



Post Office Box 3544
Ventura, CA 93006-3544
(805) 525-4431
<https://moundbasingsa.org>

**NOTICE IS HEREBY GIVEN that the
Mound Basin Groundwater Sustainability Agency (“Agency”)
Board of Directors (“Directors”) will hold its
REGULAR BOARD OF DIRECTORS MEETING
at 1:00 p.m. on Monday, November 27, 2023, at the
City of the Ventura, Public Works Facility, Assembly Conference Room,
336 San Jon Road, Ventura, CA 93002.**

To participate in the Board of Directors meeting via Zoom, please access:
<https://us02web.zoom.us/j/87474400434?pwd=Q01mU0JQT20vdGJqRzN0Wi9UdXArQT09>

Meeting ID: 874 7440 0434 | Passcode: 551503

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

Meeting ID: 874 7440 0434

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

OPEN SESSION – 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

EXECUTIVE (CLOSED) SESSION 1:05 p.m.

5. PUBLIC EMPLOYEES (Govt. Code, § 54957.)

**5a. Appointment/Employment:
Title: Executive Director**

**5b. Performance Evaluation:
Title: Executive Director**

SECOND OPEN SESSION 1:35 p.m. or as soon thereafter as possible.

6. Oral Report Regarding Executive (Closed) Session
Presented by legal counsel Joseph Hughes.

7. 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)

7a. Approval of Minutes
Motion

The Board will consider approving the Minutes from the September 25, 2023, Regular Mound Basin GSA Board of Directors meeting. A meeting cancellation notice was emailed to the Board of Directors and interested parties list as well as posted to the Mound Basin GSA website, Facebook page, and at the City of Ventura regarding the October 23, 2023, Regular Board of Directors meetings.

7b. Approval of Warrants
Motion

The Board will receive and review a summary report of the October approved warrants as well as consider approving payment of outstanding vendor invoices for November.

7c. Monthly Financial Reports
Information Item

The Board will receive monthly profit and loss statement and balance sheet for the month of October 2023.

8. BOARD MEMBER ANNOUNCEMENTS

Directors will provide updates on matters not on the agenda.

9. EXECUTIVE DIRECTOR UPDATE

Information Item

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

10. MOTION ITEMS

10a. Proposed Mound Basin GSA Regular Board of Directors Meeting Schedule for Calendar Year 2024

Motion

The Board will consider approving the 2024 Regular Board of Directors Meeting Schedule as submitted or as modified by the Board.

10b. Fiscal Year-End 2022-2023 Budget Report

Motion

The Board will consider receiving and filing the year-end budget report for the fiscal year 2022-2023.



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MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
REGULAR BOARD OF DIRECTORS MEETING

held on Monday, September 25, 2023, at 1:00 p.m., via Zoom and
at the City of Ventura Public Works Facility, Assembly Conference Room
336 San Jon Road, Ventura, CA 93002

MINUTES

DIRECTORS IN ATTENDANCE

Catherine Keeling, Chair
Jennifer Tribo, Vice-Chair/Secretary
Arne Anselm, Treasurer
James (Jim) Chambers
Conner Everts

STAFF IN ATTENDANCE

Bryan Bondy, Executive Director
Jackie Lozano, Clerk of the Board

PUBLIC IN ATTENDANCE

Sara Guzman, UWCD
Mohammed Hasan, UWCD
Kathleen Kuepper, UWCD
John Lindquist, UWCD
Ed Reese, UWCD
Brian Zahn, UWCD

CALL TO ORDER 1:00 p.m.

Chair Catherine Keeling called the meeting to order at 1:00 p.m.

1. Oath of Office

The Clerk of the Board Jackie Lozano administered the Oath of Office to the returning Member Director Jennifer Tribo. The Board and staff welcomed her back to serve on the current Board of Directors.

2. PLEDGE OF ALLEGIANCE

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

3. BOARD OF DIRECTORS ROLL CALL

The Clerk of the Board called roll. All five Directors were present (Anselm, Chambers, Everts, Keeling, Tribo).

4. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

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

5. APPROVAL OF AGENDA

Motion

Director Everts moved approval of the Agenda; seconded by Director Anselm. Roll call vote: five ayes (Anselm, Chambers, Everts, Keeling, Tribo); none opposed. Motion carries unanimously 5/0.

6. 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 Consent 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.)

6a. Approval of Minutes

Motion

The Board will consider approving the Minutes from June 26, 2023, Regular Board of Directors meeting and Public Hearing. A meeting cancelation notice was emailed to the Board of Directors and interested parties list as well as posted to the Mound Basin GSA website, Facebook page, and at the City of Ventura regarding the July 24 and August 28, 2023, Regular Board of Directors meetings.

6b. Approval of Warrants

Motion

The Board will receive and review a summary report of the July and August approved warrants as well as consider approving payment of outstanding vendor invoices for September for the Mound Basin GSA.

6c. Monthly Financial Reports

Information Item

The Board will receive and review the monthly profit and loss statements and balance sheets for the months of June, July, and August 2023, for the Mound Basin GSA.

Motion to approve the Consent Calendar items, Director Everts; seconded by Director Chambers. Roll call vote: five ayes (Anselm, Chambers, Everts, Keeling, Tribo); none opposed. Motion carries unanimously 5/0.

7. BOARD MEMBER ANNOUNCEMENTS

Chair Keeling asked if there were any announcements from the Board members. Director Everts mentioned he had attended a Groundwater Resources Association meeting in Sacramento. He will review his notes to see if there was anything of interest to report to the Board at the next Agency meeting.

Director Chambers had a question for Director Tribo on the progress of the WaterPure project. She responded that the project is moving along through the process and the design request for proposals would be closing soon. More to come as information becomes available. He also asked about the shallow monitoring of the Agency's wells and was wondering if the wells were artesian. Executive Director Bryan Bondy mentioned he had not reviewed the data but indicated the Agency's wells were not artesian. UWCD Hydrogeologist Kathleen Kuepper confirmed Mr. Bondy's response and that the well was not artesian the last time she visited the well.

There were no further announcements, comments, or questions from the Directors.

8. EXECUTIVE DIRECTOR UPDATE

Information Item

Executive Director Bryan Bondy summarized the written staff report concerning Agency activities since the last Regular Board of Directors meeting of June 26, 2023. He announced the Agency received notification from the California Department of Water Resources that the grant was formally closed out and the Agency received a perfect score on the grantee review. Chair Keeling, along with the Board, congratulated and thanked Mr. Bondy on the outstanding work he put forth. Mr. Bondy expressed his thanks to all those who contributed to the project.

Informational item. There were no questions or further comments from the Directors. No comments or questions were offered by the public.

9. MOTION ITEMS

9a. Reappointment of Stakeholder Directors

Motion

Chair Keeling briefly summarized this motion for the Board. Approval of this motion would reappoint the Agriculture and Environmental Stakeholder Directors for a new one-year term (August 2023-August 2024). On behalf of their stakeholders, both Directors Everts and Chambers happily accepted their reappointment to the Agency's Board of Directors.

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

Motion to approve reappointing Director Conner Everts to serve as the Agency's Environmental stakeholder and Director Jim Chambers to serve as the Agency's Agriculture stakeholder for a new one-year term (August 2023-August 2024), Director Tribo; seconded by Director Anselm. Roll call vote of Member Directors: three ayes (Anselm, Keeling, Tribo); none opposed. Motion carries 3/0/0.

9b. Board Appointment of a City of San Buenaventura Representative

Motion

Chair Keeling briefly summarized this motion for the Board. Approval of this motion would accept the City of San Buenaventura's appointment of Jennifer L. Tribo as its Member Director to the Agency's Board of Directors for the remainder of the two-year term through June 13, 2024.

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

Motion to approve appointing Jennifer L. Tribo as the City of San Buenaventura's member Director to the Agency's Board of Directors for the remainder of the two-year term through June 13, 2024, Director Anselm; seconded by Director Everts. Roll call vote: four ayes (Anselm, Chambers, Everts, Keeling); none opposed; one abstained (Tribo). Motion carries 4/0/1.

9c. Agency Officer Appointment

Motion

It was recommended by Chair Keeling that the Board consider appointment of Director Jennifer Tribo as the vice chair/secretary for the remainder of the 2023 calendar year to fill the vacant position.

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

Motion to approve the Agency officer appointment of Director Jennifer Tribo to serve as vice chair/secretary for the remainder of the 2023 calendar year, Director Everts; seconded by Director Anselm. Roll call vote: four ayes (Anselm, Chambers, Everts, Keeling); none opposed; one abstained (Tribo). Motion carries 4/0/1.

9d. Resolution 2023-05 Honoring Elizabeth (Betsy) Kingery Cooper

Motion

At the Board of Directors request, it was recommended that the Agency adopt Resolution 2023-05 recognizing Director Betsy Cooper for her dedication and service having served as a member Director representing the City of San Buenaventura and for her numerous contributions as Board vice chair/secretary for the Mound Basin Groundwater Sustainability Agency.

There were no questions or comments from the Directors. No public comments were offered.

Motion to approve and adopt Resolution 2023-05, Director Everts; seconded by Director Chambers. Roll call vote: five ayes (Anselm, Chambers, Everts, Keeling, Tribo); none opposed. Motion carries unanimously 5/0.

9e. Resolution 2023-06: Approving an Amendment to the List of Authorized Signers for the Agency's Bank of the Sierra Account

Motion

Due to a recent change to the Agency's member Directors, an amendment to the list of authorized signors for the Bank of Sierra account became necessary. It was recommended that former Board member Elizabeth Kingery (Betsy) Cooper be removed and add new Board member Jennifer Lynn Tribo as an authorized signatory by adopting Resolution 2023-06 as required by the bank.

There were no questions or comments from the Directors. No public comments were offered.

Motion to approve and adopt Resolution 2023-06, Director Anselm; seconded by Director Everts. Roll call vote: five ayes (Anselm, Chambers, Everts, Keeling, Tribo); none opposed. Motion carries unanimously 5/0.

9f. Modification of the Existing Contract to the Agency's Bank of the Sierra Account

Motion

Chair Keeling introduced this motion to the Board. Director Anselm provided a further explanation for the Board's awareness. The Agency's Bank of the Sierra account balance exceeded the contracted permissible limit for its depository, and therefore, a ratification of the contract is being recommended to the Board for approval. It was also mentioned by Executive Director Bondy that staff would come back to the Board with future investment options for reserves.

There were no questions or further comments from the Directors. No public comments were offered.

Motion to approve the modification of the existing depository limits from \$700,000.00 to the new limit of \$1,000,000.00, Director Everts; seconded by Director Tribo. Roll call vote: five ayes (Anselm, Chambers, Everts, Keeling, Tribo); none opposed. Motion carries unanimously 5/0.

10. FUTURE AGENDA ITEMS

Chair Keeling asked if there were any suggested topics the Board would like to address at future meetings. They are noted below:

- Fiscal year-end 2023-24 budget report to be presented at next Agency meeting.
- Investment opportunities as requested by Director Anselm.

ADJOURNMENT

Chair Keeling adjourned the meeting at 1:30 p.m. to the next Regular Board of Directors Meeting scheduled for Monday, October 23, 2023, 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 September 25, 2023.

ATTEST: _____
Jennifer Tribo, Vice-chair/Secretary

ATTEST: _____
Jackie Lozano, Clerk of the Board



MOUND BASIN GSA BOARD OF DIRECTORS MEETING
Monday, September 25, 2023, at 1:00 p.m.

Name: Kathleen Kupper

Name: _____

Organization: UWCD

Organization: _____

Phone: _____

Phone: _____

E-mail: kathleenk@unitedwater.org

E-mail: _____

Name: _____

Name: _____

Organization: _____

Organization: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Organization: _____

Organization: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Organization: _____

Organization: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____

Name: _____

Name: _____

Organization: _____

Organization: _____

Phone: _____

Phone: _____

E-mail: _____

E-mail: _____



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item 7(b)

DATE: November 21, 2023

TO: Board of Directors and Executive Director

FROM: Sara Guzman, UWCD

SUBJECT: Warrant Registers for October and November 2023

SUMMARY

The Board will receive and review a summary report of the October paid warrants as well as consider approving payment of outstanding vendor invoices for November for the Mound Basin GSA.

STAFF RECOMMENDATION

UWCD accounting staff has prepared the October and November 2023 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.

ATTACHMENTS

- A. Warrant Register Report and invoices for October 2023
- B. Warrant Register Report and invoices for November 2023

| |
|--|
| Action: _____ |
| Motion: _____ ^{2nd} _____ |
| A. Anselm: _____ J. Chambers: _____ C. Everts: _____ C. Keeling: _____ J. Tribo: _____ |

Mound Basin, GSA

Check Detail

October 1-23, 2023

| DATE | TRANSACTION TYPE | NUM | NAME | MEMO/DESCRIPTION | CLR | AMOUNT |
|--------------------------|----------------------|-------|-----------------------------------|------------------|-----|-----------|
| 10000 Bank of the Sierra | | | | | | |
| 10/23/2023 | Bill Payment (Check) | 11505 | Bondy Groundwater Consulting, Inc | | | -2,139.97 |
| | | | | | | -2,139.97 |
| 10/23/2023 | Bill Payment (Check) | 11506 | Pacific Surveys LLC | | | -2,231.00 |
| | | | | | | -2,231.00 |

Bondy Groundwater Consulting, Inc.
Invoice for Professional Consulting Services
Mound Basin GSA Groundwater Sustainability Plan Support Services
Client Contract No. N/A
Invoice Period: September 1-30, 2023

Bondy Groundwater Consulting, Inc.
 bryan@bondygroundwater.com

Client: Mound Basin GSA
 P.O. Box 3544
 Ventura, CA 93006-3544
 Project #: 043
 Invoice #: 043-63
 Invoice Date: 10/1/2023

Description of Services

| Labor | Hours | Rate | Subtotal |
|--|--------------|-------------|-------------------|
| <u>Technical Services for GSP Implementation (Acct: 52250)</u> | 1.00 | \$207.50 | \$207.50 |
| <ul style="list-style-type: none"> • Evaluate potential monitoring well B locations • Prepare map of proposed monitoring well B location and forward to Director Chambers | | | |
| <u>Non-Grant - Executive Director Admin Services (Acct: 52280)</u> | 9.25 | \$207.50 | \$1,919.37 |
| <ul style="list-style-type: none"> • Coord. re: City of Ventura Director change and Form 700 reporting • Coord. w/ other small GSAs re: lobbying for small GSA funding • Respond to inquiry from Santa Ynez Basin Eastern Mgmt. Area GSA • Coord. re: September board meeting • Review vendor invoices • Coord. w/ clerk re: 9/25 board meeting • Review/edit 6/26 Board meeting minutes • Review/edit 9/25 Board meeting administrative staff reports • Prepare Exec. Dir. report for 9/25 Board meeting • Respond to auditor requests for biennial audit • Prepare for and attend 9/25 Board mtg. • Coord. w/ counsel and finance staff re: investment policy • Coordination w/ Pacific Surveys and UWCD staff re: baseline induction log of Monitoring Well A • Coordination w/ DWR re: procurement of transducers for Monitoring Well A • Misc. coordination w/ finance staff • Misc. coordination w/ Board clerk • Other misc. coordination and misc. admin issues | | | |
| Subtotal Labor: | | | \$2,126.87 |

Expenses

| Date | Description | Units | Rate | Subtotal |
|---|------------------------------------|--------------|-------------|-----------------|
| <u>Executive Director Admin Services (Acct: 52280)</u> | | | | |
| 9/25/2023 | Mileage RT Ventura - Board Meeting | 20 | \$0.655 | \$13.10 |
| Subtotal Expenses for Exec. Dir Services: | | | | \$13.10 |
| Subtotal Expenses: | | | | \$13.10 |

Invoice Total (Please pay this amount): **\$2,139.97**

Thank you for your business. The opportunity to add value is appreciated!

**PACIFIC
SURVEYS**

PACIFIC SURVEYS, LLC

4456 Via Saint Ambrose
Claremont, Ca 91711

Invoice

| | | |
|----------|-----------|--------------|
| P.O. NO. | DATE | INVOICE # |
| | 10/9/2023 | 31799 |

BILL TO

MBSGA
P.O. Box 3544
Ventura, CA. 93006-3544
Att: Accounts Payable

JOB DATE 10/9/2023

Well No. MW-Deep

LOCATION

Ventura, CA.

TERMS

DUE DATE

Net 30

11/8/2023

| SERVICES | UNIT | QTY | AMOUNT |
|---|----------|-------|-------------------------------|
| Service Charge: mobilization of equipment to site. | 1,115.00 | | 1,115.00 |
| Dual Induction (Resistivity/Conductivity) (0-1200') | 0.93 | 1,200 | 1,116.00 |
| Payments/Credits | | | \$0.00 |
| <i>Thank you for your business. We appreciate it very much!</i> | | | Balance Due \$2,231.00 |

Pacific Surveys, LLC

A full service geophysical well logging company

June 20, 2023

Bryan Bondy, PG, CHG
Executive Director
Mound Basin Groundwater Sustainability Agency
Post Office Box 3544
Ventura, CA 93006-3544

Bryan,

Please review the following price quote for a Gamma-Ray/Dual Induction survey at the MW Deep well casing located at the Ventura Water Reclamation Facility in Ventura, CA:

| Service | Unit Price | Quantity | Extended |
|--------------------------|-------------------------------|----------|------------------|
| Service Charge | \$1115/trip to site (Mon-Fri) | 1 | \$1115.00 |
| Gamma-Ray/Dual Induction | \$0.93/ft (1000' Min)/survey | 1200 | <u>\$1116.00</u> |
| Total | | | \$2231.00 * |

Prices do not include any site specific training charges that might be associated with site access requirements that would be charged at \$250/hour.

* Total assumes that no standby time will be required to complete the work, no per diem will be needed and that the work will be done on a weekday. We charge \$250/hour for standby time, \$350/person/day for per diem and our weekend Service Charges are as follows:

Saturday Service Charge \$1180/trip to site
Sunday Service Charge \$1355/trip to site

1000 foot minimum pricing applies to unit prices for all services and our per foot unit prices are applicable to anything over 1000 feet for all services.

This price includes all field and final copies of logs along with LAS, Txt and PDF files.

We'll need a purchase order in order to mobilize for any fieldwork. Our payment terms are Net 30 and the price above is only valid for HS&E and/or training requirements we can actually comply with and insurance requirements that do not exceed the insurance we actually have. A copy of our current verification of coverage cert that shows the insurance we actually have is attached.

Price is valid for 1 year. We appreciate your interest in our services and hope to work with you on this project. Please feel free to e-mail me at shop@pacificsurveys.com or call Pacific Surveys Vice President of Operations Joe Abreau at (800) 919-7555 with any questions regarding price or service.

Sincerely,

Josh Wheatcroft
Office Manager
Pacific Surveys, LLC
4456 Via St. Ambrose
Claremont, CA 91711
E Mail: shop@pacificsurveys.com

Mound Basin, GSA

Item 7(b), Attachment B

Check Detail Report
Nov 20 - Nov 20 2023

| ACCOUNT NAME | TRANSACTION ID | TRANSACTION DATE | TRANSACTION TYPE | TRANSACTION NUMBER | NAME | DESCRIPTION | AMOUNT LINE |
|---------------------------|----------------|------------------|----------------------|--------------------|---|-------------|-------------|
| Bank of the Sierra | | | | | | | |
| | 1728 | | | | | | |
| Bank of the Sierra | 1728 | 11/20/2023 | Bill Payment (Check) | 11507 | Roger, Anderson, Malody & Scott, LLP | -- | -\$5,250.00 |
| Bank of the Sierra | 1728 | 11/20/2023 | Bill Payment (Check) | 11507 | Roger, Anderson, Malody & Scott, LLP | -- | -\$5,250.00 |
| | 1729 | | | | | | |
| Bank of the Sierra | 1729 | 11/20/2023 | Bill Payment (Check) | 11508 | A.J. Klein, Inc T. Denatale, B. Goldner | -- | -\$420.00 |
| Bank of the Sierra | 1729 | 11/20/2023 | Bill Payment (Check) | 11508 | A.J. Klein, Inc T. Denatale, B. Goldner | -- | -\$420.00 |
| | 1730 | | | | | | |
| Bank of the Sierra | 1730 | 11/20/2023 | Bill Payment (Check) | 11509 | Bondy Groundwater Consulting, Inc | -- | -\$622.50 |
| Bank of the Sierra | 1730 | 11/20/2023 | Bill Payment (Check) | 11509 | Bondy Groundwater Consulting, Inc | -- | -\$622.50 |
| | 1731 | | | | | | |
| Bank of the Sierra | 1731 | 11/20/2023 | Bill Payment (Check) | 11510 | United Water Conservation District | -- | -\$2,334.91 |
| Bank of the Sierra | 1731 | 11/20/2023 | Bill Payment (Check) | 11510 | United Water Conservation District | -- | -\$2,334.91 |



October 1, 2023

Invoice #54
Administrative & Accounting Services
Mound Basin Groundwater Sustainability Agency and Groundwater Sustainability Plan
September 2023

| General & Administrative Personnel | | Hourly Rate | # of Hours | Total |
|---|--|--------------------|-------------------|-----------------|
| Position | | | | |
| Administrative Assistant III - Jackie Lozano | | 65.22 | 11.25 | 733.73 |
| <i>Subtotal Administrative Staff</i> | | | | 733.73 |
| Senior Accountant, Sara Guzman | | 91.23 | 3.00 | 273.69 |
| Accountant, Taylor Knopik | | 78.28 | 0.75 | 58.71 |
| Accountant, Jeanessa Lopez | | 78.28 | 1.50 | 117.42 |
| Senior Accounting Technician, Nyvee De Leon | | 73.50 | 15.00 | 1,102.50 |
| <i>Subtotal Accounting Staff</i> | | | | 1,552.32 |
| Total Personnel | | | 31.50 | 2,286.05 |
| Non-Personnel Expenses | | | | Total |
| Description | | | | |
| DWR Grant Category (b) Model and Studies | | | | |
| Administrative Expenses | | | | |
| Mileage Reimbursement | | | | 44.67 |
| Postage | | | | 1.80 |
| Copies, presentation covers | | | | 2.39 |
| Total Non-Personnel | | | | 48.86 |
| TOTAL | | | | 2,334.91 |



Time and Attendance History Report- PA account

Employee Detail

08/20/2023 to 09/16/2023

Payroll Set: 01 - United Water Conservation District

Employee Number: [1161](#) Employee Name: De Leon, Nyvee Marcelino Department: Finance - Finance

Position: Sr. Acct Technician - Senior Accounting Technician

| Date | Activity | Hours | Status | Description | Project Account | Project Name |
|---|------------------------|-----------|-------------|---|-----------------|--------------------------|
| 08/25/2023 | RP - 50 - Reimbursable | 4 | Transferred | Prepare 2023-1 MGBSA Invoices | 3310200 | Mound Basin GSA - Salary |
| 08/26/2023 | RP - 50 - Reimbursable | 4 | Transferred | Worked on MBGSA Invoice Template with QB Team | 3310200 | Mound Basin GSA - Salary |
| 08/30/2023 | RP - 50 - Reimbursable | 4 | Transferred | MBGSA Spreadsheet Reports | 3310200 | Mound Basin GSA - Salary |
| 08/31/2023 | RP - 50 - Reimbursable | 3 | Transferred | Printing and mailing of invoices | 3310200 | Mound Basin GSA - Salary |
| Leon - Senior Accounting Technician Total: | | 15 | | | | |
| De Leon Total: | | 15 | | | | |

Employee Number: [1108](#) Employee Name: Guzman, Sara Katherine Department: Finance - Finance

Position: Senior Accountant - Senior Accountant

| Date | Activity | Hours | Status | Description | Project Account | Project Name |
|--|------------------------|----------|-------------|--|-----------------|--------------------------|
| 09/06/2023 | RP - 50 - Reimbursable | 3 | Transferred | Work on gathering & uploading audit items. | 3310200 | Mound Basin GSA - Salary |
| Guzman - Senior Accountant Total: | | 3 | | | | |
| Guzman Total: | | 3 | | | | |

Employee Number: [1197](#) Employee Name: Knopik, Taylor Nicole Department: Finance - Finance

Position: Accountant - Accountant

| Date | Activity | Hours | Status | Description | Project Account | Project Name |
|-----------------------------------|------------------------|-------------|-------------|---------------|-----------------|--------------------------|
| 09/13/2023 | RP - 50 - Reimbursable | 0.75 | Transferred | GSA Invoicing | 3310200 | Mound Basin GSA - Salary |
| Knopik - Accountant Total: | | 0.75 | | | | |
| Knopik Total: | | 0.75 | | | | |

Employee Number: [1180](#) Employee Name: Lopez, Jeanessa Department: Finance - Finance

Position: Accountant - Accountant

| Date | Activity | Hours | Status | Description | Project Account | Project Name |
|----------------------------------|------------------------|------------|-------------|---------------------|-----------------|--------------------------|
| 09/11/2023 | RP - 50 - Reimbursable | 1.5 | Transferred | Prepare Invoice #53 | 3310200 | Mound Basin GSA - Salary |
| Lopez - Accountant Total: | | 1.5 | | | | |
| Lopez Total: | | 1.5 | | | | |

Employee Number: [1114](#) Employee Name: Lozano, Jacquelyn Elaine Department: Admin - Admin

Position: Admin Asst III - Administrative Assistant III

| Date | Activity | Hours | Status | Description | Project Account | Project Name |
|------------|------------------------|-------|-------------|---|-----------------|--------------------------|
| 08/22/2023 | RP - 50 - Reimbursable | 1.5 | Transferred | MBGSA: prepared, published, posted, and distributed meeting cancellation notice; responded to email from Dir. | 3310200 | Mound Basin GSA - Salary |
| 08/23/2023 | RP - 50 - Reimbursable | 1 | Transferred | Everts MBGSA: Drove to Ventura, picked up mail at POBox and processed when arrived at HQs | 3310200 | Mound Basin GSA - Salary |
| 08/31/2023 | RP - 50 - Reimbursable | 1.5 | Transferred | MBGSA: HQ to City of Ventura and County Office to get checks signed; processed when returned | 3310200 | Mound Basin GSA - Salary |

| | | | | | | |
|------------|------------------------|------|-------------|--|---------|--------------------------|
| 09/07/2023 | RP - 50 - Reimbursable | 2 | Transferred | MBGSA, HQ to Ventura, picked up mail from POBox in Ventura; processed mail upon return to office; scanned and emailed audit questionnaire to Directors | 3310200 | Mound Basin GSA - Salary |
| 09/11/2023 | RP - 50 - Reimbursable | 2 | Transferred | MBGSA, worked on updating/creating staff reports, drafted agenda for BOD mtg on 25-Sep | 3310200 | Mound Basin GSA - Salary |
| 09/12/2023 | RP - 50 - Reimbursable | 0.75 | Transferred | MBGSA, drafted staff report re: Designating new member Director | 3310200 | Mound Basin GSA - Salary |
| 09/13/2023 | RP - 50 - Reimbursable | 1.5 | Transferred | MBGSA, researched and started drafting staff report for Modification of Bank of Sierra | 3310200 | Mound Basin GSA - Salary |
| 09/14/2023 | RP - 50 - Reimbursable | 1 | Transferred | contract MBGSA, finished drafting staff report for Bank of the Sierra; uploaded drafted documents to Dropbox for Executive Director review | 3310200 | Mound Basin GSA - Salary |

Lozano - Administrative Assistant III Total: 11.25

Lozano Total: 11.25

[161](#) Employee Name: De Leon, Nyvee Marcelino Department: Finance - Finance
 Technician - Senior Accounting Technician



| Activity | Status | Hours | Project Account | Project Name |
|--|-------------|-----------|-----------------|--------------------------|
| able - RP - 50 - Reimbursable | Transferred | 15 | 3310200 | Mound Basin GSA - Salary |
| De Leon - Senior Accounting Technician Total: | | 15 | | |

[108](#) Employee Name: Guzman, Sara Katherine Department: Finance - Finance

Position: Senior Accountant - Senior Accountant

| Activity | Status | Hours | Project Account | Project Name |
|---|-------------|----------|-----------------|--------------------------|
| RP 50 Reimbursable - RP - 50 - Reimbursable | Transferred | 3 | 3310200 | Mound Basin GSA - Salary |
| Guzman - Senior Accountant Total: | | 3 | | |

Employee Number: [1197](#) Employee Name: Knopik, Taylor Nicole Department: Finance - Finance

Position: Accountant - Accountant

| Activity | Status | Hours | Project Account | Project Name |
|---|-------------|-------------|-----------------|--------------------------|
| RP 50 Reimbursable - RP - 50 - Reimbursable | Transferred | 0.75 | 3310200 | Mound Basin GSA - Salary |
| Knopik - Accountant Total: | | 0.75 | | |

Employee Number: [1180](#) Employee Name: Lopez, Jeanessa Department: Finance - Finance

Position: Accountant - Accountant

| Activity | Status | Hours | Project Account | Project Name |
|---|-------------|------------|-----------------|--------------------------|
| RP 50 Reimbursable - RP - 50 - Reimbursable | Transferred | 1.5 | 3310200 | Mound Basin GSA - Salary |
| Lopez - Accountant Total: | | 1.5 | | |

Employee Number: [1114](#) Employee Name: Lozano, Jacquelyn Elaine Department: Admin - Admin

Position: Admin Asst III - Administrative Assistant III

| Activity | Status | Hours | Project Account | Project Name |
|---|-------------|--------------|-----------------|--------------------------|
| RP 50 Reimbursable - RP - 50 - Reimbursable | Transferred | 11.25 | 3310200 | Mound Basin GSA - Salary |
| Lozano - Administrative Assistant III Total: | | 11.25 | | |

United Water Conservation District, CA

Report Summary 08/20/2023 to 09/16/2023



| Activity | Status | Hours | Project Account | Project Name |
|---|-------------|-------------|-----------------|--------------------------|
| able - RP - 50 - Reimbursable | Transferred | 20.25 | 3310200 | Mound Basin GSA - Salary |
| RP 50 Reimbursable - RP - 50 - Reimbursable | Transferred | 11.25 | 3310200 | Mound Basin GSA - Salary |
| Total Hours: | | 31.5 | | |



United Water Conservation District, CA

Project Account Distribution Report

Payment Date Range: 9/1/2023 - 9/30/2023

Expense Date Range: -

By: Employee

Payroll Set: 01 - United Water Conservation District

| Project # | Project Name | Project Account # | Project Account Name | Employee # | Employee Name | Department | Total Units |
|----------------------|----------------------|--------------------|--------------------------|------------|--------------------------|----------------------|-------------|
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1044 | Lindquist, John C | WR - Water Resources | 0 |
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1104 | Hanson, Zachary James | WR - Water Resources | 0 |
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1108 | Guzman, Sara Katherine | Finance - Finance | 3 |
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1114 | Lozano, Jacquelyn Elaine | Admin - Admin | 11.25 |
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1161 | De Leon, Nyvee Marcelino | Finance - Finance | 15 |
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1180 | Lopez, Jeanessa | Finance - Finance | 1.5 |
| 3310 | Mound Basin GSA SGMA | 3310 Mound Bsn GSA | Mound Basin GSA - Salary | 1197 | Knopik, Taylor Nicole | Finance - Finance | 0.75 |
| Report Total: | | | | | | | 31.5 |

October 1, 2023

Office Supplies and Postage Usage, September 2023

Invoice #54

Jackie:

| Date | Description | # of imprints | # of items mailed | cost per #10 env. (\$0.65) | cost for postage (\$0.60) | cost for postage - other | cost per copy (\$0.011) | SUBTOTAL | # of covers | cost per cover (\$0.77) | SUBTOTAL COVERS | TOTAL |
|--------------|--------------------------|---------------|-------------------|----------------------------|---------------------------|--------------------------|-------------------------|----------|-------------|-------------------------|-----------------|--------|
| 09/26/23 | Copied and mailed checks | 4 | 3 | \$1.95 | \$1.80 | 0 | \$0.44 | \$4.19 | 0 | 0 | \$ - | \$4.19 |
| TOTAL | | 4 | 3 | \$1.95 | \$1.80 | | \$0.44 | \$4.19 | | | \$0.00 | \$4.19 |

| | |
|-----------------------|---------------|
| Total Office Supplies | \$2.39 |
| Total Postage | \$1.80 |
| Total | \$4.19 |

September 2023

Jackie:

| Date | Item | From | To | Purpose | Total Miles | Reimburse ment(@rate: 0.65) | GSA/UWCD |
|----------|--|---|---|---|-------------|-----------------------------------|----------------|
| 09/07/23 | Mileage, rountrip (7.7 miles one-way) | Oxnard office 1701 N. Lombard Street | US post office, Ventura 41 S. Wake Forest Ave. | Retrieved MBGSA mail from POBox | 15.40 | \$10.09 | Mound Basin |
| 09/20/23 | Mileage, rountrip (7.7 miles one-way) | Oxnard office 1701 N. Lombard Street | US post office, Ventura 41 S. Wake Forest Ave. | Retrieved MBGSA mail from POBox | 15.40 | \$10.09 | Mound Basin |
| 09/25/23 | Mileage, roundtrip (11 miles one-way) | Oxnard office 1701 N. Lombard Street | City of Ventura 336 Sanjon Road Ventura | Clerk of the Committee for MBGSA, participated in regular BOD meeting | 22.00 | \$14.41 | Mound Basin |
| 09/26/23 | Mileage, rountrip (7.7 miles one-way) | Oxnard office 1701 N. Lombard Street | US post office, Ventura 41 S. Wake Forest Ave. | Retrieved MBGSA mail from POBox | 15.40 | \$10.09 | Mound Basin |
| | | | | | | Mound Basin | \$44.67 |
| | | | | | | Total | \$44.67 |

Klein · DeNatale · Goldner

ATTORNEYS AT LAW

10000 STOCKDALE HWY, SUITE 200
BAKERSFIELD, CA 93311

(661) 395-1000

FAX (661) 326-0418

E-MAIL accounting@kleinlaw.com

October 31, 2023

MOUND BASIN GROUNDWATER SUSTAINABILITY
PO BOX 3544
VENTURA, CA 93006

Invoice No. 1216556
Client No.
Matter No. 001
Billing Attorney: JDH

INVOICE SUMMARY

For Professional Services Rendered for the Period Ending: October 19, 2023.

RE: **MOUND BASIN GROUNDWATER SUSTAINABILITY**
GENERAL BUSINESS

| | |
|---------------------------|------------------|
| Professional Services | \$ 420.00 |
| Costs Advanced | <u> \$.00</u> |
| TOTAL THIS INVOICE | \$ 420.00 |

Invoice No. 1216556

October 31, 2023

PROFESSIONAL SERVICES

| Date | Init | Description | Hours | Amount |
|----------|------|--|-------|--------|
| 9/26/23 | AND | REVIEWED AND RESPONDED TO E-MAIL FROM B. BONDY REGARDING INVESTMENT POLICY; REVIEWED DRAFT POLICY; DRAFTED REVISED POLICY; EXCHANGED E-MAILS WITH B. BONDY REGARDING SAME. | .60 | 180.00 |
| 9/27/23 | AND | REVIEWED AND RESPONDED TO E-MAIL FROM CFO REGARDING INVESTMENT POLICY; RESEARCHED REGARDING SAME. | .40 | 120.00 |
| 10/05/23 | AND | DRAFTED RESOLUTION ADOPTING INVESTMENT POLICY; E-MAILED B. BONDY REGARDING SAME. | .40 | 120.00 |

TOTAL PROFESSIONAL SERVICES

\$ 420.00

SUMMARY OF PROFESSIONAL SERVICES

| Name | Init | Rate | Hours | Total |
|-----------------|------|--------|-------------|------------------|
| DOMINGUEZ, ALEX | AND | 300.00 | 1.40 | 420.00 |
| Total | | | 1.40 | \$ 420.00 |

TOTAL THIS INVOICE

\$ 420.00

Klein · DeNatale · Goldner

ATTORNEYS AT LAW

10000 STOCKDALE HWY, SUITE 200
BAKERSFIELD, CA 93311

(661) 395-1000

FAX (661) 326-0418

E-MAIL accounting@kleinlaw.com

October 31, 2023

MOUND BASIN GROUNDWATER SUSTAINABILITY
PO BOX 3544
VENTURA, CA 93006

Invoice No. 1216556
Client No.
Matter No. 001
Billing Attorney: JDH

REMITTANCE

~~RE: MOUND-BASIN GROUNDWATER SUSTAINABILITY~~
GENERAL BUSINESS

BALANCE DUE THIS INVOICE

\$ 420.00

All checks should be made payable to:
(Please return this advice with payment.)

Klein DeNatale Goldner
10000 Stockdale Hwy, Suite 200
Bakersfield, CA 93311

For payment by wire in USD:
(Please reference:
Client-Matter No.
Invoice No. 1216556)

To pay by credit card, click here [-->:Pay Now](#) or call Accounting at (661) 395-1000.

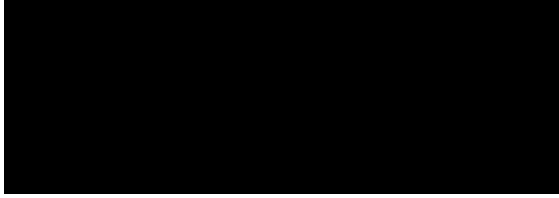
DUE UPON RECEIPT

FEDERAL I.D. No. 95-2298220

Thank you! Your business is greatly appreciated.

Bondy Groundwater Consulting, Inc.
Invoice for Professional Consulting Services
Mound Basin GSA Groundwater Sustainability Plan Support Services
Client Contract No. N/A
Invoice Period: October 1-31, 2023

Bondy Groundwater Consulting, Inc.



Client: Mound Basin GSA
P.O. Box 3544
Ventura, CA 93006-3544

Project #: 043
Invoice #: 043-64
Invoice Date: 11/1/2023

Description of Services

| Labor | Hours | Rate | Subtotal |
|--|--------------|-------------|-----------------|
| <u>Technical Services for GSP Implementation (Acct: 52250)</u> No Activity During Reporting Period | 0.00 | \$207.50 | \$0.00 |
| <u>Non-Grant - Executive Director Admin Services (Acct: 52280)</u> <ul style="list-style-type: none"> • Coord. w/ other small GSAs re: lobbying for small GSA funding • Review vendor invoices • Coordination w/ Pacific Surveys and UWCD staff re: baseline induction log of Monitoring Well A • Call w/ DWR on 10/25 re: GSP approval • Skim DWR Approval letter • Misc. coordination w/ finance staff • Misc. coordination w/ Board clerk • Other misc. coordination and misc. admin issues | 3.00 | \$207.50 | \$622.50 |
| Subtotal Labor: | | | \$622.50 |

Expenses

| Date | Description | Units | Rate | Subtotal |
|---------------------------|--------------------|--------------|-------------|-----------------|
| Subtotal Expenses: | | | | \$0.00 |

Invoice Total (Please pay this amount): **\$622.50**

Thank you for your business. The opportunity to add value is appreciated!



ROGERS, ANDERSON, MALODY & SCOTT, LLP
CERTIFIED PUBLIC ACCOUNTANTS, SINCE 1948

735 E. Carnegie Dr. Ste 100, San Bernardino, CA 92408
Tel (909) 889-0871 • Fax (909) 889-5361 • www.ramscpa.net

Mound Basin Groundwater Sustainability Agency
PO Box 3544
Ventura, CA 93006-3544

Date: 9/30/2023
Invoice Number: 73582
Client: MOU0002

For Professional Services Rendered:

Progress billing for the fiscal year ending June 30, 2023, audit services - September 2023 billing

Mound Basin GSA \$5,250.00

Invoice Total: \$5,250.00

W-9 Information: RAMS is a Partnership and its EIN is 95-2662063
Please remit a copy of this invoice with payment. Thank you.



MoundBasin
GROUNDWATER SUSTAINABILITY AGENCY

Information Item 7(c)

DATE: November 20, 2023
TO: Board of Directors and Executive Director
FROM: Sara Guzman, 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 as of October 31, 2023.

BACKGROUND

None.

FISCAL SUMMARY

Not applicable.

ATTACHMENTS

- A. October 2023 Profit/Loss Statement
- B. October 2023 Balance Sheet

Mound Basin, GSA

Item 7(c), Attachment A

Budget vs. Actuals: Budget 2024 - FY24 P&L

July - October, 2023

| | JUL 2023 | | AUG 2023 | | SEP 2023 | | OCT 2023 | | TOTAL | |
|--|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|---------------------|----------------------|----------------------|----------------------|
| | ACTUAL | BUDGET | ACTUAL | BUDGET | ACTUAL | BUDGET | ACTUAL | BUDGET | ACTUAL | BUDGET |
| Income | | | | | | | | | | |
| 40001 Groundwater Extraction Fees | | 0.00 | | 0.00 | | 0.00 | | 0.00 | \$0.00 | \$0.00 |
| Total Income | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| GROSS PROFIT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Expenses | | | | | | | | | | |
| 52200 Professional Services | | | | | | | | | \$0.00 | \$0.00 |
| 52240 Prof Svcs - IT Consulting | | 91.92 | | 91.92 | | 91.92 | | 91.92 | \$0.00 | \$367.68 |
| 52250 Prof Svcs - Post GSP Adoption | 155.62 | 12,005.79 | | 12,005.79 | 2,438.50 | 12,005.79 | | 12,005.79 | \$2,594.12 | \$48,023.16 |
| 52270 Prof Svcs - Accounting | 254.41 | 1,983.16 | 140.90 | 1,983.16 | | 1,983.16 | 6,802.32 | 1,983.16 | \$7,197.63 | \$7,932.64 |
| 52275 Prof Svcs - Admin/Clerk of Bd | 407.56 | 612.50 | 342.35 | 612.50 | | 612.50 | 733.73 | 612.50 | \$1,483.64 | \$2,450.00 |
| 52280 Prof Svcs - Executive Director | 518.75 | 1,607.81 | 1,141.25 | 1,607.81 | 1,932.47 | 1,607.81 | 622.50 | 1,607.81 | \$4,214.97 | \$6,431.24 |
| Total 52200 Professional Services | 1,336.34 | 16,301.18 | 1,624.50 | 16,301.18 | 4,370.97 | 16,301.18 | 8,158.55 | 16,301.18 | \$15,490.36 | \$85,204.72 |
| 52500 Legal Fees | | 1,050.00 | | 1,050.00 | | 1,050.00 | | 1,050.00 | \$0.00 | \$4,200.00 |
| 52501 Legal Counsel | | | 937.50 | | | | 420.00 | | \$1,357.50 | \$0.00 |
| Total 52500 Legal Fees | | 1,050.00 | 937.50 | 1,050.00 | | 1,050.00 | 420.00 | 1,050.00 | \$1,357.50 | \$4,200.00 |
| 53000 Office Expenses | | | | | | | | | \$0.00 | \$0.00 |
| 53010 Public Information | | 115.92 | | 115.92 | | 115.92 | | 115.92 | \$0.00 | \$463.68 |
| 53020 Office Supplies | 209.72 | 18.38 | 12.63 | 18.38 | | 18.38 | 2.39 | 18.38 | \$224.74 | \$73.52 |
| 53026 Postage & Mailing | 268.80 | 56.92 | 11.40 | 56.92 | | 56.92 | 1.80 | 56.92 | \$282.00 | \$227.68 |
| 53060 Computer Software | 45.00 | | 1,125.00 | | 45.00 | | 45.00 | | \$1,260.00 | \$0.00 |
| 53070 Licenses, Permits & Fees | | 96.25 | | 96.25 | | 96.25 | | 96.25 | \$0.00 | \$385.00 |
| 53110 Travel & Training | 37.34 | 43.75 | 18.40 | 43.75 | | 43.75 | 44.67 | 43.75 | \$100.41 | \$175.00 |
| Total 53000 Office Expenses | 560.86 | 331.22 | 1,167.43 | 331.22 | 45.00 | 331.22 | 93.86 | 331.22 | \$1,967.15 | \$1,324.88 |
| 53111 Office Expenses - Other | | 26.25 | | 26.25 | | 26.25 | | 26.25 | \$0.00 | \$105.00 |
| 53500 Insurance | | | | | | | | | \$0.00 | \$0.00 |
| 53510 Liability Insurance | 7,272.64 | 0.00 | 23.81 | 0.00 | | 0.00 | | 0.00 | \$7,296.45 | \$0.00 |
| Total 53500 Insurance | 7,272.64 | 0.00 | 23.81 | 0.00 | | 0.00 | | 0.00 | \$7,296.45 | \$0.00 |
| 81000 Contingency - Non Capital Expen | | 0.00 | | 0.00 | | 0.00 | | 0.00 | \$0.00 | \$0.00 |
| 82000 Capital Expenditures | | | | | | | | | \$0.00 | \$0.00 |
| 82001 Capital Project Expenditures | | 0.00 | | 0.00 | | 0.00 | | 0.00 | \$0.00 | \$0.00 |
| 82002 Contingency - Capital | | 0.00 | | 0.00 | | 0.00 | | 0.00 | \$0.00 | \$0.00 |
| Total 82000 Capital Expenditures | | 0.00 | | 0.00 | | 0.00 | | 0.00 | \$0.00 | \$0.00 |
| Total Expenses | \$9,169.84 | \$17,708.65 | \$3,753.24 | \$17,708.65 | \$4,415.97 | \$17,708.65 | \$8,672.41 | \$17,708.65 | \$26,011.46 | \$70,834.60 |
| NET OPERATING INCOME | \$ -9,169.84 | \$ -17,708.65 | \$ -3,753.24 | \$ -17,708.65 | \$ -4,415.97 | \$ -17,708.65 | \$ -8,672.41 | \$ -17,708.65 | \$ -26,011.46 | \$ -70,834.60 |
| NET INCOME | \$ -9,169.84 | \$ -17,708.65 | \$ -3,753.24 | \$ -17,708.65 | \$ -4,415.97 | \$ -17,708.65 | \$ -8,672.41 | \$ -17,708.65 | \$ -26,011.46 | \$ -70,834.60 |

Mound Basin, GSA

Item 7(c), Attachment B

Balance Sheet

As of October 31, 2023

| | TOTAL |
|--|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 10000 Bank of the Sierra | 792,857.89 |
| Total Bank Accounts | \$792,857.89 |
| Accounts Receivable | |
| 11000 Accounts Receivable | -2,312.49 |
| Total Accounts Receivable | \$ -2,312.49 |
| Other Current Assets | |
| 12000 Undeposited Funds | 0.00 |
| Total Other Current Assets | \$0.00 |
| Total Current Assets | \$790,545.40 |
| TOTAL ASSETS | \$790,545.40 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 Accounts Payable | 8,627.41 |
| Total Accounts Payable | \$8,627.41 |
| Other Current Liabilities | |
| 20001 Advance from City of Ventura | 0.00 |
| 20002 Advance from County of Ventura | 0.00 |
| 20003 Cash Advance to Open Account | 0.00 |
| 20510 Interest Payable | 0.00 |
| Total Other Current Liabilities | \$0.00 |
| Total Current Liabilities | \$8,627.41 |
| Total Liabilities | \$8,627.41 |
| Equity | |
| 32000 Retained Earnings | 807,929.45 |
| Net Income | -26,011.46 |
| Total Equity | \$781,917.99 |
| TOTAL LIABILITIES AND EQUITY | \$790,545.40 |



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Information Item 9

DATE: November 27, 2023
TO: Board of Directors
FROM: Executive Director
SUBJECT: Executive Director Update

SUMMARY

The following are updates on Agency activities since the last Board meeting.

1. Administrative: No reportable activity.
2. Financial:
 - a. Invoices for the 2023-1 semi-annual period (January – June 2023) were issued on August 30, 2023, with payment due October 1, 2023. All invoices have been paid.
3. Legal: No reportable activity.
4. Groundwater Sustainability Plan (GSP) Implementation:
 - a. GSP: The GSP was approved by the Department of Water Resources (DWR) on October 26, 2023. Please see Item No. 8(d) for more information.
 - b. Small GSA Coalition: The Small GSA Coalition was invited to meet with Governor Newsom’s staff concerning the coalition’s requests for financial assistance. The meeting was held on November 17, 2023. The Executive Director was unable to attend the meeting but will be debriefed on the next coalition call.
 - c. Groundwater Monitoring Well A: The monitoring well was sampled for water quality testing in October. The baseline induction logging approved by the Board in June was conducted concurrently with the sampling event. An interpretation of the baseline induction log is included in Attachment A.
 - d. Groundwater Monitoring Well B: The Executive Director worked with Director Chambers on reaching out to the landowner of the proposed site for Groundwater Monitoring Well B.
 - e. Shallow Groundwater Level Monitoring: Monitoring activities are ongoing by UWCD on behalf of MBGSA.

5. Miscellaneous: None.

6. Correspondence: None.

INFORMATIONAL ITEM

Receive an update from the Executive Director on activities since the previous board meeting.

BACKGROUND

Not applicable

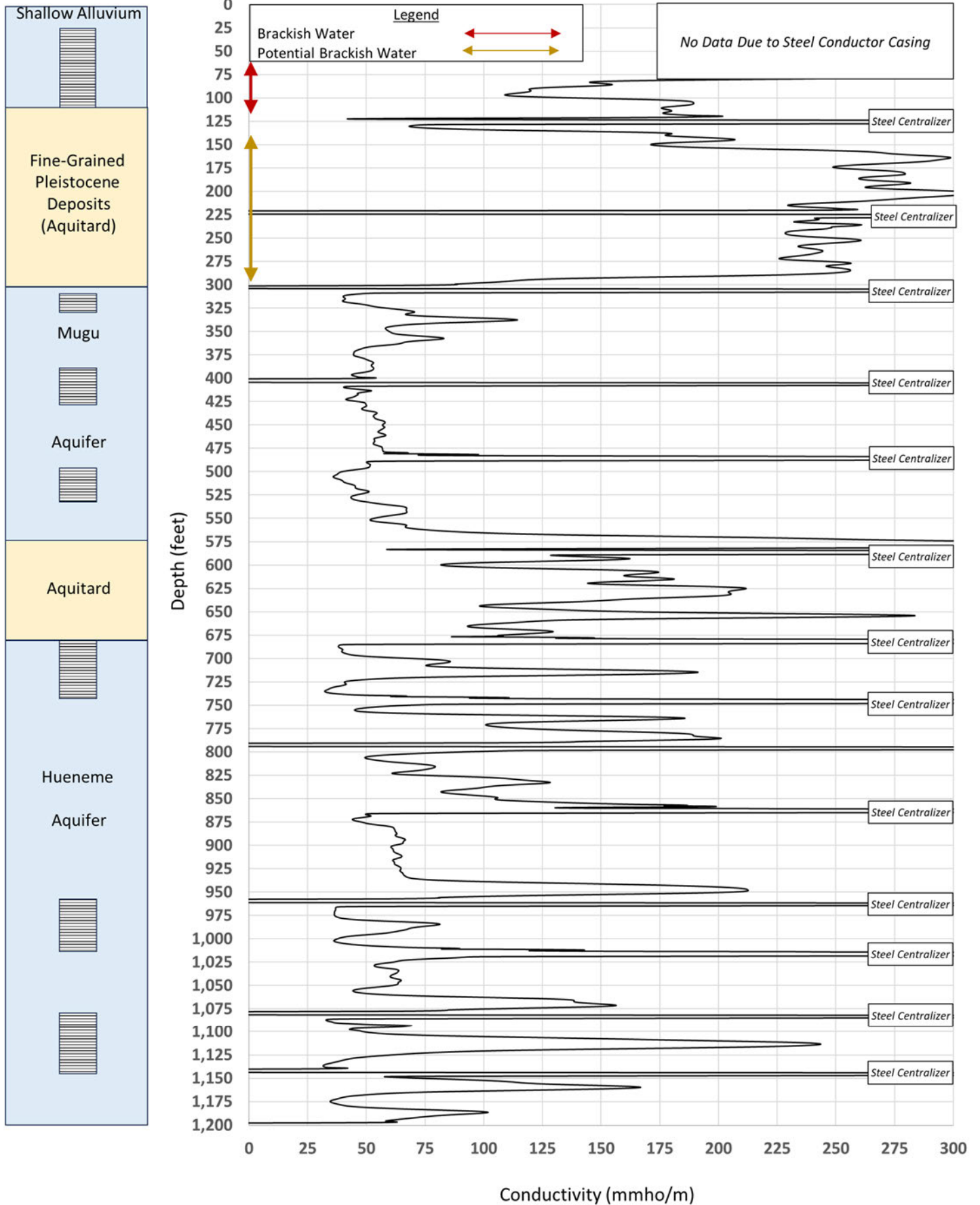
FISCAL SUMMARY

Not applicable.

ATTACHMENT

A. Base Line Induction Log Interpretation

Item 9, Attachment A
MBGSA Monitoring Well A Baseline Induction Log 10/9/23
Prepared by Executive Director Bondy





Motion Item 10(a)

DATE: November 27, 2023

TO: Board of Directors

FROM: Jackie Lozano, Clerk of the Board

SUBJECT: Proposed Board of Directors Meeting Dates for Calendar Year 2024

SUMMARY

Staff has prepared a meeting calendar for the 2024 Board of Directors meetings and is recommending Board review and approval (Attachment A). The Mound Basin Groundwater Sustainability Agency typically meets on the fourth Monday of each month at 1:00 p.m. in the afternoon.

| | |
|---|---|
| <p style="text-align: center;">Proposed 2024 Board of Directors Meeting Dates</p> <p>* Meetings rescheduled from their typical meeting dates due to observed holidays.</p> | <p>Monday, January 22</p> <p>Monday, February 26</p> <p>Monday, March 25</p> <p>Monday, April 22</p> <p>Thursday, May 23*</p> <p>Monday, June 24</p> <p>Monday, July 22</p> <p>Monday, August 26</p> <p>Monday, September 23</p> <p>Monday, October 28</p> <p>Thursday, November 21*</p> <p>Thursday, December 19*</p> |
|---|---|

ATTACHMENT

A: 2024 Proposed Monthly Meeting Calendar Dates

| |
|---|
| Action: _____ |
| Motion: _____ 2 nd : _____ |
| A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____ |

Mound Basin Groundwater Sustainability Agency 2024 Proposed Monthly Meeting Calendar

| January | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| February | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

| March | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

| April | | | | | | |
|-------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

| May | | | | | | |
|-----|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

| June | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

| July | | | | | | |
|------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

| August | | | | | | |
|--------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

| September | | | | | | |
|-----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

| October | | | | | | |
|---------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

| November | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

| December | | | | | | |
|----------|----|----|----|----|----|----|
| S | M | T | W | Th | F | S |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |



MoundBasin
GROUNDWATER SUSTAINABILITY AGENCY

Motion Item 10(b)

DATE: November 20, 2023
TO: Board of Directors
FROM: Sara Guzman, UWCD and Executive Director
SUBJECT: Fiscal Year 2022-23 Budget Report

SUMMARY

The Board will receive and file the year-end financial reports for the Mound Basin GSA.

MOTION ITEM

UWCD accounting staff has prepared financial reports based on the Mound Basin GSA revenue and expenses for the fiscal year 2022-23.

BACKGROUND

The fiscal year 2022-23 budget was adopted on May 19, 2022. The budget was revised concurrently with the mid-year budget report on March 30, 2023. The mid-year update was based on year-to-date projections available at that time. Attachment A shows both the original and revised budget amounts for comparison with the actual income and expenses.

FISCAL SUMMARY

Not applicable.

ATTACHMENTS

- A. FY 22-23 Profit/Loss Statement - Final
- B. FY 22-23 Profit/Loss by Class - Final
- C. FY 22-23 Balance Sheet - Final

Mound Basin, GSA

Budget vs. Actuals: FY_2022_2023 - FY23 P&L

July 2022 - June 2023

| | TOTAL | | |
|--|---------------------|---------------------|-----------------|
| | ACTUAL | BUDGET | % OF BUDGET |
| Income | | | |
| 40001 Groundwater Extraction Fees | 284,174.54 | 350,000.00 | 81.19 % |
| 47000 Other Revenue | | | |
| 47001 Late Fees | -660.11 | 1,227.00 | -53.80 % |
| Total 47000 Other Revenue | -660.11 | 1,227.00 | -53.80 % |
| Total Income | \$283,514.43 | \$351,227.00 | 80.72 % |
| GROSS PROFIT | \$283,514.43 | \$351,227.00 | 80.72 % |
| Expenses | | | |
| 52200 Professional Services | | | |
| 52240 Prof Svcs - IT Consulting | 1,216.82 | 1,050.00 | 115.89 % |
| 52250 Prof Svcs - Post GSP Adoption | 58,256.32 | 98,373.79 | 59.22 % |
| 52270 Prof Svcs - Accounting | 4,953.11 | 9,480.58 | 52.24 % |
| 52275 Prof Svcs - Admin/Clerk of Bd | 7,247.17 | 5,097.09 | 142.18 % |
| 52280 Prof Svcs - Executive Director | 15,673.30 | 18,375.00 | 85.30 % |
| Total 52200 Professional Services | 87,346.72 | 132,376.46 | 65.98 % |
| 52500 Legal Fees | | | |
| 52501 Legal Counsel | 5,396.00 | 12,000.00 | 44.97 % |
| Total 52500 Legal Fees | 5,396.00 | 12,000.00 | 44.97 % |
| 53000 Office Expenses | | | |
| 53010 Public Information | 6.24 | 1,325.00 | |
| 53020 Office Supplies | 72.20 | 210.00 | 34.38 % |
| 53026 Postage & Mailing | 363.58 | 650.00 | 55.94 % |
| 53060 Computer Software | 135.00 | | |
| 53070 Licenses, Permits & Fees | | 1,100.00 | |
| 53110 Travel & Training | 385.70 | 500.00 | 77.14 % |
| Total 53000 Office Expenses | 962.72 | 3,785.00 | 25.44 % |
| 53111 Office Expenses - Other | | 300.00 | |
| 53500 Insurance | | | |
| 53510 Liability Insurance | 5,834.63 | 5,361.30 | 108.83 % |
| Total 53500 Insurance | 5,834.63 | 5,361.30 | 108.83 % |
| 70000 Interest & Debt Service | | | |
| 70120 Interest Expense | 216.31 | 1,238.00 | 17.47 % |
| 70130 Principal Payment | | 0.00 | |
| Total 70000 Interest & Debt Service | 216.31 | 1,238.00 | 17.47 % |
| 81000 Contingency - Non Capital Expen | | 21,006.08 | |
| 82000 Capital Expenditures | | | |
| 82001 Capital Project Expenditures | | 5,000.00 | |
| 82002 Contingency - Capital | | 0.00 | |
| Total 82000 Capital Expenditures | | 5,000.00 | |
| Total Expenses | \$99,756.38 | \$181,066.84 | 55.09 % |
| NET OPERATING INCOME | \$183,758.05 | \$170,160.16 | 107.99 % |

Mound Basin, GSA

Budget vs. Actuals: FY_2022_2023 - FY23 P&L

July 2022 - June 2023

| | | TOTAL | |
|------------|---------------------|---------------------|-----------------|
| | ACTUAL | BUDGET | % OF BUDGET |
| NET INCOME | \$183,758.05 | \$170,160.16 | 107.99 % |

Mound Basin, GSA
Profit and Loss by Class
 July 2022 - June 2023

| | A - Grant Administration | B - Model and Studies | C - Planning Activities | D - GSP Development | Task 04 - GSP Development | Not Billable to Grant | Not Specified | TOTAL |
|---|-----------------------------|--------------------------|----------------------------|------------------------|------------------------------|--------------------------|------------------|---------------|
| Income | | | | | | | | |
| 40001 Groundwater Extraction Fees | | | | | | | 284,174.54 | 284,174.54 |
| 41000 Grant revenue | | | | | | | | 0.00 |
| 41001 State Grants | | | | | | | | 0.00 |
| Total 41000 Grant revenue | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| 46000 In-Kind Services - Revenue | | | | | | | | 0.00 |
| 47000 Other Revenue | | | | | | | | 0.00 |
| 47001 Late Fees | | | | | | | -660.11 | -660.11 |
| 47002 Miscellaneous Revenue | | | | | | | | 0.00 |
| Total 47000 Other Revenue | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | -\$ 660.11 | -\$ 660.11 |
| Billable Expense Income | | | | | | | | 0.00 |
| Discounts given | | | | | | | | 0.00 |
| Markup | | | | | | | | 0.00 |
| Sales of Product Income | | | | | | | | 0.00 |
| Shipping Income | | | | | | | | 0.00 |
| Unapplied Cash Payment Income | | | | | | | | 0.00 |
| Uncategorized Income | | | | | | | | 0.00 |
| Total Income | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 283,514.43 | \$ 283,514.43 |
| Cost of Goods Sold | | | | | | | | |
| 50000 Cost of Goods Sold | | | | | | | | 0.00 |
| Total Cost of Goods Sold | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 |
| Gross Profit | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 283,514.43 | \$ 283,514.43 |
| Expenses | | | | | | | | |
| 52200 Professional Services | | | | | | | | 0.00 |
| 52230 Prof Svcs - Grant Solicitation | | | | | | | | 0.00 |
| 52240 Prof Svcs - IT Consulting | | | | | | | 1,216.82 | 1,216.82 |
| 52250 Prof Svcs - Post GSP Adoption | | | | | | | 58,256.32 | 58,256.32 |
| 52251 Prof Svcs - UWCD GW Services | | | | | | | | 0.00 |
| 52252 Prof Svcs - GSP Consultant | | | | | | | | 0.00 |
| Total 52250 Prof Svcs - Post GSP Adoption | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 58,256.32 | \$ 58,256.32 |
| 52270 Prof Svcs - Accounting | | | | | | | 4,953.11 | 4,953.11 |
| 52275 Prof Svcs - Admin/Clerk of Bd | | | | | | | 7,247.17 | 7,247.17 |
| 52280 Prof Svcs - Executive Director | | | | | | | 15,673.30 | 15,673.30 |
| 52290 Prof Svcs - Other | | | | | | | | 0.00 |
| Total 52200 Professional Services | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 87,346.72 | \$ 87,346.72 |
| 52500 Legal Fees | | | | | | | | 0.00 |
| 52501 Legal Counsel | | | | | | | 5,396.00 | 5,396.00 |
| Total 52500 Legal Fees | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5,396.00 | \$ 5,396.00 |
| 53000 Office Expenses | | | | | | | 6.24 | 6.24 |
| 53010 Public Information | | | | | | | | 0.00 |
| 53020 Office Supplies | | | | | | | 72.20 | 72.20 |
| 53026 Postage & Mailing | | | | | | | 363.58 | 363.58 |
| 53060 Computer Software | | | | | | | 135.00 | 135.00 |
| 53070 Licenses, Permits & Fees | | | | | | | | 0.00 |
| 53110 Travel & Training | | | | | | | 385.70 | 385.70 |
| Total 53000 Office Expenses | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 962.72 | \$ 962.72 |
| 53111 Office Expenses - Other | | | | | | | | 0.00 |
| 53500 Insurance | | | | | | | | 0.00 |
| 53510 Liability Insurance | | | | | | | 5,834.63 | 5,834.63 |
| Total 53500 Insurance | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5,834.63 | \$ 5,834.63 |
| 66000 Payroll Expenses | | | | | | | | 0.00 |
| 70000 Interest & Debt Service | | | | | | | | 0.00 |
| 70120 Interest Expense | | | | | | | 216.31 | 216.31 |

| | | | | | | | | | | | | | | | | |
|---------------------------------------|----|------|----|------|----|------|----|------|----|------|----|--------|----|------------|----|------------|
| 70130 Principal Payment | | | | | | | | | | | | 0.00 | | | | |
| Total 70000 Interest & Debt Service | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 216.31 | \$ | 216.31 | | |
| 81000 Contingency - Non Capital Expen | | | | | | | | | | | | | | 0.00 | | |
| 82000 Capital Expenditures | | | | | | | | | | | | | | 0.00 | | |
| 82001 Capital Project Expenditures | | | | | | | | | | | | | | 0.00 | | |
| 82002 Contingency - Capital | | | | | | | | | | | | | | 0.00 | | |
| Total 82000 Capital Expenditures | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | | |
| Purchases | | | | | | | | | | | | | | 0.00 | | |
| Unapplied Cash Bill Payment Expense | | | | | | | | | | | | | | 0.00 | | |
| Uncategorized Expense | | | | | | | | | | | | | | 0.00 | | |
| Total Expenses | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 99,756.38 | \$ | 99,756.38 |
| Net Operating Income | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 183,758.05 | \$ | 183,758.05 |
| Other Expenses | | | | | | | | | | | | | | | | |
| Reconciliation Discrepancies | | | | | | | | | | | | | | | | 0.00 |
| Total Other Expenses | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 |
| Net Other Income | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 |
| Net Income | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 0.00 | \$ | 183,758.05 | \$ | 183,758.05 |

Monday, Nov 20, 2023 02:17:57 PM GMT-8 - Accrual Basis

Mound Basin, GSA

Balance Sheet

As of June 30, 2023

| | TOTAL |
|--|---------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 10000 Bank of the Sierra | 569,841.37 |
| Total Bank Accounts | \$569,841.37 |
| Accounts Receivable | |
| 11000 Accounts Receivable | 248,356.98 |
| Total Accounts Receivable | \$248,356.98 |
| Other Current Assets | |
| 12000 Undeposited Funds | 0.00 |
| Total Other Current Assets | \$0.00 |
| Total Current Assets | \$818,198.35 |
| TOTAL ASSETS | \$818,198.35 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 20000 Accounts Payable | 10,268.90 |
| Total Accounts Payable | \$10,268.90 |
| Other Current Liabilities | |
| 20001 Advance from City of Ventura | 0.00 |
| 20002 Advance from County of Ventura | 0.00 |
| 20003 Cash Advance to Open Account | 0.00 |
| 20510 Interest Payable | 0.00 |
| Total Other Current Liabilities | \$0.00 |
| Total Current Liabilities | \$10,268.90 |
| Total Liabilities | \$10,268.90 |
| Equity | |
| 32000 Retained Earnings | 624,171.40 |
| Net Income | 183,758.05 |
| Total Equity | \$807,929.45 |
| TOTAL LIABILITIES AND EQUITY | \$818,198.35 |



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item 10(c)

DATE: November 27, 2023

TO: Board of Directors

FROM: Executive Director and Agency Counsel

SUBJECT: Resolution 2023-07 Adopting an Investment Policy

RECOMMENDATION

The Board will consider adopting Resolution 2023-07 adopting an investment policy.

BACKGROUND

California State law requires every local agency to adopt an investment policy to establish the practices and procedures to be used in managing the Agency’s portfolio in accordance with the requirements of the State of California Government Code and the guidelines provided by the California Debt and Investment Advisory Commission (CDIAC) and the Government Finance Officers Association (GFOA).

The policy sets forth the manner in which surplus funds of the Agency may be invested as well as establishing reporting requirements to keep the Agency Board and the public informed. Investments are limited by state law to extremely conservative and low risk opportunities while maintaining the ability to diversify and maintain liquidity where needed. The proposed policy is attached to Resolution 2023-07 (Attachment A).

FISCAL SUMMARY

This item does not have direct fiscal impact. However, adopting the policy will facilitate investment of reserves, which will generate income to combat inflation.

ATTACHMENT

A - Resolution 2023-07

| |
|---|
| Action: _____ |
| Motion: _____ 2 nd : _____ |
| A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____ |

RESOLUTION NO. 2023-07

**RESOLUTION OF
MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
ADOPTING AN INVESTMENT POLICY**

WHEREAS, the Board of Directors (“Board”) of Mound Basin Groundwater Sustainability Agency (the “Agency”) desires to invest Agency funds to help maximize the efficiency of the Agency’s cash management system, among other things; and

WHEREAS, pursuant to Government Code section 53646, the Board desires to set an investment policy for the Agency with respect to the investment of Agency funds, as authorized by law; and

WHEREAS, the Board desires to adopt the Investment Policy, attached hereto as **Exhibit A**, and incorporated herein.

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

1. The foregoing recitals are true and correct.
2. The Board hereby approves and adopts the Investment Policy, attached hereto as **Exhibit A**, and incorporated herein.

PASSED, APPROVED, AND ADOPTED by the Board of Directors of Mound Basin Groundwater Sustainability Agency this 27th day of November 2023.

AYES:

NOES:

ABSENT:

Catherine P. Keeling, Chair
Board of Directors

ATTEST:

Jennifer L. Tribo, Vice-chair/Secretary
Board of Directors

EXHIBIT A

MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY

STATEMENT OF INVESTMENT POLICY

PURPOSE:

The purpose of this statement of investment policy (Policy) is to set forth the investment policy of the Mound Basin Groundwater Sustainability Agency (Agency) with respect to the investment of Agency funds, as authorized by law. This Policy will help maximize the efficiency of the Agency's cash management system. The Agency's cash management system is designed to accurately monitor and forecast expenditures and revenues, thus insuring the investment of monies to the fullest extent possible.

AUTHORITY AND RESPONSIBILITY OF THE TREASURER:

The authority of the Board of Directors (Board) to manage Agency funds has been delegated to the Agency's Treasurer in accordance with Government Code section 53607. The Treasurer is a fiduciary subject to the Prudent Investor Standard (Gov. Code, § 53600.3), attached hereto. When managing Agency funds, the Treasurer shall act in accordance with such standard, this Policy, and all other applicable State and Federal laws.

OBJECTIVES:

The first objective of this Policy is to safeguard the principal of the Agency's funds. (Gov. Code, § 53600.5.) The second objective of this Policy is to meet the Agency's liquidity needs. (*Ibid.*) The third objective of this Policy is to achieve a return on the funds. (*Ibid.*)

LEGAL INVESTMENTS:

The Treasurer shall invest Agency funds in a manner consistent with Government Code sections 53600 through 53686 and 16429.1 through 16429.4, and in compliance with all other applicable State and Federal laws.

Permitted Investments

Permitted investments are identified in Government Code sections 53601.8, 53635, 53635.2, 53635.8, and 53684.

Criteria for Selecting Investments

The criteria for selecting investments and the absolute order of priority are:

1. Safety
2. Liquidity
3. Yield

REPORTING:

In accordance with Government Code section 53607, the Treasurer will submit a monthly investment report to the Board. This report must include a list of the investment transactions for the preceding month.

In accordance with Government Code section 53646, subdivision (b), the Treasurer may also submit a quarterly report to the Board to provide a clear picture of the status of the current investment portfolio. This report must include a list of the types of investment held, the issuer, the date of maturity, the par and dollar amount invested on all securities, investments and moneys held by the Agency, and a description of any of the Agency's funds, investments, or programs, that are under the management of contracted parties, including lending programs. Additionally, the report must state the compliance status of the current investment portfolio with this Policy or identify the manner in which the portfolio is not in compliance. Finally, the report must include a statement denoting the ability of the Agency to meet its pool's expenditure requirements for the subsequent six months or provide an explanation as to why sufficient money may not be available.

REVIEW:

To assure continued fulfillment of objectives and compliance with State, Federal, and all other legal requirements, including this Policy, the Board may review this statement annually in light of the Agency's needs and changing economic and capital market factors, in accordance with Government Code section 53646, subdivision (a)(2).

CONFLICTS OF INTEREST:

Officers and employees involved in the investment of Agency funds shall refrain from personal business activity that could conflict with the proper execution of this Policy or which could impair their ability to make impartial decisions.

PRUDENT INVESTOR STANDARD

Except as provided in subdivision (a) of Section 27000.3, all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

(Gov. Code, § 53600.3.)



Motion Item 10(d)

DATE: November 27, 2023
TO: Board of Directors
FROM: Executive Director
SUBJECT: Groundwater Sustainability Plan Approval

SUMMARY

The California Department of Water Resources (DWR) approved the Mound Basin Groundwater Sustainability Agency's (MBGSA) Groundwater Sustainability Plan (GSP) on October 26, 2023. The DWR approval letter is available for download from the SGMA Portal at: <https://sgma.water.ca.gov/portal/gsp/assessments/19>.

DWR is required to evaluate whether a submitted GSP conforms to the specific requirements of the Sustainable Groundwater Management Act (SGMA), is likely to achieve the sustainability goal for the basin covered by the GSP, and whether the GSP adversely affects the ability of an adjacent basin to implement its GSP or impedes achievement of sustainability goals in an adjacent basin (Water Code § 10733). Application of these standards can lead to one of three possible determinations: “approved,” “incomplete,” or “inadequate.” DWR’s Statement of Findings explains their rationale for the determination that MBGSA’s GSP satisfies the objectives of SGMA, substantially complies with the GSP Regulations and is, therefore “Approved.”

The staff report attached to DWR Statement of Findings proposes “Recommended Corrective Actions” that DWR believes will enhance the GSP and facilitate their future GSP evaluations. DWR strongly encourages that the Recommended Corrective Actions be given due consideration and suggests incorporating all resulting changes to the GSP in future updates. Failure to address DWR’s Recommended Corrective Actions before their first five-year review may lead to a GSP being determined incomplete or inadequate at that time. DWR will initiate the first five-year review of the MBGSA GSP no later than December 31, 2026.

The recommended corrective actions generally focus on the following:

1. Further investigating the hydraulic connectivity between the Santa Clara River, the shallow alluvial deposits, and principal aquifers.
2. Clarifying the reliability of future surface water supplies and potential to affect groundwater use.

3. Addressing the quantitative definition of undesirable results for water quality to account for local or regional threshold exceedances.
4. Addressing the quantitative definition of undesirable results for water levels to account for local threshold exceedances in the Coastal Area.
5. Defining the significant and unreasonable conditions for depletions of interconnected surface water, continuing to fill data gaps, collecting additional monitoring data, coordinating with resources agencies, and interested parties to understand beneficial uses and users that may be impacted by depletions of interconnected surface water caused by groundwater pumping, and potentially refine sustainable management criteria.

Attachment A to this staff report provides a more detailed presentation and preliminary analysis of the Recommended Corrective Actions.

RECOMMENDED ACTIONS

Receive a summary of the DWR GSP assessment and approval from the Executive Director. The Board may provide feedback or direction to staff.

BACKGROUND

The GSP was adopted by the Board on November 18, 2021.

FISCAL SUMMARY

Not applicable.

ATTACHMENT

- A. GSP Recommended Corrective Actions and Staff Preliminary Review Notes Table

| |
|---|
| Action: _____ |
| Motion: _____ 2 nd : _____ |
| A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____ |

Motion Item 10(d), Attachment A
GSP Recommended Corrective Actions and Staff Preliminary Review Notes

| No. | Applicable Sustainability Indicator(s) | DWR Recommended Corrective Action | Executive Director Preliminary Review Notes |
|------------|--|--|--|
| 1 | Chronic Lowering of Groundwater Levels Depletions of Interconnected Surface Water | Investigate the hydraulic connectivity of the Santa Clara River, the shallow alluvial deposits, and the principal aquifers. Estimate the quantity and timing of gains or losses of water to the groundwater systems associated with groundwater pumping and projects and management actions. Based on results of the investigation, provide an updated discussion of the potential for management of the principal aquifers to impact beneficial uses and users of groundwater, including surface water ecosystems and GDEs. | The GSP already includes a shallow groundwater monitoring program and construction of two cluster monitoring wells to further evaluate hydraulic connectivity. Shallow groundwater monitoring is ongoing and Monitoring Well A has been constructed. |
| 2 | N/A | Clarify if the projected water budgets consider the availability of sufficient surface water supply in the future and whether insufficient surface water supply would require more groundwater pumping which could result in undesirable results. | The Executive Director will consult with the City of Ventura to discuss how best to respond to this recommended corrective action. |
| 3 | Degraded Water Quality | Amend the quantitative definition of undesirable results (i.e., combination of minimum threshold exceedances) for degraded water quality to account for local or regional threshold exceedances or provide additional information to the GSP to support why undesirable results will not occur until minimum thresholds are exceeded in 100 percent of representative monitoring sites. | The GSP Development Team will review this recommended corrective action and determine how best to respond considering the limited number of groundwater quality monitoring locations in the Basin. |

| No. | Applicable Sustainability Indicator(s) | DWR Recommended Corrective Action | Executive Director Preliminary Review Notes |
|-----|--|--|--|
| 4 | Chronic Lowering of Groundwater Levels | Amend the quantitative definition of undesirable results (i.e., combination of minimum threshold exceedances) for the chronic lowering of groundwater levels to account for local threshold exceedances in the Coastal Area or provide additional information to support why undesirable results for subsidence will not occur in the Coastal Area until minimum thresholds are exceeded in 50 percent of representative monitoring sites in either principal aquifer. | The GSP Development Team will review this recommended corrective action and determine how best to respond considering the limited number of groundwater level monitoring locations in the Basin. |
| 5a | Depletions of Interconnected Surface Water | Based on the results of Recommended Corrective Action 1, define the significant and unreasonable conditions that constitute undesirable results for depletions of interconnected surface water and monitor conditions in the Subbasin to verify that the defined undesirable results are not present and not likely to occur. | <p>A meeting with DWR staff will be needed to discuss the significant difference between the conclusions in the GSP and DWR's position that the GSP should be amended to include sustainable management criteria for the Depletions of Interconnected Surface Water sustainability indicator.</p> <p>This recommended correction action will be implemented if MBGSA determines that Depletions of Interconnected Surface Water is an applicable sustainability indicator.</p> |
| 5b | Depletions of Interconnected Surface Water | Consider utilizing the interconnected surface water guidance, as appropriate, when issued by the Department to establish quantifiable minimum thresholds, measurable objectives, and management actions. | If MBGSA determines that Depletions of Interconnected Surface Water is an applicable sustainability indicator, it will consult the guidance document if available in time for MBGSA's first five-year GSP assessment. |

| No. | Applicable Sustainability Indicator(s) | DWR Recommended Corrective Action | Executive Director Preliminary Review Notes |
|-----|--|---|---|
| 5c | Depletions of Interconnected Surface Water | Continue to fill data gaps, collect additional monitoring data, and implement the current strategy to manage depletions of interconnected surface water and define segments of interconnectivity and timing. | It is unclear how this recommended corrective action differs from recommended corrective action no. 1. In addition, there is no “current strategy to manage depletions of interconnected surface water” in the GSP to continue implementing. Lastly, it is unclear why MBGSA should expend significant resources to define segments of [Santa Clara River] interconnectivity and timing given that it has already demonstrated that groundwater pumping does not measurably deplete surface water. These points will require clarification from DWR staff. A meeting with DWR will be needed. |
| 5d | Depletions of Interconnected Surface Water | Prioritize collaborating and coordinating with local, state, and federal regulatory agencies as well as interested parties to better understand the full suite of beneficial uses and users that may be impacted by pumping induced surface water depletion within the GSA’s jurisdictional area. | MBGSA’s Stakeholder Engagement Plan update November 27, 2023 includes a new engagement action to address this item. |



Motion Item 10(e)

DATE: November 27, 2023
TO: Board of Directors
FROM: Executive Director
SUBJECT: Stakeholder Engagement Plan Annual Review

SUMMARY

The Executive Director is charged with performing annual reviews of the Mound Basin Groundwater Sustainability Agency’s Stakeholder Engagement Plan (SEP) and presenting any recommended updates for Board consideration. Recommended updates to the SEP are included in Attachment A. This year’s proposed updates focus on updating the SEP to reflect the fact that the Groundwater Sustainability Plan (GSP) has been approved by the California Department of Water Resources and to incorporate an additional outreach activity based on its Recommended Corrective Actions for the GSP.

RECOMMENDED ACTIONS

Approve the SEP update.

BACKGROUND

The SEP was adopted by the Board on October 18, 2018. The plan states that the plan will be updated annually.

FISCAL SUMMARY

The SEP reviews and updates are included in the Agency’s annual budget.

ATTACHMENT

A. Draft SEP Update

| |
|---|
| Action: _____ |
| Motion: _____ 2 nd : _____ |
| A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____ |

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

SUSTAINABLE GROUNDWATER MANAGEMENT ACT
(SGMA) PROGRAM

PREPARED BY THE MOUND BASIN GROUNDWATER
SUSTAINABILITY AGENCY

UPDATED AND ADOPTED ~~JANUARY 23~~ NOVEMBER
27, 2023

Table of Contents

| | |
|--|-----------|
| <u>1 INTRODUCTION</u> | <u>4</u> |
| <u>2 PURPOSE</u> | <u>4</u> |
| <u>3 GENERAL INFORMATION.....</u> | <u>5</u> |
| <u>3.1 Clerk of the Board</u> | <u>5</u> |
| <u>3.2 Executive Director</u> | <u>5</u> |
| <u>4 OUTREACH ACTIVITIES</u> | <u>5</u> |
| <u>4.1 Public Notices.....</u> | <u>5</u> |
| <u>4.2 Stakeholder Identification</u> | <u>6</u> |
| <u>4.3 Integrated Regional Water Management.....</u> | <u>8</u> |
| <u>4.4 Public Hearings/Meetings</u> | <u>8</u> |
| <u>4.4.1 Planning Commission</u> | <u>8</u> |
| <u>4.4.2 Public Meetings.....</u> | <u>8</u> |
| <u>4.4.3 Local Agency Meetings.....</u> | <u>8</u> |
| <u>4.5 Direct Mailings/Email</u> | <u>8</u> |
| <u>4.6 Newsletters/Columns.....</u> | <u>9</u> |
| <u>4.7 MBGSA Website</u> | <u>9</u> |
| <u>4.8 Database</u> | <u>9</u> |
| <u>4.9 Tribal Engagement</u> | <u>9</u> |
| <u>4.10 Prioritized Collaboration With Regulatory Agencies and Interested Parties Concerning Depletions of Interconnected Surface Water.....</u> | <u>9</u> |
| <u>4.11 Additional Opportunities.....</u> | <u>9</u> |
| <u>5 EVALUATION</u> | <u>9</u> |
| <u>5.1 Attendance/Participation.....</u> | <u>9</u> |
| <u>5.2 Polling.....</u> | <u>9</u> |
| <u>5.3 Plan Update.....</u> | <u>10</u> |
| <u>APPENDIX A.....</u> | <u>11</u> |
| <u>TABLE 1</u> | <u>11</u> |
| <u>FIGURE 1</u> | <u>12</u> |
| <u>1 INTRODUCTION.....</u> | <u>3</u> |
| <u>2 PURPOSE</u> | <u>3</u> |
| <u>3 GENERAL INFORMATION.....</u> | <u>4</u> |

| | |
|---|----|
| <u>3.1 Clerk of the Board</u> | 4 |
| <u>3.2 Executive Director</u> | 4 |
| <u>4 OUTREACH ACTIVITIES</u> | 4 |
| <u>4.1 Public Notices</u> | 4 |
| <u>4.2 Stakeholder Identification</u> | 5 |
| <u>4.3 Integrated Regional Water Management</u> | 7 |
| <u>4.4 Public Hearings/Meetings</u> | 7 |
| <u>4.4.1 Planning Commission</u> | 7 |
| <u>4.4.2 Public Meetings</u> | 7 |
| <u>4.4.3 Local Agency Meetings</u> | 7 |
| <u>4.5 Direct Mailings/Email</u> | 7 |
| <u>4.6 Newsletters/Columns</u> | 8 |
| <u>4.7 MBGSA Website</u> | 8 |
| <u>4.8 Database</u> | 8 |
| <u>4.9 Tribal Engagement</u> | 8 |
| <u>4.10 Additional Opportunities</u> | 8 |
| <u>5 EVALUATION</u> | 8 |
| <u>5.1 Attendance/Participation</u> | 8 |
| <u>5.2 Polling</u> | 8 |
| <u>5.4 Plan Update</u> | 8 |
| <u>APPENDIX A</u> | 9 |
| <u>TABLE 1</u> | 9 |
| <u>FIGURE 1</u> | 10 |

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 implementation, assessment, and updating of the Groundwater Sustainability Plan (GSP) for the Mound Basin – Department of Water Resources (DWR) Basin No. 4-004.03 (Figure 1).

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. Additionally, SGMA requires and directs GSAs to encourage active involvement of stakeholders and interested parties in the process to sustainability manage the basin.

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 and implementing GSP for the Mound Basin to achieve long-term groundwater sustainability. The GSP was prepared in accordance with the Sustainable Groundwater Management Act (SGMA) and was adopted by MBGSA on November 18, 2021 [and approved by DWR on October 26.](#)

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 implementation, assessment, and updating of the GSP for the Mound Basin. 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 prepared and regularly updates this Engagement Plan to encourage broad, enduring and productive involvement during the GSP development and, now, the implementation phase. This Engagement Plan assists the MBGSA in providing timely information to stakeholders and receive input from interested parties. This Engagement Plan identifies stakeholders who have an interest in groundwater in the Mound Basin, and recommends outreach, education, and communication strategies for engaging those stakeholders. 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:

Jackie Lozano, Clerk of the Board, (805) 525-4431, email jackiel@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@moundbasingsa.org.

4 OUTREACH ACTIVITIES

MBGSA implemented the following outreach activities to maximize stakeholder involvement during the development of the GSP and will continue throughout GSP 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. ..." A public hearing notice was printed in the *Ventura County Star* on November 3, 2021 in accordance with Government Code Section 6066 prior to adopting the GSP. Public notices will be printed in the *Ventura County Star* or other appropriate publication prior to holding public hearings for any future GSP amendments.
- 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." Public hearing notices have been printed in the *Ventura County Star* in accordance with Government Code Section 6066 prior to adopting groundwater extraction fees each year.
- 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 engaged stakeholders during 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 implements the GSP.

SGMA mandates that a GSA establish and maintain a list of persons interested in receiving notices regarding GSP preparation and implementation, meeting announcements, and availability of draft plans, maps, and other relevant documents. The MBGSA compiled a list of interested persons for this purpose that has been maintained since the initial GSA formation efforts. The 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 is 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 no domestic wells in the Basin.
 - 3) Industrial well owners - Two industrial wells have been identified in the basin: Saticoy Lemon Association (lemon packing facility cooperative) and Ivy Lawn Cemetery Association. Given Saticoy Lemon Association’s ties to agriculture, the Agricultural Stakeholder Director is responsible for engaging this stakeholder. The Executive Director is responsible for engaging Ivy Lawn Memorial.
 - 4) Other - The County of Ventura operates a well for landscape irrigation at the County Government Center. The County is represented on the Agency’s Board of Directors.
- b) Municipal Well Operators - The Agency is a joint powers authority created by three local public agencies. One of the Agency’s signatory members—the City of San Buenaventura operates municipal wells within the Basin and is 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 is 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 There are no permitted or licensed surface water diversions within the Basin.
- g) The federal government - No land overlying the Mound Basin is managed by the Federal Government.
- h) California Native American Tribes – There are no tribal trust lands located within the Basin. However, the Mound Basin lies within the traditional tribal territory of the Chumash. The Agency has contacted the tribal representative to encourage engagement with MBGSA.
- i) Disadvantaged communities - There are no disadvantaged communities served by private domestic wells or small community water systems located within the Basin. The City of San Buenaventura (City) serves the areas indicated by DWR as Disadvantaged Communities (DACs) and Severely Disadvantaged Communities (SDACs). Outreach to DAC's is accomplished via bill stuffers or other means through the City's water department (Ventura Water), including materials provided in Spanish.
- 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.
- k) Casitas Municipal Water District (CMWD) - CMWD is a wholesale water agency that provides a portion of the potable water supplied by Ventura Water within the Basin. CMWD does not operate any facilities in the Basin. CMWD's service area overlaps with a western portion of the Basin.

MBGSA has worked cooperatively with partner agencies, stakeholders, and interested parties to develop and, now, implement the GSP for the Mound Basin and will maintain a list of stakeholders and interested parties.

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 about groundwater management in the Mound Basin. Representatives from the MBGSA attend committee meetings and provide updates and receive feedback from Council members.

4.4 Public Hearings/Meetings

4.4.1 Planning Commission

As appropriate, 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 includes regularly scheduled public meetings to aid in implementing, assessing, and updating the GSP. Logical subdivisions of the GSP will be the subject of public meetings to receive comments prior approving any updates. In addition to signing up to receive information about GSP implementation at the MBGSA webpage, interested parties may participate in the implementation of the GSP by attending and participating in public meetings (Water Code Section 10727.8(a)). Public meetings are generally 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 GSP implementation progress, the Directors representing MBGSA member agencies, which consist of County of Ventura, City of San Buenaventura, and United Water Conservation District provide 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 is disseminated through email, from the Agency office, or direct mail under special circumstances if requested. This communication provides information for the community, public agencies, and other interested persons/organizations about milestones, meetings, and the progress of GSP implementation. Property owners with groundwater wells

within the basin have been notified via email and/or direct mailings about the establishment of an interested persons list and the opportunity to receive future notices.

4.6 Newsletters/Columns

Periodic GSP newsletters are developed and sent to the interested parties and posted on the website. 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 implementation are provided on the MBGSA website. This information includes maps, timelines, frequently asked questions, groundwater information, and schedules/agenda of upcoming meetings and milestones. This information is accessible on the MBGSA website: <http://moundbasingsa.org>. MBGSA staff updates the website regularly and invites users to request information or be added to the interested persons list.

4.8 Database

To distribute information about GSP development, an email list of interested persons and stakeholders is maintained. The database is 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

There are no tribal trust lands located within the Basin. However, the Mound Basin lies within the traditional tribal territory of the Chumash. MBGSA contacted Tribal Elder, Julie Tumamait, and Tribal representative Walter Viar during GSP development to encourage tribal participation.

4.10 Prioritized Collaboration With Regulatory Agencies and Interested Parties Concerning Depletions of Interconnected Surface Water

In accordance with Recommended Corrective Action No. 5(d), of DWR's GSP Assessment Staff Report dated October 26, 2023, MBGSA will prioritize collaborating and coordinating with local, state, and federal regulatory agencies as well as interested parties to better understand the full suite of beneficial uses and users that may be impacted by pumping induced surface water depletion within the MBGSA jurisdictional area.

4.10 Additional Opportunities

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

5 EVALUATION

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

5.1 Attendance/Participation

A record of those attending public meetings is maintained. MBGSA utilizes sign-in sheets and requests feedback from attendees to determine adequacy of public education and productive engagement in the GSP implementation process. Meeting minutes are also prepared and are provided on the MBGSA website once approved.

5.2 Polling

Polls are used to determine how stakeholders are receiving notices about GSP status and meetings and if any stakeholder categories require additional outreach. Polls are also used to determine

topics of most interest and the level of information that is desired for specific topics. Outreach methods are tailored based on polling responses.

5.4.3 Plan Update

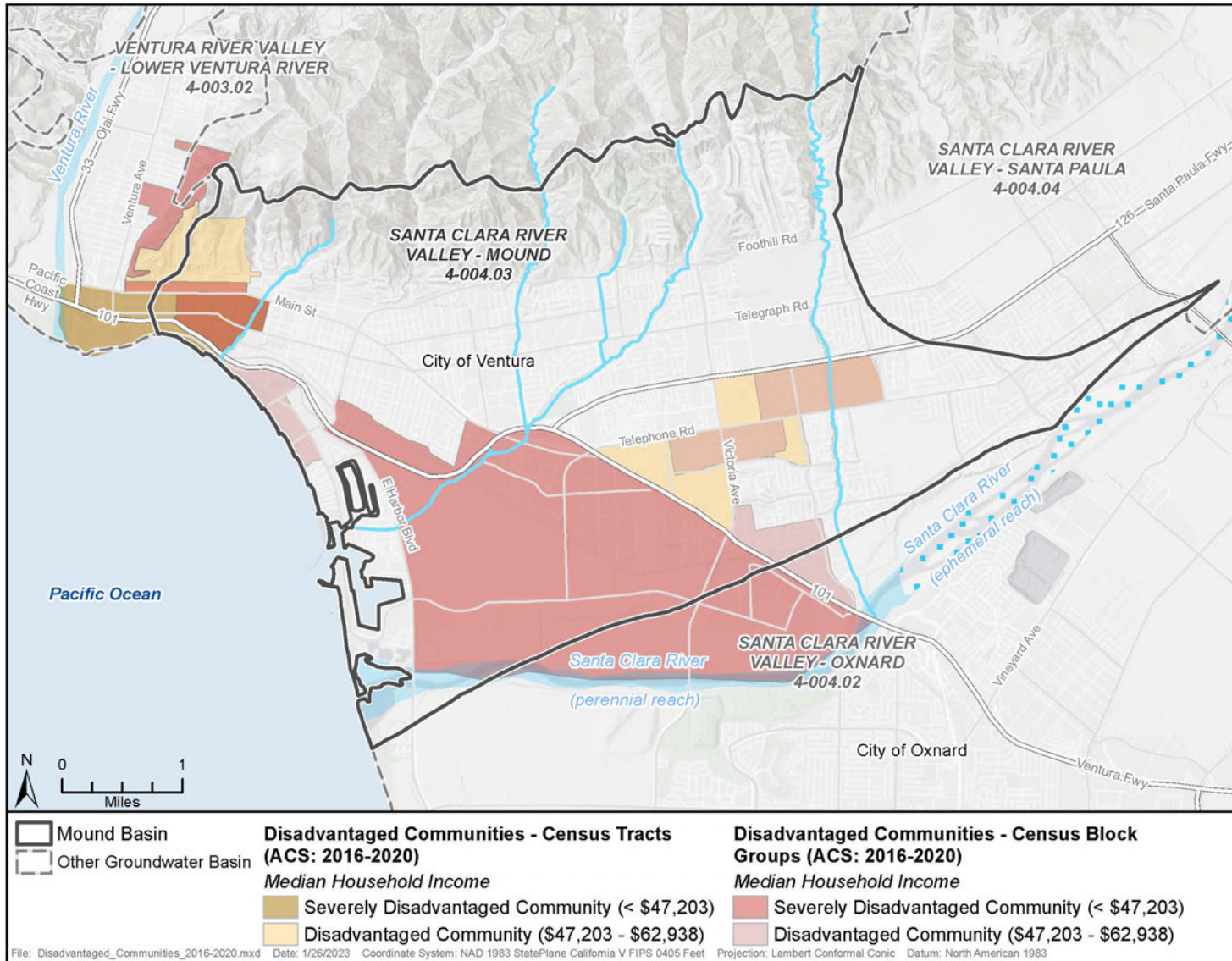
This Plan will be updated annually.

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





MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item 10(f)

DATE: November 27, 2023
TO: Board of Directors
FROM: Executive Director
SUBJECT: Intera Work Order No. 11 for Water Year 2022/2023 GSP Annual Report

RECOMMENDATION

Authorize the Executive Director to issue Intera, Inc. Work Order No. 11 for preparation of the water year 2022/2023 annual report in an amount not-to-exceed \$37,210 and \$3,790 (10%) of contingency to be authorized at the Executive Director's discretion (\$41,000 total authorization).

SUMMARY

Annual reports are required pursuant to the Sustainable Groundwater Management Act (SGMA). The purpose of this item is to authorize professional services by Intera, Inc. to assist the Executive Director with completion of the annual report. The annual report requirements are listed in the Background section of this staff report.

Intera's proposed budget for the model update and annual report services is \$37,210 (Attachment A). The Executive Director recommends adding \$3,790 (10%) of contingency to the requested amount, making the total recommended work order authorization \$41,000. Use of any contingency funds would require a written request by Intera and written approval by the Executive Director. Because Work Order No. 11 is a time-and-materials contract, MBGSA will only be billed for the actual effort necessary to complete the remaining assigned work.

BACKGROUND

The required annual report elements include the following for the preceding water year:

- General information, including an executive summary and a location map depicting the basin covered by the report.
- A detailed description and graphical representation of the following conditions of the basin managed in the Plan:
- Groundwater elevation data from monitoring wells identified in the monitoring network shall be analyzed and displayed as follows:

- Groundwater elevation contour maps for each principal aquifer in the basin illustrating, at a minimum, the seasonal high and seasonal low groundwater conditions.
- Hydrographs of groundwater elevations and water year type using historical data to the greatest extent available, including from January 1, 2015, to current reporting year.
- Groundwater extraction for the preceding water year. Data shall be collected using the best available measurement methods and shall be presented in a table that summarizes groundwater extractions by water use sector and identifies the method of measurement (direct or estimate) and accuracy of measurements, and a map that illustrates the general location and volume of groundwater extractions.
- Surface water supply used or available for use, for groundwater recharge or in-lieu use shall be reported based on quantitative data that describes the annual volume and sources for the preceding water year.
- Total water use shall be collected using the best available measurement methods and shall be reported in a table that summarizes total water use by water use sector, water source type, and identifies the method of measurement (direct or estimate) and accuracy of measurements. Existing water use data from the most recent Urban Water Management Plans or Agricultural Water Management Plans within the basin may be used, as long as the data are reported by water year.
- Change in groundwater in storage shall include the following:
 - Change in groundwater in storage maps for each principal aquifer.
 - A graph depicting water year type, groundwater use, the annual change in groundwater in storage, and the cumulative change in groundwater in storage for the basin based on historical data to the greatest extent available, including from January 1, 2015, to the current reporting year.
- A description of progress towards implementing the Plan, including achieving interim milestones, and implementation of projects or management actions since the previous annual report.

FISCAL SUMMARY

Intera, Inc. has a master services agreement with the Agency that was awarded following a competitive selection process. The master services agreement was approved by the Board on April 10, 2019.

The current fiscal year budget includes \$37,460 for the annual report. The estimated cost for Intera, Inc. is \$37,210. Additional costs for the annual report include input and reviews by the Executive Director and United Water Conservation District staff. It is anticipated that the total cost to prepare and submit the annual report will be approximately \$47,000. The difference between the budget and anticipated costs (approximately \$9,500) will be funded from the \$21,863 non-capital contingency line item included in the approved Fiscal Year 23/24 budget.

ATTACHMENT

A. Proposed Intera, Inc. Work Order No. 11

| |
|---|
| Action: _____ |
| Motion: _____ 2 nd : _____ |
| A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____ |

Statement of Work

Work Order No. 11

Third GSP Annual Report

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

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

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:

1. Prepare Third GSP Annual Report covering water year October 1, 2022 through September 30, 2023 in compliance with all applicable sections of the GSP Emergency Regulations.
2. Services rendered shall result in final annual report submittal to DWR no later than March 31, 2024.
3. Provider shall ensure all work is performed under the supervision of a California Professional Civil Engineer or Professional Geologist.

SCOPE OF SERVICES: Prepare annual report in accordance with all applicable sections of the GSP Emergency Regulations. See attached proposal for further information (Exhibit A).

TERM: November 27, 2023 through March 31, 2024.

COMPENSATION AND PAYMENT: Time and material services, not-to-exceed \$37,210, without prior written authorization. Labor Rates are pursuant to the attached proposal dated October 4, 2023.

Contingency: An additional \$3,790 is reserved for potential unanticipated costs. Use of contingency funds requires prior written authorization by the Executive Director.

PAYMENT TERMS

Payments shall be due:

- upon the completion of the SOW
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ADDITIONAL TERMS AND CONDITIONS

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[Signature page follows]

ACCEPTED AND AGREED:

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

October 4, 2023

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

RE: Proposal for MBGSA SGMA Annual Reporting

Dear Mr. Bondy,

Under the direction of the MBGSA Board and Executive Director, INTERA has supported the development of the Mound Basin Groundwater Sustainability Plan (GSP). As per SGMA Requirements (23 CCR § 356.2) all Groundwater Sustainability Agencies (GSAs) are required to submit annual reports to the California Department of Water Resources (DWR) by April 1 of each year following the adoption of the Plan. This proposal presents the scope, level of effort, and budget for the annual report.

As per SGMA requirements, the GSP annual report shall include the following components for the preceding water year:

(a) General information, including an executive summary and a location map depicting the basin covered by the report.

(b) A detailed description and graphical representation of the following conditions of the basin managed in the Plan:

(1) Groundwater elevation data from monitoring wells identified in the monitoring network shall be analyzed and displayed as follows:

(A) Groundwater elevation contour maps for each principal aquifer in the basin illustrating, at a minimum, the seasonal high and seasonal low groundwater conditions.

(B) Hydrographs of groundwater elevations and water year type using historical data to the greatest extent available, including from January 1, 2015, to current reporting year.

(2) Groundwater extraction for the preceding water year. Data shall be collected using the best available measurement methods and shall be presented in a table that summarizes groundwater extractions by water use sector, and identifies the method of measurement (direct or estimate) and accuracy of measurements, and a map that illustrates the general location and volume of groundwater extractions.

(3) Surface water supply used or available for use, for groundwater recharge or in-lieu use shall be reported based on quantitative data that describes the annual volume and sources for the preceding water year.

(4) Total water use shall be collected using the best available measurement methods and shall be reported in a table that summarizes total water use by water use sector, water source type, and identifies the method of measurement (direct or estimate) and accuracy of measurements. Existing water use data from the most recent Urban Water Management Plans or Agricultural Water Management Plans within the basin may be used, as long as the data are reported by water year.

(5) Change in groundwater in storage shall include the following:

(A) Change in groundwater in storage maps for each principal aquifer in the basin.

(B) A graph depicting water year type, groundwater use, the annual change in groundwater in storage, and the cumulative change in groundwater in storage for the basin based on historical data to the greatest extent available, including from January 1, 2015, to the current reporting year.

(c) A description of progress towards implementing the Plan, including achieving interim milestones, and implementation of projects or management actions since the previous annual report.

INTERA will develop the annual report as per SGMA requirements, listed above. INTERA will coordinate with the MBGSA Executive Director to collect the necessary data for the GSP update, including: groundwater pumping; groundwater water levels; groundwater quality; and water deliveries/use through water year 2023. The MBGSA data management system will be updated with the relevant hydrologic, water quality, pumping, and water use datasets. INTERA will use the data to develop appropriate graphs, maps, and tables for the GSP annual reporting purposes.

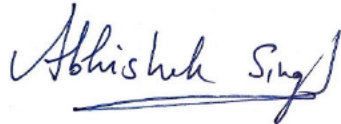
It is anticipated that the annual reports will require input, text, and discussion from the MBGSA Executive Director on groundwater conditions and plan implementation progress (including achieving interim milestones). INTERA will identify areas for the input and text from the MBGSA Director and coordinate with him to obtain and integrate the necessary information into the annual report. INTERA will submit one preliminary draft for review, revisions, and comments by the MBGSA Executive Director. INTERA will respond to one round of comments by the MBGSA Executive Director and submit a draft report for review and comments by the MBGSA Board Members. INTERA will revise the draft report based on the comments received and submit the annual report and supporting data to DWR before April 1, 2024.

The estimated budget for the proposed scope is \$47,400, as detailed in attachment A. We expect to start the work on the proposed scope upon getting the notice to proceed and will ensure submittal of the annual report before April 1, 2024.


We appreciate the opportunity to support the MBGSA on the development and submittal of the GSP Annual Report for the Mound Groundwater Basin. If you have questions, comments, or concerns please do not hesitate to Abhishek Singh or Steven Humphrey.

Sincerely,

INTERA Incorporated



Abhishek Singh, PhD , PE
President, Water Resources & Supply Line of Business



Steven Humphrey, PG
Project Manager

Attachment A: Detailed Budget

| | | | Task 2. Annual Report | | Task 3. Project Management | |
|----------------------------------|-----------------|-------|-----------------------|----------|----------------------------|----------|
| Labor Category | Proposed Staff | Rate | Hours | Cost | Hours | Cost |
| Principal Engineer/Scientist I | Abhishek Singh | \$285 | 6 | \$1,710 | 2 | \$570 |
| Principal Engineer/Scientist II | | \$255 | | \$0 | | \$0 |
| Principal Engineer/Scientist III | | \$240 | | \$0 | | \$0 |
| Senior Engineer/Scientist I | | \$225 | | \$0 | | \$0 |
| Senior Engineer/Scientist II | | \$205 | | \$0 | | \$0 |
| Senior Engineer/Scientist III | Steven Humphrey | \$190 | 64 | \$12,160 | 4 | \$760 |
| Senior Engineer/Scientist IV | | \$180 | | \$0 | | \$0 |
| Engineer/Scientist I | Erick Fox | \$170 | 48 | \$8,160 | | \$0 |
| Engineer/Scientist II | Nathan Hatch | \$160 | 25 | \$3,840 | | \$0 |
| Engineer/Scientist IV | Mitsuyo Tsuda | \$130 | 64 | \$8,450 | | \$0 |
| Senior Technician | | \$145 | | \$0 | | \$0 |
| Technician | | \$90 | | \$0 | | \$0 |
| Senior Technical Editor | Joanna Stakutis | \$145 | 8 | \$1,160 | | \$0 |
| Tech Editor | Mary Wilkins | \$100 | 4 | \$400 | | \$0 |
| Senior CAD/Graphics | | \$125 | | \$0 | | \$0 |
| CAD/Graphics | | \$100 | | \$0 | | \$0 |
| Project Associate | | \$90 | | \$0 | | \$0 |
| Travel and other Direct Costs | | \$0 | | \$0 | | \$0 |
| Subtotals | | | 219 | \$35,880 | 6 | \$1,330 |
| Total | | | | | | \$37,210 |



MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

Motion Item 10(g)

DATE: November 27, 2023
TO: Board of Directors
FROM: Executive Director
SUBJECT: Intera Work Order No. 12 for As-Needed Services

RECOMMENDATION

Authorize the Executive Director to issue Work Order No. 12 to Intera, Inc. (Intera) in an amount not to exceed \$50,000.

BACKGROUND

Proposed Intera Work Order No. 12 is for as-needed services. Intera previously provided as-needed services under Work Order No. 9, which expired on June 30, 2023. A new work order is requested to facilitate ongoing as-needed services through the remainder of the first 5-year Groundwater Sustainability Plan (GSP) implementation period.

In contrast with the GSP and annual report development services, the type, frequency, and amount of support needed going forward is not well understood. The agency has used as-needed services work orders to address this uncertainty and provide for efficient execution of small tasks as they arise. Thus, the proposed work order would allow for services to be provided as requested on a time-and-materials basis. The proposed work order requires Intera to provide a written estimate for any tasks that are anticipated to exceed \$5,000. Requests for support will be made in accordance with the Agency's adopted fiscal year budget. This approach provides flexibility to address needs as they arise and reduces Agency costs by preventing the issuance of numerous work orders for small tasks. Examples of potential GSP implementation support services include, but are not limited to:

- planning for grants;
- support for grant applications;
- data management system (DMS) maintenance (upload new data to DMS);
- semi-annual data submittals to Department of Water Resources;
- planning for Monitoring Well B;
- planning for first GSP 5-year assessment; and
- outreach support.

FISCAL SUMMARY

Intera has a master services agreement with the Agency that was awarded following a competitive selection process. The master services agreement was approved by the Board on April 10, 2019.

GSP implementation costs are included in the Agency's budget.

ATTACHMENT

A. Proposed Intera, Inc. Work Order No. 12

| |
|---|
| Action: _____ |
| Motion: _____ 2 nd : _____ |
| A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____ |

Statement of Work

Work Order No. 12

As-Needed GSP Implementation Support

| | |
|---|---|
| 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@moundbasingsa.org |
|---|---|

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: As-needed services as requested by Customer, as further described in the Scope of Services. When applicable, provider shall ensure all work is performed under the supervision of a California Professional Civil Engineer or Professional Geologist.

SCOPE OF SERVICES: Anticipated services include, but are not limited to, assist with groundwater sustainability plan implementation activities. Assist with grant applications, data management and uploads to DWR, and monitoring well construction planning, and planning for first 5-year GSP assessment.

TERM: July 1, 2023 through January 31, 2027.

COMPENSATION AND PAYMENT: Time and material services, not-to-exceed \$50,000, without prior written authorization. Labor Rates are pursuant to Exhibit A, attached. Written estimate required for any standalone task that is anticipated to exceed \$5,000.

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- 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 5th business day of each month. Invoices received after the 5th 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.

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[Signature page follows]

ACCEPTED AND AGREED:

| “PROVIDER” Intera, Inc. | “CUSTOMER” MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY |
|---|---|
| By: <hr/> Print Name: David Jordan Title: Vice President Date: | By: <hr/> Print Name: Bryan Bondy Title: Executive Director Date: |

Exhibit A

Work Order No. 12 Rate Sheet

| Labor Category | Hourly Rate |
|--------------------------------------|-------------|
| Discounted, State & Local Government | 2024-C |
| Principal Engineer/Scientist I | \$285 |
| Principal Engineer/Scientist II | \$255 |
| Principal Engineer/Scientist III | \$240 |
| Sr. Engineer/Scientist I | \$225 |
| Sr. Engineer/Scientist II | \$205 |
| Sr. Engineer/Scientist III | \$190 |
| Sr. Engineer/Scientist IV | \$180 |
| Engineer/Scientist I | \$170 |
| Engineer/Scientist II | \$160 |
| Engineer/Scientist III | \$150 |
| Engineer/Scientist IV | \$130 |
| Engineer/Scientist Intern | \$100 |
| Sr. Technician | \$145 |
| Technician | \$100 |
| Sr. Tech Editor | \$145 |
| Tech Editor | \$100 |
| Sr. CAD/Graphics | \$125 |
| CAD/Graphics | \$100 |
| Project Associate | \$90 |
| Mileage | IRS rate |