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MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
REGULAR BOARD OF DIRECTORS MEETING

Thursday, October 21, 2021, at 1:00 P.M.
via Zoom, due to COVID-19 Meeting Protocol

MINUTES

DIRECTORS IN ATTENDANCE

Mike Mobley, Chair
Susan Rungren, Vice-Chair/Secretary
Glenn Shephard, Treasurer
Jim Chambers
Conner Everts

STAFF IN ATTENDANCE

Bryan Bondy, Executive Director
Joseph Hughes, Legal Counsel
Jackie Lozano, Clerk of the Board

PUBLIC IN ATTENDANCE

Burt Handy
Kathleen Kuepper, UWCD
John Lindquist, UWCD
Daryl Smith, UWCD
Ambry Tibay, UWCD
Jennifer Tribo

CALL TO ORDER 1:00 P.M.

Chair Mobley called the meeting to order at 1:00 P.M.

1. PLEDGE OF ALLEGIANCE

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

2. ROLL CALL

The Clerk of the Board called roll. All five Directors were present (Chambers, Everts, Mobley, Rungren, Shephard).

3. RESOLUTION 2021-02 Finding that the Governor of California issued a Proclamation of a State of Emergency on March 4, 2020, relating to the COVID-19 virus and, as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees authorizing remote teleconference meetings of the legislative body of Mound Basin Groundwater Sustainability Agency for the period of October 21, 2021, through November 20, 2021, pursuant to amended provisions of the Brown Act.

Motion

Agency's legal counsel Joe Hughes provided an explanation of Resolution 2021-02. In response to AB 361, legislation, recognizing the Governor and County's public health officer's finding of an ongoing public health emergency provides the Board of Directors with the authority to hold remote teleconference meetings for the next 30 days without having to post agendas at or provide public access to various remote teleconference locations utilized by the Board.

No comments or questions were offered by the Directors. No public comments were offered.

Motion to approve Resolution 2021-02, Director Everts; Second, Director Shephard. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Chair Mobley asked if there were any public comments. None were offered.

5. APPROVAL OF AGENDA

Motion

Request from Executive Director Bondy to move Item 9d Fiscal Year 2020-2021 Budget Report to before Item 7 to accommodate United Water Conservation District (UWCD) finance staff's schedule.

Director Everts moved Agenda approval as modified; Second, Director Shephard. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren Shephard), none opposed. Motion carried 5/0.

6. CONSENT CALENDAR

6a Approval of Minutes

Motion

The Board will consider approving the Minutes from the September 16, 2021, Regular Mound Basin GSA Board of Directors meeting.

6b Approval of Warrants

Motion

The Board will consider approving payment of outstanding vendor invoices.

6c Monthly Financial Reports

Information Item

The Board will receive monthly profit and loss statements and balance sheets for the month of September 2021.

No comments or questions were offered by the Directors. No public comments were offered.

Motion to approve the Consent Calendar, Director Everts; Second, Director Chambers. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

9. MOTION ITEM

9d. Fiscal Year 2020-2021 Budget Report

Motion

UWCD Senior Accountant Ambry Tibay summarized the budget report for the Board. There was discussion regarding GSP expenses and GSP grant revenue. Less work was performed than anticipated which results in lower grant invoice amounts. It was noted that the debt service was showing as zero. UWCD Controller Daryl Smith said the entry was booked and did not show at the time the report was created and printed. Since that time, the auditor caught the miscalculation, and it was adjusted.

There was also some confusion as to the interest being \$1,238 and should be only \$275 because the interest rates were calculated lower. The interest rate is based on LAIF. Ms. Tibay would provide a final report to the Board by attaching the adjusted version to the minutes (see attached).

Motion to receive and file the final Fiscal Year 2020-2021 Budget Report, Director Everts; Second, Director Shephard. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

7. BOARD MEMBER ANNOUNCEMENTS

7a None offered.

7b Since the previous Board meeting, the Directors reported no time was spent on grant eligible activities.

8. EXECUTIVE DIRECTOR UPDATE

Executive Director Bryan Bondy briefly reviewed the staff report regarding updates on non-Groundwater Sustainability Plan (GSP) matters.

Informational item only. No questions were offered by the Directors. No public comments were offered.

9. MOTION ITEMS

9a GSP Monthly Update (Grant Category (d), Task 4)

Motion

Executive Director Bondy reviewed the written staff report regarding GSP development and grant status. Director Chambers asked about the requirements for responding to comments on the GSP. Mr. Bondy said the comment responses will be found included in an appendix to the GSP and are included in the agenda packet beginning on page 92. The appendix is also be posted on the Mound Basin website. Additionally, a redlined document is posted to show the changes made to the GSP resulting from the comments. Director Chambers asked if there were more comments received from the City of Ventura (City). Mr. Bondy replied, the comments received were non-substantive and he would be happy to share those comments at the next Board of Directors meeting.

No further comments were offered by the Directors. No public comments were offered.

Motion to receive and file the GSP monthly update, Director Chambers; Second, Director Shephard. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

9b Schedule Public Hearing for GSP Adoption (Grant Category (c), Task 3 and (d), Task 4)

Motion

Mr. Bondy explained that the Board is required to hold a public hearing before adopting the GSP. He proposed holding the public hearing during the next regular Board meeting on November 18, 2021. He explained that the Board can adopted the GSP following the public hearing or direct staff to make additional changes to the GSP and return for adoption at the December regular meeting.

Mr. Bondy explained that a "Summary of Notable Changes" is attached to the staff report that provides information on the largest changes made to the GSP as a result of the comments received. The document is a good starting point and reference to understand what the changes were.

The Directors briefly discussed the information presented by the Executive Director.

No public comments were offered.

Motion to set a Public Hearing date of November 18, 2021, and time of 1:00 P.M. for GSP Adoption, Director Everts; Second, Director Shephard. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

9c Stakeholder Engagement Plan Annual Review

Motion

Executive Director Bondy explained that the Stakeholder Engagement Plan was due for an annual review. The proposed changes are necessary to make the plan consistent with the GSP. The plan was updated to clarify there are no tribal trust lands or domestic wells in the Basin.

Director Chambers asked whether agricultural lands annexed to the City pay fees twice. Director Rungren said that the City does not serve agricultural lands, so there is no double-dipping.

No further comments or questions by the Directors.

No public comments were offered.

Motion to approve the updates and file the Stakeholder Engagement Plan, Director Shephard; Second, Director Chambers. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

10. FUTURE AGENDA ITEMS

Chair Mobley polled the Directors for any future agenda items. None received.

ADJOURNMENT 1:35 P.M.

Chair Mobley adjourned the meeting at 1:35 P.M. to the next Regular Board of Directors meeting and Public Hearing on Thursday, November 18, 2021, or call of the Chair.

I certify that above is a true and correct copy of the minutes of the Mound Basin Groundwater Sustainability Agency's Board of Directors meeting of October 21, 2021.

ATTEST: 
Susan Rungren, Board Secretary

ATTEST: 
Jackie Lozano, Clerk of the Board

**Mound Basin Groundwater Sustainability Agency
Profit & Loss Budget Performance
June 2021**

	<u>Original Budget</u>	<u>Revised</u>	<u>Jul '20 - Jun 21</u>	<u>% to Revised Budget</u>	Comments
Income					
40001 · Groundwater Extraction Fees	150,000.00	150,000.00	134,919.82	89.95%	
41000 · Grant revenue					
41001 · State Grants	493,277.00	493,277.00	339,748.29	68.88%	
Total 41000 · Grant revenue	493,277.00	493,277.00	339,748.29	68.88%	
47000 · Other Revenue					
47001 · Late Fees	0.00	1,136.00	-2,277.87	-200.52%	Ocean Breeze Late fees and interests refund
Total 47000 · Other Revenue	0.00	1,136.00	-2,277.87	-200.52%	
Total Income	643,277.00	644,413.00	472,390.24	73.31%	
Gross Profit	643,277.00	644,413.00	472,390.24	73.31%	
Expense					
52200 · Professional Services					
52240 · Prof Svcs - IT Consulting	494.00	494.00	727.78	147.32%	
52250 · Prof Svcs - Groundwater/GSP Pre					
52252 · Prof Svcs - GSP Consultant	469,842.00	469,842.00	357,530.48	76.10%	
Total 52250 · Prof Svcs - Groundwater/GSP Pre	469,842.00	469,842.00	357,530.48	76.10%	
52270 · Prof Svcs - Accounting	15,000.00	15,000.00	7,486.86	49.91%	
52275 · Prof Svcs - Admin/Clerk of Bd	12,500.00	12,500.00	10,398.69	83.19%	
52280 · Prof Svcs - Executive Director	45,000.00	45,000.00	21,400.00	47.56%	
Total 52200 · Professional Services	542,836.00	542,836.00	397,543.81	73.23%	
52500 · Legal Fees					
52501 · Legal Counsel	35,000.00	35,000.00	5,673.00	16.21%	
Total 52500 · Legal Fees	35,000.00	35,000.00	5,673.00	16.21%	
53000 · Office Expenses					
53010 · Public Information	5,000.00	5,000.00	2,417.92	48.36%	
53020 · Office Supplies	7,500.00	3,500.00	66.65	1.90%	
53026 · Postage & Mailing	200.00	700.00	256.14	36.59%	
53070 · Licenses, Permits & Fees	0.00	4,000.00	4,162.80	104.07%	
53110 · Travel & Training	1,000.00	500.00	364.17	72.83%	
Total 53000 · Office Expenses	13,700.00	13,700.00	7,267.68	53.05%	
53500 · Insurance					
53510 · Liability Insurance	3,700.00	3,700.00	1,945.00	52.57%	
Total 53500 · Insurance	3,700.00	3,700.00	1,945.00	52.57%	
70000 · Interest & Debt Service					
70120 · Interest Expense	1,238.00	1,238.00	275.00	22.21%	
Total 70000 · Interest & Debt Service	1,238.00	1,238.00	275.00	22.21%	
Total Expense	596,474.00	596,474.00	412,704.49	69.19%	
Net Income	46,803.00	47,939.00	59,685.75	124.50%	

Mound Basin Groundwater Sustainability Agency
Profit & Loss by Class
 July 2020 through June 2021

	Task 03 - Stakeholder Outreach		Task 04 - GSP Development		D - GSP Development - Other			
	A - Grant Administration	C - Planning Activities	Total C - Planning Activities	D - GSP Development	D - GSP Development	Total D - GSP Development	Unclassified	TOTAL
Income								
40001 · Groundwater Extraction Fees	0.00	0.00	0.00	0.00	0.00	0.00	134,919.82	134,919.82
41000 · Grant revenue								
41001 · State Grants	12,311.94	0.00	0.00	0.00	327,436.35	327,436.35	0.00	339,748.29
Total 41000 · Grant revenue	12,311.94	0.00	0.00	0.00	327,436.35	327,436.35	0.00	339,748.29
47000 · Other Revenue								
47001 · Late Fees	0.00	0.00	0.00	0.00	0.00	0.00	-2,277.87	-2,277.87
Total 47000 · Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00	-2,277.87	-2,277.87
Total Income	12,311.94	0.00	0.00	0.00	327,436.35	327,436.35	132,641.95	472,390.24
Gross Profit	12,311.94	0.00	0.00	0.00	327,436.35	327,436.35	132,641.95	472,390.24
Expense								
52200 · Professional Services								
52240 · Prof Svcs - IT Consulting	0.00	0.00	0.00	0.00	0.00	0.00	727.78	727.78
52250 · Prof Svcs - Groundwater/GSP Pre								
52252 · Prof Svcs - GSP Consultant	9,550.00	5,150.00	5,150.00	286,488.98	0.00	286,488.98	56,341.50	357,530.48
Total 52250 · Prof Svcs - Groundwater/GSP Pre	9,550.00	5,150.00	5,150.00	286,488.98	0.00	286,488.98	56,341.50	357,530.48
52270 · Prof Svcs - Accounting	2,761.94	0.00	0.00	0.00	0.00	0.00	4,724.92	7,486.86
52275 · Prof Svcs - Admin/Clerk of Bd	0.00	170.55	170.55	149.23	0.00	149.23	10,078.91	10,398.69
52280 · Prof Svcs - Executive Director	0.00	0.00	0.00	0.00	0.00	0.00	21,400.00	21,400.00
Total 52200 · Professional Services	12,311.94	5,320.55	5,320.55	286,638.21	0.00	286,638.21	93,273.11	397,543.81
52500 · Legal Fees								
52501 · Legal Counsel	0.00	0.00	0.00	0.00	0.00	0.00	5,673.00	5,673.00
Total 52500 · Legal Fees	0.00	0.00	0.00	0.00	0.00	0.00	5,673.00	5,673.00
53000 · Office Expenses								
53010 · Public Information	0.00	1,775.60	1,775.60	0.00	0.00	0.00	642.32	2,417.92
53020 · Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	66.65	66.65
53026 · Postage & Mailing	0.00	0.00	0.00	0.00	0.00	0.00	256.14	256.14
53070 · Licenses, Permits & Fees	0.00	0.00	0.00	0.00	0.00	0.00	4,162.80	4,162.80
53110 · Travel & Training	0.00	0.00	0.00	0.00	0.00	0.00	364.17	364.17
Total 53000 · Office Expenses	0.00	1,775.60	1,775.60	0.00	0.00	0.00	5,492.08	7,267.88
53500 · Insurance								
53510 · Liability Insurance	0.00	0.00	0.00	0.00	0.00	0.00	1,945.00	1,945.00
Total 53500 · Insurance	0.00	0.00	0.00	0.00	0.00	0.00	1,945.00	1,945.00
70000 · Interest & Debt Service								
70120 · Interest Expense	0.00	0.00	0.00	0.00	0.00	0.00	275.00	275.00
Total 70000 · Interest & Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	275.00	275.00
Total Expense	12,311.94	7,096.15	7,096.15	286,638.21	0.00	286,638.21	106,658.19	412,704.49
Net Income	0.00	-7,096.15	-7,096.15	-286,638.21	327,436.35	40,798.14	25,983.76	59,685.75

Mound Basin Groundwater Sustainability Agency
Balance Sheet
As of June 30, 2021

	June 30, 21
ASSETS	
Current Assets	
Checking/Savings	
10000 · Bank of the Sierra	180,146.48
Total Checking/Savings	180,146.48
Accounts Receivable	
11000 · Accounts Receivable	253,131.92
Total Accounts Receivable	253,131.92
Total Current Assets	433,278.40
TOTAL ASSETS	433,278.40
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	15,903.54
Total Accounts Payable	15,903.54
Other Current Liabilities	
20001 · Advance from City of Ventura	55,000.00
20510 · Interest Payable	2,233.30
Total Other Current Liabilities	57,233.30
Total Current Liabilities	73,136.84
Total Liabilities	73,136.84
Equity	
32000 · Retained Earnings	300,455.81
Net Income	59,685.75
Total Equity	360,141.56
TOTAL LIABILITIES & EQUITY	433,278.40