proposals from Auditors in an attempt to present a more attractive work offer.

12. INFORMATION ITEMS

12A State Water Purchases through United Water Conservation District
Informational Item

Executive Director will provide an update on UWCD's recent State Water Article 21 water purchases.

13. EXECUTIVE (Closed) SESSION

13A Conference with Legal Counsel-Anticipated Litigation

Conference with legal counsel; Government Code sec 54956.9; potential litigation: one cases.

14. Second Open Session

**14A Oral Report Regarding Executive (Closed) Session
Information Item**

Presented by GSA's Legal Counsel

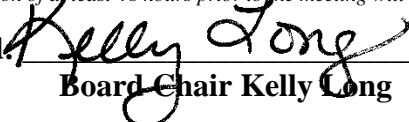
FUTURE TOPICS FOR BOARD DISCUSSION

ADJOURNMENT

The Board will adjourn to the next Regular Board Meeting on Thursday, April 18, 2019 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 8th 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) March 14, 2019 (time) 12noon (attest) Kris Sofley
At: Fillmore City Hall, 250 Central Avenue, Fillmore, CA

Posted: (date) March 14, 2019 (time)12:15p.m. (attest) Kris Sofley
At: <https://www.FPBGSA.org>

Posted: (date) March 14, 2019 (time)12:10p.m. (attest) Kris Sofley
At: <https://www.facebook.com/FPBGSA/>

Posted: (date) March 14, 2019 (time) 12:05p.m. (attest) Kris Sofley
At: United Water Conservation District Headquarters, 106 No. 8th St., Santa Paula, CA



Board of Directors Meeting
Thursday, February 21, 2019
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 Lynn Edmonds
Director Gordon Kimball
Director Glen Pace

Directors Absent

Director Candice Meneghin

Staff Present

Anthony Emmert, executive director
Wayne Lemieux, legal counsel
Kris Sofley, clerk of the board

Public Present

Matt Carpenter, Fivepoint NLF
Emilio Cervantes, Jr., Fivepoint NLF
Dan Detmer, UWCD
Erin Gorospe, UWCD
Tim Moore, DBS&A
Tony Morgan, DBS&A
George Reid
Steve Zimmer

1. Call to Order - First Open Session 5:15p.m.

Chair Long called the meeting to order at 5:15p.m. She stated that, at the advice of legal counsel, the Executive Session would be moved to the end of the agenda discussions, with the Second Open Session occurring immediately after the end of Executive Session.

4. Pledge of Allegiance

Chair Long asked Vice Chair McFadden to lead the group in the Pledge of Allegiance.

5. Directors Roll Call

Director Edmonds, Director Kimball, Director Long, Director McFadden, and Director Pace all answered to the roll call. Director Meneghin was absent.

6. Public Comments

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

7. Approval of Agenda

Motion

Chair Long asked if there were any questions or comments regarding the proposed change to the agenda. None were offered.

Motion to approve the agenda with the change of moving items 2 Executive (Closed) Session and 3 Second Open Session to the end of the agenda discussions, Vice Chair McFadden; Second, Director Pace. Voice vote: five ayes (Edmonds, Kimball, Long, McFadden, Pace), none opposed, one absent (Meneghin). Motion carries 5/0/1.

8. Director Announcements/Board Communications

Information Item

Director Kimball reported that on January 29, at the joint Fillmore and Piru Pumpers Associations membership meeting, Mauricio Guardado presented the concept of an Article 21 fund to purchase supplemental water. Director Kimball said a lively discussion followed and it appeared that people were unanimously in favor of exploring this further. At the February 12 Fillmore Pumpers Association meeting, Director Kimball was asked to bring the Article 21 concept to the GSA and to include it in the preparation of the agency's groundwater sustainability plan (GSP). Director Kimball said the question seemed to be if Article 21 water is available at the same time that the basins are full, how beneficial is the purchase to fee payers.

Chair Long asked if by fee he meant the fee paid to the Pumpers Association or the fee paid to the GSA. Director Kimball responded that it would have to be a fee paid to the GSA as the Pumpers Association does not represent all the pumpers in the basin. Director Edmonds asked about creating a reserve fund. Chair Long said this topic should be added to a future agenda for further discussion. Vice Chair McFadden said he believed it would be an assessment. Director Kimball said the group didn't really discuss how it would work, but there was strong support from the pumpers and their direction was to evaluate the concept as part of the GSP development process, and that it would require millions of dollars. Mr. Emmert said Article 21 water purchases typically cost about \$200 an acre foot, more or less. Vice Chair McFadden asked how bringing in outside water would

impact the basins. Chair Long said these are really good questions, but really needed to be on a future agenda to continue the discussion. Director Kimball added the sooner the discussion occurs, the more efficiently it can be evaluated. He also stated that the Piru Pumpers Association did not have a quorum at its meeting but the association would also address the concept at a future meeting.

Chair Long asked if there were any other reports or comments. None were offered.

9. **Executive Director Update** **Information Item**

Executive Director Mr. Emmert reported that the Department of Water Resources (DWR) had scheduled a kickoff meeting with staff on Thursday, February 28, which would be led by DWR's Eddie Pech, who serves as grant manager for the DWR. Chair Long said he was a very friendly person. Mr. Emmert said he had been very helpful in trying to structure the grant to benefit the GSA. He also reported that staff and the GSA's consultant DBS&A also had a kickoff meeting on January 31 to work through the details of the grant tasks and GSP development. Mr. Emmert said that staff is continuing to build the GSA's stakeholder list and thanked Chair Long for providing her list of area contacts to be included in outreach. He said the GSA had also received a list of disadvantage communities' contacts from the County and discussed several other ideas including a list of property owners and pumpers to establish the GS Stakeholders list. He said he was looking to schedule a meeting for the ad hoc stakeholders committee and was getting things together so they would have all the items they needed to discuss.

Director Edmonds said that she wrote and administered grants throughout her career and asked if the GSA was prepared for ongoing grant solicitation.

Mr. Emmert said the grant from DWR to prepare the GSPs were the first ones received by the new agency, and that the DWR grant covers a good chunk of costs. He said the design and construction of groundwater monitoring wells was pushed to the end of the project schedule, and that the big pill was to collect matching funds, and additional grants may be considered from there, as the GSPs have to be updated every five years and may require supplemental funds.

Chair Long added that Candice Meneghin was also very involved in grants and was looking at different grant opportunities that may be appropriate based on the GSA's projects and outside of the DWR. She added that if a grant meets the goals of the GSA and the Board agrees, those opportunities should be considered. Vice Chair McFadden said that the DWR grant was the heavy lifting and perhaps a reduced maintenance assessment could be considered once the initial GSPs are approved. Chair Long added that once the GSA gets

the job done, she expected the fees to be lowered. Mr. Emmert added that the Board could then also meet quarterly or semiannually, too.

10. Legal Counsel Update

Information Item

Legal Counsel Mr. Lemieux said he had no updates at this time.

11. Groundwater Sustainability Plans Development Update

Information Item

Mr. Morgan of Daniel B. Stephens and Associates reported that his team is continuing to work on the Stakeholder Outreach plan, and how it will be executed is the next big item. He added that this was a discussion which would be initiated with the ad hoc committee and then the full Board. Mr. Emmert asked if that would be in March and Mr. Morgan responded that preliminary plans could be discussed by Dave Ceppos, from Sacramento State, a member of the DBS&A team. Mr. Morgan said he gives a nice presentation and is responsive to the Board of Directors of the GSA while also meeting the requirements per SGMA. He added that he has seen Mr. Ceppos' presentations to several boards and it is good basic information. He said he would invite Mr. Ceppos to present at the March Board meeting.

Director Edmonds stated that she had heard from Bob Carson that Chiquita Canyon landfill was leaking contaminated water into the groundwater basin. Chair Long said that the FPB GSA, as required by SGMA, had reached out to other GSAs above and below its basins as part of its outreach effort. Mr. Morgan said as part of that outreach to other groups, he had already spoken with Tara Bravo who was handling stakeholder outreach for the Santa Clarita GSA. Vice Chair McFadden said intense stakeholder outreach is expected and Mr. Morgan said he would make sure his team covered that to DWR and SGMA specifications.

12. CONSENT CALENDAR

12A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of January 18, 2019.

12B Approval of Warrants

The Board will consider approving the following invoices for payment:

OMLO, for December Legal Services, \$760.

OMLO, for January Legal Services, \$1,426.

Fillmore Post Office, one year post office box rental, \$234.

UWCD, financial, administrative and technical support, \$19,005.99

12C Monthly Financial Report

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

Director Pace mentioned that in the UWCD invoice included in 12B for the period of October through December 2018, the salary rate for the executive assistant showed an overtime rate that was the same as the regular pay rate and should be corrected. UWCD's Erin Gorospe said she would correct the error, which amounted to about a \$300 increase in the amount charged.

Motion to approve the Consent Calendar, Vice Chair McFadden; Second Director Kimball. Voice vote: five ayes (Edmonds, Kimball, Long, McFadden, Pace); none opposed; one absent (Meneghin). Motion carries unanimously 5/0/1.

13. ACTION ITEMS

13A Election of Board Officers

Motion

The Board members had a brief discussion of changing officers before deciding to stay the course for 2019 with Chair Long and Vice Chair, Secretary and Treasurer McFadden. Mr. Lemieux said that, according to Roberts Rules there doesn't need to be a second to the nominations as the Board decided to continue with the same officers.

14. INFORMATION ITEMS

14A Presentation on United Water Conservation District's Groundwater Model

Information Item

The Board received a presentation from United Water Conservation District's Supervising Hydrogeologist Dan Detmer on the expansion of the District's groundwater model to the Fillmore and Piru Basins. (see attached presentation)

Chair Long asked if stakeholder engagement could begin while tech work was being done. Mr. Detmer said that when UWCD staff have an example of what the cross-sections look like, that may make for a better presentation to stakeholders. Mr. Emmert asked Mr. Detmer to discuss who staff expect to work with the agency's consultant. Mr. Detmer said that that staff and DBS&A are working together and Mr. Morgan added that his firm was in general agreement with UWCD on how it is approaching the mapping.

Mr. Emmert mentioned third party review. Mr. Detmer said that UWCD did groundwater model development on the Oxnard Plain and Fox Canyon GMA convened an expert panel to review and advise staff on the model. Mr. Detmer said the panel reported its approval and cited the robustness of the groundwater model and confirmed the calibrations used. A similar review is intended of the model for the Fillmore and Piru basins model. Mr. Detmer said staff does its best to produce useful tools.

Chair Long expressed her appreciation for Fox Canyon GMA's validation of UWCD's groundwater model and said it seems to be accepted by DWR and she appreciates staff's due diligence.

Mr. Detmer said staff takes this very seriously. He also mentioned that the UWCD website posted the model documents and expert panel report and that Fox Canyon GMA hired independent reviewers to evaluate the groundwater model and staff has every intention to continue that validation process.

Chair Long said that protected the GSA from legal issues. Mr. Detmer added that the consultant to Fox Canyon GMA was Dudek. Vice Chair McFadden asked if Mr. Detmer could continue to update the Board on the groundwater modeling and Mr. Emmert asked how often the Board would like to be updated. Mr. Detmer suggested he would continue to update the Board as each milestone is met.

2. EXECUTIVE (Closed) SESSION 6:35p.m.

2A Conference with Legal Counsel-Anticipated Litigation

Conference with legal counsel; Government Code sec 54956.9; potential litigation: two cases.

3. Second Open Session 6:52p.m.

**3A Oral Report Regarding Executive (Closed) Session
Information Item**

The GSA's Legal Counsel Mr. Lemeiux reported that the Board took no action in Executive Session as defined under the Brown Act.

FUTURE TOPICS FOR BOARD DISCUSSION

Chair Long asked that staff report back to the Board on the numbers of pumpers added to the GSA as a result of the final and approved Basin Boundary Modifications, and Director Kimball asked if, after approval of the boundary modification, staff intended to bill those new additions for the two week period in January. Chair Long also asked staff to provide

an update on State Water purchases by UWCD; and include a presentation from Dave Ceppos, working through DBS&A, on Stakeholder Engagement.

ADJOURNMENT 6:53p.m.

At 6:53p.m., the Chair adjourned to the next Regular Board Meeting on Thursday, March 21, 2019, or call of the Chair.

ATTEST: _____
Kelly Long, Chair, FPB GSA Board of Directors

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 February 21, 2019.

ATTEST: _____
Kris Sofley, Clerk of the Board



BOARD MEETING

February 21, 2019 @ 5:00pm

City Council Chambers, Fillmore City Hall

250 Central Avenue, Fillmore, CA 93015

Name: Tim Moore

Organization: DBS&A

Phone: _____

E-mail: _____

Name: Matt Carpenter

Organization: Firepoint NLF

Phone: _____

E-mail: _____

Name: Tony Morgan

Organization: DBS&A

Phone: _____

E-mail: _____

Name: Don Detmer

Organization: _____

Phone: _____

E-mail: _____

Name: George Ruff

Organization: _____

Phone: _____

E-mail: _____

Name: _____

Organization: _____

Phone: _____

E-mail: _____

Name: Emilio Carrantes Jr.

Organization: Firepoint NLF

Phone: _____

E-mail: _____

Name: _____

Organization: _____

Phone: _____

E-mail: _____

Name: Steve Zimmer

Organization: _____

Phone: _____

E-mail: _____

Name: _____

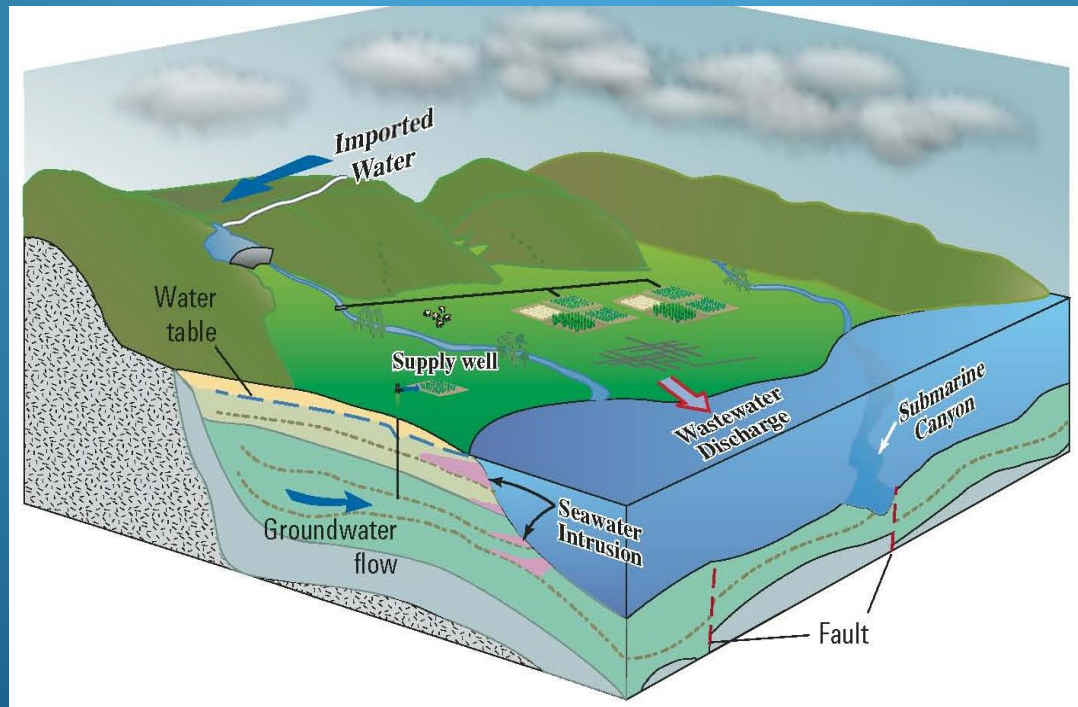
Organization: _____

Phone: _____

E-mail: _____

UWCD Groundwater Model Development

FPBGSA Board Meeting, February 21, 2019



Who We Are:

United Water Conservation District is a public agency that encompasses about 214,000 acres of central Ventura County.



The District's mission statement is:

United Water Conservation District shall manage, protect, conserve, and enhance the water resources of the Santa Clara River, its tributaries and associated aquifers, in the most cost-effective and environmentally balanced manner.

UWCD Groundwater Model

- United helped fund the USGS Santa Clara-Calleguas groundwater flow model in 1990s
- Used for various project evaluations and 2007 Fox Canyon GMA Management Plan Update
- Staff recognized need for an improved model to guide policy decisions.
- UWCD Board asked for development of a new model that could address aquifer-specific questions
- Basin Conceptual Model (BCM) development was initiated in 2013, Dr. Jason Sun hired in fall 2013

UWCD Groundwater Model

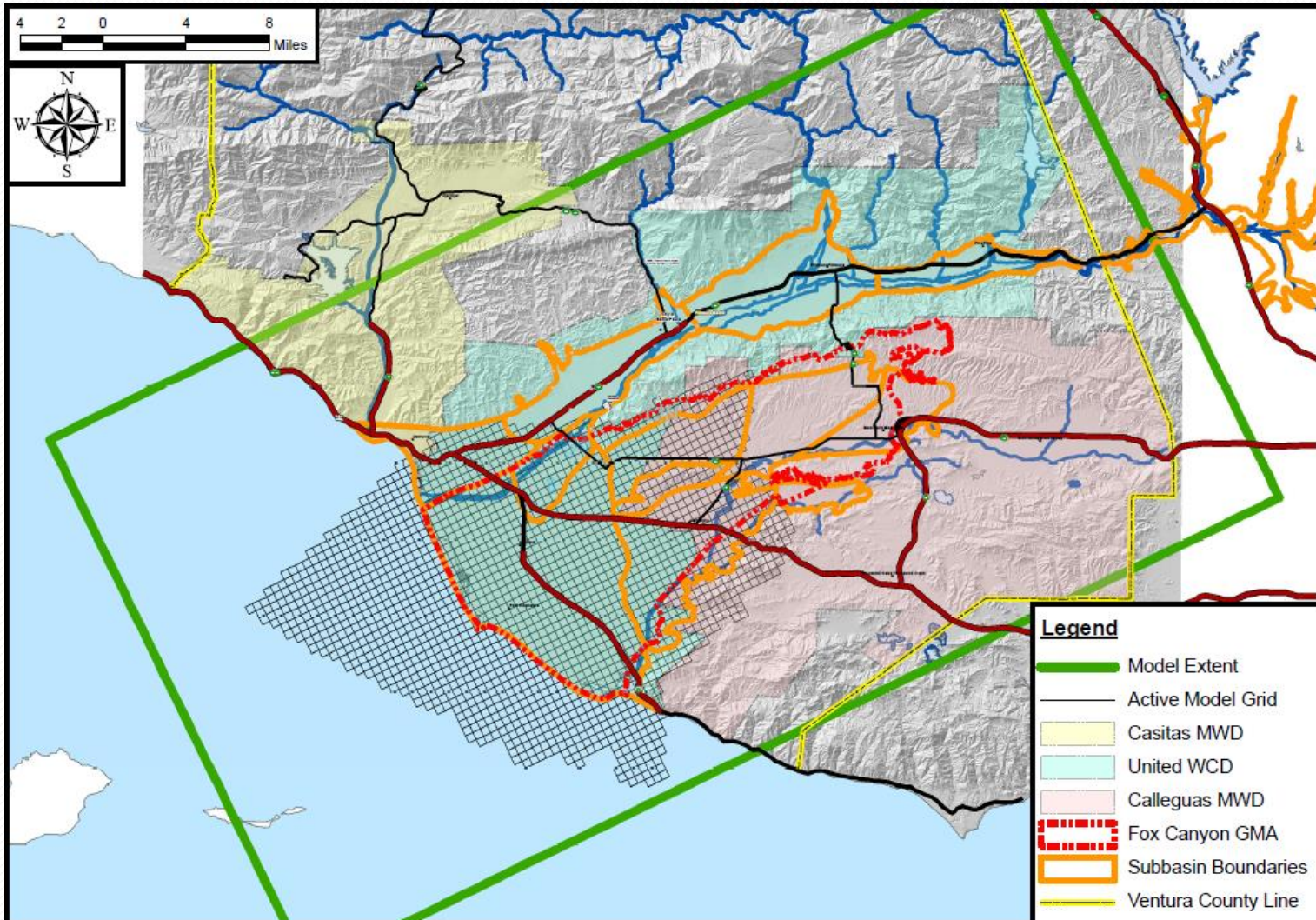
- SGMA (2015) requires Groundwater Sustainability Plans for basins
- Groundwater flow models useful for:
 - Determination and analysis of water budgets (sustainable yield)
 - Evaluating the effectiveness and impacts of potential water management scenarios, such as
 - Changing the volume or distribution of pumping
 - New water supply projects
 - Groundwater-surface water interactions
 - Future climate conditions

Hydrogeologic Conditions

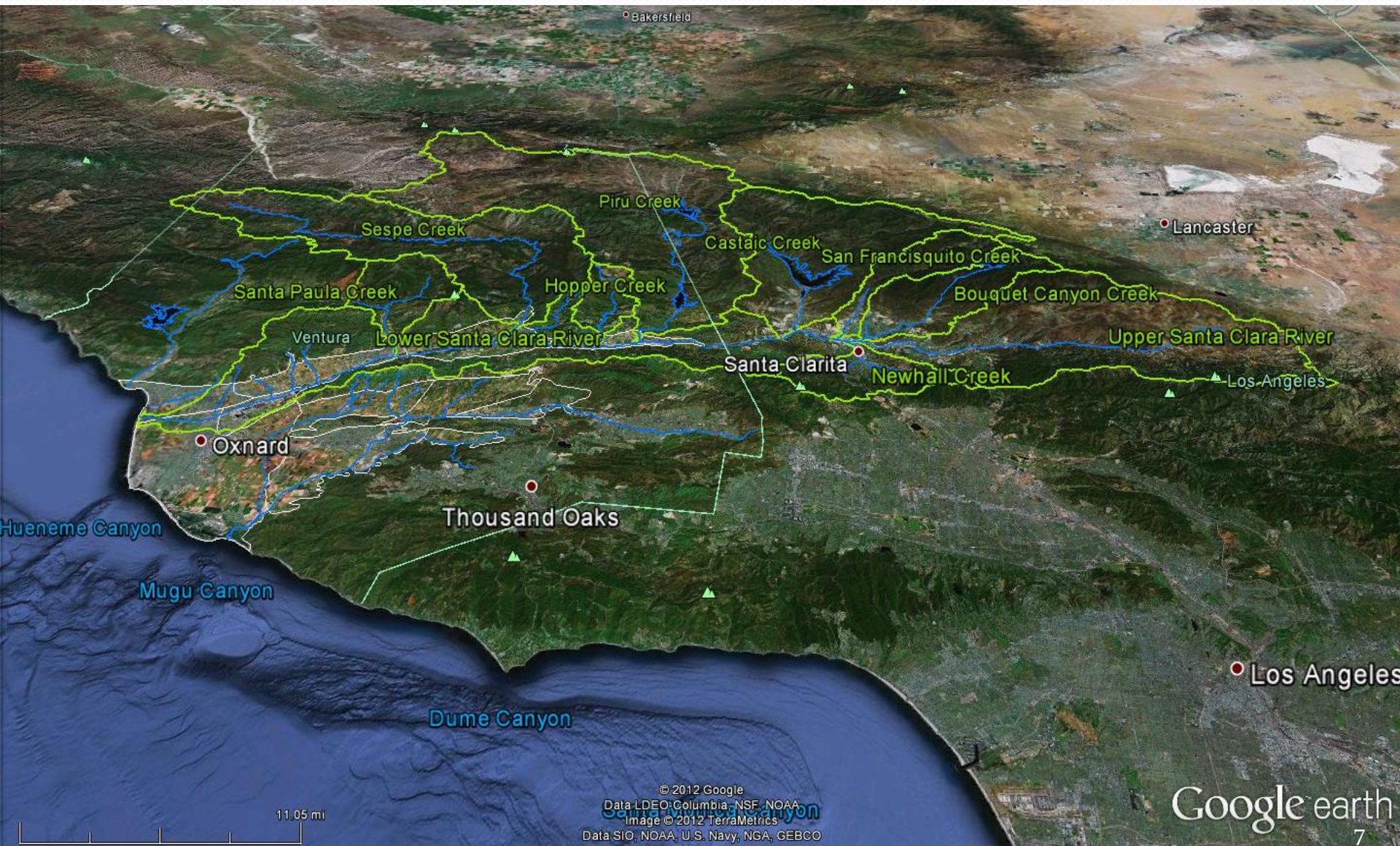
A conceptual model of the basins is required before a numerical model can be developed, which includes

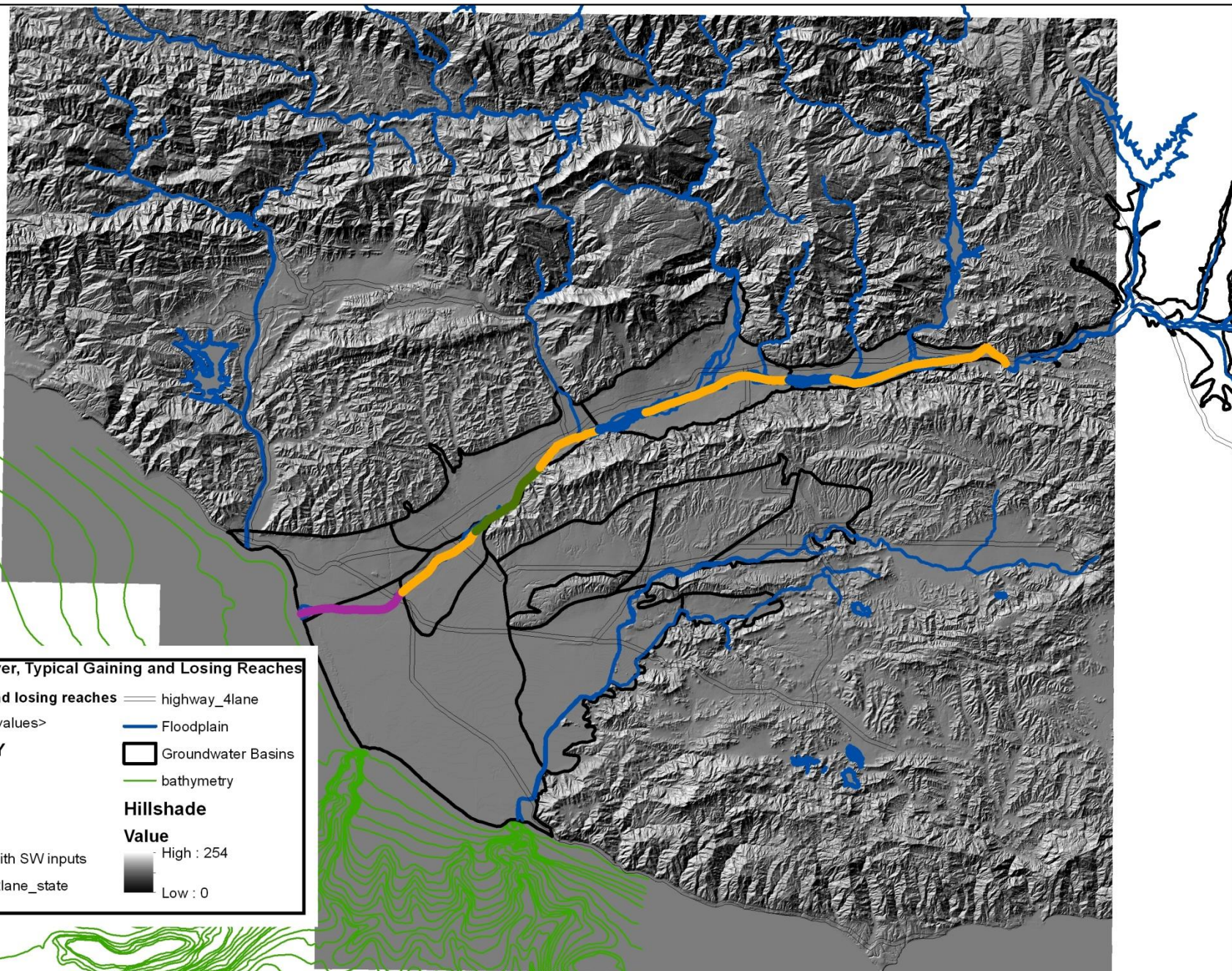
- Mapping of hydrostratigraphic units (geologic framework)
- Sources of recharge, including precipitation and streamflow sourcing from outside the model domain
- Consumptive use of water within the model domain
- Groundwater and surface water discharge

Model Domain and Grid



Sub-watersheds of the SCR



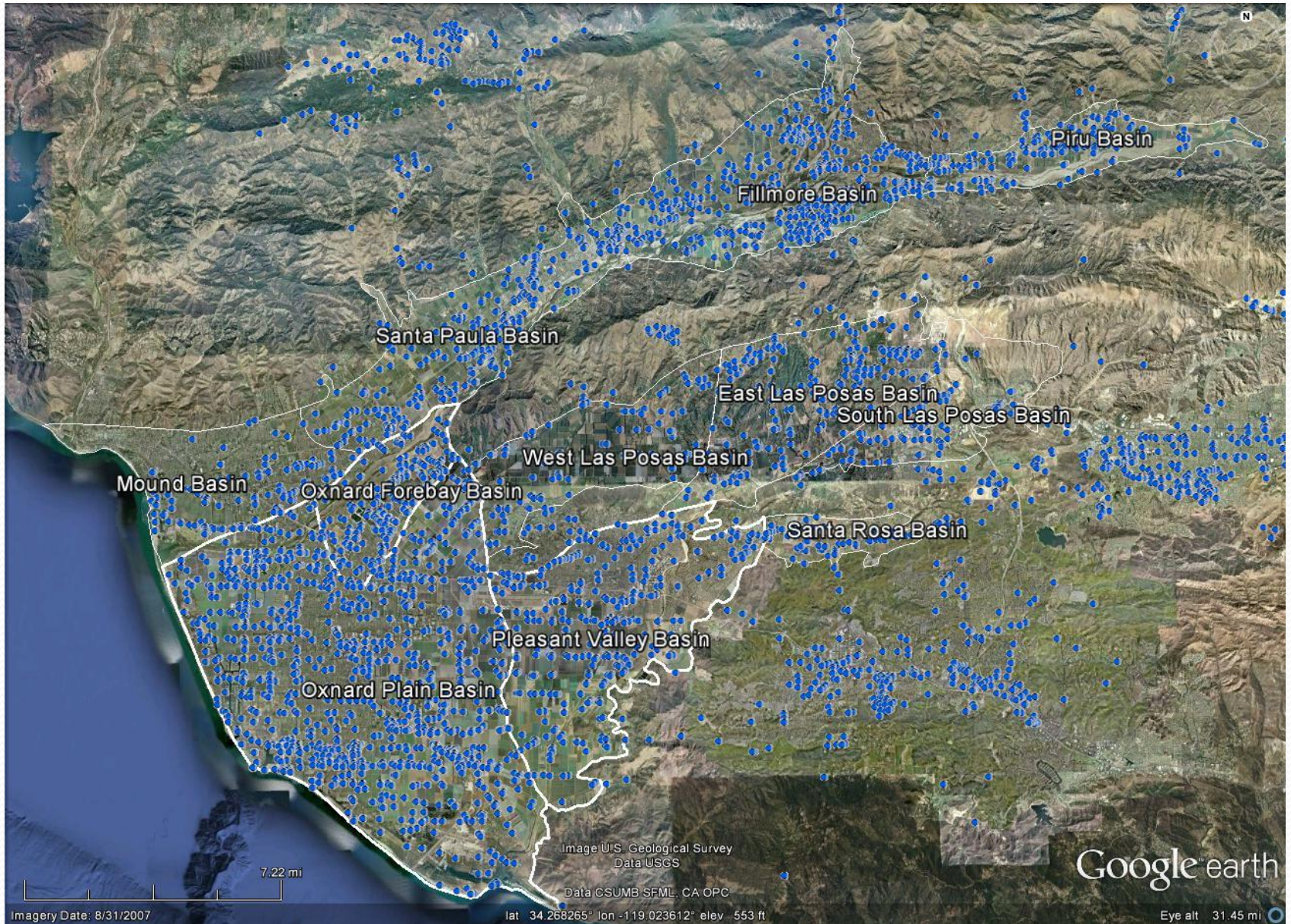


Santa Clara River, Typical Gaining and Losing Reaches

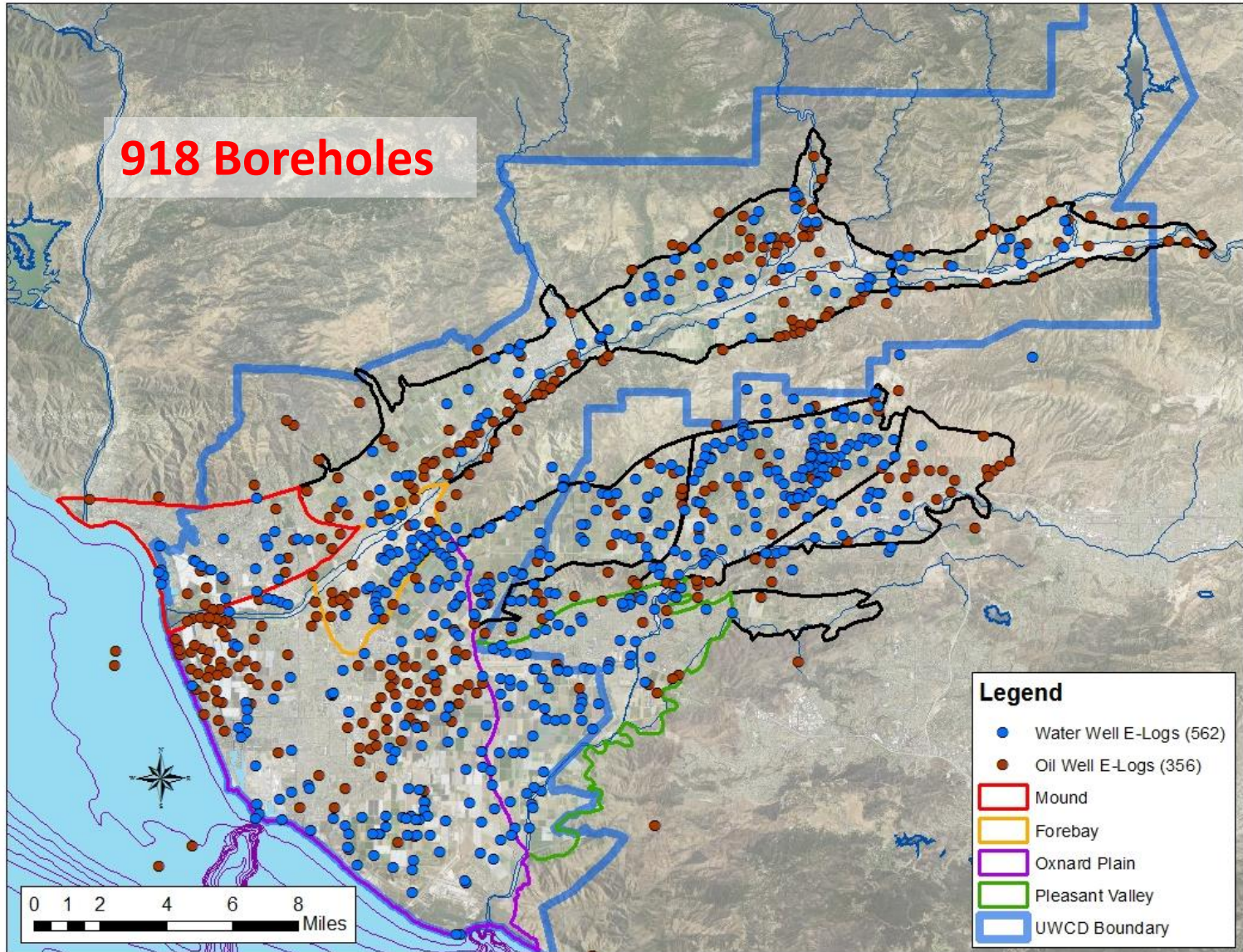
SCR gaining and losing reaches	— highway_4lane
— <all other values>	— Floodplain
HYDROLOGY	□ Groundwater Basins
— Gaining	— bathymetry
— Losing	Hillshade
— Stable	Value
— Perched with SW inputs	High : 254
— highway_2lane_state	Low : 0



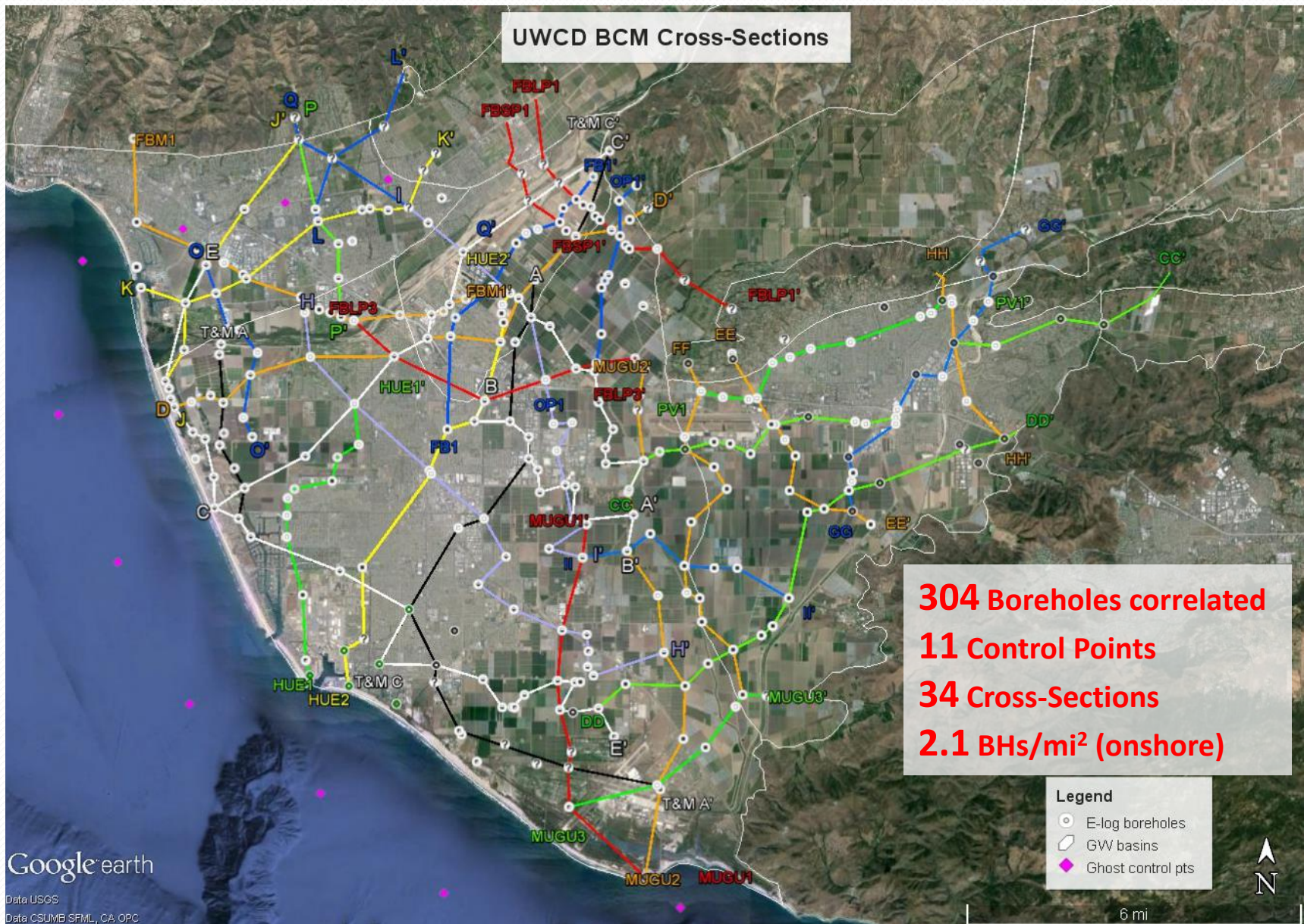
Water Wells- All Historic Wells



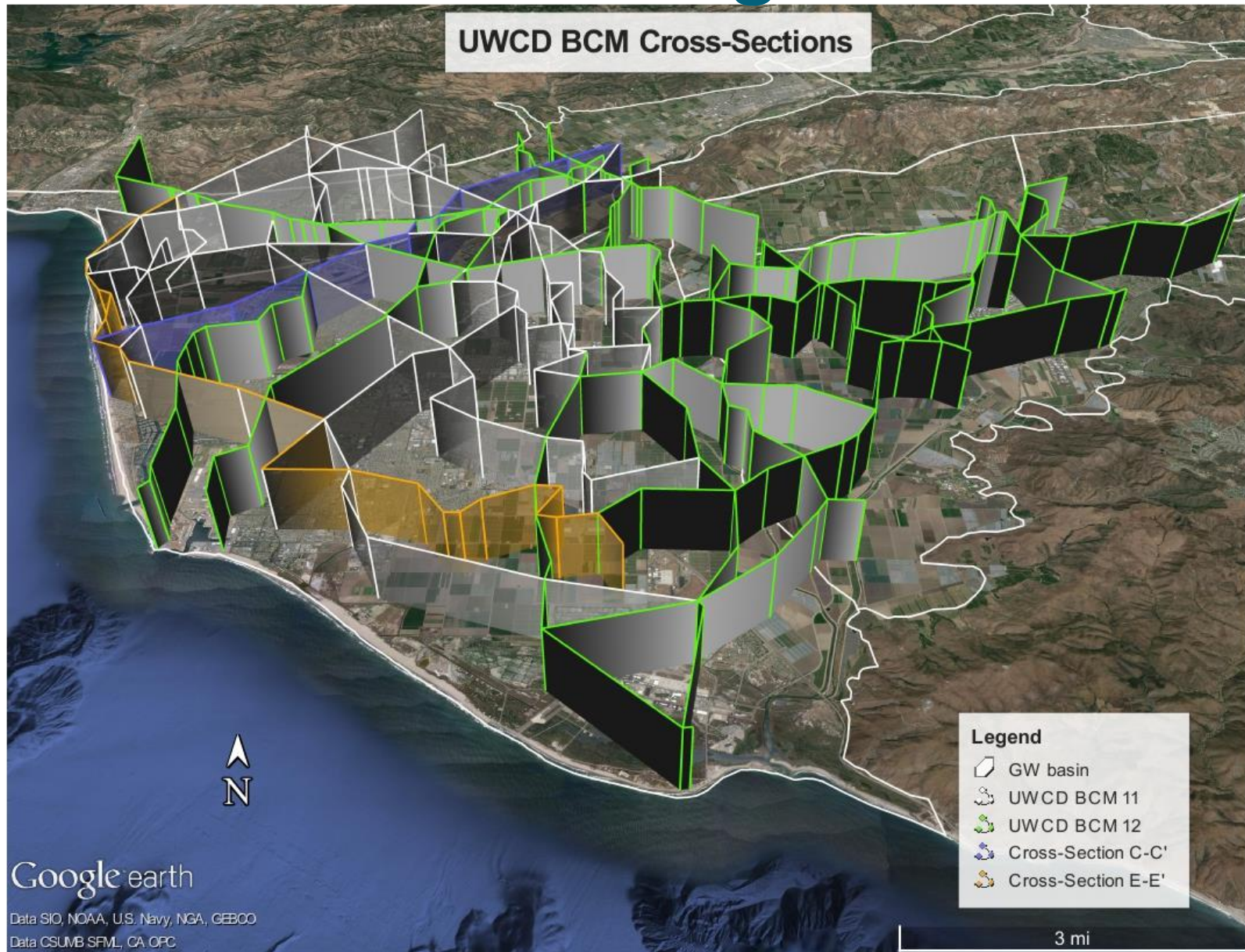
UWCD E-Log Archive (RockWorks)



BCM 12 Section Lines



BCM 12 “Fence Diagrams”



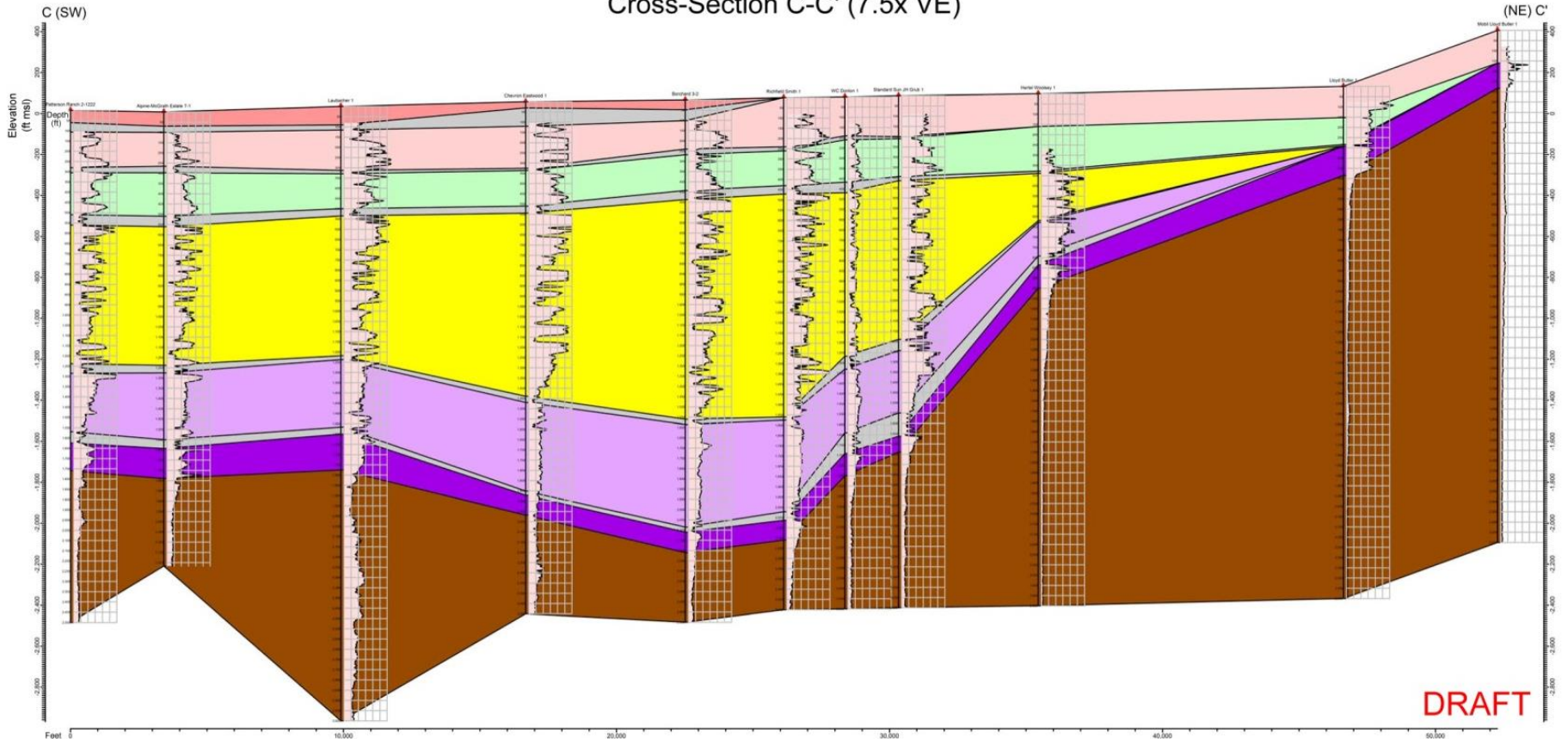
Pick aquifers and aquitards

Hollywood
Beach Area

South
Mountain

Stratigraphy	
Aquitard	
Semi Perched Aquifer	
Oxnard Aquifer	
Mugu Aquifer	
Hueneme Aquifer	
Fox Canyon Aquifer - main (upper)	
Fox Canyon Aquifer - basal	
Santa Barbara and/or other Formation	
Grimes Canyon Aquifer	
Volcanics	

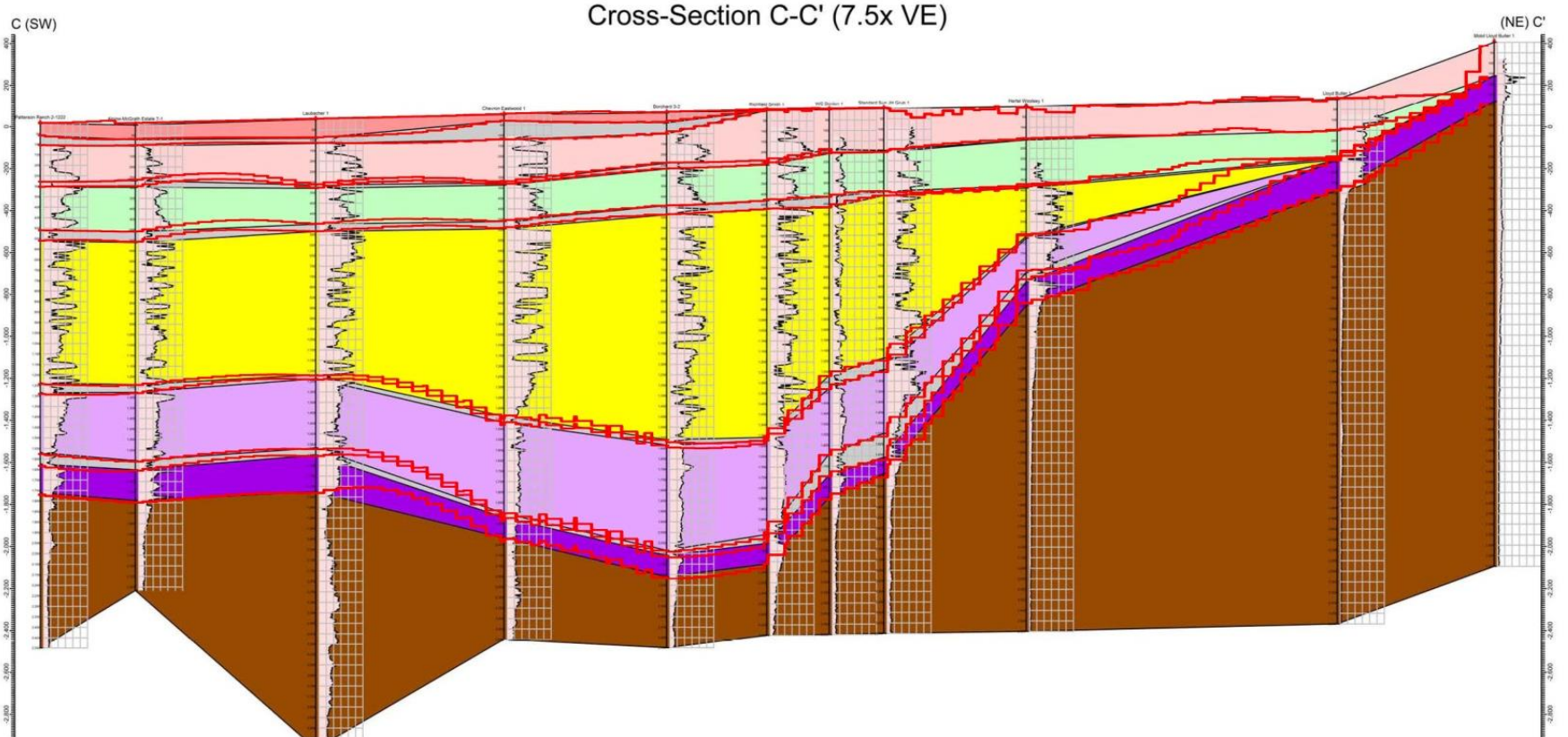
Cross-Section C-C' (7.5x VE)



DRAFT

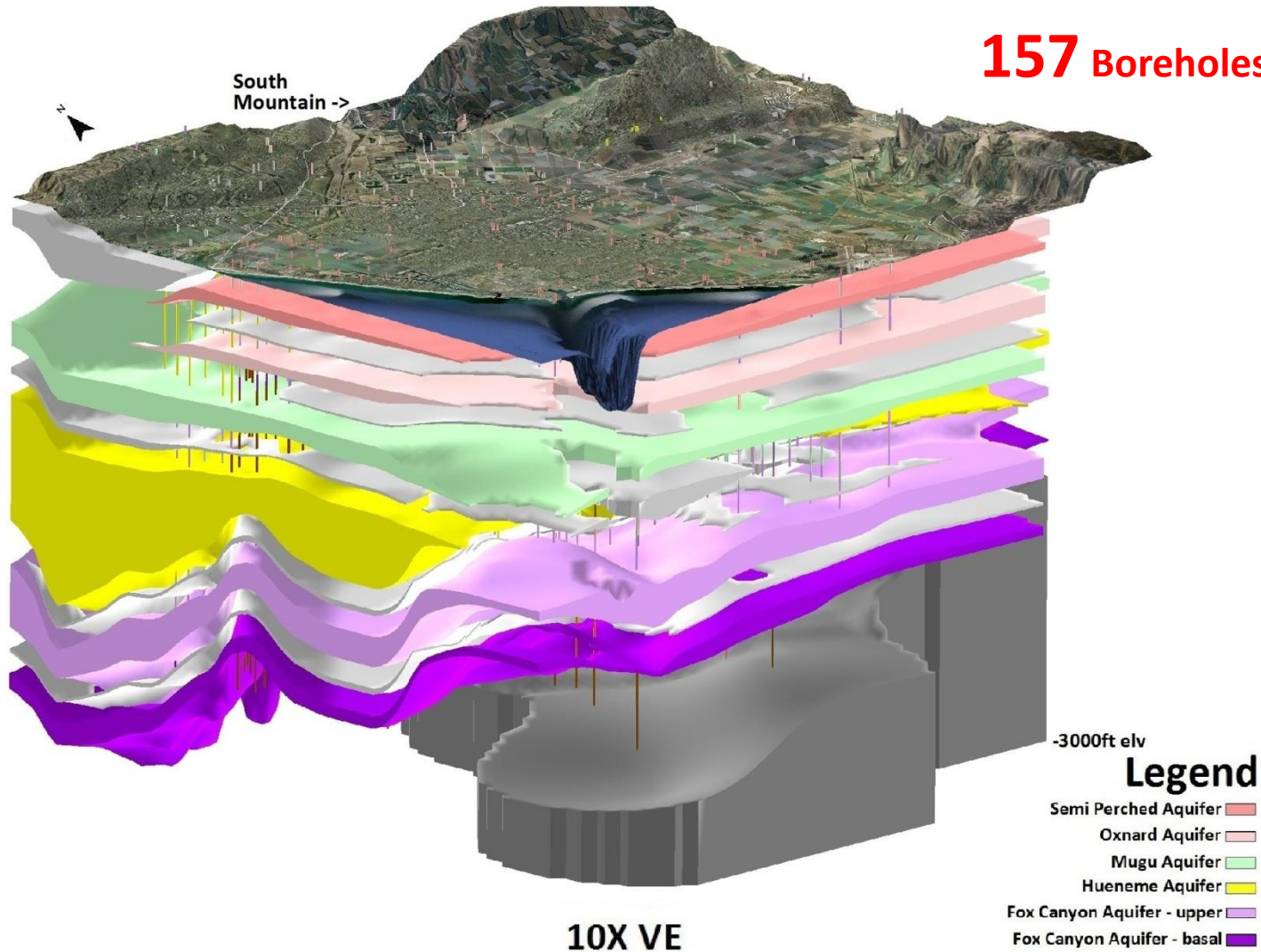
Generate surfaces, fit to grid cells

Stratigraphy	
Aquitard	
Semi Perched Aquifer	
Oxnard Aquifer	
Mugu Aquifer	
Hueneme Aquifer	
Fox Canyon Aquifer - main (upper)	
Fox Canyon Aquifer - basal	
Santa Barbara and/or other Formation	
Grimes Canyon Aquifer	
Volcanics	



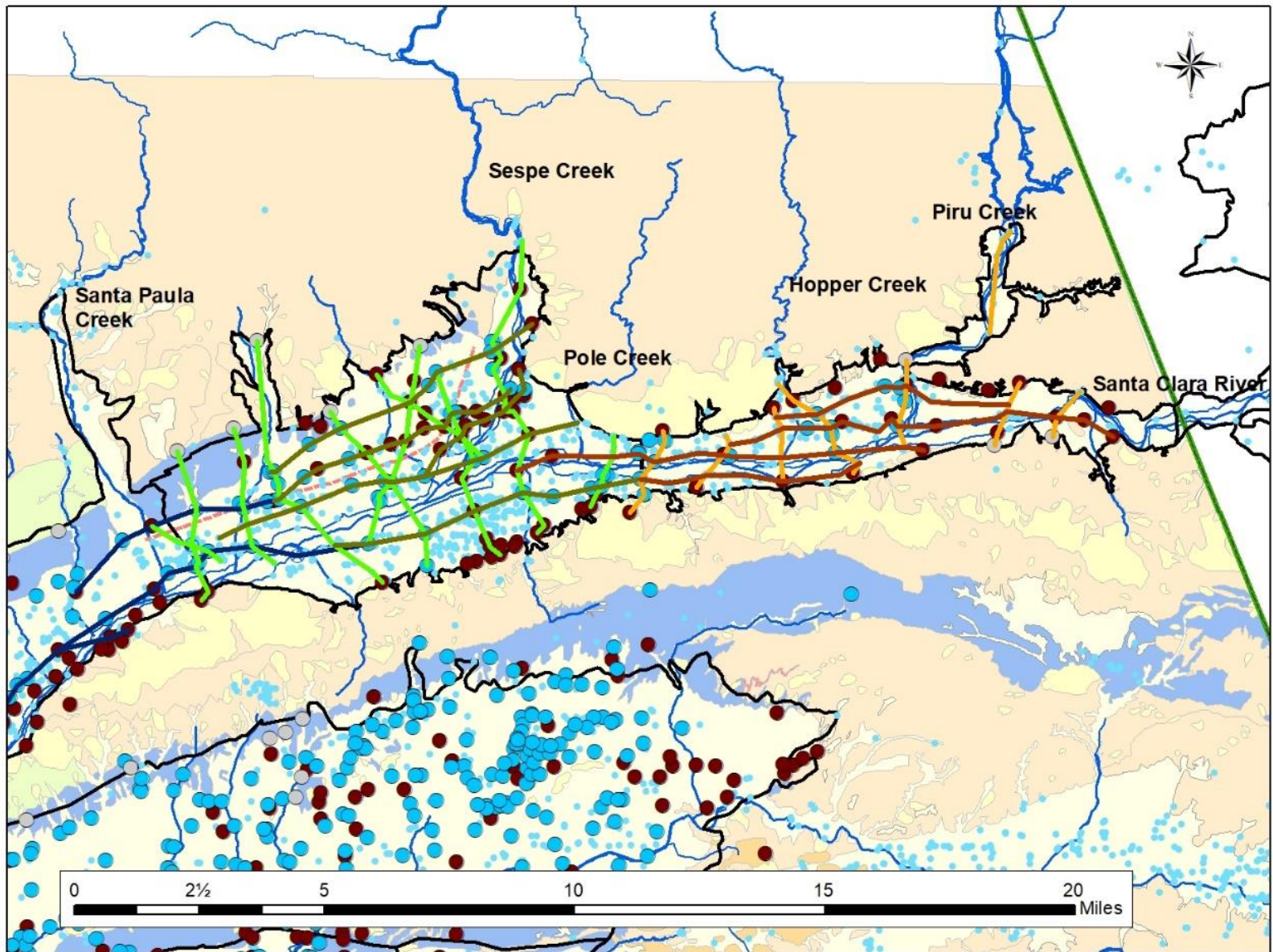
UWCD: Conceptual Model BCM 11

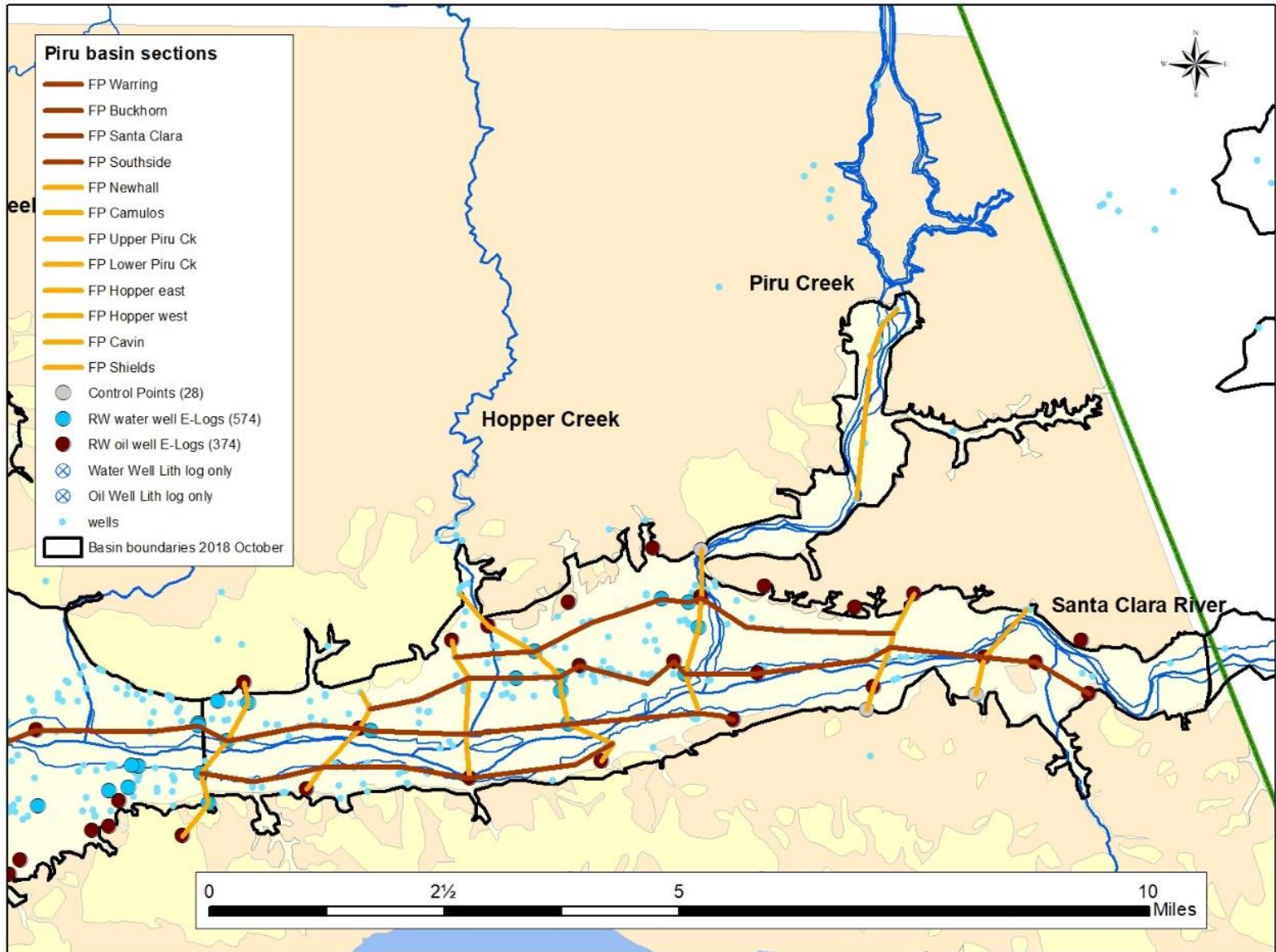
157 Boreholes

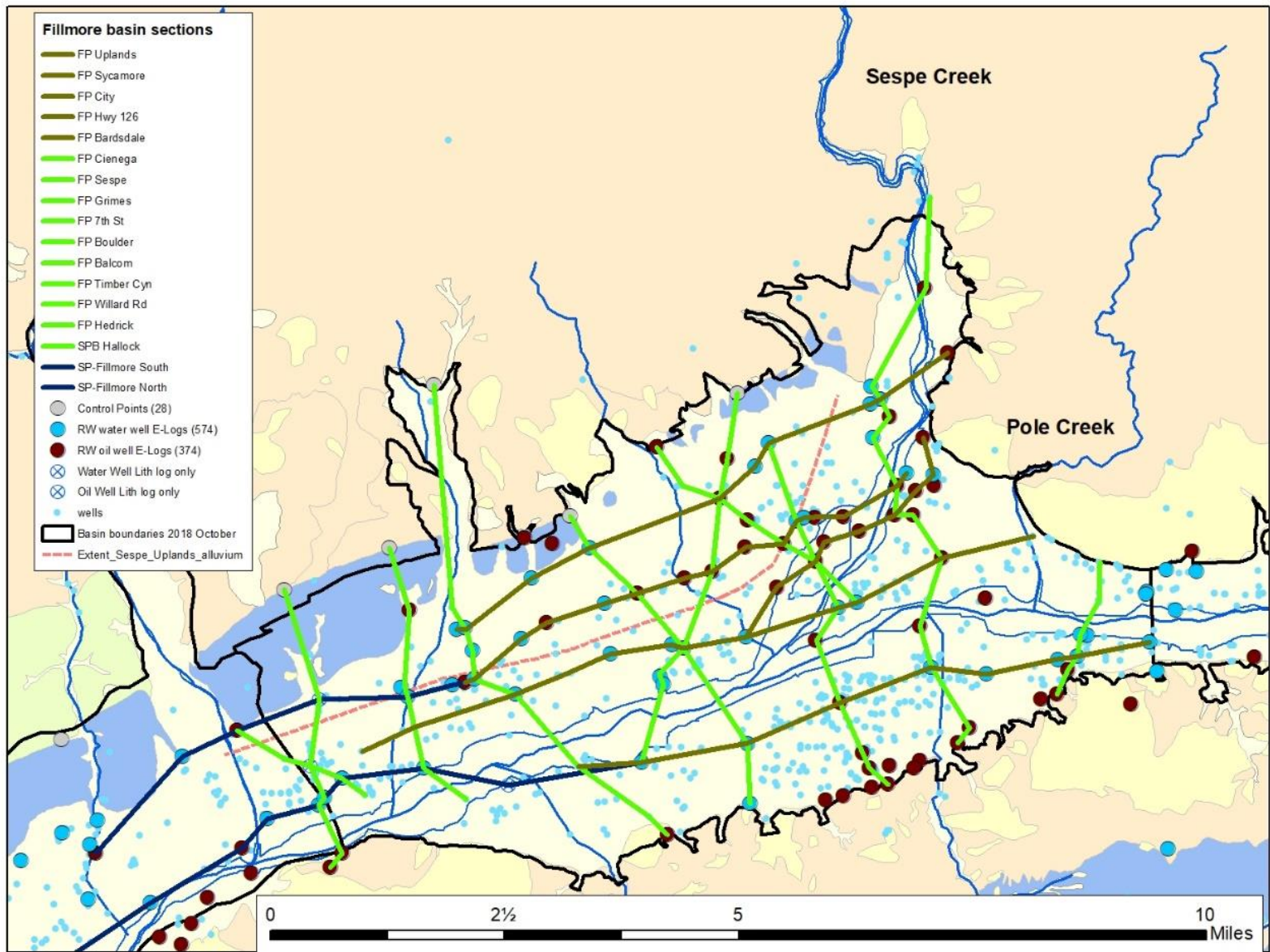


Model Development Process

- Understand hydrogeologic conditions
- Develop conceptual model for basin framework and SW-GW interactions
- Model construction
 - Discretization
 - Input parameters
 - Boundaries/stresses
 - Select software packages
- Model calibration and validation
- Publish model documentation
- Use model (historical or assumed future conditions)







Questions?

Fillmore and Piru Basins GSA

Check Detail

March 14, 2019

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Amount</u>
11035	03/14/2019	Daniel B Stephens & Associates, Inc.	10000 - Bank of the Sierra	2,683.56
11036	03/14/2019	Olivarez Madruga Lemeiux O'Neill LLP	10000 - Bank of the Sierra	1,094.50
			<u>TOTAL CHECKS</u>	<u>3,778.06</u>



GROUNDWATER SUSTAINABILITY AGENCY

P O Box 1110, Fillmore, CA 93016

(805) 525-4431

<https://fpbgsa.org>

CHECK REQUEST

Date required: _____ Date Requested: February 21, 2019

Pay to: Daniel B. Stephens & Associates, Inc.

Address: 2777 E. Guasti Road, Suite 1

City, State, Zip: Ontario, California 91761

Amount \$ 2,683.56

Charge to Account(s) _____

Reason for Check/Petty Cash Request: GSP development

Requested by: Kris Sofley, clerk of the board

Approved by: _____

Board Secretary/Treasurer

Authorized by: _____

Board Chair

(Attach invoices/receipts/documentation for costs verification)



Daniel B. Stephens & Associates, Inc.
 2777 E. Guasti Road, Suite 1
 Ontario, California 91761
 (505) 822-9400

February 21, 2019

Anthony Emmert
 Fillmore and Piru Basins Groundwater Sustainability
 Agency
 PO Box 1110
 Fillmore, CA 93015

Project No: DB19.1037.00
 Invoice No: 0233826

Project DB19.1037.00 Fillmore and Piru Basins GSP

Professional Services from January 21, 2019 to February 10, 2019

Phase 0000001 Phase 1 - GSP Development

Task 0001 Project Management

Professional Personnel

	Hours	Rate	Amount	
Principal Professional II	5.25	250.00	1,312.50	
Project Assistant II	.50	88.00	44.00	
Totals	5.75		1,356.50	
Total Labor				1,356.50

Reimbursable Expenses

CLIENT REIMB: MILEAGE				
1/18/2019	Moore, Timothy	mileage personal vehicle	25.06	
	Total Reimbursables		25.06	25.06
			Total this Task	\$1,381.56

Task 0002 Compilation of Existing Data

Professional Personnel

	Hours	Rate	Amount	
Project Professional I	8.40	155.00	1,302.00	
Totals	8.40		1,302.00	
Total Labor				1,302.00
			Total this Task	\$1,302.00

Total this Phase \$2,683.56

Total this Invoice \$2,683.56

Billings to Date

	Current	Prior	Total
Labor	2,658.50	0.00	2,658.50
Expense	25.06	0.00	25.06
Totals	2,683.56	0.00	2,683.56

Billing Backup

Monday, February 11, 2019

GEOLOGIC ASSOCIATES, INC.

Invoice 0233826 Dated 2/11/2019

2:56:53 PM

Project DB19.1037.00 Fillmore and Piru Basins GSP

Phase 0000001 Phase 1 - GSP Development

Task 0001 Project Management

Professional Personnel

			Hours	Rate	Amount	
	Principal Professional II					
01086	12001086OF - 0 - Morgan, W. Tony	1/21/2019	1.50	250.00	375.00	
	project WBS setup; job card setup					
01086	12001086OF - 0 - Morgan, W. Tony	1/22/2019	.25	250.00	62.50	
	arrange project kickoff mtg					
01086	12001086OF - 0 - Morgan, W. Tony	1/23/2019	.50	250.00	125.00	
	project WBS setup					
01086	12001086OF - 0 - Morgan, W. Tony	1/31/2019	2.00	250.00	500.00	
	mtg with FPBGSA Exec Dir and UWCD staff; kickoff mtg					
01086	12001086OF - 0 - Morgan, W. Tony	2/1/2019	1.00	250.00	250.00	
	data review					
	Project Assistant II					
00552	94100552OF - 0 - Martinez, Lorraine	1/23/2019	.50	88.00	44.00	
	Project Admin					
	Totals		5.75		1,356.50	
	Total Labor					1,356.50

Reimbursable Expenses

CLIENT REIMB: MILEAGE						
EX	0050309	1/18/2019		Moore, Timothy / mileage personal vehicle	25.06	
	Total Reimbursables				25.06	25.06
				Total this Task		\$1,381.56

Task 0002 Compilation of Existing Data

Professional Personnel

			Hours	Rate	Amount	
	Project Professional I					
01096	30001096OF - 0 - Moore, Timothy	1/31/2019	4.10	155.00	635.50	
	FPBGSA GSPs kick off meeting and follow-up.					
01096	30001096OF - 0 - Moore, Timothy	2/8/2019	4.30	155.00	666.50	
	Research and data requests (UWCD and VC).					
	Totals		8.40		1,302.00	
	Total Labor					1,302.00
				Total this Task		\$1,302.00

Project	DB19.1037.00	Fillmore and Piru Basins GSP	Invoice	0233826
			Total this Phase	\$2,683.56
			Total this Project	\$2,683.56
			Total this Report	\$2,683.56



GROUNDWATER SUSTAINABILITY AGENCY

P O Box 1110, Fillmore, CA 93016

(805) 525-4431

<https://fpbgsa.org>

CHECK REQUEST

Date required: _____ Date Requested: March 21, 2019

Pay to: Olivarez Madruga Lemieux O'Neill, LLP

Address: 4165 E. Thousand Oaks Blvd., Suite #350

City, State, Zip: Westlake Village, CA 91362-3852

Amount \$ 1,094.50

Charge to Account(s) legal services for February 2019

Reason for Check/Petty Cash Request: payment of Agency Legal Counsel for Feb 2019

Requested by: Kris Sofley, clerk of the board

Approved by: _____

Board Secretary/Treasurer

Authorized by: _____

Board Chair

(Attach invoices/receipts/documentation for costs verification)



OLIVAREZ MADRUGA LEMIEUX O'NEILL, LLP

Olivarez Madruga Lemieux O'Neill, LLP.
4165 E. Thousand Oaks Blvd. Suite #350
Westlake Village, CA 91362-3852
Tel: (805) 495-4770 Fax: 805.495.2787
www.omlolaw.com

Fillmore and Piru Basins GSA
Attn: Kelly Long
P.O. Box 1110
Fillmore, CA 93016

Page: 1
February 28, 2019
Client/Matter No. 76.001
Statement No: 6309

Fillmore and Piru Basins GSA

For Professional Services Thru 02/28/2019

FEE TRANSACTIONS

			Rate	Hours	
02/01/2019	MDS	Emails with Fish and Wildlife counsel regarding assessments	185.00	0.10	18.50
02/07/2019	MDS	Prepare for conference call with Fish and Wildlife and call with SON regarding same	185.00	0.30	55.50
02/08/2019	MDS	Conference call with Fish and Wildlife counsel regarding assessment issue (.4); emails with SON regarding same (.1)	185.00	0.50	92.50
02/19/2019	SON	Telephone conference with WL regarding Board meeting and closed session	200.00	0.20	40.00
02/19/2019	WL	Telephone conference with SON regarding meeting agenda	185.00	0.20	37.00
02/21/2019	WL	Attend regular meeting	185.00	4.20	777.00
02/22/2019	WL	Email SON report on meeting	185.00	0.20	37.00
02/27/2019	MDS	Review of letter agreement and amendment with AMJ	185.00	0.20	37.00
Total Fee Charges:				5.90	1,094.50

Timekeeper Summary

<u>Timekeeper</u>	<u>Title</u>	<u>Hours</u>	<u>Total</u>
Steve O'Neill	Partners	0.20	\$40.00
Manuel Serpa	Associates	1.10	\$203.50
Wayne Lemieux	Associates	4.60	\$851.00

Total Current Charges	1,094.50
Previous Balance	\$2,186.00

PAYMENT TRANSACTIONS

02/28/2019	12/31/2018 Payment - Thank you, Check # 11031	-760.00
02/28/2019	01/31/2019 Payment - Thank you, Check # 11034	-1,426.00
	Balance Due	<u>\$1,094.50</u>



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. **10C Informational Item**

DATE: **March 13, 2019 (March 21, 2019 Meeting)**

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 February, 2019.

FISCAL IMPACT

None

Attachments: February 28, 2019 P/L Budget Performance
 February 28, 2019 Balance Sheet

**Fillmore and Piru Basins GSA
Profit & Loss Budget Performance
February 2019**

	<u>Jul 2018 - Feb 2019</u>	<u>Annual Budget</u>	<u>% of Budget</u>
Income			
40001 · Groundwater Extraction Charge	958.63	473,850.00	0.2%
41000 · Grant Revenue			
41001 · State Grants	0.00	101,808.00	0.0%
Total 41000 · Grant Revenue	0.00	101,808.00	0.0%
47000 · Other Revenue			
47001 · Late Fees	8,093.49		
47012 · Returned Check Charges	5.00		
Total 47000 · Other Revenue	8,098.49		
Total Income	9,057.12	575,658.00	1.57%
Gross Profit	9,057.12	575,658.00	1.57%
Expense			
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			
52251 · Prof Svcs - UWCD GW Services	15,087.00		
52252 · Prof Svcs - GSP Consultant	2,658.50		
52250 · Prof Svcs - Groundwtr/GSP Prep - Other	0.00	160,609.00	
Total 52250 · Prof Svcs - Groundwtr/GSP Prep	17,745.50	160,609.00	11.05%
52270 · Prof Svcs - Accounting	4,444.52	34,000.00	13.07%
52275 · Prof Svcs - Admin/Clerk of Bd	3,478.91	30,000.00	11.6%
52280 · Prof Svcs - Executive Director	20,239.38	30,000.00	67.46%
52290 · Prof Svcs - Other	0.00	0.00	0.0%
Total 52200 · Professional Services	45,908.31	255,109.00	18.0%
52500 · Legal Fees			
52501 · Legal Counsel	6,857.50	67,600.00	10.14%
Total 52500 · Legal Fees	6,857.50	67,600.00	10.14%
53000 · Office Expenses			
53010 · Public Information	216.00	17,521.00	1.23%
53020 · Office Supplies	154.58	10,000.00	1.55%
53026 · Postage & Mailing	401.02	4,000.00	10.03%
53040 · Membership Dues	0.00		
53110 · Travel & Training	2,568.55		
Total 53000 · Office Expenses	3,340.15	31,521.00	10.6%
53500 · Insurance			
53510 · Liability Insurance	2,077.67	2,500.00	83.11%
Total 53500 · Insurance	2,077.67	2,500.00	83.11%
70000 · Interest & Debt Service			
70120 · Interest Expense	0.00	0.00	0.0%
Total 70000 · Interest & Debt Service	0.00	0.00	0.0%
70130 · Bank Service Charges	5.00		
80000 · AR Write-Offs - Bad Debt Exp.	5,113.14		
Total Expense	63,301.77	356,730.00	17.75%
Net Income	-54,244.65	218,928.00	-24.78%

Fillmore and Piru Basins GSA

Balance Sheet

As of February 28, 2019

Feb 28, 2019

ASSETS

Current Assets

Checking/Savings

10000 · Bank of the Sierra 254,159.01

Total Checking/Savings 254,159.01

Accounts Receivable

11000 · Accounts Receivable 88,478.16

Total Accounts Receivable 88,478.16

Total Current Assets 342,637.17

TOTAL ASSETS 342,637.17

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

20000 · Accounts Payable 3,778.06

Total Accounts Payable 3,778.06

Total Current Liabilities 3,778.06

Total Liabilities 3,778.06

Equity

32000 · Retained Earnings 393,103.76

Net Income -54,244.65

Total Equity 338,859.11

TOTAL LIABILITIES & EQUITY 342,637.17



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. **11A Motion**
DATE: **March 13, 2019 (Meeting of March 21, 2019)**
TO: **Board of Directors**
SUBJECT: **Joint Request for Proposals from Auditors with Mound Basin GSA**

SUMMARY

As a Special District, the Fillmore Piru GSA is required to have an annual audit of its financial statements and provide a copy of the audited financial statements to the County of Ventura by June 30, 2019. An audit firm must be selected for the first audit of the GSA’s financials, covering Fiscal Year 2017-18. An RFP had been distributed to local CPA firms in December and did not receive any submissions. Staff suggests joining with Mound Basin GSA and packaging the auditing services for both agencies in an effort to make the work offer more appealing. Due to the fact that both Agencies have contracted with UWCD to handle accounting and administrative services, the opportunity to package the auditing services together for the selection of one auditor is both economically feasible and efficient. The Mound Basin GSA Board will consider this same option at its Board meeting on March 21, 2019. Each Agency will be responsible for payment of its portion of the audit services.

RECOMMENDED ACTION

Staff recommends that the Board consider approving the attached Joint RFP to solicit bids from audit firms.

FISCAL IMPACT

There is no fiscal impact associated with the issuance of the RFP.

Attachments: A – Joint RFP for Professional Auditing Services
 B – Auditor RFP Distribution List

Proposed Motion: “Motion to approve the attached Joint RFP to solicit bids for an auditor along with the Mound Basin GSA.”

1 st : Director _____	2 nd : Director _____	
Voice/Roll call vote: Director Edmonds:	Director Kimball:	Director Long:
Director McFadden:	Director Meneghin:	Director Pace:



Fillmore and Piru Basins
Groundwater Sustainability Agency

Fillmore and Piru Basins Groundwater Sustainability Agency

And



MoundBasin
GROUNDWATER SUSTAINABILITY AGENCY

Mound Basin Groundwater Sustainability Agency

REQUEST FOR PROPOSALS
For
PROFESSIONAL AUDITING SERVICES

Kris Sofley, Clerk of the Board
FPB GSA and MB GSA
c/o UWCD
106 N 8th Street
Santa Paula, CA 93060

I. Introduction

Fillmore and Piru Basins Groundwater Sustainability Agency (FPB GSA) and Mound Basin Groundwater Sustainability Agency (MB GSA) (Agencies) are two small, recently-formed California Special Districts that are each requesting proposals from qualified certified public accountant firms to audit their financial statements. Both agencies contract with United Water Conservation District for their accounting and administrative services; therefore, the Agencies desire to contract with one auditing firm for both Agencies. Their annual budgeted revenues are approximately \$575,000 (FPB GSA) and \$204,000 (MB GSA).

Each Agency is requesting proposals for an audit of the fiscal year ending June 30, 2018, with the option of auditing its financial statements for each of the two (2) subsequent fiscal years, in addition to performing other financial audits and reviews as specified below. These audits are to be performed in accordance with auditing standards generally accepted in the United States of America, the standards set forth for financial audits contained in the current *Government Auditing Standards* issued by the Comptroller General of the United States, and the U.S. Office of Management and Budget (OMB) Circular A-133 *Audits of State and Local Governments and Non-Profit Organizations*.

To be considered, one (1) copy of a proposal must be received by Kris Sofley, Clerk of the Board, at UWCD, 106 N 8th Street, Santa Paula, CA 93060, by **5:00 P.M. on April 12, 2019**. The Agencies reserve the right to reject any or all proposals submitted.

II. Scope of Work

The Agencies each desire an audit report and audited financial statements to be prepared, as well as any other reports required by law and/or auditing standards.

The selected independent auditor will be required to perform the following tasks for each Agency:

- The audit firm will perform an audit of all funds of each of the Agencies. The Agencies each currently consist of one Enterprise Fund. The audit firm will also apply limited audit procedures to Management's Discussion and Analysis (MD&A) and required supplementary information, if required by auditing standards.
- If required, the audit firm will perform a single audit on the expenditures of federal grants in accordance with OMB Circular A-133 and render the appropriate audit reports, if applicable. The Agencies currently have not received any federal grants.
- The audit firm shall issue a separate "management letter" that includes recommendations for improvements in internal control, accounting procedures and other significant observations that are considered to be non-reportable conditions. Management letters shall be addressed to each Agency's respective Executive Director.

- The audit firm shall, at the Agencies' request, prepare the Annual State Controller's Report for each of the Agencies.

III. Auditing Standards

To meet the requirements of this Request for Proposals, the audit shall be performed in accordance with:

- Generally Accepted Auditing Standards as set forth by the American Institute of Certified Public Accountants;
- The most recent standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States;
- The provisions of the Single Audit Act as most recently amended; and
- The provisions of U. S. Office of Management and Budget (OMB) Circular A-133, *Audits of State and Local Governments and Non-Profit Organizations*.

IV. Proposal Requirements

Please include the following in your proposal:

- Firm Qualifications and Experience, including a list of all current government clients
- Partner, Supervisory and Staff Qualifications and Experience
- List of similar engagements with other government entities
- Total all-inclusive maximum price **for each agency individually** using the Audit Work Cost Proposal form in Attachments A and B
- Identification of any anticipated potential audit problems and the firm's approach to resolving these problems
- License to Practice in California
- Affirmative statement of independence
- Copy of a report on its most recent external quality control review (peer review), with a statement whether that quality control review included a review of specific government engagements
- Circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with State regulatory bodies or professional organizations.
- Working paper retention policy

Attachment A

AUDIT WORK COST PROPOSAL FORM

Service	2017/18	2018/19	2019/20
FPB GSA Audit and Related Reports	\$	\$	\$
Single Audit and Related Reports	\$	\$	\$
FPB GSA State Controller's Report	\$	\$	\$
Total for Fiscal Year (not-to exceed)	\$	\$	\$

Service	2017/18	2018/19	2019/20
MB GSA Audit and Related Reports	\$	\$	\$
Single Audit and Related Reports	\$	\$	\$
MB GSA State Controller's Report	\$	\$	\$
Total for Fiscal Year (not-to exceed)	\$	\$	\$

Attachment B

ESTIMATE OF COST

Name of Firm:

Address:

Contact Name:

Contact Phone #:

Fax #:

Contact Email:

1. Auditor's Standard Billing Rates

Auditors Standard Hourly Billing Rates					
POSITION	2017/18	2018/19	2019/20	2020/21	2021/22
Partner	\$	\$	\$	\$	\$
Manager	\$	\$	\$	\$	\$
Senior Accountant	\$	\$	\$	\$	\$
Staff Accountant	\$	\$	\$	\$	\$
Clerical	\$	\$	\$	\$	\$

Company	Fname	Lname	Title	Email	City
Rogers Anderson Malody & Scott	Terry	Shea	partner	Terry@Ramscpa.net	San Bernadina
Fechter & Company CPAs	Craig	Fechter	principal	cfechter@gmail.com	Sacramento
Bartlett, Pringle & Wolf, LLP	Danna	McGrew	Partner	dmcgrew@bpw.com	Santa Barbara
Glenn Burdette	Stacie	Lager	Manager	stacie.lager@glennburdette.com	San Luis Obispo
KPGM	Felicia	Cartagena		fcartagena@kpmg.com	Los Angeles
Moss, Levy & Hartz	Craig	Hartzheim		chartzheim@mlhcpas.com	Culver City
Nasif Hicks Harrison & Co	Sara	Turner		sturner@nhhco.com	Santa Barbara
Poindexter & Company, CPA	Mark	Poindexter		mark@poindexterandco.com/	Ventura
Vasquez & Co. LLP	Donald	Nino		dnino@vasquezcpa.com	Los Angeles



Item No. **12A Informational Item**

DATE: **March 14, 2019 (March 21, 2019 Meeting)**

TO: **Board of Directors**

SUBJECT: **State Water Purchases through United Water Conservation District**

SUMMARY

During the period February 19, 2019, to March 13, 2019, the United Water Conservation District purchased and received 15,000 acre-feet of State Water Project Article 21 supplemental water, in order to benefit the water users within the service area, including the water users of the Fillmore and Piru groundwater basins, which are still suffering the negative effects of the recent severe drought period. The Executive Director will provide an update on the purchases and their benefits.

RECOMMENDED ACTION

Receive report and presentation.

BACKGROUND

The Ventura County Watershed Protection District (VCWPD) is one of the 27 State Water Project (SWP) contractors, holding an allocation of 20,000 acre-feet per year of Table A State Water, dedicated to supplement the needs of the lower Santa Clara River watershed and the Ventura River watershed. The United Water Conservation District (District) holds a 5,000 acre-foot sub-allocation of the VCWPD contract allocation, and regularly purchases and receives this water to its service area, to the benefit of its water users.

On occasion, when unusually wet conditions exist in northern California, the SWP makes Article 21 supplemental water available to its contractors. The windows of availability for Article 21 waters are typically very short – if the water is not ordered and delivered within days, then it is lost to the ocean. Preparedness is critical. Very large quantities of water are sometimes available. For example, in the extremely wet 2016-2017 water year, the SWP contractors purchased and received a significant quantity of Article 21 water; however, almost three hundred thousand acre-feet were not able to be taken, and spilled to the Pacific Ocean. In that water year, the District was able to purchase and receive 10,000 acre-feet of Article 21 water.

In early 2019, wet conditions began to develop again in northern California. In mid-February 2019, the District placed an order for Article 21 water, and began receiving it from the SWP's Pyramid dam on February 19, 2019. The water flowed down middle Piru Creek to the District's Lake Piru. The SWP continued to deliver Article 21 water via middle Piru Creek until March 13, 2019, for a total of 15,000 acre-feet. As the SWP's fixed costs are already covered via other payments, the cost of the supplemental Article 21 water is approximately \$200 per acre-foot (the marginal unit cost to deliver the water). The District will store this water, along with other flood flows, in Lake Piru for the next few

months, then will deliver it to the groundwater basins of the Santa Clara River during dry weather, to benefit the District's water users. During these dry weather releases, at least half of the water typically recharges into the Piru and Fillmore groundwater basins, directly benefitting water users within the Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) (In 2017, the majority of the summer release recharged into the Piru and Fillmore groundwater basins, with very little reaching the Oxnard Plain area). Groundwater elevations typically rise significantly following these dry weather releases. Later in 2019, the District will schedule a release of the Article 21 water plus accumulated winter flood flows water from Lake Piru to recharge the groundwater basins, greatly benefitting the water users within the Agency's Fillmore and Piru basins.

Supplemental water via the Article 21 program is a sporadic but important component of the region's water portfolio. It is critical to be prepared to take advantage of this supplemental water source when it becomes available.

FISCAL IMPACT

None

THE BARTELS RANCH
1949 Pasadena Avenue
Fillmore, CA 93015
(805) 524-1132
bartelsranch@gmail.com



January 30, 2019

Board of Directors
Fillmore and Piru Basins Pumpers Association

Dear Board of Directors:

I left yesterday's Members' meeting with the following impressions:

1. The scheme presented by Mauricio Guardado will be of much greater benefit to UWCD than to the Fillmore/Piru Basin Pumpers Association (FPBPA). It seemed like it was just a way to pass the cost of Article 21 water from UWCD on to us. But we would assume all the risks: We do not have the ability to purchase water on our own, UWCD controls that. If/when the cost rises from \$200/acre-foot, those costs will be passed on to us. If that source of water is diverted to other uses and becomes unavailable to us, we will have paid into a fund for nothing.
2. Mauricio said that our basins are not projected to be depleted in the future. We are blessed with a vast underground aquifer that has met our needs for over 100 years of farming. We can prove sustainability now. This extra water is not needed.
3. The scheme was also presented as a way to potentially make money by selling excess water to other farmers, like to those on the Oxnard plain. The FPBPA is organized as a "California Nonprofit Mutual Benefit Corporation." We have tax-exempt status. Doesn't that limit any such money-making activity such as selling excess water for a profit? Also, gouging other farmers who are in desperate need of water for our benefit, does not sit well with me. It may be considered good business, but it is certainly not in the tradition of farmers supporting other farmers.
4. The graph Mauricio presented regarding rates started at \$5/acre-foot up to \$30/acre-foot. As we have seen historically from UWCD, rates go up on a regular basis despite protests from pumpers. Some of us smaller growers are struggling already to pay the assessments for the UWCD, GSA, and FPBPA. Adding another fee would be too much. These rates would no doubt escalate as time went on, and will become too much of a burden for smaller growers to bear.

You may be tempted to adopt this scheme because UWCD believes you should. Though the majority at the meeting yesterday indicated they agreed with it, I believe there are real reasons for re-examining the plan. Please be cautious and go slowly, and make sure you base your decision only on what is best for the Fillmore & Piru Basins Pumpers Association.

Marjie Bartels, Bartels Ranch