

**NOTICE IS HEREBY GIVEN that the  
Mound Basin Groundwater Sustainability Agency ("Agency")  
Board of Directors ("Directors") will hold a  
REGULAR BOARD MEETING and PUBLIC HEARING  
at 1:00 P.M. on  
Thursday, October 17, 2019  
at Ventura City Hall, Santa Cruz Conference Room #223  
501 Poli Street, Ventura, California 93001**

**MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY  
BOARD OF DIRECTORS MEETING AGENDA**

**CALL TO ORDER 1:00 p.m.**

**1. PLEDGE OF ALLEGIANCE**

**2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

The Board will receive public comments on items not appearing on the agenda and within the subject matter jurisdiction of the Agency. The Board will not enter into a detailed discussion or take any action on any items presented during public comments. Such items may only be referred to the Executive Director or other staff for administrative action or scheduled on a subsequent agenda for discussion. Persons wishing to speak on specific agenda items should do so at the time specified for those items. In accordance with Government Code § 54954.3(b)(1), public comment will be limited to three (3) minutes per speaker per issue.

**3. ROLL CALL**

**4. APPROVAL OF AGENDA  
Motion**

**5. CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member pulls an item from the Calendar. Pulled items will be discussed and acted on separately by the Board. Members of the public who want to comment on a Consent Calendar item should do so under Public Comments. (ROLL CALL VOTE REQUIRED)

**5a Approval of Minutes  
Motion**

The Board will consider approving the Minutes from the July 18, 2019 Regular Mound Basin GSA Board of Directors meeting and the Special Board Meeting which also took place on July 18, 2019.

**5b Approval of Warrants  
Motion**

The Board will consider approving payment of outstanding vendor invoices.

**5c Monthly Financial Reports**  
**Information Item**

The Board will receive the monthly financial reports for the Mound Basin GSA.

**6. BOARD MEMBER ANNOUNCEMENTS**

**6a** Directors will provide updates on matters not on the agenda.

**6b** Directors will provide oral reports of time spent on grant eligible activities since the previous regular Board meeting.

**7. EXECUTIVE DIRECTOR UPDATE**

Executive Director will provide an informational update on Agency activities since the previous Board meeting.

**8. MOTION ITEMS**

**8a Groundwater Extraction Fee Payment Status**  
**Motion**

There are a total of nine wells for which groundwater extraction fees and/or interest and penalties have not been paid, totaling \$21,154.31. Staff requests feedback/direction from the Board on past due accounts.

**8b. Request for Waiver of Late Fees and Interest for CW Produce**  
**Motion**

The Board will consider Central West Produce's request for a waiver of late fees and interest totaling \$549.21. The well was subject to dual jurisdiction of the Fox Canyon Groundwater Management Agency (FCGMA) and MBGSA until the basin boundary modification 2019 eliminated this overlap in early 2019.

**8c Stakeholder Engagement Plan Update**  
**Motion**

The Board will receive an update from the Executive Director concerning annual review of the Stakeholder Engagement Plan and will consider adopting the updated plan.

**8d GSP Development Update**  
**Motion**

The Board will receive an update from the Executive Director concerning GSP development and consider providing feedback to staff.

**8e Approval of Intera, Inc. Work Order Nos. 2 and 3  
Motion**

The Board will consider approving two work orders for Inter, Inc. Work Order No. 2 will address development of options for a MBGSA data management system, a required element of the GSP. Work Order No. 3 will provide budget for Intera, Inc. to review the hydrogeologic conceptual model (HCM) developed by UWCD, support the Executive Director with preliminary review of sustainability management criteria, and assist with a public workshop concerning the aforementioned topics.

**9. INFORMATION ITEM**

**9a Fiscal Year 2018/2019 Budget Report  
Informational Item**

The Board will receive the year-end budget report.

**10. FUTURE AGENDA ITEMS**

**ADJOURNMENT**

The Board will adjourn to the next **Regular Board Meeting** on Thursday, **November 19, 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 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 Mound Basin Clerk of the Board at (805) 525-4431 or the City of Ventura at (805) 654-7800. Notification of at least 48 hours prior to the meeting will enable the Agency to make appropriate arrangements.*

Approved by: 

**Executive Director Bryan Bondy**

**Posted: (date) October 14, 2019**

**(time) 11:00am**

**(attest) Kris Sofley**

**At: <https://moundbasingsa.org>**

**Posted: (date) October 14, 2019**

**(time) 11:30am**

**(attest) Kris Sofley**

**At: <https://www.facebook.com/moundbasingsa/>**

**Posted: (date) October 14, 2019**

**(time) 11:15am**

**(attest) Kris Sofley**

**At: United Water Conservation District, 106 N 8<sup>th</sup> Street, Santa Paula CA 93060**

**Posted: (date) October 14, 2019**

**(time) 12noon**

**(attest) Debra Martinez**

**At: Ventura City Hall, 501 Poli Street, Ventura, California 93001**

**MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY**  
**BOARD OF DIRECTORS MEETING**  
**MINUTES**

**Thursday, July 18, 2019  
1:00 P.M.**

**Ventura City Hall, Santa Cruz Conference Room #223  
501 Poli Street, Ventura, California 93001**

**DIRECTORS PRESENT:**

Director Michael W. Mobley, Chair  
Director Susan Rungren  
Director Glenn Shephard  
Director Jim Chambers  
Director Conner Everts (arrived at 1:15pm)

**STAFF PRESENT:**

Bryan Bondy, Executive Director  
Kris Sofley, Clerk of the Board

**PUBLIC PRESENT:**

Kathleen Kuepper, UWCD  
John Lindquist, UWCD  
Margo McLaughlin, McLaughlin Ranch  
Mark A. McLaughlin, McLaughlin Ranch  
Kioran Moss, Moss & Associates  
Eddie Pech, DWR  
Jay Todd, Ivy Lawn

**CALL TO ORDER 1:07 p.m.**

Chair Mobley called the meeting to order at 1:07pm

**1. PLEDGE OF ALLEGIANCE**

Chair Mobley led the group in reciting the Pledge of Allegiance.

**2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

Chair Mobley asked if there were any public comments, none were offered.

**3. ROLL CALL**

Clerk of the Board called roll, all Directors present with the exception of Director Everts. (Note that Director Everts arrived late at approximately 1:15pm.)

**4. APPROVAL OF AGENDA**

**Motion**

Motion to approve the agenda as presented, Director Shephard; Second, Director Chambers. Voice vote: four ayes (Chambers, Rungren, Shephard, Mobley), none opposed, one absent (Everts). Motion carried unanimously 4/0/1.

**5. CONSENT CALENDAR**

**All matters listed under the Consent Calendar are considered routine by the Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member pulls an item from the Calendar. Pulled items will be discussed and acted on separately by the Board. Members of the public who want to comment on a Consent Calendar item should do so under Public Comments. (ROLL CALL VOTE REQUIRED)**

**5a Approval of Minutes**

**Motion**

The Board will consider approving the Minutes from the June 20, 2019 Mound Basin GSA Board of Directors meeting.

**5b Approval of Warrants**

**Motion**

The Board will consider approving payment of outstanding vendor invoices.

**5c Monthly Financial Reports**

**Information Item**

The Board will receive a monthly profit and loss statement and balance sheet.

Motion to approve the Consent Calendar items 5a-5c, Director Rungren; Second, Director Shephard. Roll call vote: four ayes (Chambers, Rungren, Shephard, Mobley); none opposed, one absent (Everts). Motion carries unanimously 4/0/1.

**6. BOARD MEMBER ANNOUNCEMENTS**

**6a** Director Shephard reported that the Fox Canyon Groundwater Management Agency (FC GMA) was considering releasing the draft GSPs next Wednesday, beginning the 60 day public comment period. He added that the GSPs would be available for review online.

**6b** Directors did not report any time spent on grant eligible activities since the previous regular Board meeting.

Director Everts arrives at approximately 1:15pm.

**7. EXECUTIVE DIRECTOR UPDATE**

Executive Director Bryan Bondy reported that work progresses on the preparation of the first grant progress report and invoice, which is due August 15. Executive Director Bondy said he was working on the grant documents with UWCD's Erin Gorospe and, once submitted, would receive comments from DWR regarding any changes in reporting/invoicing that may be required.

Executive Director Bondy discussed funding for the GSA's monitoring well, saying that DWR was focused on applications for critical overdraft basins, so getting information on support for drilling was a challenge, but said he was continuing to pursue funding for the drilling until it is determined whether or not the DWR drilling team had the capability to construct the monitoring well to the GSA's specifications.

Executive Director Bondy said that the isotope study would be addressed during a later agenda item, but that some samples are scheduled for collection and he appreciated UWCD's efforts in helping with the sampling coordination. He also stated that GSP data transfer to Intera began and he again appreciated UWCD's effort in providing information to both Intera and him.

Executive Director Bondy added that he, Intera and UWCD were planning a kick-off meeting in August or September to look at the broader plan for the GSP and to figure out who was filling in the gaps and how the three groups were going to collaborate going forward.

Regarding late fees/late payments, Executive Director Bondy reported that there is one unpaid invoice from the first round of invoicing; and that from the second billing cycle, which went out in April, five invoices remain unpaid, one of which is for the same pumper that has not paid the first invoice.

Director Chambers asked if it would be helpful for him to reach out to customers who are not paying, taking a light touch at first in trying to resolve the late payment through outreach. He said that perhaps the others who have not paid the second invoice yet are just late in paying since they already paid the first invoice. He asked if the pumping reports went to UWCD. Executive Director Bondy said that reporting wasn't the issue and welcomed assistance from Director Chambers for outreach concerning late payments.

Executive Director Bondy then discussed the GSA's contracts with UWCD, of which there are two – one is for administrative and fiscal support and another for technical support. He said that UWCD bills at current labor rates for the fiscal year from July through June. The contracts with UWCD do not require approval of rate changes, but he just wanted the Board to be aware that the Senior Account Erin Gorospe had been promoted to Controller, so there was a notable increase (58 percent) in the billing rate for her services. He explained that the plan is for Ms. Gorospe to delegate more work to an Accountant I, but at the moment, staff is busy with year-end reporting but it is expected that by late summer, the work will be delegated to the more cost effective Accountant I staff member. Executive Director Bondy said the lower rate of Accountant I will work out so there is no net change, which he is comfortable with. He added that he holds Erin Gorospe in high regard and that they work well together so he is continuing as she has proposed.

Regarding the technical services contract with UWCD, Executive Director Bondy said that there is no provision for increased rates and the contract assumes a three percent increase per year for the UWCD technical staff. Erin Gorospe

informed Executive Director Bondy that due to the number of employees, the District had a .9 percent increase in rates due to Workers Compensation. Executive Director Bondy said that if the Board is not comfortable with rate increases at any point, he could speak with Dr. Maryam Bral to get clarification and possibly a contract amendment to clarify labor rate increases.

## **8. ACTION ITEMS**

### **8a. PUBLIC HEARING**

Chair Mobley then opened the Public Hearing on Extraction Fees for the third through fifth semiannual billing periods of January – June 2019, July – December 2019, and January- June 2020.

Staff proposed an extraction rate of \$35 an acre foot for the period of January through June 2019; then reducing the extraction rate to \$30 an acre foot for the periods of July through December 2019 and January through June 2020, as was projected in the approved 5-year budget.

Executive Director Bondy said that the proposed rates are consistent with the adopted long range budget and commitment of the Board of Directors to lower rates going forward. He also explained that initially, the GSA's budget was set up on a cash basis, but has since been changed to now an accrual basis. As a result the timing of budgeting, extraction fee adoption, and billing became misaligned. He explained that staff recommends aligning adoption of the Agency's extraction fee with adoption of its annual budget which would require adopting the new extraction fee for an odd number of billing periods so that the billing periods can "catch up" to the Agency's Fiscal Year budget cycle. He further explained that staff recommends adopting fees for the next three billing periods (January-June 2019, July-December 2019, and January-June 2020), which would allow the Agency to next adopt its extraction fee concurrently with the Fiscal Year 2020/2021 budget.

Chair Mobley confirmed the Board had approved the fiscal year annual budget and Executive Director Bondy cited page 2 of the cash flow projections which showed a \$68,000 balance at the end of the current fiscal period, based on estimates. He said that looking at the account receivables and expendables of funds, there was still a \$25,000 reserve.

Chair Mobley asked if there were any questions or comments regarding extraction fees.

One of the members of the public asked if the GSA was pursuing grants. Executive Director Bondy said that the GSA has received a Prop 1 Grant for the GSP. Chair Mobley said that was based on work done in multiple years. Executive Director Bondy explained that staff estimated when the work would be done, which was approved in the agreement with DWR. Chair Mobley added that without the DWR grant, extraction fees would be a lot higher.

With no other questions or comments offered, Chair Mobley closed the Public Hearing at 1:28p.m. Chair Mobley then asked for a motion.

Motion to adopt Resolution 2019-03, establishing the proposed groundwater extraction fees within the Mound Basin for the Third through Fifth Semiannual Billing Periods (January-June 2019, July-December 2019, and January-June 2020), Director Rungren; Second, Director Everts. Roll call vote: five ayes (Chambers, Everts, Rungren, Shephard, Mobley); none opposed; none abstaining. Motion carries unanimously 5/0/0.

Margie McLaughlin asked the Board if there was any recourse for those customers that did not pay their GSA invoices. Executive Director Bondy said that hasn't really been discussed with legal counsel yet but there are some options available to the GSA.

Chair Mobley said that the individuals are paying their United fees, just not the Mound Basin fees.

**8b. Master Service Agreement Amendments for S.S. Papadopoulos & Associates, Inc. and Intera, Inc.**

**Motion**

Executive Director Bondy addressed the Board saying that this motion was a simple contract amendment, revising the GSA's template contract language as the previous version did not include professional liability insurance requirements. He said the GSA definitely wants to have that language included in its contracts and that he spoke with both companies, who are amenable to the amendment to the agreement, copies of which were included in the Board packet for review. He pointed to section 12 and the addition of the new item "a" language.

Director Chambers asked if the insurance was state based and if the GSA had insurance companies selected.

Executive Director Bondy said the contract only required a rating of A or better, but didn't specify the insurance provider.

Motion to approve the amendments to Master Services Agreements with S.S. Papadopoulos & Associates, Inc., and Intera, Inc., to include professional liability insurance requirements, Director Everts; Second, Director Shephard. Roll call vote: five ayes (Chambers, Everts, Rungren, Shephard, Mobley); none opposed; none abstaining. Motion carries unanimously 5/0/0.

**9. INFORMATION ITEMS  
NONE**

**10. FUTURE AGENDA ITEMS**



Director Everts asked if there were any plans to attend DWR's workshops on GSP submissions. Executive Director Bondy said he wasn't planning on attending the workshops and that he was learning from the Fox Canyon GMA process, such as details of web portal use. Director Everts said the DWR newsletter announced GSP alternative submissions, such as Ojai's, and a memo said the Ojai plan didn't meet criteria, as the focus was on sustainability criteria and Ojai was a new concept. Executive Director Bondy said he would be reviewing approved and disapproved alternative plans with the goal of learning more about what DWR may be expecting to see in the GSPs.

Director Chambers said he'd like to discuss stakeholder engagement and allocation at a future meeting, to which Director Shephard replied that allocation are still being developed. Chair Mobley said the allocations had not been approved and are generating a lot of controversy. Director Shephard added that there are two workshops in August, one on the 20<sup>th</sup> at the County's offices and another in Camarillo, during which time Dudek would be going through the GSPs with the public.

Director Chambers then asked if there were any other GSAs that Mound Basin could align with regarding updates or issues. Executive Director Bondy said there are lessons to be learned from other agencies going before Mound Basin and there are technical advisory committees too.

Director Shephard said that Fox Canyon GMA has to submit GSPs for Oxnard, Pleasant Valley and Los Posas by January 2020, which was just a few short months away. He said the Cuyama Basin is also working on the same timeline, with submission required by January 2020. And that Carpentaria's priority ranking changed to the 2022 cycle. Executive Director Bondy said that Carpentaria also has problems with seawater intrusion and some other issues and had five years to do GSP once priority changes.

**ADJOURNMENT 1:43p.m.**

Chair Mobley adjourned the meeting at 1:43p.m., (reminding the Board of the 2pm start of the Special Board meeting), to the next **Regular Board Meeting** on Thursday, **August 15, 2019**, or call of the Chair.

I certify that the above is a true and correct copy of the minutes of the Mound Basin Groundwater Sustainability Agency's Board of Directors meeting of July 18, 2019.

ATTEST: \_\_\_\_\_  
Susan Rungren, Secretary, Mound Basin GSA Board of Directors

Mound Basin GSA Board of Directors Meeting  
MINUTES  
July 18, 2019  
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Attest: \_\_\_\_\_  
Kris Sofley, Clerk of the Board

**MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY**  
**SPECIAL BOARD OF DIRECTORS MEETING**  
**MINUTES**

**Thursday, July 18, 2019  
2:00 P.M.**

**Ventura City Hall, Santa Cruz Conference Room #223  
501 Poli Street, Ventura, California 93001**

**DIRECTORS PRESENT:**

Director Michael W. Mobley, Chair  
Director Susan Rungren  
Director Glenn Shephard  
Director Jim Chambers  
Director Conner Everts

**STAFF PRESENT:**

Bryan Bondy, Executive Director  
Kris Sofley, Clerk of the Board

**PUBLIC PRESENT:**

Kathleen Kuepper, UWCD  
John Lindquist, UWCD  
Margo McLaughlin, McLaughlin Ranch  
Mark A. McLaughlin, McLaughlin Ranch  
Kioran Moss, Moss & Associates  
Eddie Pech, DWR  
Jay Todd, Ivy Lawn

**CALL TO ORDER 2:00 p.m.**

Chair Mobley called the meeting to order at 2:00pm

**1. PLEDGE OF ALLEGIANCE**

**Skipped (pledge was held during regular meeting).**

**2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

Chair Mobley asked if there were any public comments, none were offered.

**3. ROLL CALL**

Clerk of the Board called roll, all Directors were present.

**4. ISOTOPE STUDY CONTRACTING AUTHORIZATIONS**

**Motion**

Executive Director Bondy explained that in planning the sampling work for the Isotope study, it was originally thought that UWCD staff could collect samples as part of its routine field operations. However, due to specific requirements for the study, UWCD was limited by equipment and other issues. UWCD staff arranged for Blaine Tech

Services to complete sampling. It was recently determined by UWCD that contracting for Blain Tech Services should be directly with Mound Basin GSA. The sampling work is scheduled for July 29 through 31.

The Special Board meeting was called to authorize the Executive Director to execute the master services agreement and work order, using the standard template with the new insurance language, subject to negotiated terms satisfactory to Agency Counsel and Executive Director, and authorize the Executive Director to execute any laboratory service agreements necessary to complete isotope study.

Director Everts moved the staff recommendation; Second, Director Rungren. Voice vote: five ayes (Chambers, Everts, Rungren, Shephard, Mobley); none opposed; none abstaining. Motion carries unanimously 5/0/0.

**ADJOURNMENT 2:07p.m.**

Chair Mobley adjourned the Special Board meeting at 2:07p.m. to the next **Regular Board Meeting** on Thursday, **August 15, 2019**, or call of the Chair.

I certify that the above is a true and correct copy of the minutes of the Mound Basin Groundwater Sustainability Agency's Special Board of Directors meeting of July 18, 2019.

ATTEST: \_\_\_\_\_  
Susan Rungren, Secretary, Mound Basin GSA Board of Directors

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

Check Detail

October 9, 2019

Num	Date	Name	Account	Amount
11295	10/09/2019	A.J. Klein, Inc T. Denatale, B. Goldner	10000 · Bank of the Sierra	(756.00)
11296	10/09/2019	Bondy Groundwater Consulting, Inc	10000 · Bank of the Sierra	(292.50)
11297	10/09/2019	County of Ventura- IT Servces Department	10000 · Bank of the Sierra	(80.00)
11298	10/09/2019	insureCAL Insurance Agency	10000 · Bank of the Sierra	(1,999.24)
11299	10/09/2019	S.S. Papadopoulos & Associates, Inc.	10000 · Bank of the Sierra	(104.50)
11300	10/09/2019	United Water Conservation District	10000 · Bank of the Sierra	(5,870.20)
TOTAL CHECKS				(9,102.44)



**MoundBasin**  
GROUNDWATER SUSTAINABILITY AGENCY

**MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY**

**Item No. 5(c)**

**DATE:** October 17, 2019  
**TO:** Board of Directors and Executive Director  
**FROM:** Erin Gorospe, UWCD  
**SUBJECT:** Monthly Financial Reports

**SUMMARY**

The Board will receive the monthly financial reports for the Mound Basin GSA.

**INFORMATIONAL ITEM**

UWCD accounting staff has prepared financial reports based on the Mound Basin GSA revenue and expenses for the month of September 2019.

**BACKGROUND**

**FISCAL SUMMARY**

Not applicable.

**ATTACHMENTS**

- A. September 2019 Profit/Loss Statement - Preliminary
- B. September 2019 Balance Sheet - Preliminary

**Mound Basin Groundwater Sustainability Agency**  
**Profit & Loss Budget Performance**  
July through September 2019

	<b>Jul - Sep 19</b>	<b>Annual Budget</b>	<b>% of Budget</b>
<b>Income</b>			
40001 · Groundwater Extraction Fees	0.00	187,500.00	0.0%
41000 · Grant revenue			
41001 · State Grants	0.00	153,778.00	0.0%
Total 41000 · Grant revenue	0.00	153,778.00	0.0%
47000 · Other Revenue			
47001 · Late Fees	2,819.88		
Total 47000 · Other Revenue	2,819.88		
Total Income	2,819.88	341,278.00	0.83%
Gross Profit	2,819.88	341,278.00	0.83%
<b>Expense</b>			
52200 · Professional Services			
52240 · Prof Svcs - IT Consulting	80.00	893.00	8.96%
52250 · Prof Svcs - Groundwater/GSP Pre			
52252 · Prof Svcs - GSP Consultant	13,980.25	269,830.00	5.18%
52250 · Prof Svcs - Groundwater/GSP Pre - Other	10,495.00	0.00	0.0%
Total 52250 · Prof Svcs - Groundwater/GSP Pre	24,475.25	269,830.00	9.07%
52270 · Prof Svcs - Accounting	1,880.87	18,560.00	10.13%
52275 · Prof Svcs - Admin/Clerk of Bd	727.93	20,000.00	3.64%
52280 · Prof Svcs - Executive Director	341.25	50,000.00	0.68%
Total 52200 · Professional Services	27,505.30	359,283.00	7.66%
52500 · Legal Fees			
52501 · Legal Counsel	756.00	21,600.00	3.5%
Total 52500 · Legal Fees	756.00	21,600.00	3.5%
53000 · Office Expenses			
53010 · Public Information	588.08	0.00	0.0%
53020 · Office Supplies	0.17	1,015.00	0.02%
53026 · Postage & Mailing	3,303.79	102.00	3,239.01%
53110 · Travel & Training	12.18		
Total 53000 · Office Expenses	3,904.22	1,117.00	349.53%
53500 · Insurance			
53510 · Liability Insurance	1,999.24	2,126.00	94.04%
Total 53500 · Insurance	1,999.24	2,126.00	94.04%
70000 · Interest & Debt Service			
70120 · Interest Expense	0.00	2,363.00	0.0%
Total 70000 · Interest & Debt Service	0.00	2,363.00	0.0%
Total Expense	34,164.76	386,489.00	8.84%
Net Income	<b>-31,344.88</b>	<b>-45,211.00</b>	<b>69.33%</b>

**Mound Basin Groundwater Sustainability Agency**  
**Balance Sheet**  
As of September 30, 2019

	Sep 30, 2019
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10000 · Bank of the Sierra	157,403.28
Total Checking/Savings	157,403.28
Accounts Receivable	
11000 · Accounts Receivable	166,774.00
Total Accounts Receivable	166,774.00
Total Current Assets	324,177.28
<b>TOTAL ASSETS</b>	<b>324,177.28</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	9,102.44
Total Accounts Payable	9,102.44
Other Current Liabilities	
20001 · Advance from City of Ventura	55,000.00
20002 · Advance from County of Ventura	50,000.00
Total Other Current Liabilities	105,000.00
Total Current Liabilities	114,102.44
Total Liabilities	114,102.44
Equity	
32000 · Retained Earnings	241,419.72
Net Income	-31,344.88
Total Equity	210,074.84
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>324,177.28</b>





## **Motion Item No. 8a**

**DATE:** October 10, 2019  
**TO:** Board of Directors  
**FROM:** Erin Gorospe, UWCD  
**SUBJECT:** Groundwater Extraction Fee Payment Status

### **SUMMARY**

There are a total of nine wells for which groundwater extraction fees and/or interest and penalties have not been paid, totaling \$21,154.31.

### **RECOMMENDED ACTION**

Staff requests feedback direction from the Board on past due accounts.

### **BACKGROUND**

Mound Basin GSA issued invoices for groundwater extraction fees on September 1, 2018 and April 30, 2019. The total billed was \$246,466.08. As of the end of September 2019 there is a total of \$21,154.31 outstanding, of which \$17,845.60 is for groundwater extraction fees and \$3,308.71 is for late penalties and interest.

There are three accounts that paid their first invoice (billed 9/1/18) but did not pay their second invoice (billed 4/30/19). There is one account that did not pay either of the two invoices.

There is one account that has paid both of their invoices but still has outstanding late fees and interest. They have requested a waiver of fees which will be discussed in item 8b.

There are four accounts that have not reported their groundwater pumping to United Water Conservation District. These accounts also have no reporting history on which to base a three-year average extraction fee. These accounts are represented by invoices for \$0.01 on the attached report.

### **FISCAL SUMMARY**

The Agency has collected at least \$21,154.31 less in cash than it is owed. Any collection efforts that the Agency decides to pursue may have a cost associated with them, which is unknown at this time.

### **ATTACHMENTS**

A: Open Invoices

Action: \_\_\_\_\_

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

J.Chambers: \_\_\_\_\_ C.Everts: \_\_\_\_\_ M.Mobley: \_\_\_\_\_ S.Rungren: \_\_\_\_\_ G.Shephard: \_\_\_\_\_

# Mound Basin Groundwater Sustainability Agency

## Open Invoices

As of September 30, 2019

	<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
<b>400-00010-01</b>						
	09/01/2018	3	Invoice	10/01/2018	364	2,530.00
	02/01/2019	FC 1	10% Late Penalty	02/01/2019	241	253.00
	02/08/2019	FC 5	1% Interest	02/08/2019	234	25.30
	04/29/2019	FC 9	1% Interest	04/29/2019	154	75.90
	04/30/2019	36	Invoice	05/30/2019	123	2,968.40
	07/01/2019	FC 11	10% Late Penalty	07/01/2019	91	296.84
	07/01/2019	FC 16	1% Interest	07/01/2019	91	80.28
	08/30/2019	FC 40	1% Interest	08/30/2019	31	109.97
	09/30/2019	FC 48	1% Interest	09/30/2019		54.98
Total 400-00010-01						6,394.67
<b>400-00015-00</b>						
	04/30/2019	37	Invoice	05/30/2019	123	5,771.20
	07/01/2019	FC 12	10% Late Penalty	07/01/2019	91	577.12
	07/01/2019	FC 17	1% Interest	07/01/2019	91	57.71
	08/30/2019	FC 41	1% Interest	08/30/2019	31	115.42
	09/30/2019	FC 49	1% Interest	09/30/2019		57.71
Total 400-00015-00						6,579.16
<b>400-00040-01*</b>						
	09/01/2018	E-8	Invoice	10/01/2018	364	0.01
	04/30/2019	E-60	Invoice	05/30/2019	123	0.01
Total 400-00040-01						0.02
<b>400-00050-01*</b>						
	09/01/2018	E-9	Invoice	10/01/2018	364	0.01
	04/30/2019	E-61	Invoice	05/30/2019	123	0.01
Total 400-00050-01						0.02
<b>400-00055-01*</b>						
	09/01/2018	E-10	Invoice	10/01/2018	364	0.01
	04/30/2019	E-62	Invoice	05/30/2019	123	0.01
Total 400-00055-01						0.02
<b>400-00160-00</b>						
	04/30/2019	50	Invoice	05/30/2019	123	2,790.80
	07/01/2019	FC 13	10% Late Penalty	07/01/2019	91	279.08

# Mound Basin Groundwater Sustainability Agency

## Open Invoices

As of September 30, 2019

	<u>Date</u>	<u>Num</u>	<u>Type</u>	<u>Due Date</u>	<u>Aging</u>	<u>Open Balance</u>
	07/01/2019	FC 18		07/01/2019	91	27.91
	08/30/2019	FC 42		08/30/2019	31	55.82
	09/30/2019	FC 50		09/30/2019		27.91
Total 400-00160-00						3,181.52
<b>400-00230-01*</b>						
	09/01/2018	E-28	Invoice	10/01/2018	364	0.01
	04/30/2019	E-63	Invoice	05/30/2019	123	0.01
Total 400-00230-01						0.02
<b>400-00240-00</b>						
	02/01/2019	FC 2	10% Late Penalty	02/01/2019	241	122.32
	02/08/2019	FC 6	1% Interest	02/08/2019	234	12.23
	04/30/2019	54	Invoice	05/30/2019	123	3,785.20
	07/01/2019	FC 14	10% Late Penalty	07/01/2019	91	378.52
	07/01/2019	FC 19	1% Interest	07/01/2019	91	37.85
	08/30/2019	FC 43	1% Interest	08/30/2019	31	75.70
	09/30/2019	FC 51	1% Interest	09/30/2019		37.85
Total 400-00240-00						4,449.67
<b>500-04230-00**</b>						
	07/01/2019	FC 15	10% Late Penalty	07/01/2019	91	499.28
	07/01/2019	FC 20	1% Interest	07/01/2019	91	49.93
Total 500-04230-00						549.21
<b>TOTAL</b>						<b>21,154.31</b>

\* Non-reporters with no history of reporting on which to base an estimate.

\*\* This customer requested waiver of late fees per item 8a. This account is no longer located in Mound Basin.



## **Motion Item No. 8b**

**DATE:** October 17, 2019  
**TO:** Board of Directors  
**FROM:** Erin Gorospe, UWCD and Executive Director  
**SUBJECT:** Request for Waiver of Late Fees and Interest for CW Produce

### **SUMMARY**

Central West Produce requests a waiver of late fees and interest totaling \$549.21. The well in question was subject to the dual jurisdiction of the Fox Canyon Groundwater Management Agency (FCGMA) and MBGSA until the basin boundary modification 2019 eliminated this overlap in early 2019.

Now that this well is no longer located in the Mound Basin, it will not be subject to further invoices from Mound Basin GSA. Staff has submitted an inquiry to determine whether groundwater extraction fees were paid to both MBGSA and FCGMA for extractions 2018. If payment was also made to FCGMA, staff will consult with Agency counsel and may return with an item for the Board to consider refunding the extraction fees paid to MBGSA.

### **RECOMMENDED ACTION**

Staff recommends approving the waiver of late fees and interest totaling \$549.21.

### **BACKGROUND**

Invoices for groundwater extraction fees for July through December 2018 were mailed out April 30, 2019 and due May 30, 2019. Central West Produce paid their groundwater extraction fees on July 23, 2019. Because they paid after the due date, they received a 10% penalty for late payment and 1% interest on the balance outstanding during the month of June, totaling \$549.21. They paid their prior invoice (for January through June 2018 groundwater extraction fees) on time.

### **FISCAL SUMMARY**

Waiving the late fees will result in a forfeiture of \$549.21 in revenue. Late fee revenue was not included in the adopted budget.

Action: \_\_\_\_\_

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

J.Chambers: \_\_\_\_\_ C.Everts: \_\_\_\_\_ M.Mobley: \_\_\_\_\_ S.Rungren: \_\_\_\_\_ G.Shephard: \_\_\_\_\_

**Motion Item No. 8c**

**DATE:**       **October 17, 2019**  
**TO:**         Board of Directors  
**FROM:**       Executive Director  
**SUBJECT:**   **Stakeholder Engagement Plan Update**

**SUMMARY**

Staff has completed an annual review of the Agency's Stakeholder Engagement Plan (Plan), as required pursuant to Section 5.3 of the Plan.

The attached draft Plan includes the following recommended updates:

1. Section 4.9, Tribal Engagement: The Chumash tribal representative information is updated based on communications received during 2019.
2. Figure 1 – The Agency map is updated based on the basin boundary modification approved by the Department of Water Resources in early 2019.

**RECOMMENDED ACTION**

Staff recommends receiving an update from the Executive Director concerning annual review of the Stakeholder Engagement Plan and considering adopting the updated plan.

**BACKGROUND**

The Stakeholder Engagement Plan was adopted on October 18, 2018.

**FISCAL SUMMARY**

Not applicable.

**ATTACHMENTS**

A: Draft Stakeholder Engagement Plan Update dated October 17, 2019

Action: \_\_\_\_\_

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

J.Chambers: \_\_\_\_\_ C.Everts: \_\_\_\_\_ M.Mobley: \_\_\_\_\_ S.Rungren: \_\_\_\_\_ G.Shephard: \_\_\_\_\_

**STAKEHOLDER ENGAGEMENT PLAN**  
**MOUND BASIN**  
**(4-004.03) VENTURA COUNTY, CALIFORNIA**

**SUSTAINABLE GROUNDWATER MANAGEMENT ACT**  
**(SGMA) PROGRAM**

**PREPARED ~~AND ADOPTED~~ BY THE MOUND BASIN**  
**GROUNDWATER SUSTAINABILITY AGENCY**

**UPDATED AND ADOPTED OCTOBER 17, 2019**

**OCTOBER 18, 2018**

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## **1 INTRODUCTION**

This Stakeholder Engagement Plan (Engagement Plan) summarizes the strategies to educate and involve stakeholders (those individuals and representatives of organizations who have a direct stake in the outcome of the planning process) and other interested parties in the preparation and implementation of a Groundwater Sustainability Plan (GSP) for the Mound Basin – Department of Water Resources (DWR) Basin No. 4-004.03 (Figure 1). This GSP will be prepared in accordance with the Sustainable Groundwater Management Act (SGMA), which was signed by Governor Brown in September 2014 and became effective January 1, 2015.

SGMA provides a framework to regulate groundwater for the first time in California's history. SGMA's intent is to strengthen local management of specified groundwater basins that are most critical to the state's water needs by regulating groundwater and land use management activities. SGMA also aims to preserve the jurisdictional authorities of cities, counties and water agencies within groundwater basins while protecting existing surface water and groundwater rights.

The Mound Basin Groundwater Sustainability Agency (MBGSA or Agency), a Groundwater Sustainability Agency (GSA), was formed by three local agencies: County of Ventura (County), City of San Buenaventura (City), and United Water Conservation District (UWCD). There was extensive stakeholder engagement during that process. The governing board consists of one representative from each of those agencies plus two stakeholder directors representing environmental and agricultural interests. The GSA is responsible for developing a GSP for the Mound Basin to achieve long-term groundwater sustainability. Additionally, SGMA requires and directs GSAs to encourage active involvement of stakeholders and interested parties in the process to sustainability manage the basin.

## **2 PURPOSE**

The purpose of the outreach activities described in this Engagement Plan is to encourage the active involvement of individual stakeholders and stakeholder organizations, and other interested parties in the development and implementation of the GSP for the Mound Basin. This GSP is required under SGMA to be completed no later than January 31, 2022. The projects and management actions necessary to implement the GSP could affect individuals and groups who have a stake in ensuring the basin is sustainably managed as required by SGMA.

In an effort to understand and involve stakeholders and their interests in the decision-making and activities, the MBGSA has prepared this Engagement Plan to encourage broad, enduring and productive involvement during the GSP development and implementation phases. This Engagement Plan will assist the MBGSA in providing timely information to stakeholders and receive input from interested parties during GSP development. This Engagement Plan will identify stakeholders who have an interest in groundwater in the Mound Basin, and recommend outreach, education and communication strategies for engaging those stakeholders during the development and implementation of the GSP. The plan also includes an approach for evaluating the overall success of stakeholder engagement and education of both stakeholders and the public. In consideration of the interests of all beneficial uses and users of groundwater in the basin, this Engagement Plan has been developed pursuant to California Water Code Section 10723.2. Additionally, this Engagement Plan has been developed to encourage the active involvement of diverse social, cultural, and economic elements of the population within the Mound Basin, in accordance with GSP Regulations Section 354.10.

### 3 GENERAL INFORMATION

The following personnel will serve as contacts for the public during GSA formation and GSP preparation.

#### 3.1 Clerk of the Board

For general information about MBGSA and the GSP status, contact:

Kris Sofley, Clerk of the Board, (805) 525-4431, email [kriss@unitedwater.org](mailto:kriss@unitedwater.org).

#### 3.2 Executive Director

MBGSA's Executive Director will be available for stakeholders and the public seeking specific detailed information about the GSP. Contact:

Bryan Bondy, Executive Director, (805) 212-0484, email [bryan@bondygroundwater.com](mailto:bryan@bondygroundwater.com).

### 4 OUTREACH ACTIVITIES

MBGSA will implement the following outreach activities to maximize stakeholder involvement during the development of the GSP and throughout SGMA implementation.

#### 4.1 Public Notices

To ensure that the general public is apprised of local activities and allow stakeholders to access information, SGMA specifies several public notice requirements for GSAs. Refer to Table 1 in Appendix A for a summary of statutory requirements. Three sections of the California Water Code require public notice before establishing a GSA, adopting (or amending) a GSP, or imposing or increasing fees:

- Section 10723(b). "Before electing to be a groundwater sustainability agency, and after publication of notice pursuant to Section 6066 of the Government Code, the local agency or agencies shall hold a public hearing in the county or counties overlying the basin." In accordance with California Water Code Section 10723(b), the following was noticed to the public: On June 22, 2017, the MBGSA held a public hearing to consider becoming a GSA for the Mound Basin. The public hearing was noticed in the *Ventura County Star* in accordance with Government Code Section 6066.
- Section 10728.4. "A groundwater sustainability agency may adopt or amend a groundwater sustainability plan after a public hearing, held at least 90 days after providing notice to a city or county within the area of the proposed plan or amendment."
- Section 10730(b)(1). "Prior to imposing or increasing a fee, a groundwater sustainability agency shall hold at least one public meeting, at which oral or written presentations may be made as part of the meeting....(3) At least 10 days prior to the meeting, the groundwater sustainability agency shall make available to the public data upon which the proposed fee is based." In accordance with California Water Code Section 10730(b)(1), the following was noticed to the public: On August 23, 2018, the MBGSA held a public hearing to consider establishing a groundwater extraction fee. The public hearing was noticed in the *Ventura County Star* in accordance with Government Code Section 6066 and data upon which the fee is based was posted to the MBGSA website and mailed to all entities on the interested parties list prior to the meeting.
- Future noticing will occur as required by SGMA.

## 4.2 Stakeholder Identification

Pursuant to Water Code Sections 10723.8(a)(4) and 10723.2, the Agency will consider the interests of all beneficial uses and users of groundwater, as well as those responsible for implementing a GSP.

MBGSA has engaged stakeholders in the development of the Agency to serve as the GSA. For example, during development of the joint powers authority agreement (“JPA Agreement”) forming the Agency, the signatory members held numerous public meetings to discuss important terms to be included in the JPA Agreement. The signatory members also held multiple stakeholder outreach meetings to engage and educate stakeholders within the Mound Basin about the SGMA requirements the JPA Agreement, and the Agency’s intention to form a GSA for the Mound Basin. In addition to the Agency’s public outreach efforts, it also designated two seats on its five-seat Board of Directors for Stakeholder Directors: one seat is reserved for an Agricultural Stakeholder Director and one seat is reserved for an Environmental Stakeholder Director.

The Agency plans to continue its practice of seeking broad stakeholder engagement in management of the Mound Basin’s groundwater resources as it undertakes the process to develop and implement the Plan for the Mound Basin over the next several years.

SGMA mandates that a GSA establish and maintain a list of persons interested in receiving notices regarding plan preparation, meeting announcements, and availability of draft plans, maps, and other relevant documents. The MBGSA compiled a list of interested persons for this purpose that will be maintained throughout the GSA formation and GSP development phases. An initial list of stakeholders and interested parties include, but are not limited to, the following:

- a) Holders of overlying groundwater rights, including:
  - 1) Agricultural well owners - There are agricultural users of groundwater operating on land overlying the Basin. To account for these users’ interests, the Agency designated a seat on its five-member governing board to be filled by an Agricultural Stakeholder Director. The Agricultural Stakeholder Director will be appointed from nominations received by the Mound Basin Ag Water Group (MBAWG) or the Ventura County Farm Bureau. The Agricultural Stakeholder Director is responsible for engaging the Basin’s agricultural users of groundwater and representing their interests before the Agency.
  - 2) Domestic well owners - There are domestic wells overlying the Basin. It is believed that the majority of these domestic well owners are de minimus users, as defined by SGMA. The Agency anticipates that the Plan will address the collective interests of domestic users of groundwater wells and plans to engage in outreach to domestic well owners throughout the development of the Plan through inviting their participation in the Agency’s public meetings.
- b) Municipal Well Operators - The Agency is a joint powers authority created by three local public agencies. Two of the Agency’s signatory members—the City of San Buenaventura and the County of Ventura (irrigation)—operate wells within the Basin and are represented on the Agency’s Board of Directors..
- c) Public water systems
  - 1) Ventura Water (City of San Buenaventura)

The City of San Buenaventura is a signatory member to the JPA Agreement forming the Agency and is represented on the Agency’s Board of Directors.

- d) Local land use planning agencies - Both the County of Ventura (“County”) and the City of San Buenaventura have land use planning authority on land overlying the Basin. Both are signatory members to the JPA Agreement forming the Agency and are represented on the Agency’s Board of Directors.
- e) Environmental - There are several environmental organizations dedicated to preserving and maintaining environmental values operating within the boundaries of the Basin. To account for these users’ interests, the Agency designated a seat on its five-member governing board to be filled by an Environmental Stakeholder Director. The Environmental Stakeholder Director will be appointed from nominations received from local environmental nonprofit organizations supportive of the Basin’s groundwater sustainability. The Environmental Stakeholder Director is responsible for engaging stakeholders within the Basin and representing environmental interests before the Agency.
- f) Surface water users, if there is a hydrologic connection between surface and groundwater. Not applicable.
- g) The federal government – No land overlying the Mound Basin is managed by the Federal Government.
- h) California Native American Tribes - The Agency will ensure that a representative of overlying California Native American tribes is on the Agency’s interested parties list, in order to receive notices of all Agency meetings and other stakeholder involvement opportunities.
- i) Disadvantaged communities, including, but not limited to, those served by private domestic wells or small community water systems. The City of San Buenaventura (City) serves the areas indicated by DWR as Disadvantaged Communities (DACs) and Severely Disadvantaged Communities (SDACs).
- j) Entities listed in Section 10927 that are monitoring and reporting groundwater elevations in all or a part of a groundwater basin managed by the groundwater sustainability agency. The County is the designated California Statewide Groundwater Elevation Monitoring (“CASGEM”) entity for the Basin. The County is a signatory member to the JPA Agreement forming the Agency and represented on the Agency’s Board of Directors.

MBGSA intends to work cooperatively with partner agencies, stakeholders, and interested parties to develop and implement the GSP for the Mound Basin and will maintain a list of stakeholders and interested parties to be included in the formation of the GSP. A person can be added to the interested parties list by submitting an inquiry via the MBGSA website: <http://moundbasingsa.org/contact-us/> or by contacting the Clerk of the Board.

### **4.3 Integrated Regional Water Management**

The Watershed Coalition of Ventura County (WCVC) prepared an Integrated Regional Water Management Plan in 2006 and has been updated multiple times since. The Santa Clara River Watershed Committee, a sub organization of WCVC, is actively involved in the community on a wide range of issues affecting the watershed, including the Mound Basin. Since this group provides a forum for the discussion of issues that are important to the community, it is important for this group to be well informed throughout GSP development. Representatives from the MBGSA attend Council meetings and provide up-to-date information and hear feedback from Council members.

## **4.4 Public Hearings/Meetings**

### **4.4.1 Planning Commission**

Periodic updates on SGMA implementation will be provided to the City of Ventura Planning Commission and the Ventura County Planning Commission and the public will be invited to listen.

### **4.4.2 Public Meetings**

Comprehensive stakeholder involvement will include regularly scheduled public meetings to aid in developing and implementing the GSP. Each GSP chapter will be the subject of a public meeting to receive comments prior to approval. In addition to signing up to receive information about GSP development at the MBGSA webpage, interested parties may participate in the development and implementation of the GSP by attending and participating in public meetings (Water Code Section 10727.8(a)). Prior public meetings have generally been held at Ventura City Hall, 501 Poli Street, Ventura, California 93001. Future public meetings will generally be held at this location, although some meetings may be moved to other locations depending on meeting room availability. Each meeting will have a scheduled time for public comments. Information about upcoming meetings can be found on the MBGSA website:

<http://moundbasingsa.org/>.

### **4.4.3 Local Agency Meetings**

To ensure their constituency is kept informed of the progress of GSP development and implementation, the Directors representing MBGSA member agencies, which consist of County of Ventura, City of San Buenaventura, and United Water Conservation District have committed to providing periodic updates during their regularly scheduled board meetings. These meetings offer a chance for the public to receive information and provide comment. Information about upcoming meetings is provided on the following agency websites, or by the means each agency currently meets its legal noticing requirements, whichever is appropriate:

<http://cityofventura.ca.gov>

<http://ventura.org> (Board of Supervisors)

<https://www.unitedwater.org/>

## **4.5 Direct Mailings/Email**

Public meetings and project information will be disseminated through email, from the Agency office, or direct mail under special circumstances if requested. This communication will provide information for the community, public agencies, and other interested persons/organizations about milestones, meetings, and the progress of GSP development. Property owners with groundwater wells within the basin are notified via email and/or direct mailings about the establishment of an interested persons list and given the opportunity to receive future notices.

## **4.6 Newsletters/Columns**

Periodic updates may be provided to the *Ventura County Star* newspapers to advise, educate, and inform the public on SGMA implementation.

## **4.7 MBGSA Website**

Regular updates on the GSP development and implementation will be provided on the MBGSA website. This information will include maps, timelines, frequently asked questions, groundwater information, and schedules/agenda of upcoming meetings and milestones. This information will be accessible on the MBGSA website: <http://moundbasingsa.org/>. MBGSA staff will update the

website regularly and invite users to request information or be added to the interested persons list. In addition, general information about SGMA and groundwater conditions will be available on UWCD's website.

#### **4.8 Database**

To distribute information about GSP development, an email list has been compiled into a database of interested persons and stakeholders. The database will be updated regularly to add names of attendees at public meetings along with those requesting information via email or the through the MBGSA website.

#### **4.9 Tribal Engagement**

Portions of the Barbareno-Ventureno Band of Chumash are located within the Mound Basin. Although the tribe is not subject to the requirements of SGMA, any federally recognized Indian tribe may voluntarily participate with GSAs in the preparation or administration of a GSP.

MBGSA will inform the Tribal Elder, Julie Tumamait, and Tribal representative Walter Viar throughout the GSP development process and GSP implementation.

#### **4.10 Additional Opportunities**

Additional opportunities for stakeholder participation (e.g., an advisory committee) will be considered as GSP development progresses and as stakeholder interests evolve.

### **5 EVALUATION**

To determine the level of success of the Engagement Plan, the MBGSA will implement the following measures:

#### **5.1 Attendance/Participation**

A record of those attending public meetings will be maintained throughout the GSP development process. MBGSA will utilize sign-in sheets and request feedback from attendees to determine adequacy of public education and productive engagement in the GSP development and implementation process. Meeting minutes will also be prepared and will be provided on the MBGSA website once approved.

#### **5.2 Adherence to Schedule**

Public participation in developing projects and management actions for inclusion in the GSP is instrumental to the success of the GSP. Keeping these tasks on schedule will be an important indicator of stakeholder involvement.

#### **5.3 Plan Update**

This Plan will be updated at least annually.

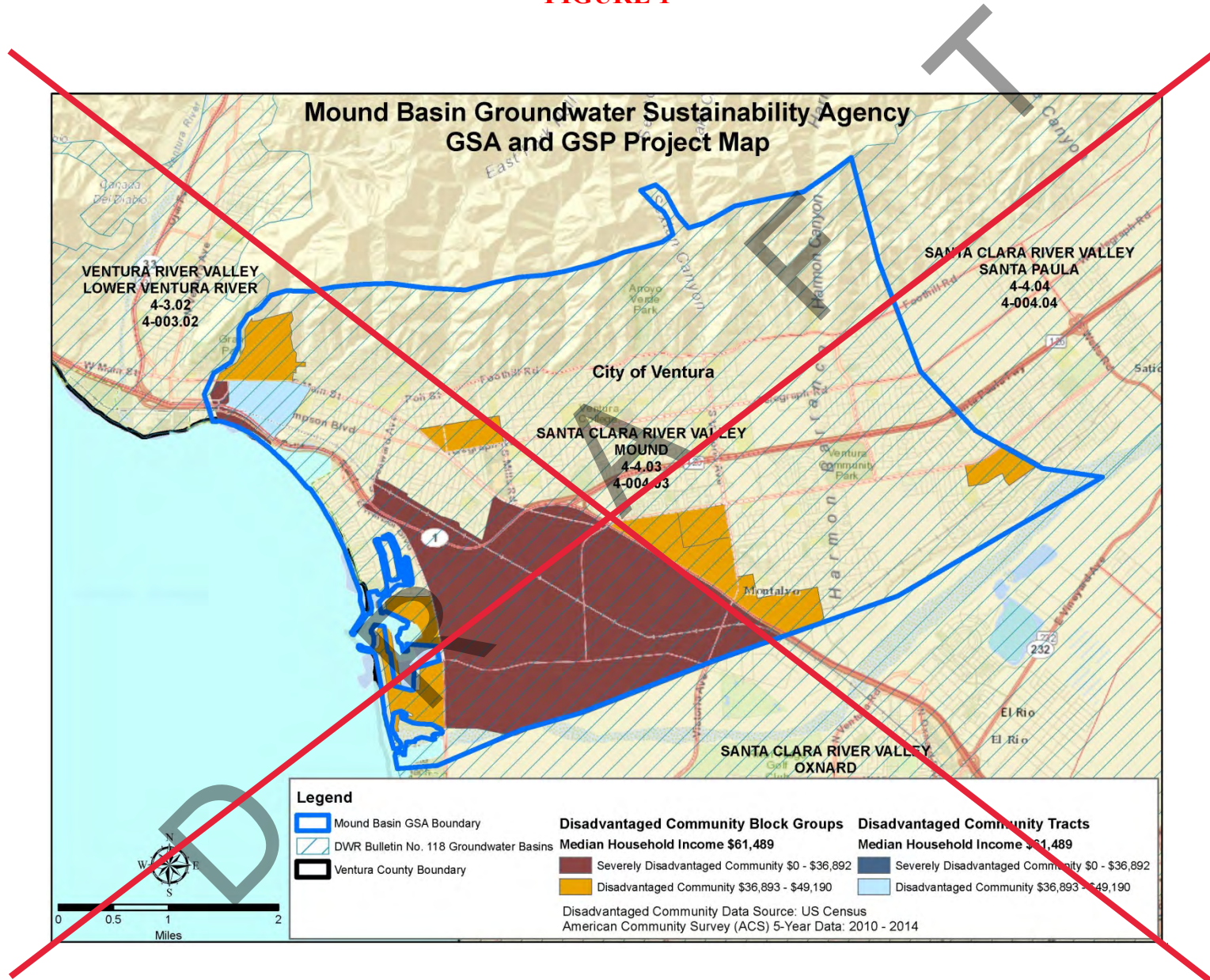
## APPENDIX A

**TABLE 1**

<i>During GSA Formation:</i>	
“Before electing to be a groundwater sustainability agency... the local agency or agencies shall hold a public hearing.”	Water Code Sec. 10723 (b)
“A list of interested parties [shall be] developed [along with] an explanation of how their interests will be considered.”	Water Code Sec. 10723.8.(a)(4)
<i>During GSP Development and Implementation:</i>	
“A groundwater sustainability agency may adopt or amend a groundwater sustainability plan after a public hearing”.	Water Code Sec. 10728.4
“Prior to imposing or increasing a fee, a groundwater sustainability agency shall hold at least one public meeting”.	Water Code Sec. 10730(b)(1)
“The groundwater sustainability agency shall establish and maintain a list of persons interested in receiving notices regarding plan preparation, meeting announcements, and availability of draft plans, maps, and other relevant documents”.	Water Code Sec. 10723.4
“Any federally recognized Indian Tribe... may voluntarily agree to participate in the preparation or administration of a groundwater sustainability plan or groundwater management plan... A participating Tribe shall be eligible to participate fully in planning, financing, and management under this part”.	Water Code Sec. 10720.3(c)
“The groundwater sustainability agency shall make available to the public and the department a written statement describing the manner in which interested parties may participate in the development and implementation of the groundwater sustainability plan”.	Water Code Sec. 10727.8(a)
<i>Throughout SGMA Implementation:</i>	
“The groundwater sustainability agency shall consider the interests of all beneficial uses and users of groundwater”.	Water Code Sec. 10723.2
“The groundwater sustainability agency shall encourage the active involvement of diverse social, cultural, and economic elements of the population within the groundwater basin”.	Water Code Sec. 10727.8(a)

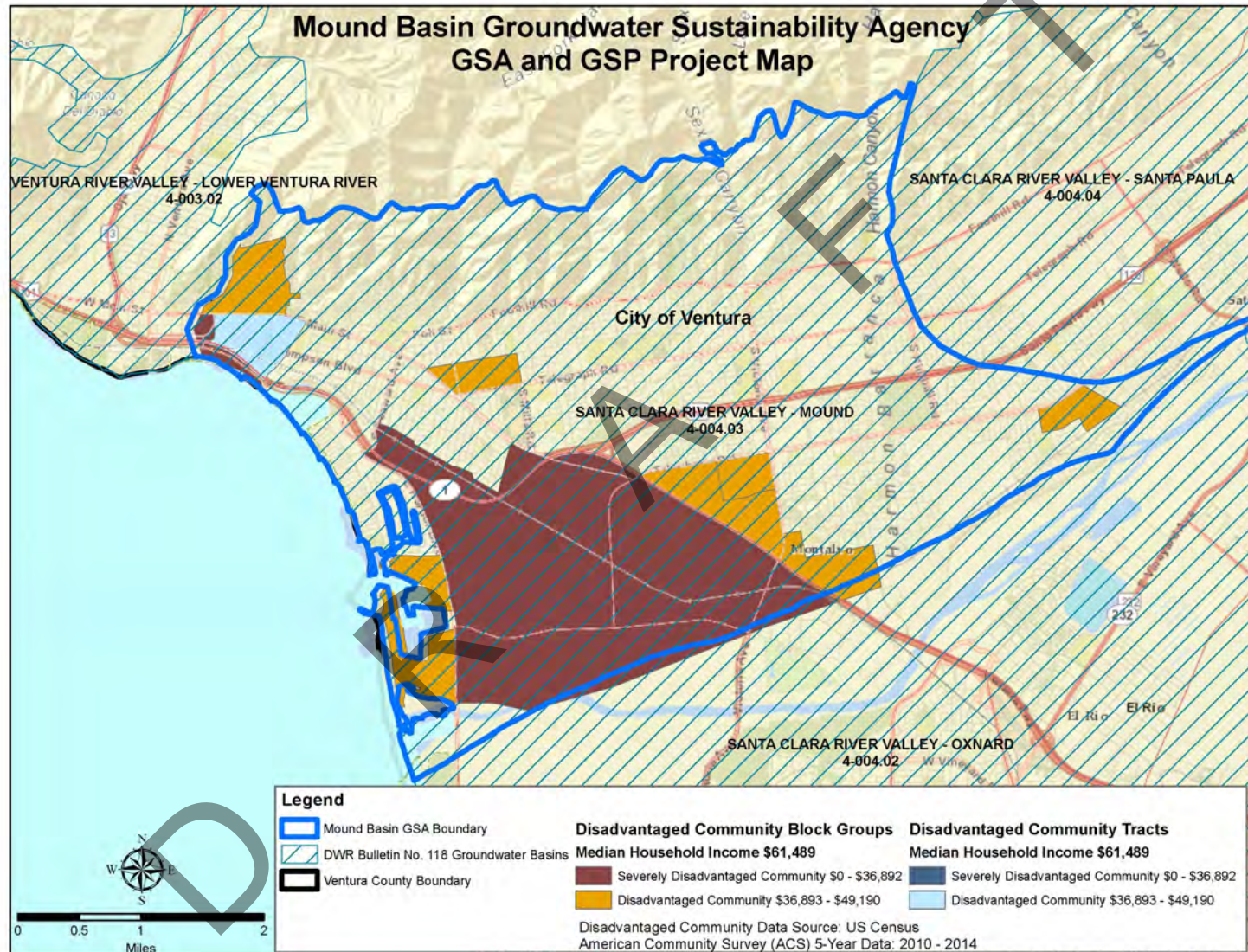


**FIGURE 1**





**FIGURE 1**





### **Motion Item No. 8d**

**DATE:** October 17, 2019  
**TO:** Board of Directors  
**FROM:** Executive Director  
**SUBJECT:** GSP Development Update

#### **SUMMARY**

On October 2, 2019, the Executive Director, UWCD staff, and Intera Inc. (“GSP Team”) held a GSP “kickoff” meeting. The GSP Team reviewed UWCD’s scope of work and progress to date and discussed a general sequence of work for GSP development. The work sequence is designed to focus attention on the key aspects that drive groundwater management policy decisions. The work sequence is summarized in the table provided as Attachment A. The Executive Director will review the table with the Board during the October 17 meeting. The Department of Water Resources’ GSP Annotated Outline is also provided for reference in Attachment B.

#### **RECOMMENDED ACTION**

It is recommended that the Board receive an update from the Executive Director concerning GSP development and consider providing feedback to staff.

#### **BACKGROUND**

None.

#### **FISCAL SUMMARY**

None.

#### **ATTACHMENTS**

- A. GSP Work Tasks Overview
- B. DWR GSP Annotated Outline

Action: _____
Motion: _____ 2 <sup>nd</sup> : _____
J.Chambers: _____ C.Everts: _____ M.Mobley: _____ S.Rungren: _____ G.Shephard: _____

## Item 8d, Attachment A

### GSP Work Tasks Overview

<b>Tasks <sup>1</sup></b>	<b>Description</b>	<b>Schedule</b>
Data Management System (DMS) Options	Develop recommendation for data management system platform.	Oct. – Dec 2019
Populate DMS	Review data and populate data management system.	Jan – Mar. 2020
Develop and Review Hydrogeologic Conceptual Model (HCM) and Groundwater Conditions	HCM and groundwater conditions information is being developed by UWCD (UWCD Task 6). GSP Team will consider information from City of Ventura Mound Basin Study (study is pending completion). Executive Director and Intera will review HCM and groundwater conditions information.	Sept 2019 – Jan. 2020
Preliminary Evaluation of Sustainable Management Criteria (SMC)	Based on the draft HCM and groundwater conditions information, the GSP Team will complete a preliminary evaluation of the basin SMC. The evaluation will identify key groundwater management and policy issues, which will help provide focus the remainder of the GSP development effort. The GSP team will provide preliminary SMC suggestions or options for stakeholder and Board feedback at Workshop No. 1.	Jan. – Mar. 2020
<b><i>Workshop No. 1 (HCM and Preliminary SMC)<sup>2</sup></i></b>	Hold a public workshop concerning the HCM and SMC preliminary evaluation.	Apr. 2020
Refine HCM and SMC and Develop Preliminary Project and Management Action Options	Refine the HCM and SMC based on stakeholder feedback at Workshop No. 1 and Board feedback. Develop preliminary project and management action options.	May – Aug. 2020
<b><i>Workshop No. 2 (Revised HCM/SMC and Preliminary Discussion of Projects &amp; Management Actions)<sup>2</sup></i></b>	Present the revised HCM and SMC. Provide an overview of options for projects and management actions designed to achieve the SMC.	Aug. 2020
Develop Projects and Management Actions	Develop and evaluate projects and management actions based on stakeholder feedback at Workshop No. 2 and Board feedback.	Aug. – Nov. 2020
<b><i>Workshop No. 3 (Projects and Management Actions)<sup>2</sup></i></b>	Present an evaluation of proposed projects and management actions.	Dec. 2020

## Item 8d, Attachment A

### GSP Work Tasks Overview

Tasks <sup>1</sup>	Description	Schedule
Refine Projects and Management Actions	Refine the projects and management actions based on stakeholder feedback at Workshop No. 3 and Board feedback.	Jan – Mar. 2021
Develop Draft GSP <sup>3</sup>	Prepare draft GSP for public comment. This task includes development of GSP background sections and supporting information not discussed in other tasks (e.g. water budgets, monitoring program, etc.).	Mar. 2020 – Mar. 2021
<b><i>Workshop No. 4 (Draft GSP)</i></b> <sup>2</sup>	Workshop to present the draft GSP.	Mar. 2021
Draft GSP Comment Period	Public comments on draft GSP will be received	Mar. – May 2021
Update Draft GSP	Prepare final draft GSP based on comments and Board direction.	June – Sept. 2021
Final Draft GSP	Issue final draft GSP	Sept. 2021
Adopt GSP	Board adopts GSP.	Nov. 2021
Contingency Period	Board must adopt the GSP by Jan. 21, 2022.	Nov. 2021 – Jan. 31, 2022

#### Notes:

- (1) Stakeholder and public outreach are not shown explicitly. Focused outreach will be performed prior to workshops.
- (2) Additional discussion and opportunities for stakeholder input will occur at Board meetings. Additional workshops may be scheduled, as needed, based on stakeholder and Board feedback.
- (3) Draft work products (GSP sections, etc.) may also be posted for review prior to release of draft GSP.

# Potential Groundwater Sustainability Plan Outline

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## Executive Summary (*Reg. § 354.4*)

### 1.0 Introduction

#### 1.1 Purpose of the Groundwater Sustainability Plan (GSP or Plan)

#### 1.2 Sustainability Goal

#### 1.3 Agency Information (*Reg. § 354.6*)

##### 1.3.1 Organization and Management Structure of the Groundwater Sustainability Agency (GSA or Agency)

##### 1.3.2 Legal Authority of the GSA

##### 1.3.3 Estimated Cost of Implementing the GSP and the GSA's Approach to Meet Costs

#### 1.4 GSP Organization

- Description of how the GSP is organized
- Preparation Checklist for GSP Submittal

### 2.0 Plan Area and Basin Setting

#### 2.1 Description of the Plan Area (*Reg. § 354.8*)

##### 2.1.1 Summary of Jurisdictional Areas and Other Features (*Reg. § 354.8 b*)

- Map(s) (*Reg. § 354.8 a*):
  - Area covered by GSP
  - Adjudicated areas, other Agencies within the basin, and areas covered by an Alternative
  - Jurisdictional boundaries of federal or State land
  - Existing land use designations
  - Density of wells per square mile

**2.1.2 Water Resources Monitoring and Management Programs***(Reg. § 354.8 c, d, e)*

- Description of water resources monitoring and management programs
  - Description of how monitoring networks of those programs will be incorporated into the GSP
  - Descriptions of how those programs may limit operation flexibility in the basin
  - Description of conjunctive use programs

**2.1.3 Land Use Elements or Topic Categories of Applicable General Plans *(Reg. § 354.8 f)***

- Summary of general plans and other land use plans
  - Information could include crop types and acreages, urban land designation, and identification of open spaces.
- Description of how implementation of the GSP may change water demands or affect achievement of sustainability and how the GSP addresses those effects
- Description of how implementation of the GSP may affect the water supply assumptions of relevant land use plans
- Summary of the process for permitting new or replacement wells in the basin
- Information regarding the implementation of land use plans outside the basin that could affect the ability of the Agency to achieve sustainable groundwater management

**2.1.4 Additional GSP Elements *(Reg. § 354.8 g)***

- Control of saline water intrusion
- Wellhead protection
- Migration of contaminated groundwater
- Well abandonment and well destruction program
- Replenishment of groundwater extractions
- Conjunctive use and underground storage
- Well construction policies

- Groundwater contamination cleanup, recharge, diversions to storage, conservation, water recycling, conveyance, and extraction projects
- Efficient water management practices
- Relationships with State and federal regulatory agencies
- Land use plans and efforts to coordinate with land use planning agencies to assess activities that potentially create risks to groundwater quality or quantity
- Impacts on groundwater dependent ecosystems

#### **2.1.5 Notice and Communication (Reg. § 354.10)**

- Description of beneficial uses and users in the basin
- A Communications Section that describes:
  - Decision-making processes
  - Public engagement opportunities
  - Encouraging active involvement
  - Informing the public on GSP implementation progress

## **2.2 Basin Setting**

#### **2.2.1 Hydrogeologic Conceptual Model (Reg. § 354.14)**

- Graphical and narrative description of the physical components of the basin
- At least two scaled cross-sections
- Map(s) of physical characteristics
  - Topographic information
  - Surficial geology
  - Soil characteristics
  - Delineation of existing recharge areas that substantially contribute to the replenishment of the basin, potential recharge areas, and discharge areas
  - Surface water bodies
  - Source and point of delivery for local and imported water supplies



### **2.2.2 Current and Historical Groundwater Conditions (Reg. § 354.16)**

- Groundwater elevation data
- Estimate of groundwater storage
- Seawater intrusion conditions
- Groundwater quality issues
- Land subsidence conditions
- Identification of interconnected surface water systems
- Identification of groundwater-dependent ecosystems
  - Including potentially related factors such as instream flow requirements, threatened and endangered species, and critical habitat.

### **2.2.3 Water Budget Information (Reg. § 354.18)**

- Description of inflows, outflows, and change in storage
- Quantification of overdraft (as applicable)
- Estimate of sustainable yield
- Quantification of current, historical, and projected water budget
- Description of surface water supply used or available for use for groundwater recharge or in-lieu use

### **2.2.4 Management Areas (as Applicable) (Reg. § 354.20)**

- Reason for creation of each management area
- Level of monitoring and analysis
- Description of management areas
- Explanation of how management of management areas will not cause undesirable results outside the management area

## **3.0 Sustainable Management Criteria**

### **3.1 Sustainability Goal (Reg. § 354.24)**

- Description of sustainability goal, including:
  - Information from the basin setting used to establish the sustainability goal
  - Discussion of the measures that will be implemented to ensure that the basin will be operated within its sustainable yield



- Explanation of how the sustainability goal is likely to be achieved within 20 years of Plan implementation and is likely to be maintained through the planning and implementation horizon

### **3.2 Measureable Objectives (*Reg. § 354.30*)**

- Description of each measureable objective and how the measurable objectives were established for each relevant sustainability indicator
- Description of how a reasonable margin of safety was established for each measureable objective
- Description of a reasonable path to achieve and maintain the sustainability goal including a description of interim milestones for each relevant sustainability indicator
  - Measurable Objective for Sustainability Indicator 1
    - Interim Milestone at 5 years
    - Interim Milestone at 10 years
    - Interim milestone at 15 years
    - Milestone at 20 years
  - Measurable Objective for Sustainability Indicator 2
    - Interim Milestone at 5 years
    - Interim Milestone at 10 years
    - Interim milestone at 15 years
    - Milestone at 20 years
  - Measurable Objective for Sustainability Indicator X
- If management areas are used, a description of (*Reg. § 354.20 b*):
  - The measurable objectives established for each management area, and an explanation of the rationale for selecting those values, if different from the basin at large.
  - An explanation of how the management area can operate under different measurable objectives without causing undesirable results outside the management area, if applicable.

### **3.3 Minimum Thresholds (*Reg. § 354.28*)**

- Description of each minimum threshold and how they were established for each relevant sustainability indicator

- Relationship for each sustainability indicator
- Description of how minimum thresholds have been selected to avoid causing undesirable results
- Description of how minimum thresholds may affect the interests of beneficial uses and users of groundwater or land uses and property interests.
- Standards related to sustainability indicators
- How each minimum threshold will be quantitatively measured for each relevant sustainability indicator
- If management areas are used, a description of (*Reg. § 354.20 b*):
  - The minimum thresholds established for each management area, and an explanation of the rationale for selecting those values, if different from the basin at large.
  - An explanation of how the management area can operate under different minimum thresholds without causing undesirable results outside the management area, if applicable.

### **3.4 Undesirable Results (*Reg. § 354.26*)**

- Description of undesirable results for any of the sustainability indicators
- Cause of groundwater conditions that would lead to undesirable results
- Criteria used to define undesirable results based on minimum thresholds
- Potential effects on the beneficial uses and users of groundwater, on land uses and property interests, and other potential effects that may occur or are occurring from undesirable results

### **3.5 Monitoring Network**

#### **3.5.1 Description of Monitoring Network (*Reg. § 354.34*)**

- Description of how the monitoring network is capable of collecting sufficient data to demonstrate short-term, seasonal, and long-term trends in groundwater and related surface conditions, and yield representative information about

groundwater conditions as necessary to evaluate Plan implementation

- Description of monitoring network objectives including explanation of how the network will be developed and implemented to monitor:
  - Groundwater and related surface conditions
  - Interconnection of surface water and groundwater
- Description of how implementation of the monitoring network objectives demonstrate progress toward achieving the measureable objectives, monitor impacts to beneficial uses or users of groundwater, monitor changes in groundwater conditions, and quantify annual changes in water budget components
- Description of how the monitoring network is designed to accomplish the following for each sustainability indicator:
  - Chronic Lowering of Groundwater Levels. Demonstrate groundwater occurrence, flow directions, and hydraulic gradients between principal aquifers and surface water features
  - Reduction of Groundwater Storage. Estimate the change in annual groundwater in storage
  - Seawater Intrusion. Monitor seawater intrusion
  - Degraded Water Quality. Determine groundwater quality trends
  - Land Subsidence. Identify the rate and extent of land subsidence
  - Depletions of Interconnected Surface Water. Calculate depletions of surface water caused by groundwater extractions
- Description of how the monitoring plan provides adequate coverage of the sustainability indicators
- Density of monitoring sites and frequency of measurements required to demonstrate short-term, seasonal, and long-term trends

- Scientific rational (or reason) for site selection
  - Consistency with data and reporting standards
  - Corresponding sustainability indicator, minimum threshold, measureable objective, and interim milestone
  - Location and type of each site on a map
  - If management areas are used, a description of the level of monitoring and analysis appropriate for each management area.
- (Reg. § 354.20 b)

### **3.5.2 Monitoring Protocols for Data Collection and Monitoring (Reg. § 352.2)**

- Description of technical standards, data collection methods, and other procedures or protocols to ensure comparable data and methodologies.

### **3.5.3 Representative Monitoring (Reg. § 354.36)**

- Description of representative sites if designated
- Demonstration of adequacy of using groundwater elevations as proxy for other sustainability indicators
- Adequate evidence demonstrating site reflects general conditions in the area

### **3.5.4 Assessment and Improvement of Monitoring Network (Reg. § 354.38)**

- Review and evaluation of the monitoring network
- Identification and description of data gaps
- Description of steps to fill data gaps
- Description of monitoring frequency and density of sites

## **4.0 Projects and Management Actions to Achieve Sustainability Goal (Reg. § 354.44)**

### **4.1 Project #1 Description**

- Measureable objective that is expected to benefit from the project or management action
- Circumstances for implementation

- Public noticing
- Overdraft mitigation projects and management actions
- Permitting and regulatory process
- Time-table for initiation and completion, and the accrual of expected benefits
- Expected benefits and how they will be evaluated
- How the project or management action will be accomplished. If the projects or management actions rely on water from outside the jurisdiction of the Agency, an explanation of the source and reliability of that water shall be included.
- Legal authority required
- Estimated costs for the projects and managements and plans to meet those costs (economic analysis and finance strategy for projects and management actions)
- Management of groundwater extractions and recharge
- Relationship to additional GSP elements as described in Water Code §10727.4.

#### **4.2 Project #2 Description**

#### **4.3 Project #X Description**

### **5.0 Plan Implementation**

#### **5.1 Estimate of GSP Implementation Costs (Reg. § 354.6)**

#### **5.2 Schedule for Implementation**

#### **5.3 Annual Reporting**

- GSA's plan for required annual reporting

#### **5.4 Periodic Evaluations**

- GSA's process for required periodic evaluations

## **6.0 References and Technical Studies (Reg. § 354.4)**

### **Appendices**

- Interbasin and Coordination Agreements (as applicable) (Reg. § 357)
- Contact Information for Plan Manager and GSA Mailing Address (Reg. § 354.6)
- List of Public Meetings (Reg. § 354.10)
- Technical Appendices
- Groundwater Model Documentation
- Comments and Responses (Reg. § 354.10)



### **Motion Item No. 8e**

**DATE:** October 17, 2019  
**TO:** Board of Directors  
**FROM:** Executive Director  
**SUBJECT:** Approval of Intera, Inc. Work Order Nos. 2 and 3

#### **SUMMARY**

The Board will consider approving two work orders for Inter, Inc.

Work Order No. 2 will address development of options for a MBGSA data management system, a required element of the GSP. The proposed fee for Work Order No. 2 is \$11,940.

Work Order No. 3 will provide budget for Intera, Inc. to review the hydrogeologic conceptual model (HCM) developed by UWCD, support the Executive Director with preliminary review of sustainability management criteria, and assist with a public workshop concerning the aforementioned topics. The proposed fee for Work Order No. 2 is \$63,260.

The Executive Director has reviewed the scopes work and fee estimates and believes they are appropriate.

#### **RECOMMENDED ACTION**

It is recommended that the Board approve Intera, Inc. Work Order Nos. 2 and 3.

#### **BACKGROUND**

On March 21, the Board authorized execution of a master services agreement with Intera, Inc. for as-needed GSP development support, subject to negotiation of agreement terms to the satisfaction of the Chair, Agency Counsel and Executive Director. The agreement was executed on April 10, 2019.

#### **FISCAL SUMMARY**

The Agency's Fiscal Year 2012/2020 budget includes \$269,830 for professional services related to GSP development.

#### **ATTACHMENTS**

- A. Draft Intera, Inc. Work Order No. 2
- B. Draft Intera, Inc. Work Order No. 3

Action: \_\_\_\_\_

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

J.Chambers: \_\_\_\_\_ C.Everts: \_\_\_\_\_ M.Mobley: \_\_\_\_\_ S.Rungren: \_\_\_\_\_ G.Shephard: \_\_\_\_\_

# Statement of Work

## Work Order No. 2 Develop DMS Options

**To:** Intera, Inc.  
3838 W Carson St, Ste 380  
Torrance, CA 90503  
Attention: Abhishek Singh  
Email: ASingh@intera.com

**From:** Mound Basin Groundwater Sustainability Agency  
P.O. Box 3544  
Ventura, CA 93006-3544  
Attention: Bryan Bondy  
Email: bryan@bondygroundwater.com

In accordance with our Master Services Agreement ("**MSA**") dated April 10, 2019, the following Statement of Work ("**SOW**") is entered into by Mound Basin Groundwater Sustainability Agency ("**Customer**") and Intera, Inc. ("**Provider**") for a new project and/or services (collectively, "**Services**"):

**GENERAL NATURE OF SERVICES:** Develop options and recommendations for Data Management System (DMS), as required pursuant to GSP Emergency Regulations § 352.6.

**SCOPE OF SERVICES:** Review DMS requirements, review existing data repositories for the Mound Basin, and develop and compare DMS alternatives. Scope includes a meeting with the Executive Director and UWCD staff. See attached proposal.

**TERM:** October 17, 2019 through January 31, 2020.

**COMPENSATION AND PAYMENT:** Time and material services, not-to-exceed \$11,940, without prior written authorization. Labor Rates are pursuant to Intera's Statement of Qualifications dated February 25, 2019.

### PAYMENT TERMS

Payments shall be due:

- ☐ upon the completion of the SOW
- ☒ as follows: Billing will occur on a monthly basis and shall be based on time and materials. All invoices will be payable on a Net-30 basis. Invoices are due on the 5<sup>th</sup> business day of each month. Invoices received after the 5<sup>th</sup> business day of the month are payable on a Net-60 basis. Payment may be delayed up to 30 days beyond these terms in the event of Board of Directors meeting cancellations.

### ADDITIONAL TERMS AND CONDITIONS

This SOW will be governed by the terms and conditions of the MSA. In the event of any conflict between the terms set forth in this SOW and the MSA, the MSA shall be deemed to control the relationship between the parties with respect to the SOW.

### ACCEPTED AND AGREED:

"PROVIDER" Intera, Inc.	"CUSTOMER" MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
By: _____  Print Name: David Jordan  Title: Vice President  Date: _____	By: _____  Print Name: Bryan Bondy  Title: Executive Director  Date: _____



October 10, 2019

Mr. Bryan Bondy  
Executive Director  
Mound Basin Groundwater Sustainability Agency  
P.O. Box 3544  
Ventura, CA 93006-3544

**RE: Scope and Cost for Mound Basin Work (Work Order No. 2)**

Dear Mr. Bondy,

INTERA is pleased to submit this scope and estimated cost to the Mound Basin Groundwater Sustainability Agency (MBGSA) for review of requirements for a Data Management System (DMS) as part of the Mound Basin Groundwater Sustainability Plan (GSP):

**Task 1. Review Requirements for Development of a Data Management System (DMS)**

INTERA will review the documents and workshop materials published by the Department of Water Resources (DWR), including the GSP Annotated Outline, and SGMA Regulations, and identify specific requirements for a DMS. This task will include email communications and one call with the DWR point(s) of contact for the Southern Region.

**Task 2. Review Existing Data Repositories for the Mound Basin**

This task includes review of existing data repositories for the Mound Basin, including United Water Conservation District's (UWCD) database that was utilized for development of the regional groundwater model. This task will also include a review of the data types, and requirements for integration in to a data management system. INTERA will attend a meeting with UWCD staff, and Mr. Bryan Bondy to discuss and identify design requirements for the DMS.

**Task 3. Develop and Compare Alternatives**

This task will include review of data management systems currently used for storing, querying, visualization and updating of spatio-temporal datasets. The review will cover data models native to ArcGIS, and identify any modifications based on requirements from Task #1 and Task #2.

## Cost

This cost is based on the items discussed above. The cost for this work is estimated to be approximately \$12,000 and is summarized in the table below.

Labor Category	Proposed Staff	Rate	Task 1. Review DMS Requirements		Task 2. Review Existing Data Repositories		Task 3. Develop and Compare Alternatives	
			Hours	Cost	Hours	Cost	Hours	Cost
Principal Engineer/Scientist I		\$250		\$0		\$0		\$0
Principal Engineer/Scientist II	David Jordan	\$225		\$0		\$0		\$0
Principal Engineer/Scientist III		\$210		\$0		\$0		\$0
Senior Engineer/Scientist I	Abhishek Singh; Erik Anderson	\$195	4	\$780	8	\$1,560	4	\$780
Senior Engineer/Scientist II		\$180		\$0		\$0		\$0
Senior Engineer/Scientist III	Raghu Suribhatla	\$165	8	\$1,320	12	\$1,980	8	\$1,320
Senior Engineer/Scientist IV	Kevin Smith	\$150	4	\$600	8	\$1,200	16	\$2,400
Engineer/Scientist I		\$140		\$0		\$0		\$0
Engineer/Scientist II	Jevon Harding; Patrick O'Connell	\$130		\$0		\$0		\$0
Engineer/Scientist III		\$120		\$0		\$0		\$0
Engineer/Scientist IV	Erick Fox	\$110		\$0		\$0		\$0
Senior Technician		\$115		\$0		\$0		\$0
Technician		\$72		\$0		\$0		\$0
Senior Technical Editor		\$115		\$0		\$0		\$0
Tech Editor	Joanna Stakutis	\$83		\$0		\$0		\$0
Senior CAD/Graphics		\$87		\$0		\$0		\$0
CAD/Graphics		\$76		\$0		\$0		\$0
Project Analyst/Assistant		\$105		\$0		\$0		\$0
Project Associate		\$75		\$0		\$0		\$0
<b>Subtotals</b>				<b>\$2,700</b>		<b>\$4,740</b>		<b>\$4,500</b>
<b>Total</b>								<b>\$11,940</b>

Mr. Bryan Bondy  
October 10, 2019  
Page 3

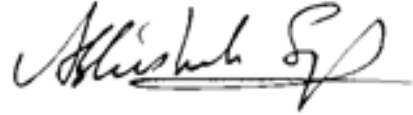
We look forward to beginning work on this project and await your approval of this scope. If you have questions, comments, or concerns please do not hesitate to contact me or Abhishek Singh.

Sincerely,

INTERA Incorporated



David Jordan, PE  
Project Principal  
Vice President, Western Region



Abhishek Singh, PE, PhD  
Project Manager  
California Operations Manager

## Statement of Work

### Work Order No. 3 – Support for HCM, Preliminary SMC Review and Workshop No. 1

**To:** Intera, Inc.  
3838 W Carson St, Ste 380  
Torrance, CA 90503  
Attention: Abhishek Singh  
Email: ASingh@intera.com

**From:** Mound Basin Groundwater Sustainability Agency  
P.O. Box 3544  
Ventura, CA 93006-3544  
Attention: Bryan Bondy  
Email: bryan@bondygroundwater.com

In accordance with our Master Services Agreement (“**MSA**”) dated April 10, 2019, the following Statement of Work (“**SOW**”) is entered into by Mound Basin Groundwater Sustainability Agency (“**Customer**”) and Intera, Inc. (“**Provider**”) for a new project and/or services (collectively, “**Services**”):

**GENERAL NATURE OF SERVICES:** Support for Hydrogeologic Conceptual Model (HCM) development, preliminary review of Sustainable Management Criteria (SMC), and first public workshop.

**SCOPE OF SERVICES:** Review UWCD deliverables for Task 6 of UWCD scope of work (HCM), support Executive Director with preliminary evaluation of SMC, and provide support for a public workshop concerning the HCM and preliminary SMC review. See attached proposal.

**TERM:** October 17, 2019 through June 30, 2020.

**COMPENSATION AND PAYMENT:** Time and material services, not-to-exceed \$63,260, without prior written authorization. Labor Rates are pursuant to Intera’s Statement of Qualifications dated February 25, 2019.

#### PAYMENT TERMS

Payments shall be due:

- ☐ upon the completion of the SOW
- ☒ as follows: Billing will occur on a monthly basis and shall be based on time and materials. All invoices will be payable on a Net-30 basis. Invoices are due on the 5<sup>th</sup> business day of each month. Invoices received after the 5<sup>th</sup> business day of the month are payable on a Net-60 basis. Payment may be delayed up to 30 days beyond these terms in the event of Board of Directors meeting cancellations.

#### ADDITIONAL TERMS AND CONDITIONS

This SOW will be governed by the terms and conditions of the MSA. In the event of any conflict between the terms set forth in this SOW and the MSA, the MSA shall be deemed to control the relationship between the parties with respect to the SOW.

#### ACCEPTED AND AGREED:

“PROVIDER” Intera, Inc.	“CUSTOMER” MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
By: _____  Print Name: David Jordan  Title: Vice President  Date: _____	By: _____  Print Name: Bryan Bondy  Title: Executive Director  Date: _____

October 10, 2019

Mr. Bryan Bondy  
Executive Director  
Mound Basin Groundwater Sustainability Agency  
P.O. Box 3544  
Ventura, CA 93006-3544

**RE: Scope and Cost for Mound Basin Work (Work Order No. 3)**

Dear Mr. Bondy,

INTERA is pleased to submit this scope and estimated cost to the Mound Basin Groundwater Sustainability Agency (MBGSA) for developing components of the Mound Basin Groundwater Sustainability Plan (GSP):

**Task 1. Review of GSP Chapters**

The DWR has published a GSP Annotated Outline that incorporates elements of the GSP Regulations under different chapters. The Mound Basin GSP will be developed in collaboration with the United Water Conservation District (UWCD). The UWCD is primary author for the following GSP Chapter 2 sections:

2.1.1 Summary of Jurisdictional Area

2.1.2 Water Resources Monitoring and Management Programs

2.2 Basin Setting

Information required under each of the sections are summarized in the GSP Regulations. In particular, Section 2.2 includes the hydrogeologic conceptual model, current and historical groundwater conditions, and Mound Basin water budget. As part of this task, INTERA will review the Chapter 2 Sections and provide comments.

**Task 2. Preliminary analysis for Sustainability Management Criteria**

Sustainable Management Criteria (SMCs) are included under Chapter 3 of the GSP Annotated Outline, that includes the following sections:

3.1 Sustainability Goal

3.2 Measurable Objectives

3.3 Minimum Thresholds

3.4 Undesirable Results

3.5 Monitoring Network

As part of this task, INTERA will conduct a review of the Mound Basin Hydrogeological Conceptual model, existing water levels and water quality data, UWCD numerical model results, as well as groundwater use and well information to identify a preliminary set of SMCs based on current and potential beneficial use of groundwater and any groundwater-influenced surface waters. INTERA will develop the preliminary SMCs in close coordination with UWCD and Mr. Bondy, facilitated through in-person meetings and conference calls covered under Task 4.

### **Task 3. Support for Stakeholder Workshop on Preliminary Hydrogeologic Conceptual Model and SMCs**

Following completion of Tasks 1 and 2, a stakeholder workshop will be conducted to provide GSP Development update and solicit feedback from stakeholders. As part of this Task, INTERA will support the Mound Basin GSA Executive Director, and the UCWD in preparation of workshop materials and presentation. INTERA will present the preliminary SMCs analysis (Task 2) at this workshop. This task will include preparing GSP chapter summaries, maps, graphics and handouts.

### **Task 4. Stakeholder Workshop and Project Coordination Meetings**

This task includes up to two in-person coordination meetings with the Executive Director, and UCWD; one stakeholder workshop; and up to 16 weekly phone calls to discuss project updates. INTERA will provide detailed notes and meeting minutes from the Workshop. We will document feedback from the Stakeholder group and provide recommendations on how to incorporate these into the GSP, in the next phase of this project.

### **Cost**

This cost is based on the items discussed above. The cost for this work is estimated to be \$63,260 and is summarized in the table below.

Labor Category	Proposed Staff	Rate	Task 1. Review GSP Chapters		Task 2. Preliminary Analysis of SMCs		Task 3. Support for Stakeholder Workshop		Task 4. Stakeholder Workshop and Project Coordination Meetings	
			Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
Principal Engineer/Scientist I		\$250								
Principal Engineer/Scientist II	David Jordan	\$225								
Principal Engineer/Scientist III		\$210								
Senior Engineer/Scientist I	Abhishek Singh; Erik Anderson	\$195	16	\$3,120	32	\$6,240	16	\$3,120	40	\$7,800
Senior Engineer/Scientist II		\$180								
Senior Engineer/Scientist III	Raghu Suribhatla	\$165	40	\$6,600	40	\$6,600	24	\$3,960	40	\$6,600
Senior Engineer/Scientist IV	Kevin Smith	\$150								
Engineer/Scientist I		\$140								
Engineer/Scientist II	Jevon Harding; Patrick O'Connell	\$130	16	\$2,080	64	\$8,320	40	\$5,200	24	\$3,120
Engineer/Scientist III		\$120								
Engineer/Scientist IV	Erick Fox	\$110								
Senior Technician		\$115								
Technician		\$72								
Senior Technical Editor		\$115								
Tech Editor	Joanna Stakutis	\$83								
Senior CAD/Graphics		\$87								
CAD/Graphics		\$76								
Project Analyst/Assistant		\$105								
Project Associate		\$75								
Travel + ODCs										\$500
<b>Subtotals</b>				<b>\$11,800</b>		<b>\$21,160</b>		<b>\$12,280</b>		<b>\$18,020</b>
<b>Total</b>										<b>\$63,260</b>

Mr. Bryan Bondy  
October 10, 2019  
Page 4

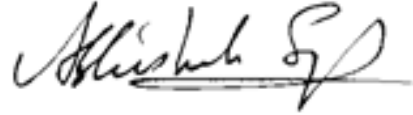
We look forward to beginning work on this project and await your approval of this scope. If you have questions, comments, or concerns please do not hesitate to contact me or Abhishek Singh.

Sincerely,

INTERA Incorporated



David Jordan, PE  
Project Principal  
Vice President, Western Region



Abhishek Singh, PE, PhD  
Project Manager  
California Operations Manager





**MoundBasin**  
GROUNDWATER SUSTAINABILITY AGENCY

**MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY**

**Item No. 9a**

**DATE:** October 17, 2019  
**TO:** Board of Directors and Executive Director  
**FROM:** Erin Gorospe, UWCD  
**SUBJECT:** Monthly Financial Reports

**SUMMARY**

The Board will receive the annual financial reports for the Mound Basin GSA.

**INFORMATIONAL ITEM**

UWCD accounting staff has prepared financial reports based on the Mound Basin GSA revenue and expenses for the fiscal year 2018-2019.

**BACKGROUND**

**FISCAL SUMMARY**

Not applicable.

**ATTACHMENTS**

- A. FY 2018-2019 Profit/Loss Statement - Preliminary
- B. FY 2018-2019 Balance Sheet - Preliminary

Mound Basin Groundwater Sustainability Agency  
Profit & Loss Budget Performance  
July 2018 through June 2019

	Jul '18 - Jun 19	Annual Budget	% of Budget
Income			
40001 · Groundwater Extraction Fees	263,270.13	204,000.00	129.05%
41000 · Grant revenue			
41001 · State Grants	0.00	9,540.00	0.0%
Total 41000 · Grant revenue	0.00	9,540.00	0.0%
47000 · Other Revenue			
47001 · Late Fees	488.75		
Total 47000 · Other Revenue	488.75		
Total Income	263,758.88	213,540.00	123.52%
Gross Profit	263,758.88	213,540.00	123.52%
Expense			
52200 · Professional Services			
52240 · Prof Svcs - IT Consulting	1,774.68	2,400.00	73.95%
52250 · Prof Svcs - Groundwater/GSP Pre			
52252 · Prof Svcs - GSP Consultant	33,501.50	0.00	100.0%
52250 · Prof Svcs - Groundwater/GSP Pre - Other	0.00	114,430.00	0.0%
Total 52250 · Prof Svcs - Groundwater/GSP Pre	33,501.50	114,430.00	29.28%
52270 · Prof Svcs - Accounting	3,772.61	17,000.00	22.19%
52275 · Prof Svcs - Admin/Clerk of Bd	5,955.67	20,000.00	29.78%
52280 · Prof Svcs - Executive Director	21,721.90	50,000.00	43.44%
Total 52200 · Professional Services	66,726.36	203,830.00	32.74%
52500 · Legal Fees			
52501 · Legal Counsel	10,461.33	42,400.00	24.67%
Total 52500 · Legal Fees	10,461.33	42,400.00	24.67%
53000 · Office Expenses			
53010 · Public Information	463.84	1,500.00	30.92%
53020 · Office Supplies	37.92	1,000.00	3.79%
53026 · Postage & Mailing	38.38	0.00	100.0%
53070 · Licenses, Permits & Fees	0.00	500.00	0.0%
53110 · Travel & Training	397.79		
Total 53000 · Office Expenses	937.93	3,000.00	31.26%
53500 · Insurance			
53510 · Liability Insurance	2,064.44	1,955.00	105.6%
Total 53500 · Insurance	2,064.44	1,955.00	105.6%
70000 · Interest & Debt Service			
70120 · Interest Expense	0.00	0.00	0.0%
Total 70000 · Interest & Debt Service	0.00	0.00	0.0%
Total Expense	80,190.06	251,185.00	31.93%
Net Income	183,568.82	-37,645.00	-487.63%

**Mound Basin Groundwater Sustainability Agency**  
**Balance Sheet**  
As of June 30, 2019

	Jun 30, 2019
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
10000 · Bank of the Sierra	188,566.97
Total Checking/Savings	188,566.97
Accounts Receivable	
11000 · Accounts Receivable	168,946.92
Total Accounts Receivable	168,946.92
Total Current Assets	357,513.89
<b>TOTAL ASSETS</b>	<b>357,513.89</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	11,094.17
Total Accounts Payable	11,094.17
Other Current Liabilities	
20001 · Advance from City of Ventura	55,000.00
20002 · Advance from County of Ventura	50,000.00
Total Other Current Liabilities	105,000.00
Total Current Liabilities	116,094.17
Total Liabilities	116,094.17
Equity	
32000 · Retained Earnings	57,850.90
Net Income	183,568.82
Total Equity	241,419.72
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>357,513.89</b>