

**NOTICE IS HEREBY GIVEN that the
Mound Basin Groundwater Sustainability Agency ("Agency")
Board of Directors ("Directors") will hold a
REGULAR BOARD OF DIRECTORS MEETING
at 1:00 P.M. on Thursday, December 16, 2021**

In accordance with the **California Governor's Executive Stay at Home Order** and the **County of Ventura Health Officer Declared Local Health Emergency** and **Be Well at Home Order** resulting from the novel coronavirus (COVID-19), the Ventura City Hall is closed to the public. Therefore, the Mound Basin GSA will hold its Regular Board of Directors meeting virtually using the Zoom video conferencing application.

To participate in the Board of Directors meeting via Zoom, please access:
<https://us02web.zoom.us/j/82529392240?pwd=eWNzTkdyREdYd2F5WlFtR2x3S05jQT09>

Meeting ID: 825 2939 2240 | Passcode: MBGSA

To call into the meeting (audio only), call: (877) 853-5247 (US Toll-free)

Meeting ID: 825 2939 2240

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

CALL TO ORDER 1:00 P.M.

1. PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. 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.

**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 November 18, 2021, Regular 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 monthly profit and loss statements and balance sheets for the month of November 2021.

5d Financial Statement Audit for Fiscal Years 2019-20 and 2020-21

Motion

The Board will consider receiving and filing the Auditor's Report from Rogers, Anderson, Malody & Scott, LLP, for fiscal years 2019-20 and 2020-21.

5e Citing Mound Basin Groundwater Sustainability Agency's Resolution 2021-02 (adopted October 21, 2021), Subsequent Findings that the Governor's Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus remains in effect and the State of Emergency continues to directly impact the ability of the members to meet safely in person, and Authorizing remote teleconference meetings of the legislative bodies of Mound Basin Groundwater Sustainability Agency for the period of December 17, 2021, through January 15, 2022, pursuant to Brown Act provisions

Motion

The Board will, as provided in Resolution 2021-02, make the findings that the requisite conditions continue to exist for remote teleconference meetings of the Board of Directors without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), specifically (1) that the Governor's proclaimed State of Emergency as a result of the threat of COVID-19 remains in effect and (2) the state of emergency continues to directly impact the ability of the members to meet safely in person.

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

Information Item

The Executive Director will provide an informational update on non-GSP activities since the previous Board meeting.

8. MOTION ITEMS

8a GSP Monthly Update (Grant Category (c), Task 3 and (d), Task 4)

Motion

The Board will consider receiving and filing an update from the Executive Director concerning development of the Agency's Groundwater Sustainability Plan and grant status. The Board may provide feedback or direction to staff.

8b Resolution 2021-04 A Resolution of the Board of Directors of the Mound Basin Groundwater Sustainability Agency Revising Procedures for Disbursement of Funds

Motion

The Board will consider adopting Resolution 2021-04, A Resolution of the Board of Directors of the Mound Basin Groundwater Sustainability Agency Revising Procedures for Disbursement of Funds

9. FUTURE AGENDA ITEMS

The Board will suggest issues and/or topics they would like to address at future meetings.

ADJOURNMENT

The Board will adjourn to the next **Regular Board Meeting** scheduled for **January 20, 2022** 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 1701 North Lombard Street in Oxnard 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.

Posted: (Date) December 13, 2021

(time) 11:00 A.M.

(attest) Jackie Lozano

At: <https://moundbasingsa.org>

Posted: (Date) December 13, 2021

(time) 11:15 A.M.

(attest) Jackie Lozano

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

Posted: (Date) December 13, 2021

(time) 11:30 A.M.

(attest) Jackie Lozano

At: United Water Conservation District, 1701 North Lombard Street, Oxnard CA 93030

MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
REGULAR BOARD OF DIRECTORS MEETING

Thursday, November 18, 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

Dan Detmer, UWCD
John Lindquist, UWCD
Katherine Kuepper, UWCD
Steve Slack, CDFW
Burt Handy
Jennifer Tribo, City of Ventura
Lara Shellenbarger, County of Ventura (Santa Clara River Watershed Committee Coordinator)

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. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

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

4. APPROVAL OF AGENDA

Motion

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

5. CONSENT CALENDAR

5a Approval of Minutes

Motion

The Board will consider approving the Minutes from the October 21, 2021, Regular 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 monthly profit and loss statements and balance sheets for the month of October 2021.

5d Citing Mound Basin Groundwater Sustainability Agency's Resolution 2021-02 (adopted October 21, 2021), Subsequent Findings that the Governor's Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus remains in effect and the State of Emergency continues to directly impact the ability of the members to meet safely in person, and Authorizing remote teleconference meetings of the legislative bodies of Mound Basin Groundwater Sustainability Agency for the period of November 21 through December 21, pursuant to Brown Act provisions

Motion

The Board will, as provided in Resolution 2021-02, make the findings that the requisite conditions continue to exist for remote teleconference meetings of the Board of Directors without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), specifically (1) that the Governor's proclaimed State of Emergency as a result of the threat of COVID-19 remains in effect and (2) the state of emergency continues to directly impact the ability of the members to meet safely in person.

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

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

6. BOARD MEMBER ANNOUNCEMENTS

6a Director Shephard mentioned that the Department of Water Resources approved Fox Canyon Groundwater Management Agency's groundwater sustainability plans for the Pleasant Valley and Oxnard Basins.

6b Since the previous Board meeting, the Directors reported no time was spent on grant eligible activities.

7. EXECUTIVE DIRECTOR UPDATE

Executive Director Bondy briefly reviewed the staff report regarding updates on non-Groundwater Sustainability Plan (GSP) matters. He also summarized the monitoring well preconstruction meeting held with DWR and the City of Ventura on November 2, 2021 and reported that construction is tentatively scheduled to begin in early December.

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

8. MOTION ITEMS

8a GSP Monthly Update (Grant Category (c), Task 3 and (d), Task 4)

Motion

Executive Director Bondy reviewed the written staff report regarding GSP development and grant status, as provided in the agenda packet.

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

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

8b Board Meeting Schedule for Calendar Year 2022

Motion

The Board of Directors reviewed the proposed 2022 Regular Board Meeting Schedule, as submitted in the agenda packet. Executive Director Bondy mentioned the budget assumes meeting less frequently than monthly and he assumes the Board will only meet as needed. He reminded the Board that they are required to at least once per quarter pursuant to the Joint Powers Agreement.

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

Motion to approve the 2022 Calendar Year Board Meeting Schedule, Director Chambers; Second, Director Rungren. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

8c Intera, Inc. Work Order No. 7 for TSS Monitoring Well Construction Support

Motion

Executive Director Bondy described the need for the work order and summarized the scope and budget. The services will address issues that may arise during construction of the monitoring well that are not covered by DWR, such as monitoring well head design, final well design, etc.

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

Motion to authorize the Executive Director to issue Work Order No. 7 to Intera, Inc. for TSS Well Construction support for an amount not-to-exceed \$10,000, Director Shephard; Second, Director Chambers. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

8d Intera, Inc. Work Order No. 8 for Annual Report Support

Motion

Executive Director Bondy explained that reports on groundwater conditions and GSP implementation progress must be submitted each year in April following GSP adoption. The proposed work order would address the first annual report, which will be a collaborative effort between Intera and Executive Director Bondy.

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

Motion to authorize the Executive Director to issue Work Order No. 8 to Intera, Inc. for Annual Report Support for an amount not-to-exceed \$38,800 with an additional \$5,000 contingency budget to be authorized at the Executive Director's discretion, Director Everts; Second, Director Rungren. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

8e PUBLIC HEARING

Public Hearing to Consider Adoption of the Groundwater Sustainability Plan (GSP) for the Mound Basin via Resolution 2021-03 (Grant Category (c), Task 3 and (d), Task 4)

Chair Mobley opened the Public Hearing at 1:21 P.M.

Executive Director Bondy provided a brief recap of GSP development and stated that the final draft GSP was posted in October to the Agency's website to provide the public an opportunity to review the document prior the public hearing. Executive Director Bondy asked the Clerk of the Board to confirm that no written comments were received. Jackie Lozano said no written comments had been received.

Chair Mobley called for public comments on the GSP. No comments were offered.

Director Rungren said that the City provided comments to Executive Director Bondy via email with suggested edits. Mr. Bondy displayed those comments on the screen and Director Rungren read them into the record:

2.1.4 Legal Authority, page 5

For the City of San Buenaventura:

Please delete the last sentence of the existing paragraph and replace with the following text:

"Additionally, the City is currently in the planning and design phases for the proposed Ventura WaterPure Program, which includes diversion of tertiary treated effluent to a new Advanced Water Purification Facility for potable reuse. Construction of these Projects is expected to begin in 2023."

2.2.3.1

Replace reference to "Oxnard" Subbasin in the last full paragraph on Page 9 with "Mound" Subbasin.

2.2.3.2, Well Permitting (pg. 17)

Please add the following sentence in this section: "Additionally, groundwater production wells within the City limits of the City of Ventura require a water well agreement with the City of Ventura pursuant to Chapter 8.150 of the San Buenaventura Municipal Code."

Page 20 - Public Water Systems

Typo in City of San Ventura – should be City of San Buenaventura.

Executive Director Bondy asked if the comments in the email were different than the comments he previously received from the City, which were included in the Board meeting packet. After some discussion, it was concluded that the email comments were a subset of the comments previously provided and no further action is required.

Executive Director Bondy mentioned that Attachment A of the staff reports provides a summary of GSP edits made in response to public comments received on the draft GSP. He explained that Attachment B describes non-substantive edits that will be made following GSP adoption and prior to submittal to the Department of Water Resources (DWR). He noted that the draft Resolution provides for non-substantive edits to be made prior to submittal to DWR.

Chair Mobley asked the Directors if they understood the changes and they were all in agreement with a clear understanding. Chair Mobley added that he was glad everyone was looking at the GSP, which helped make it a better plan. His appreciation was expressed to all.

Chair Mobley, once more, welcomed public comment prior to the close of the public hearing. No public comments were offered. No questions or further comments from the Directors.

Motion to close the public hearing, Director Rungren; Second Director Chambers. No discussion. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

The public hearing was declared closed at 1:36 P.M.

Executive Director Bondy said that an edit was made to draft Resolution 2021-03 following counsel's review. The edit provides for the Executive Director to make non-substantive edits to the GSP following adoption and prior to submittal to DWR. Executive Director Bondy asked if Agency counsel had any concerns with the change. Upon review, Mr. Hughes said he had no concerns.

Director Rungren publicly thanked and expressed her appreciation to Mr. Bondy and his team for all their work. Director Chambers, Director Shephard, and Chair Mobley expressed the same sentiment which echoed in everyone's comments. Director Chambers felt the Agency was transparent in the process and he is looking forward to the next phase with the City on the well monitoring. The final draft GSP was completed ahead of the deadline. It was a team effort, and everyone involved had pieces that all came together in the end.

Chair Mobley asked if there were any public comments for the Board of Directors or the Executive Director. None were offered.

No further comments from the Directors and there were no questions.

Motion to receive, adopt, and file Resolution 2021-03 adopting the Groundwater Sustainability Plan for the Mound Basin Groundwater Sustainability Agency, Director Rungren; Second Director Chambers. Roll call vote: five ayes (Chambers, Everts, Mobley, Rungren, Shephard), none opposed. Motion carried 5/0.

Executive Director Bondy thanked the Board of Directors and stakeholders for their input and participation during this process. He also thanked United Water Conservation District (United) in partnering with Intera, Inc. and him. Utilizing those resources provided valuable savings to the Agency and the collaboration made the GSP better than it would have been otherwise. It was Mr. Bondy's hope that the relationship with United continues and the team stays intact for GSP implementation during the years to come.

Chair Mobley said he was thinking back to a talk he had with the General Manager Mauricio Guardado, Jr. of United when the planning for the GSP first started. Mr. Guardado, Jr. didn't think United would have any involvement with the GSP, but United staff did such a great job helping out.

9. FUTURE AGENDA ITEMS

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

Mr. Bondy mentioned he will take a look at the accounting procedures to see how the Agency could continue to pay their warrants when there are months with no meetings. This will be a topic of discussion at a future meeting.

ADJOURNMENT 1:44 P.M.

Chair Mobley adjourned the meeting at 1:44 P.M. to the next Regular Board of Directors meeting on December 16, 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 November 18, 2021.

ATTEST: _____
Susan Rungren, Board Secretary

ATTEST: _____
Jackie Lozano, Clerk of the Board



Motion Item No. 5(b)

DATE: December 16, 2021
TO: Board of Directors and Executive Director
FROM: Ambry Tibay, UWCD
SUBJECT: **Warrant Register for November 2021**

SUMMARY:

The Board will receive and review the monthly warrant register for the Mound Basin GSA.

STAFF RECOMMENDATION:

UWCD accounting staff has prepared the November 2021 warrants based on the Mound Basin GSA payables and is recommending approval. All expenditures are in accordance with the Board approved budget and have been reviewed by the Executive Director.

FISCAL SUMMARY:

Not applicable

ATTACHMENT:

November 2021 Warrant Register

Action: _____

Motion: _____ 2nd: _____

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

Mound Basin Groundwater Sustainability Agency

Check Detail

December 1 - 9, 2021

| Type | Num | Date | Name | Account | Original Amount |
|-----------------|-------|------------|---|----------------------------|-----------------|
| Bill Pmt -Check | 11420 | 12/09/2021 | A.J. Klein, Inc T. Denatale, B. Goldner | 10000 · Bank of the Sierra | -1,271.00 |
| Bill Pmt -Check | 11421 | 12/09/2021 | Bondy Groundwater Consulting, Inc | 10000 · Bank of the Sierra | -4,988.96 |
| Bill Pmt -Check | 11422 | 12/09/2021 | County of Ventura | 10000 · Bank of the Sierra | -470.00 |
| Bill Pmt -Check | 11423 | 12/09/2021 | INTERA Incorporated | 10000 · Bank of the Sierra | -13,937.70 |
| Bill Pmt -Check | 11424 | 12/09/2021 | Roger, Anderson, Malody & Scott, LLP | 10000 · Bank of the Sierra | -8,250.00 |
| Bill Pmt -Check | 11425 | 12/09/2021 | United Water Conservation District | 10000 · Bank of the Sierra | -2,607.56 |
| | | | | | -31,525.22 |



MoundBasin
GROUNDWATER SUSTAINABILITY AGENCY

Information Item No. 5(c)

DATE: December 1, 2021
TO: Board of Directors and Executive Director
FROM: Ambry Tibay, 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 November 2021.

FISCAL SUMMARY

Not applicable.

ATTACHMENTS

- A. November 2021 Profit/Loss Statement
- B. November 2021 Profit/Loss by Class
- C. November 2021 Balance Sheet

Mound Basin Groundwater Sustainability Agency

Profit & Loss Budget Performance

July through November 2021

| | <u>Jul - Nov 21</u> | <u>Annual Budget</u> | <u>Budget</u> |
|---|---------------------|----------------------|-----------------|
| Income | | | |
| 40001 · Groundwater Extraction Fees | 0.00 | 377,600.00 | 0.00% |
| 41000 · Grant revenue | | | |
| 41001 · State Grants | 0.00 | 150,000.00 | 0.00% |
| Total 41000 · Grant revenue | 0.00 | 150,000.00 | 0.00% |
| 47000 · Other Revenue | | | |
| 47001 · Late Fees | -229.25 | | |
| Total 47000 · Other Revenue | -229.25 | | |
| Total Income | -229.25 | 527,600.00 | -0.04% |
| Gross Profit | -229.25 | 527,600.00 | -0.04% |
| Expense | | | |
| 52200 · Professional Services | | | |
| 52240 · Prof Svcs - IT Consulting | 0.00 | 1,000.00 | 0.00% |
| 52250 · Prof Svcs - Groundwater/GSP Pre | | | |
| 52252 · Prof Svcs - GSP Consultant | 154,532.15 | 150,000.00 | 103.02% |
| 52250 · Prof Svcs - Groundwater/GSP Pre - Other | 5,172.70 | 102,500.00 | 5.05% |
| Total 52250 · Prof Svcs - Groundwater/GSP Pre | 159,704.85 | 252,500.00 | 63.25% |
| 52270 · Prof Svcs - Accounting | 12,796.79 | 21,200.00 | 60.36% |
| 52275 · Prof Svcs - Admin/Clerk of Bd | 3,643.60 | 7,500.00 | 48.58% |
| 52280 · Prof Svcs - Executive Director | 7,051.88 | 17,500.00 | 40.30% |
| Total 52200 · Professional Services | 183,197.12 | 299,700.00 | 61.13% |
| 52500 · Legal Fees | | | |
| 52501 · Legal Counsel | 4,652.00 | 7,500.00 | 62.03% |
| Total 52500 · Legal Fees | 4,652.00 | 7,500.00 | 62.03% |
| 53000 · Office Expenses | | | |
| 53010 · Public Information | 564.89 | 3,000.00 | 18.83% |
| 53020 · Office Supplies | 23.49 | 200.00 | 11.75% |
| 53026 · Postage & Mailing | 219.92 | 400.00 | 54.98% |
| 53070 · Licenses, Permits & Fees | 557.53 | 3,000.00 | 18.58% |
| 53110 · Travel & Training | 61.37 | 500.00 | 12.27% |
| 53000 · Office Expenses - Other | 93.45 | | |
| Total 53000 · Office Expenses | 1,520.65 | 7,100.00 | 21.42% |
| 53500 · Insurance | | | |
| 53510 · Liability Insurance | 5,106.34 | 2,000.00 | 255.32% |
| Total 53500 · Insurance | 5,106.34 | 2,000.00 | 255.32% |
| 70000 · Interest & Debt Service | | | |
| 70120 · Interest Expense | 0.00 | 1,238.00 | 0.00% |
| Total 70000 · Interest & Debt Service | 0.00 | 1,238.00 | 0.00% |
| 81000 · Contingency - Non Capital Expen | 0.00 | 16,754.00 | 0.00% |
| Total Expense | 194,476.11 | 334,292.00 | 58.18% |
| Net Income | <u>-194,705.36</u> | <u>193,308.00</u> | <u>-100.72%</u> |

Mound Basin Groundwater Sustainability Agency

Profit & Loss by Class

July through November 2021

| | Task 04 - GSP Development | | | | |
|---|---------------------------|-----------------------|---------------------------|--------------|-------------|
| | A - Grant Administration | (D - GSP Development) | Total D - GSP Development | Unclassified | TOTAL |
| Income | | | | | |
| 47000 · Other Revenue | | | | | |
| 47001 · Late Fees | 0.00 | 0.00 | 0.00 | -229.25 | -229.25 |
| Total 47000 · Other Revenue | 0.00 | 0.00 | 0.00 | -229.25 | -229.25 |
| Total Income | 0.00 | 0.00 | 0.00 | -229.25 | -229.25 |
| Gross Profit | 0.00 | 0.00 | 0.00 | -229.25 | -229.25 |
| Expense | | | | | |
| 52200 · Professional Services | | | | | |
| 52250 · Prof Svcs - Groundwater/GSP Pre | | | | | |
| 52252 · Prof Svcs - GSP Consultant | 2,758.14 | 151,774.01 | 151,774.01 | 5,172.70 | 159,704.85 |
| Total 52250 · Prof Svcs - Groundwater/GSP Pre | 2,758.14 | 151,774.01 | 151,774.01 | 5,172.70 | 159,704.85 |
| 52270 · Prof Svcs - Accounting | 1,695.69 | 0.00 | 0.00 | 11,101.10 | 12,796.79 |
| 52275 · Prof Svcs - Admin/Clerk of Bd | 0.00 | 0.00 | 0.00 | 3,643.60 | 3,643.60 |
| 52280 · Prof Svcs - Executive Director | 0.00 | 0.00 | 0.00 | 7,051.88 | 7,051.88 |
| Total 52200 · Professional Services | 4,453.83 | 151,774.01 | 151,774.01 | 26,969.28 | 183,197.12 |
| 52500 · Legal Fees | | | | | |
| 52501 · Legal Counsel | 0.00 | 0.00 | 0.00 | 4,652.00 | 4,652.00 |
| Total 52500 · Legal Fees | 0.00 | 0.00 | 0.00 | 4,652.00 | 4,652.00 |
| 53000 · Office Expenses | | | | | |
| 53010 · Public Information | 0.00 | 564.89 | 564.89 | 0.00 | 564.89 |
| 53020 · Office Supplies | 0.00 | 0.00 | 0.00 | 23.49 | 23.49 |
| 53026 · Postage & Mailing | 0.00 | 0.00 | 0.00 | 219.92 | 219.92 |
| 53070 · Licenses, Permits & Fees | 0.00 | 0.00 | 0.00 | 557.53 | 557.53 |
| 53110 · Travel & Training | 0.00 | 0.00 | 0.00 | 61.37 | 61.37 |
| 53000 · Office Expenses - Other | 0.00 | 0.00 | 0.00 | 93.45 | 93.45 |
| Total 53000 · Office Expenses | 0.00 | 564.89 | 564.89 | 955.76 | 1,520.65 |
| 53500 · Insurance | | | | | |
| 53510 · Liability Insurance | 0.00 | 0.00 | 0.00 | 5,106.34 | 5,106.34 |
| Total 53500 · Insurance | 0.00 | 0.00 | 0.00 | 5,106.34 | 5,106.34 |
| Total Expense | 4,453.83 | 152,338.90 | 152,338.90 | 37,683.38 | 194,476.11 |
| Net Income | -4,453.83 | -152,338.90 | -152,338.90 | -37,912.63 | -194,705.36 |

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

| | <u>Nov 30 21</u> |
|---------------------------------------|--------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 10000 · Bank of the Sierra | 99,302.99 |
| Total Checking/Savings | <u>99,302.99</u> |
| Accounts Receivable | |
| 11000 · Accounts Receivable | 154,891.73 |
| Total Accounts Receivable | <u>154,891.73</u> |
| Total Current Assets | <u>254,194.72</u> |
| TOTAL ASSETS | <u>254,194.72</u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 · Accounts Payable | 31,525.22 |
| Total Accounts Payable | <u>31,525.22</u> |
| Other Current Liabilities | |
| 20001 · Advance from City of Ventura | 55,000.00 |
| 20510 · Interest Payable | 2,233.30 |
| Total Other Current Liabilities | <u>57,233.30</u> |
| Total Current Liabilities | <u>88,758.52</u> |
| Total Liabilities | <u>88,758.52</u> |
| Equity | |
| 32000 · Retained Earnings | 360,141.56 |
| Net Income | -194,705.36 |
| Total Equity | <u>165,436.20</u> |
| TOTAL LIABILITIES & EQUITY | <u>254,194.72</u> |



Motion Item No. 5(d)

DATE: December 16, 2021
TO: Board of Directors
FROM: Executive Director
SUBJECT: Financial Statement Audit for Fiscal Years 2019-20 and 2020-21

RECOMMENDED ACTION

The Board will consider receiving and filing the final audit report, audited financial statements, and SAS 114 letter.

BACKGROUND

The Board contracted with Rogers, Anderson, Malody and Scott, LLP to provide an audit of the financial statements for Fiscal Year 2019-20 and Fiscal Years 2020-21. Their audit report and the audited financial statements are presented for the Board to review. The auditors gave an unmodified, or “clean” opinion on the financial statements.

Also attached is the SAS 114 letter, which is a required letter that communicates to the Board the scope of the audit, significant findings and other information that isn’t communicated in the financial statements.

The above referenced materials are available on the Agency website at:
<https://s33630.pcdn.co/wp-content/uploads/2021/12/2021-12-Mound-Basin-GSA-RAMS-Auditors-Report-for-FYE-30-Jun-2021.pdf>

(On webpage: <https://www.moundbasingsa.org/agency-administrative-documents/>)

FISCAL SUMMARY

N/A

ATTACHMENTS

Please see link provided above.

Action: _____

Motion: _____ 2nd: _____

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



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item No. 5(e)

DATE: December 16, 2021

TO: Board of Directors

FROM: Agency Counsel

SUBJECT: Citing Mound Basin Groundwater Sustainability Agency's Resolution 2021-02 (adopted October 21, 2021), Subsequent Findings that the Governor's Proclamation of a State of Emergency on March 4, 2020 relating to the COVID-19 virus remains in effect and the State of Emergency continues to directly impact the ability of the members to meet safely in person, and Authorizing remote teleconference meetings of the legislative bodies of Mound Basin Groundwater Sustainability Agency for the period of December 17 through January 15, pursuant to Brown Act provisions
Motion

STAFF RECOMMENDATION:

As provided in Resolution 2021-02, make the findings that the requisite conditions continue to exist for remote teleconference meetings of the Board of Directors without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e), specifically (1) that the Governor's proclaimed State of Emergency as a result of the threat of COVID-19 remains in effect and (2) the state of emergency continues to directly impact the ability of the members to meet safely in person.

BACKGROUND:

Starting in March 2020, amid rising concern surrounding the spread of COVID-19 throughout communities in the state, California Governor Gavin Newsom issued a series of Executive Orders aimed at containing the novel coronavirus. These Executive Orders (N-25-20, N-29-20, N-35-20) collectively modified certain requirements created by the Ralph M. Brown Act ("the Brown Act"), the state's local agency public meetings law.

On June 11, 2021, the Governor issued Executive Order N-08-21 which rescinds the aforementioned modifications made to the Brown Act, effective September 30, 2021. After that date, local agencies are required to observe all the usual Brown Act requirements status quo ante (as they existed prior to the issuance of the orders). Local agencies must once again ensure that the public is provided with access to a physical location from which they may observe a public meeting and offer public comment. Local agencies must also resume publication of the location of teleconferencing board members, post meeting notices and agendas in those locations, and make those locations available to the public in order to observe a meeting and provide public comment.

On September 16, the Governor signed AB 361 into law, effective immediately, which extends the flexibilities provided in the Governor's prior executive order to local and state bodies to hold public meetings remotely beyond the executive order's September 30, 2021, expiration date.

On September 20, the Governor signed an executive order (N-15-21) waiving the application of AB 361 until October 1, 2021, when the provisions of prior Executive Orders that established certain requirements for public agencies to meet remotely during the COVID-19 emergency will expire. The September 20 order makes clear that, until September 30, local agencies may conduct open and public remote meetings relying on the authority provided under prior Executive Orders (rather than AB 361). The revised Order also explicitly permits a local agency to meet pursuant to the procedures provided in AB 361 before October 1, so long as the meeting is conducted in accordance with the requirements of AB 361.

All local agencies are being asked to be aware that they may not conduct remote teleconference meetings pursuant to the authority in the Governor's prior Executive Orders beyond September 30; after that date, all meetings subject to the Brown Act must comply with standard teleconference requirements (as they existed "pre-pandemic") OR must comply with the newly enacted provisions of AB 361. The adoption of Resolution 2021-02 on October 21, 2021, provides the Agency with compliance as it relates to the newly enacted provisions of AB 361.

FISCAL SUMMARY:

There is no fiscal impact related to the approval of this motion.

ATTACHMENT: **Resolution 2021-02, adopted October 21, 2021**

Action: _____

Motion: _____ 2nd: _____

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

BOARD OF DIRECTORS

MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY

RESOLUTION 2021-02

**A RESOLUTION OF THE MOUND BASIN GROUNDWATER SUSTAINABILITY
AGENCY AUTHORIZING THE REVISED USE OF TELECONFERENCING
FOR PUBLIC MEETINGS**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MOUND BASIN
GROUNDWATER SUSTAINABILITY AGENCY** as follows:

WHEREAS, the Governor of the State of California (“Governor”) proclaimed a State of Emergency to exist as a result of the threat of COVID-19. (Governor’s Proclamation of a State of Emergency (Mar. 4, 2020).)

WHEREAS, the Governor’s Exec. Order No. N-25-20 (Mar. 12, 2020); Governor’s Exec. Order No. N-29-20 (Mar. 17, 2020); and Governor’s Exec. Order No. N-08-21 (Jun. 11, 2021) provided that local legislative bodies may hold public meetings via teleconferencing and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body and waived the Brown Act provisions found in Govt. Code section 54953(b)(3) which require the physical presence of the members, the clerk, or other personnel of the body, or the public, as a condition of participation in, or quorum for, a public meeting, including:

- a) The requirement that state and local bodies notice each teleconference location from which a member will be participating in a public meeting.
- b) The requirement that each teleconference location be accessible to the public.
- c) The requirement that members of the public may address the body at each teleconference location.
- d) The requirement that state and local bodies post agendas at all teleconference locations.
- e) The requirement that, during teleconference meetings, at least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction.

WHEREAS, the provisions of Governor’s Exec. Order No. N-25-20 (Mar. 12, 2020); Governor’s Exec. Order No. N-29-20 (Mar. 17, 2020); and Governor’s Exec. Order No. N-08-21 (Jun. 11, 2021) expired on September 30, 2021 and will no longer remain in effect thereafter;

WHEREAS, the Center for Disease Control is currently contending with the Delta Variant of the COVID-19 virus and anticipates the development of potential other strains which may further impede public agency operations and prolong the need for social distancing requirements;

AND WHEREAS, recent legislation (A.B. 361) authorizes a local legislative body to use teleconferencing for a public meeting without complying with the Brown Act's teleconferencing quorum, meeting notice, and agenda requirements set forth in Government Code section 54953(b)(3), in any of the following circumstances:

- a) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
- b) The legislative body holds a meeting during a proclaimed state of emergency for purposes of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.
- c) The legislative body holds a meeting during a proclaimed state of emergency and has determined by majority vote pursuant to b) above that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mound Basin Groundwater Sustainability Agency as follows:

Section 1. Incorporation of Recitals. All of the foregoing Recitals are true and correct and the Board so finds and determines. The Recitals set forth above are incorporated herein and made an operative part of this Resolution.

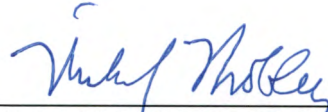
Section 2. Adoption of AB-361. The Board has determined by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Section 3. Continued Implementation of AB-361. If the state of emergency remains active, or state or local officials have imposed measures to promote social distancing, the Board of Directors of the Mound Basin Groundwater Sustainability Agency shall, in order to continue meeting subject to this exemption to the Brown Act, no later than 30 days after it commences using the exemption, and every 30 days thereafter, make the following findings by majority vote:

- a) The legislative body has reconsidered the circumstances of the state of emergency; *and*
- b) Either (1) the state of emergency continues to directly impact the ability of the members to meet safely in person; or (2) state or local officials continue to impose or recommend measures to promote social distancing.

[signature page follows]

PASSED, APPROVED AND ADOPTED this 21st day of October 2021.



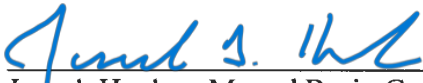
Michael Mobley, Board Chair

ATTEST:



Bryan Bondy, Executive Director

APPROVED AS TO FORM:



Joseph Hughes, Mound Basin Groundwater
Sustainability Agency General Counsel



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Information Item No. 7

DATE: December 16, 2021
TO: Board of Directors
FROM: Executive Director
SUBJECT: Executive Director Update

SUMMARY

The following are updates on non-GSP matters since the last Board meeting.

1. Administrative: No update.
2. Financial:
 - a. Invoices for the 2020-2 semi-annual period (July-December 2020) were issued in early March and were due in early April. One entity is past due with a total of \$270.76 unpaid.
 - b. Invoices for the 2021-1 semi-annual period (January–July 2021) were issued in September and were due in October. One entity is past due with a total of \$415.72 unpaid.
3. Legal: No activity.
4. Groundwater Monitoring Well – DWR Technical Support Services (TSS): Construction was postponed until early 2022. The Executive Director is working with DWR to finalize the TSS agreement.
5. Correspondence: None.

INFORMATIONAL ITEM

Receive an update from the Executive Director concerning non-GSP matters since the previous board meeting.

BACKGROUND

Not applicable

FISCAL SUMMARY

Not applicable



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item No. 8(a)

DATE: December 16, 2021
TO: Board of Directors
FROM: Executive Director
SUBJECT: **GSP Monthly Update (Grant Category (c), Task 3 and (d), Task 4)**

SUMMARY

The following is a monthly status update on the Groundwater Sustainability Plan (GSP) and associated grant. An updated GSP development schedule is attached for discussion (Attachment A).

GSP Development:

1. GSP Status: The Board of Directors held a public hearing on November 18, 2021, to receive additional input and comments on the GSP. The Board of Directors voted to adopt the GSP following the public hearing. The GSP Development Team worked on uploading the GSP and required supporting materials to the DWR web portal.
2. GSP Development Schedule: The updated GSP Development Schedule is provided in Attachment A.

Sustainable Groundwater Planning (SGWP) Grant:

1. Invoices:
 - a. Grant Progress Report and Invoice No. 9 were submitted to DWR on August 23, 2021 and were approved by DWR on October 1, 2021. Payment in the amount of \$105,759 is expected soon.
 - b. The Executive Director submitted Grant Progress Report and Invoice No. 10 on November 22, 2021. Payment in the amount of \$94,583.84 is expected following approval by DWR.

2. Grant Deliverables:

- a. Remaining grant deliverables include quarterly progress reports and invoices, final report, and the GSP. These deliverables will be submitted as they become due.

RECOMMENDED ACTION

Receive an update from the Executive Director concerning Groundwater Sustainability Plan development and associated grant and consider providing feedback or direction to staff.

BACKGROUND

None.

FISCAL SUMMARY

None.

ATTACHMENTS

- A. GSP Schedule

Action: _____

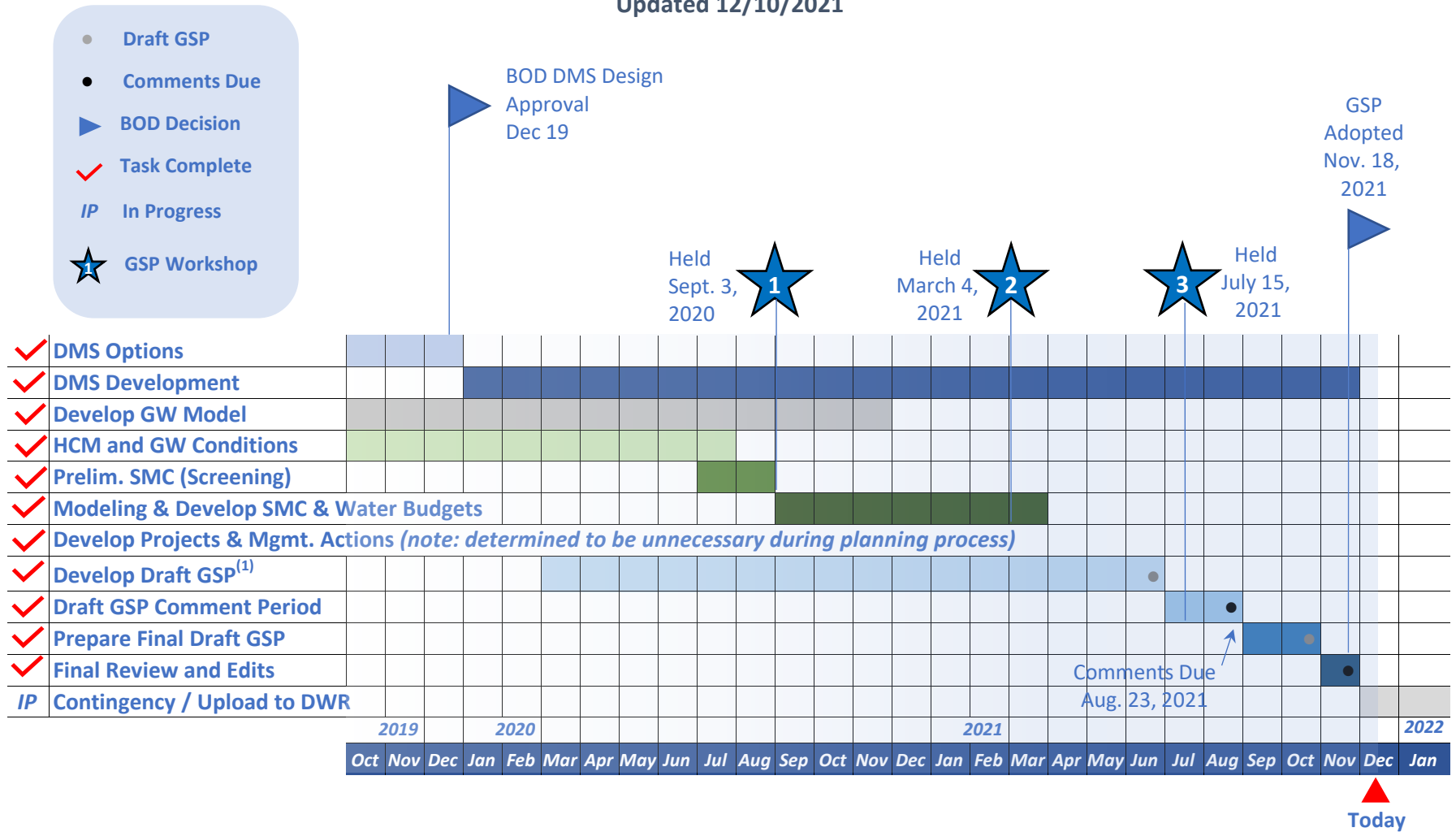
Motion: _____ 2nd: _____

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

Mound Basin GSA

GSP Development Schedule

Updated 12/10/2021



Notes:

(1) GSP topics not listed above generally consist of background or supporting information and will be prepared concurrently with the above-listed tasks.

BOD = Board of Directors; DMS = Data Management System; HCM = Hydrogeologic Conceptual Model; GSA = Groundwater Sustainability Agency;

GSP = Groundwater Sustainability Plan; GW = Groundwater



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item No. 8(b)

DATE: December 16, 2021
TO: Board of Directors
FROM: Executive Director
SUBJECT: **Resolution 2021-4: A Resolution of the Board of Directors of the Mound Basin Groundwater Sustainability Agency Revising Procedures for Disbursement of Funds**

SUMMARY

In order to avoid the need for the Board to meet monthly when there is no business other than approval or warrants to meet contract payment terms, the Agency Bylaws must be amended to provide authority for warrant approvals to someone other than the Board. The following proposed Bylaw modifications would provide any two officers with the authority to approve warrants and issue checks in payment thereof:

7.1 DEPOSIT AND DISBURSEMENT OF FUNDS. All funds of the Authority shall be deposited in one or more depository accounts as may be designated by the Board. Such accounts shall be independent of any account owned by or exclusively controlled by any of the Members. No disbursements of such funds shall be made unless the same shall have been approved in the annual operating budget, or otherwise specifically approved by the Board. ~~Monthly, or at a time established by the Board, all disbursements shall be listed on a report by check number, vendor and amount, and approved by the Board prior to the issuance of a payment. All check disbursements shall require dual signature that will include the Treasurer and Board Chair or Vice Chair.~~ Following the review of warrants by the Executive Director, any two Officers shall have the authority to approve the reviewed warrants. All approved warrants shall be presented in a financial summary report to the Board during its next regular meeting.

14.3 PROCUREMENT OF GOODS AND SERVICES.

(a) Procurement Authority. Procurement authority shall be exercised and performed by the Board of Directors ~~through the approval of warrants presented to the Board~~. This authority includes both the authority to approve procurements and the authority to commit the Agency to procurements. The Board of Directors may delegate certain authorities to the Agency's ~~officers~~, management, and staff. These delegated authorities shall be exercised and performed in accordance with applicable federal, state, and local laws and the policies contained herein.

Resolution 2021-04 would modify the Agency Bylaws as shown above.

Section 13.1 of the Bylaws provides that the Bylaws may be amended from time to time by resolution of the Board duly adopted upon majority of the Board, provided, however, that no such amendment may be adopted unless at least 30 days written notice thereof has been given to all members of the Board, *unless that notice has been waived by unanimous consent of the Board.*

RECOMMENDED ACTIONS

1. By motion, waive the 30-day written notice requirement for bylaw amendment.
2. By motion, adopt Resolution 2021-4 amending the Agency Bylaws to revise procedures for disbursement of funds.

BACKGROUND

Please see summary.

FISCAL SUMMARY

None.

ATTACHMENTS

- A. Draft Resolution 2021-04

Action: _____

Motion: _____ 2nd. _____

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

**MOUND BASIN
GROUNDWATER SUSTAINABILITY AGENCY**

RESOLUTION NO. 2021-04

**A RESOLUTION OF THE
MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY BOARD OF
DIRECTORS REVISING PROCEDURES FOR DISBURSEMENT OF FUNDS**

WHEREAS, Mound Basin Groundwater Sustainability Agency (“Agency”) approved and adopted its Bylaws (“Bylaws”) on August 16, 2018; and

WHEREAS, Section 7.1 of the Bylaws requires approval of the Agency’s Board of Directors (“Board”) prior to disbursement of any Agency funds; and

WHEREAS, Section 14.3 (a) of the Bylaws requires the Agency’s procurement authority to be exercised by the Board through the approval of warrants; and

WHEREAS, to reduce the Agency’s administrative costs, the Board wants to avoid meeting when there is no Agency business other than to the approve disbursement of Agency funds to meet contractual payment obligations; and

WHEREAS, the Board wants to amend (a) section 7.1 of the Bylaws to authorize two Officers of the Board to approve Agency warrants for the disbursement of Agency funds following their review by the Agency’s Executive Director and (b) section 14.3 of the Agency’s Bylaws to authorize the Board to delegate its procurement authority to its Officers; and

WHEREAS, Section 13.1 of the Bylaws provides that the Bylaws may be amended from time to time by resolution of the Board duly adopted upon majority of the Board, provided, however, that no such amendment may be adopted unless at least 30 days written notice thereof has been given to all members of the Board unless that notice has been waived by unanimous consent of the Board; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Mound Basin Groundwater Sustainability Agency as follows:

1. The foregoing is true and correct.
2. Section 7.1 of the Bylaws is hereby repealed in its entirety and replaced as follows:

7.1 DEPOSIT AND DISBURSEMENT OF FUNDS. All funds of the Authority shall be deposited in one or more depository accounts as may be designated by the Board. Such accounts shall be independent of any account owned by or exclusively controlled by any of the Members. No disbursements of such funds shall be made unless the same shall have been approved in the annual operating budget, or otherwise specifically approved by the Board. Following the review of warrants by the Executive Director, any two Officers shall have the authority to approve the reviewed warrants. All approved warrants shall be presented in a financial summary report to the Board during its next regular meeting.

3. Section 14.3(a) of the Bylaws is hereby repealed in its entirety and replaced as follows:

(a) Procurement Authority. Procurement authority shall be exercised and performed by the Board of Directors. This authority includes both the authority to approve procurements and the authority to commit the Agency to procurements. The Board of Directors may delegate certain authorities to the Agency's officers, management, and staff. These delegated authorities shall be exercised and performed in accordance with applicable federal, state, and local laws and the policies contained herein.

PASSED AND ADOPTED by the Board of Directors of the Mound Basin Groundwater Sustainability Agency, this 16th day of December 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Chair Michael Mobley

CERTIFICATE OF SECRETARY

The undersigned, Secretary of the Mound Basin GSA, hereby certifies that the foregoing Resolution was adopted by the Board of Directors of said District at a meeting thereof, duly and specially held on December 16, 2021, at which meeting a quorum of the Board of Directors was at all times present and acting.

IN WITNESS WHEREOF, I have set my hand this _____ day of December 2021.

Susan Rungren, Secretary