



c/o United Water Conservation District  
1701 N. Lombard Street, Suite 200  
Oxnard, CA 93030  
(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 10:00 a.m. on Thursday, March 20, 2025, 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/87213523078?pwd=mJHUaumkJNWWBR9HETHEaUkzkWqyM7.1>

**Meeting ID: 872 1352 3078 | Passcode: MBGSA2025**

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

**Meeting ID: 872 1352 3078**

### **AMENDED AGENDA**

#### **OPEN SESSION – CALL TO ORDER 10:00 a.m.**

**1. PLEDGE OF ALLEGIANCE**

**2. ROLL CALL**

The Clerk of the Board will call roll.

**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. People wishing to speak on specific agenda items should do so at the time specified for those items. In accordance with Government Code §54954.3(b)(1), public comment will be limited to three (3) minutes per speaker.

**4. APPROVAL OF AGENDA**

**Motion**

**5. CONSENT CALENDAR**

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

**5a. Approval of Minutes**

**Motion**

The Board will consider approving the Minutes of January 27, 2025, 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 February 24, 2025, Regular Board of Directors meeting.

**5b. Approval of Warrants**

**Motion**

The Board will receive and review a summary report of the February 2025 approved warrants as well as consider approving payment of outstanding vendor invoices for March 2025.

**5c. Monthly Financial Reports**

**Information Item**

The Board will receive a monthly profit and loss statement and balance sheet for the months of January and February 2025.

**6. BOARD MEMBER ANNOUNCEMENTS**

Directors will provide updates on matters not on the agenda.

**7. EXECUTIVE DIRECTOR UPDATE**

**Information Item**

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

**8. MOTION ITEM**

**8a. Annual Report for Water Year 2023/2024**

**Motion**

The Board will consider approving the Water Year 2024 Annual Report for submittal to the California Department of Water Resources pursuant to the Sustainable Groundwater Management Act. Link to annual report: [https://moundbasingsa.org/wp-content/uploads/2025/03/MBGSA-AR-FINAL-Draft-03-07-2025\\_v3\\_ALL.pdf](https://moundbasingsa.org/wp-content/uploads/2025/03/MBGSA-AR-FINAL-Draft-03-07-2025_v3_ALL.pdf)

**9. FUTURE AGENDA ITEMS**

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

**ADJOURNMENT**

The next **Regular Board Meeting** is scheduled for **Monday, April 28, 2025**, or call of the Chair.

Mound Basin GSA Board of Directors Meeting AGENDA

March 20, 2025

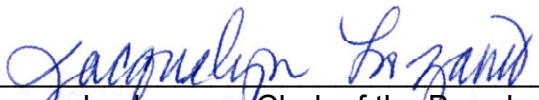
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*Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at United Water Conservation District, 1701 North Lombard Street, Suite 200, in Oxnard, CA, during normal business hours.*

*The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the Agency's services, programs, or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda materials in an alternative format, please contact the Mound Basin Clerk of the Board at (805) 525-4431 or the City of Ventura at (805) 654-7800. Notification of at least 48 hours prior to the meeting will enable the Agency to make appropriate arrangements.*

This Agenda was posted Thursday, March 13, 2025, at 4:00 p.m. at United Water Conservation District, 1701 N. Lombard Street, Oxnard, CA 93030, and the City of Ventura, 336 San Jon Road, Ventura, CA 93002, as well as electronically at <https://moundbasingsa.org> and <https://www.facebook.com/moundbasingsa/>.

ATTEST:

  
\_\_\_\_\_  
Jacquelyn Lozano, Clerk of the Board



**MoundBasin**  
GROUNDWATER SUSTAINABILITY AGENCY

**Motion Item No. 5(a)**

**DATE:** March 20, 2025  
**TO:** Board of Directors  
**FROM:** Clerk of the Board  
**SUBJECT:** Approval of Minutes

**RECOMMENDATION**

The Board will consider approving Minutes from the January 27, 2025, Regular Board of Directors meeting.

**ATTACHMENT**

Draft Meeting Minutes

Action: _____
Motion: _____ 2 <sup>nd</sup> : _____
A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____



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

was held on Monday, January 27, 2025, 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**

Jennifer Tribo, Vice chair/Secretary  
Arne Anselm, Treasurer  
Jim Chambers  
Conner Everts

**DIRECTORS ABSENT**

Catherine Keeling, Chair

**STAFF IN ATTENDANCE**

Bryan Bondy, Executive Director  
Alex Dominguez, Legal counsel (online)  
Jackie Lozano, Clerk of the Board

**PUBLIC IN ATTENDANCE**

Sara Guzman, UWCD  
Mohammad Hasan, UWCD  
Kathleen Kuepper, UWCD  
Rachel Jones, UWCD  
Nancy Ojeda, DWR  
Zachary Plummer, UWCD  
Brian Zahn, UWCD

**OPEN SESSION**

Vice Chair Jennifer Tribo called the meeting to order at 1:00 p.m.

**1. PLEDGE OF ALLEGIANCE**

Vice Chair Tribo led the participants in reciting the Pledge of Allegiance.

**2. ROLL CALL**

Clerk of the Board Jackie Lozano called roll.

**Present:** Directors Anselm, Chambers, Everts, and Tribo

**Absent:** Director Keeling

**3. PUBLIC COMMENTS:** None were offered.

**4. APPROVAL OF AGENDA**

**Action:** M/S/C (Anselm, Everts) to approve the January 27, 2025, Agenda.

**Vote:** Ayes: Anselm, Chambers, Everts, and Tribo; Noes: None; Absent: Keeling.

**5. CONSENT CALENDAR**

**Action:** M/S/C (Everts, Chambers) to approve the Consent Calendar.

**Vote:** Ayes: Anselm, Chambers, Everts, and Tribo; Noes: None; Absent: Keeling.

**5a. Approval of Minutes**

**Motion**

Approved October 28, 2024, minutes.

**5b. Approval of Warrants**

**Motion**

Approved and filed the outstanding warrants for January 2025 and received and filed the November and December 2024 summary reports.

**5c. Monthly Financial Reports**

**Information Item**

Received and filed the monthly profit and loss statement and balance sheet for the months of October and November 2024.

**5d. Fiscal Year 2024-2025 First Quarter Budget Report**

**Motion**

Approved and filed the first quarter budget report for fiscal year 2024-2025.

**5e. Approve Bondy Groundwater Consulting Rate Increase Per Existing Contract**

**Motion**

Approved and filed Bondy Groundwater Consulting's rate increase.

**6. BOARD MEMBER ANNOUNCEMENTS**

No announcements were made by the Board members. Executive Director Bondy asked for an update concerning the status of the City of Ventura's new production wells. Vice Chair Tribo Well said that well Mound No. 2, located at the government center, has not been put into service yet. Well Mound No. 3, located in Montalvo, is on-line.

**7. EXECUTIVE DIRECTOR UPDATE**

**Information Item**

Executive Director Bryan Bondy provided an informational update to the Board regarding activities since the previous Board meeting held on October 28, 2024. Upon conclusion of the Executive Director Update, Director Tribo mentioned she would investigate conference room availability at City Hall. Director Anselm would coordinate with the Clerk of the Board closing of the Agency's bank account with

the Bank of the Sierra. Also, Executive Director Bondy mentioned DWR was looking for ways to streamline their workload which could benefit the GSA if SGMA modified and would recommend streamlined reporting requirements.

**8. FORM 700 FILING INSTRUCTIONS**

**Information Item**

The Clerk of the Board provided a reminder about new procedures for filling Form 700 pursuant to Senate Bill No. 1156 and Assembly Bill No. 1170 which amended the Political Reform Act. No action was taken.

**9. MOTION ITEM**

**9a. Agency Officer Appointments and Required Bond  
Motion**

**Action:** M/S/C (Anselm, Chambers) to approve the following Board appointments for calendar year 2025: Catherine Keeling as Chair, Jennifer Tribo as Vice Chair/Secretary, and Arne Anselm as Treasurer. The current Bond was sufficient; therefore, no change was requested to the Bond amount.

**Vote:** Ayes: Anselm, Chambers, Everts, and Tribo; Noes: None; Absent: Keeling.

**10. FUTURE AGENDA ITEMS**

Director Chambers requested an update on the City of Ventura wells. Executive Director Bondy said the GSP Annual Report will be presented in March for approval.

**ADJOURNMENT**

Vice Chair Tribo adjourned the meeting at 1:34 p.m. The next regular Board of Directors meeting is scheduled for Monday, February 24, 2025, 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 January 27, 2025.

ATTEST: \_\_\_\_\_  
Jennifer Tribo, Vice Chair/Secretary

ATTEST: \_\_\_\_\_  
Jackie Lozano, Clerk of the Board



**Motion Item No. 5(b)**

**DATE:** March 12, 2025  
**TO:** Board of Directors and Executive Director  
**FROM:** Sara Guzman, UWCD  
**SUBJECT:** Approval of Warrants

**SUMMARY**

The Board will review a summary report for the February 2025 through March 2025 warrants as well as consider approving payment of outstanding vendor invoices for the Mound Basin GSA.

**RECOMMENDATION**

UWCD accounting staff has prepared the attached February 2025 through March 2025 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 February 2024
- B. Warrant Register Report and invoices for March 2025

Action: _____
Motion: _____ 2 <sup>nd</sup> : _____
A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____



Check Detail Report  
February 2025

DATE	TRANSACTION TYPE	NUM	NAME	LINE DESCRIPTION	CATEGORY/PRODUCT/SERVICE CLEARED	CATEGORY/PRODUCT/SERVICE AMOUNT
Bank of the Sierra (deleted)						
2084						
02/27/2025	Expense		Cash		Reconciled	-\$3,088.61
02/27/2025	Expense		Cash	Transfer from B.O.S. to Citizens Bank	Uncleared	\$3,088.61
Citizens Business Bank						
2037						
02/24/2025	Bill Payment (Check)	1174	United Water Conservation District		Uncleared	-\$2,801.39
02/24/2025	Bill Payment (Check)	1174	United Water Conservation District			-\$2,801.39
2038						
02/24/2025	Bill Payment (Check)	1173	A.J. Klein, Inc T. Denatale, B. Goldner		Uncleared	-\$315.00
02/24/2025	Bill Payment (Check)	1173	A.J. Klein, Inc T. Denatale, B. Goldner			-\$315.00
2039						
02/24/2025	Bill Payment (Check)	1172	Jensen Design & Survey, Inc.		Uncleared	-\$4,143.75
02/24/2025	Bill Payment (Check)	1172	Jensen Design & Survey, Inc.			-\$4,143.75
2040						
02/24/2025	Bill Payment (Check)	1171	Bondy Groundwater Consulting, Inc		Uncleared	-\$3,767.74
02/24/2025	Bill Payment (Check)	1171	Bondy Groundwater Consulting, Inc			-\$3,767.74



December 1, 2024

**Invoice #68**  
**Administrative & Accounting Services**  
**Mound Basin Groundwater Sustainability Agency and Groundwater Sustainability Plan**  
**November 2024**

General & Administrative Personnel Position	Hourly Rate	# of Hours	Total
Administrative Assistant III - RP Jackie Lozano	65.08	13.75	894.85
Administrative Assistant III - OT Jackie Lozano	97.62	1.75	170.84
Technology Systems Manager, Zachary Plummer	126.48	2.00	252.96
<i>Subtotal Administrative Staff</i>			1,318.65
Finance Supervisor, Sara Guzman	102.21	2.25	229.97
Accountant - RP, Nyvee de Leon	80.60	2.00	161.20
Accounting Temp, Salvador Mesa	80.60	1.50	120.90
<i>Subtotal Accounting Staff</i>			512.07
<b>Total Personnel</b>			<b>1,830.72</b>
<b>TOTAL</b>			<b>1,830.72</b>

Reviewed by BB 2/17/25

Account: 52270 · Prof Svcs - Accounting: \$512.07  
 Account: 52275 · Prof Svcs - Admin/Clerk: \$1,318.65  
 Account: 53020 · Office Supplies: N/A  
 Account: 53026 · Postage and Mailing: N/A  
 Account: 53110 · Travel and Training: N/A



United Water Conservation District, CA

# Time and Attendance History Report- PA account

Employee Detail

10/13/2024 to 11/23/2024

Payroll Set: 01 - United Water Conservation District

Employee Number: 1161 Employee Name: De Leon, Nyvee Marcelino Department: Finance - Finance

Position: Accountant - Accountant

Date	Activity	Hours	Status	Description	Project Account	Project Name
10/16/2024	RP - 50 - Reimbursable	0.5	Transferred	Responded to emails	3310200	Mound Basin GSA - Salary
10/22/2024	RP - 50 - Reimbursable	0.5	Transferred	Emailed Reiter for past due invoices.	3310200	Mound Basin GSA - Salary
11/01/2024	RP - 50 - Reimbursable	1	Transferred	Updated the report and calculated the P&I for the open invoice	3310200	Mound Basin GSA - Salary
<b>De Leon - Accountant Total:</b>		<b>2</b>				
<b>De Leon Total:</b>		<b>2</b>				

Employee Number: 1108 Employee Name: Guzman, Sara Katherine Department: Finance - Finance

Position: Finance Supervisor - Finance Supervisor

Date	Activity	Hours	Status	Description	Project Account	Project Name
10/14/2024	RP - 50 - Reimbursable	0.75	Transferred	Review AP Invoice #66, Aug & Sept. Bank Rec's.	3310200	Mound Basin GSA - Salary
10/23/2024	RP - 50 - Reimbursable	1.5	Transferred	Prepare reports for board meeting, review AP checks, upload items to dropbox, deposit review.	3310200	Mound Basin GSA - Salary
<b>Guzman - Finance Supervisor Total:</b>		<b>2.25</b>				
<b>Guzman Total:</b>		<b>2.25</b>				

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
10/15/2024	RP - 50 - Reimbursable	0.75	Transferred	MBGSA, received guidance from legal counsel on BOD Ethics requirements (via email communications)	3310200	Mound Basin GSA - Salary
10/16/2024	RP - 50 - Reimbursable	0.5	Transferred	MBGSA, email communication w- Executive Director re: D. Iacofano	3310200	Mound Basin GSA - Salary
10/17/2024	RP - 50 - Reimbursable	0.75	Transferred	MBGSA, email communication w-Exec Director re: upcoming BOD meeting, conferred with UWCD Finance Team	3310200	Mound Basin GSA - Salary
10/23/2024	RP - 50 - Reimbursable	0.25	Transferred	MBGSA, communicated w-Exec Director re: materials for BOD meeting	3310200	Mound Basin GSA - Salary
10/24/2024	RP - 50 - Reimbursable	5	Transferred	MBGSA, communicated w-Finance staff and Exec Director re: materials for BOD agenda packet; prepared materials and combined draft packet for review	3310200	Mound Basin GSA - Salary
10/25/2024	<b>OT -- 50 -- Reimbursable</b>	<b>1.75</b>	Transferred	Between 9:45am & 1pm: Added Item 5(d) to Board pkt, updated pkt w-revised doc 5(d), updated Agenda & emailed to T. Oehler for posting, Uploaded mtg docs to Facebook & GSA website, emailed Directors & Interested parties w-mtg info	3310200	Mound Basin GSA - Salary
10/28/2024	RP - 50 - Reimbursable	4	Transferred	MBGSA, prepared for and attended GSA meeting in Ventura; processed checks and paperwork upon return to office	3310200	Mound Basin GSA - Salary
10/31/2024	RP - 50 - Reimbursable	0.75	Transferred	MBGSA, Zoom mtg w-Alejandro Carrizosa of CV Strategies. Editing the GSA's	3310200	Mound Basin GSA - Salary

11/20/2024	RP - 50 - Reimbursable	1.75	Transferred	website. MBGSA: prepared, posted and distributed BOD mtg cancellation notice; troubleshoot website issue w-CV Strategies (A. Carrizosa)	3310200	Mound Basin GSA - Salary
<b>Lozano - Administrative Assistant III Total:</b>		15.5				
<b>Lozano OT Total:</b>		1.75				
<b>Lozano RP Total:</b>		13.75				
<b>Lozano Total:</b>		15.5	-			

**Employee Number:** [1054](#)      **Employee Name:** Plummer, Zachary A      **Department:** Admin - Admin

**Position:** Tech Sys Manager T6 - Technology Systems Manager

Date	Activity	Hours	Status	Description	Project Account	Project Name
10/28/2024	RP - 50 - Reimbursable	2	Transferred	Coordinated travel, setup, and breakdown of audiovisual (AV) equipment to support hybrid meeting functionality provided by UWCD, ensuring seamless integration for both in-person and remote participants.	3310200	Mound Basin GSA - Salary
<b>Plummer - Technology Systems Manager Total:</b>		2				
<b>Plummer Total:</b>		2				



United Water Conservation District, CA

# Time and Attendance History Report- PA account

Employee Detail  
10/13/2024 to 11/23/2024

Payroll Set: 01 - United Water Conservation District

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Employee Number:                      Employee Name: **Salvador Mesa**                      Department: Finance - Finance

Position: Temp Accountant

Date	Activity	Hours	Status	Description	Project Account	Project Name
10/16/2024	RP - 50 - Reimbursable	1.5	Transferred	MBGSA AP Work: Entering Invoices, Cutting Checks, Running Reports	3310200	Mound Basin GSA - Salary

Mesa Total: **1.5**



United Water Conservation District, CA

# Project Account Distribution Report

Payment Date Range: 11/1/2024 - 11/30/2024

Expense Date Range: -

By: Employee

Payroll Set: 01 - United Water Conservation District

Employee: 1054 - Plummer, Zachary A

EARNINGS												
Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Rate	Units
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	100.00 %	Regular Salary	RP	Technology Syste	11/15/2024	11/15/2024	66.59	2		
											<b>Earnings Total:</b>	<b>2</b>

Employee: 1108 - Guzman, Sara Katherine

EARNINGS												
Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Rate	Units
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	8.00 %	Regular Salary	RP	Finance Supervisi	11/01/2024	11/01/2024	58.36	0.18		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	84.01 %	Regular Salary	RP	Finance Supervisi	11/01/2024	11/01/2024	58.36	1.89		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	8.00 %	Regular Salary	RP	Finance Supervisi	11/01/2024	11/01/2024	58.36	0.18		
											<b>Earnings Total:</b>	<b>2.25</b>

Employee: 1114 - Lozano, Jacquelyn Elaine

EARNINGS												
Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Rate	Units
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	6.50 %	Regular Salary	RP	Administrative A:	11/01/2024	11/01/2024	36.49	0.47		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	6.50 %	Regular Salary	OT	Administrative A:	11/01/2024	11/01/2024	54.735	0.11		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	0.50 %	Regular Salary	OT	Administrative A:	11/01/2024	11/01/2024	54.735	0.01		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	93.00 %	Regular Salary	RP	Administrative A:	11/01/2024	11/01/2024	36.49	6.74		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	0.50 %	Regular Salary	RP	Administrative A:	11/01/2024	11/01/2024	36.49	0.04		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	93.00 %	Regular Salary	OT	Administrative A:	11/01/2024	11/01/2024	54.735	1.63		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	6.50 %	Regular Salary	RP	Administrative A:	11/15/2024	11/15/2024	36.49	0.31		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	93.00 %	Regular Salary	RP	Administrative A:	11/15/2024	11/15/2024	36.49	4.42		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	0.50 %	Regular Salary	RP	Administrative A:	11/15/2024	11/15/2024	36.49	0.02		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	0.50 %	Regular Salary	RP	Administrative A:	11/29/2024	11/29/2024	36.49	0.01		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	93.00 %	Regular Salary	RP	Administrative A:	11/29/2024	11/29/2024	36.49	1.63		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-100-51110	6.50 %	Regular Salary	RP	Administrative A:	11/29/2024	11/29/2024	36.49	0.11		
											<b>Earnings Total:</b>	<b>15.5</b>
											RP	<b>13.75</b>
											OT	<b>1.75</b>
											<b>1114 - Lozano, Jacquelyn Elaine Total:</b>	<b>15.5</b>

Employee: 1161 - De Leon, Nyvee Marcelino

EARNINGS												
Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Rate	Units
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	5.01 %	Regular Salary	RP	Accountant	11/01/2024	11/01/2024	41.33	0.05		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	5.01 %	Regular Salary	RP	Accountant	11/01/2024	11/01/2024	41.33	0.05		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	89.98 %	Regular Salary	RP	Accountant	11/01/2024	11/01/2024	41.33	0.9		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	5.01 %	Regular Salary	RP	Accountant	11/15/2024	11/15/2024	41.33	0.05		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	5.01 %	Regular Salary	RP	Accountant	11/15/2024	11/15/2024	41.33	0.05		
3310	Mound Basin GSA SGT 3310 Mound Bsn C	Mound Basin GSA - Sa050-110-51110	89.98 %	Regular Salary	RP	Accountant	11/15/2024	11/15/2024	41.33	0.9		
											<b>Earnings Total:</b>	<b>2</b>

Reimbursable Total: 21.75



January 1, 2025

**Invoice #69**  
**Administrative & Accounting Services**  
**Mound Basin Groundwater Sustainability Agency and Groundwater Sustainability Plan**  
**December 2024**

General & Administrative Personnel Position	Hourly Rate	# of Hours	Total
Administrative Assistant III - RP Jackie Lozano	65.08	7.25	471.83
<i>Subtotal Administrative Staff</i>			471.83
Finance Supervisor, Sara Guzman	102.21	0.25	25.55
Accountant - RP, Nyvee de Leon	80.60	1.00	80.60
Accounting Temp, Salvador Mesa	80.60	4.50	362.70
<i>Subtotal Accounting Staff</i>			468.85
<b>Total Personnel</b>			<b>940.68</b>
Non-Personnel Expenses Description			Total
<b>Administrative Expenses</b>			
Mileage Reimbursement			24.79
Postage			3.45
Copies, presentation covers			1.75
<b>Total Non-Personnel</b>			<b>29.99</b>
<b>TOTAL</b>			<b>970.67</b>

Reviewed by BB 2/17/25

Account: 52270 · Prof Svcs - Accounting: \$468.85  
 Account: 52275 · Prof Svcs - Admin/Clerk: \$471.83  
 Account: 53020 · Office Supplies: \$1.75  
 Account: 53026 · Postage and Mailing: \$3.45  
 Account: 53110 · Travel and Training: \$24.79



# Time and Attendance History Report- PA account

Payroll Set: 01 - United Water Conservation District

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

Position: Accountant - Accountant

Date	Activity	Hours	Status	Description	Project Account	Project Name
12/04/2024	RP - 50 - Reimbursable	1	Transferred	I responded to emails, revised and submitted the staff report for the refund request.	3310200	Mound Basin GSA - Salary

De Leon - Accountant Total: **1**

De Leon Total: 1

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

Position: Finance Supervisor - Finance Supervisor

Date	Activity	Hours	Status	Description	Project Account	Project Name
12/12/2024	RP - 50 - Reimbursable	0.25	Transferred	Review 12/3 & 11/18 deposit entry.	3310200	Mound Basin GSA - Salary

Guzman - Finance Supervisor Total: **0.25**

Guzman Total: 0.25

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
12/04/2024	RP - 50 - Reimbursable	1.5	Transferred	MBGSA, follow-up with Executive Director on emails, sent an email re: Ethics training to Directors; worked w-CV Strategies to continue updating website	3310200	Mound Basin GSA - Salary
12/05/2024	RP - 50 - Reimbursable	1.75	Transferred	MBGSA, worked on meeting minutes, emailed and responded to FPPC notice re: Form700 filings; day 2 of website update w-CV Strategies	3310200	Mound Basin GSA - Salary
12/12/2024	RP - 50 - Reimbursable	0.75	Transferred	MBGSA, touched based with BB re: cancellation of Dec. mtg; drafted cancellation notice; followed up w-County and FPPC re: COI filings	3310200	Mound Basin GSA - Salary
12/13/2024	RP - 50 - Reimbursable	0.25	Transferred	MBGSA, via Outlook cancelled mtg w-formal notice going out on the 16th - no one at the City to post	3310200	Mound Basin GSA - Salary
12/16/2024	RP - 50 - Reimbursable	1	Transferred	MBGSA: finalized, posted, and distributed 19-Dec meeting cancellation notice	3310200	Mound Basin GSA - Salary
12/18/2024	RP - 50 - Reimbursable	1.5	Transferred	MBGSA, met with Directors in Ventura to get the checks signed, processed upon return to office	3310200	Mound Basin GSA - Salary
12/19/2024	RP - 50 - Reimbursable	0.5	Transferred	MBGSA, begin drafting January 2025 meeting agenda	3310200	Mound Basin GSA - Salary

Lozano - Administrative Assistant III Total: **7.25**

Lozano Total: 7.25





United Water Conservation District, CA

# Time and Attendance History Report- PA account

Employee Detail  
11/24/2024 to 12/21/2024

Payroll Set: 01 - United Water Conservation District

Employee Number:                      Employee Name: **Salvador Mesa**                      Department: Finance - Finance  
Position: Temp Accountant

Date	Activity	Hours	Status	Description	Project Account	Project Name
11/5/2024	RP - 50 - Reimbursable	2.5	Transferred	MBGSA AP Work: Entering Invoices, Cutting Checks, Running Reports	3310200	Mound Basin GSA - Salary
12/19/2024	RP - 50 - Reimbursable	2	Transferred	MBGSA AP Work: Entering Invoices, Cutting Checks, Running Reports	3310200	Mound Basin GSA - Salary

Mesa Total: **4.5**



# Project Account Distribution Report

United Water Conservation District, CA

Payment Date Range: 12/1/2024 - 12/31/2024

Expense Date Range: -

By: Employee

Payroll Set: 01 - United Water Conservation District

Employee: 1108 - Guzman, Sara Katherine

### EARNINGS

Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Units
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-110-51110	83.96 %	Regular Salary	RP	Finance Supervisor	12/27/2024	12/27/2024	0.21
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-110-51110	8.02 %	Regular Salary	RP	Finance Supervisor	12/27/2024	12/27/2024	0.02
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-110-51110	8.02 %	Regular Salary	RP	Finance Supervisor	12/27/2024	12/27/2024	0.02
<b>Earnings Total:</b>											<b>0.25</b>

Employee: 1114 - Lozano, Jacquelyn Elaine

### EARNINGS

Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Units
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-100-51110	0.50 %	Regular Salary	RP	Administrative Assistant III	12/13/2024	12/13/2024	0.02
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-100-51110	6.50 %	Regular Salary	RP	Administrative Assistant III	12/13/2024	12/13/2024	0.21
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-100-51110	93.00 %	Regular Salary	RP	Administrative Assistant III	12/13/2024	12/13/2024	3.02
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-100-51110	93.00 %	Regular Salary	RP	Administrative Assistant III	12/27/2024	12/27/2024	3.72
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-100-51110	6.50 %	Regular Salary	RP	Administrative Assistant III	12/27/2024	12/27/2024	0.26
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-100-51110	0.50 %	Regular Salary	RP	Administrative Assistant III	12/27/2024	12/27/2024	0.02
<b>Earnings Total:</b>											<b>7.25</b>

Employee: 1161 - De Leon, Nyvee Marcelino

### EARNINGS

Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Units
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-110-51110	5.01 %	Regular Salary	RP	Accountant	12/13/2024	12/13/2024	0.05
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-110-51110	5.01 %	Regular Salary	RP	Accountant	12/13/2024	12/13/2024	0.05
3310	Mound Basin GSA SGMA	3310 Mound Bsn GSA	Mound Basin GSA - Salary	050-110-51110	89.98 %	Regular Salary	RP	Accountant	12/13/2024	12/13/2024	0.9
<b>Earnings Total:</b>											<b>1</b>

**Total** **8.5**

January 1, 2025

Office Supplies and Postage Usage December 2024

Invoice #69

Date	Description	# of imprints	# of items mailed	cost per manilla env. (\$0.65)*	cost for postage (\$0.69)	cost for postage - other	cost per copy (\$0.25)	SUBTOTAL	# of covers	cost per cover (\$0.77)	SUBTOTAL COVERS	TOTAL
12/16/24	Printed cancellation notice for posting	1	0	\$0.00	\$0.00	\$ -	\$ 0.25	\$ 0.25	\$ -	\$ -	\$ -	\$0.25
12/18/25	Copied and mailed checks	2	1	\$0.00	\$0.69	\$ -	\$ 0.50	\$ 1.19	\$ -	\$ -	\$ -	\$1.19
12/26/24	Copied and mailed checks	4	4	\$0.00	\$2.76	\$ -	\$ 1.00	\$ 3.76	\$ -	\$ -	\$ -	\$3.76
						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
						\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$0.00
<b>TOTAL</b>		7	5	\$ -	\$ 3.45	\$ -	\$ 1.75	\$ 5.20	\$ -	\$ -	\$ -	\$5.20

\*Agency purchased its own #10 letter-sized envelopes. This cost is for larger 9 x 12 manilla envelopes.

<b>Total Office Supplies</b>	<b>\$1.75</b>
<b>Total Postage</b>	<b>\$3.45</b>
<b>Total</b>	<b>\$5.20</b>

DECEMBER 2024

Jackie:

Date	Item	From	To	Purpose	Total Miles	Reimbursement(@rate: 0.67)	GSA/UWCD
12/18/24	Mileage, one-way (10.4 miles one-way)	HQs, Oxnard 1701 N. Lombard	City of Ventura, Ventura 336 San Jon Road	MBGSA, met up with Dir. Tribo to get	10.4	\$6.97	Mound Basin
12/18/24	Mileage, one-way (5.6 miles one-way)	City of Ventura, Ventura	County of Ventura, Ventura	MBGSA, met up with Dir. Anselm to get	5.6	\$3.75	Mound Basin
12/18/24	Mileage, one-way (7 miles one-way)	County of Ventura, Ventura	HQs, Oxnard 1701 N. Lombard Street	MBGSA, returned to office	7.0	\$4.69	Mound Basin
12/26/24	Mileage, roundtrip (7 miles one-way)	County of Ventura, Ventura	HQs, Oxnard 1701 N. Lombard Street	MBGSA, met up with Dir. Anselm to get	14.0	\$9.38	Mound Basin
						Mound Basin	\$24.79
						<b>Total</b>	<b>\$24.79</b>

January 31, 2025

MOUND BASIN GROUNDWATER SUSTAINABILITY  
C/O UNITED WATER CONSERVATION DISTRICT  
1701 N. LOMBARD ST., SUITE 200  
OXNARD, CA 93030

Invoice No. 1240352  
Client No. 23234  
Matter No. 001  
Billing Attorney: JDH

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### INVOICE SUMMARY

For Professional Services Rendered for the Period Ending: January 19, 2025.

RE: MOUND BASIN GROUNDWATER SUSTAINABILITY  
GENERAL BUSINESS

Professional Services	\$ 315.00
Costs Advanced	<u>    \$.00</u>
<b>TOTAL THIS INVOICE</b>	<b>\$ 315.00</b>

Reviewed by BB 2/17/25  
Account 52501: Legal Counsel

**KLEIN DENATALE GOLDNER**

Invoice No. 1240352

January 31, 2025

**PROFESSIONAL SERVICES**

<b>Date</b>	<b>Init</b>	<b>Description</b>	<b>Hours</b>	<b>Amount</b>
12/27/24	JDH	TELEPHONE CONFERENCE WITH B. BONDY REGARDING ACCESS TO UNITED WCD MODELING MATERIAL; E-MAILED OPV MOTION TO COMPEL PLEADINGS TO B. BONDY REGARDING SAME.	.60	225.00
1/02/25	AND	RESEARCHED FORM 700 SUBMISSION REQUIREMENTS; RESEARCHED SB 1156; E-MAILED ANALYSIS REGARDING SAME.	.30	90.00

**TOTAL PROFESSIONAL SERVICES**

**\$ 315.00**

**SUMMARY OF PROFESSIONAL SERVICES**

<b>Name</b>	<b>Init</b>	<b>Rate</b>	<b>Hours</b>	<b>Total</b>
DOMINGUEZ, ALEX	AND	300.00	.30	90.00
HUGHES, JOSEPH	JDH	375.00	.60	225.00
<b>Total</b>			<b>.90</b>	<b>\$ 315.00</b>

**TOTAL THIS INVOICE**

**\$ 315.00**

# 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](mailto:accounting@kleinlaw.com)

January 31, 2025

MOUND BASIN GROUNDWATER SUSTAINABILITY  
C/O UNITED WATER CONSERVATION DISTRICT  
1701 N. LOMBARD ST., SUITE 200  
OXNARD, CA 93030

Invoice No. 1240352  
Client No. 23234  
Matter No. 001  
Billing Attorney: JDH

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## REMITTANCE

RE: MOUND BASIN GROUNDWATER SUSTAINABILITY  
GENERAL BUSINESS

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**BALANCE DUE THIS INVOICE**

**\$ 315.00**

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**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  
Invoice No. 1240352)

J.P. Morgan Chase

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.*



1672 Donlon Street  
 Ventura, Calif. 93003  
 Local 805.654.6977  
 contact@jds civil.com  
 www.jds civil.com

Mound Basin Groundwater Sustainability Agency  
 C/O United Water Conservation District  
 1701 Lombard Street  
 Suite 200  
 Oxnard, CA 93030

Invoice number 67963  
 Date 01/31/2025

Project **MBG01.6710.001 MONITORING WELL  
 CLUSTER ENCROACHMENT &  
 COASTAL DEVLOP. PERMITTING**

Professional Services through 01/31/2025

**TASK 1  
 ENCROACHMENT PERMIT**

	Hours	Rate	Billed Amount
Agency/Client Coordination			
Planner III	1.00	170.00	170.00
Correspondence			
Senior Civil Engineer II	10.25	210.00	2,152.50
Engineering Technician I	0.25	125.00	31.25
Drafting			
Senior Civil Engineer II	1.50	210.00	315.00
Staff Engineer	6.25	165.00	1,031.25
Research			
Engineering Technician I	0.25	125.00	31.25
Phase subtotal			3,731.25
TASK 1 subtotal			3,731.25

**TASK 2  
 COASTAL DEVELOPMENT PERMIT**

	Hours	Rate	Billed Amount
Drafting			
Staff Engineer	2.50	165.00	412.50
TASK 2 subtotal			412.50

Reviewed by BB 2/17/25  
 Account 82001: Capital Project Expenditures

Invoice total **4,143.75**

**Invoice Summary**

Description	Contract Amount	Prior Charges	Current Charges	Total Charges	Contract Remaining	Percent Complete
<b>TASK 1</b>						
<b>Encroachment Permit</b>	24,530.00	2,421.25	3,731.25	6,152.50	18,377.50	25.08
<b>Permit Fees</b>	6,464.00	0.00	0.00	0.00	6,464.00	0.00
Subtotal	30,994.00	2,421.25	3,731.25	6,152.50	24,841.50	19.85
<b>TASK 2</b>						
<b>Coastal Development Permit</b>	8,500.00	552.50	412.50	965.00	7,535.00	11.35
<b>Permit Fees</b>	4,433.00	0.00	0.00	0.00	4,433.00	0.00
Subtotal	12,933.00	552.50	412.50	965.00	11,968.00	7.46
Total	43,927.00	2,973.75	4,143.75	7,117.50	36,809.50	16.20

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
67963	01/31/2025	4,143.75	4,143.75				
	Total	4,143.75	4,143.75	0.00	0.00	0.00	0.00

Note: Task 1 and prior charges, total charges, and contract remaining are off by \$31.06 for invoice 67745. Vendor was contacted 2/17 with request to fix on next invoice. -BB



**Bondy Groundwater Consulting, Inc.  
Invoice for Professional Consulting Services**

**Mound Basin GSA Groundwater Sustainability Plan Support Services**

**Client Contract No. N/A**

**Invoice Period: January 1-31, 2025**

Bondy Groundwater Consulting, Inc.  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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

Project #: 100

Invoice #: 100-13

Invoice Date: 2/1/2025

**Description of Services**

<b>Labor</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
<b><u>Executive Dir. - GSP Implementation (Acct: 52250)</u></b>	11.75	\$227.50	\$2,673.12
<ul style="list-style-type: none"> <li>• Coordination w/ UWCD re: modeling work for 5-yr GSP evaluation</li> <li>• Attend 1/7 Small GSA Coalition meeting (shared with UVRGA)</li> <li>• Prepare Executive Director's Report for 1/27 Board meeting (GSP Implementation Items)</li> <li>• Zoom mtg/ w/ UWCD staff re: status of groundwater level and quality monitoring programs</li> <li>• Attend 1/27 Board Meeting (GSP implementation items)</li> <li>• Coordination w/ Jensen for monitoring well "B" permitting</li> <li>• Coordination w/ Intera re: water year 2023/2024 annual report</li> <li>• Zoom mtg/ w/ UWCD staff re: modeling work for 5-yr GSP evaluation</li> </ul>			
<b><u>Executive Director - Management (Acct: 52280)</u></b>	4.75	\$227.50	\$1,080.62
<ul style="list-style-type: none"> <li>• Coordination re: SB 1156 compliance</li> <li>• Review/edit draft agenda for 1/27 Board meeting</li> <li>• Review/edit draft minutes for October 2024 Board meeting</li> <li>• Prepare Executive Director's Report for 1/27 Board meeting (Administrative Items)</li> <li>• Attend 1/27 Board Meeting (admin items)</li> <li>• Review vendor invoices</li> <li>• Misc. coordination w/ legal counsel</li> <li>• Misc. coordination w/ finance staff</li> <li>• Misc. coordination w/ Board clerk</li> </ul>			
		<b>Subtotal Labor:</b>	<b>\$3,753.74</b>

**Expenses**

<b>Date</b>	<b>Description</b>	<b>Units</b>	<b>Rate</b>	<b>Subtotal</b>
<b><u>Executive Director - Management (Acct: 52280)</u></b>				
1/27/2025	Mileage RT Ventura - Board Meeting	20	\$0.700	\$14.00
	Subtotal Expenses for Exec. Dir - Management (52280):			\$14.00
			<b>Subtotal Expenses:</b>	<b>\$14.00</b>

**Invoice Total (Please pay this amount): **\$3,767.74****

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

Check Detail Report  
March 2025

DATE	TRANSACTION TYPE	NUM	NAME	LINE DESCRIPTION	CATEGORY/PRODUCT/SERVICE CLEARED	CATEGORY/PRODUCT/SERVICE AMOUNT
Citizens Business Bank						
2080						
03/12/2025	Bill Payment (Check)	1175	United Water Conservation District		Uncleared	-\$684.08
03/12/2025	Bill Payment (Check)	1175	United Water Conservation District			-\$684.08
2081						
03/12/2025	Bill Payment (Check)	1176	INTERA Incorporated		Uncleared	-\$26,092.50
03/12/2025	Bill Payment (Check)	1176	INTERA Incorporated			-\$26,092.50
2082						
03/12/2025	Bill Payment (Check)	1177	Jensen Design & Survey, Inc.		Uncleared	-\$5,465.75
03/12/2025	Bill Payment (Check)	1177	Jensen Design & Survey, Inc.			-\$5,465.75
2083						
03/12/2025	Bill Payment (Check)	1178	Bondy Groundwater Consulting, Inc		Uncleared	-\$1,592.50
03/12/2025	Bill Payment (Check)	1178	Bondy Groundwater Consulting, Inc			-\$1,592.50



February 1, 2025

**Invoice #70**  
**Administrative & Accounting Services**  
**Mound Basin Groundwater Sustainability Agency and Groundwater Sustainability Plan**  
**January 2025**

General & Administrative Personnel Position	Hourly Rate	# of Hours	Total
Administrative Assistant III - RP Jackie Lozano	65.08	5.50	357.94
<i>Subtotal Administrative Staff</i>			357.94
Finance Supervisor, Sara Guzman	102.21	0.25	25.55
Accountant OT, Nyvee de Leon	120.90	1.50	181.35
<i>Subtotal Accounting Staff</i>			206.90
<b>Total Personnel</b>			<b>564.84</b>
Non-Personnel Expenses Description			Total
<b>Administrative Expenses</b>			
Mileage Reimbursement			39.35
Postage			6.21
Copies, presentation covers			61.00
1099 Filing Charge			12.68
<b>Total Non-Personnel</b>			<b>119.24</b>
<b>TOTAL</b>			<b>684.08</b>

Reviewed by BB 3/11/25  
  
 Account: 52270 · Prof Svcs - Accounting: \$206.90  
 Account: 52275 · Prof Svcs - Admin/Clerk: \$357.94  
 Account: 53020 · Office Supplies: \$73.68  
 Account: 53026 · Postage and Mailing: \$6.21  
 Account: 53110 · Travel and Training: \$39.35



# Time and Attendance History Report- PA account

Payroll Set: 01 - United Water Conservation District

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

Position: Accountant - Accountant

Date	Activity	Hours	Status	Description	Project Account	Project Name
01/06/2025	OT -- 50 -- Reimbursable	1.00	Transferred	530-630PM - UWCD Invoice	3310200	Mound Basin GSA - Salary
01/14/2025	OT -- 50 -- Reimbursable	0.50	Transferred	530-600 PM Revision & Record UWCD Invoice to Incode	3310200	Mound Basin GSA - Salary
<b>De Leon - Accountant Total:</b>		<b>1.50</b>				
<b>De Leon Total:</b>		<b>1.50</b>				

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

Position: Finance Supervisor - Finance Supervisor

Date	Activity	Hours	Status	Description	Project Account	Project Name
01/13/2025	RP - 50 - Reimbursable	0.25	Transferred	Review UWCD inv. #69.	3310200	Mound Basin GSA - Salary
<b>Guzman - Finance Supervisor Total:</b>		<b>0.25</b>				
<b>Guzman Total:</b>		<b>0.25</b>				

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
12/26/2024	RP - 50 - Reimbursable	2.00	Transferred	MBGSA, drove to the County - met up with Dir. Anselm to get checks signed, processed upon return to office	3310200	Mound Basin GSA - Salary
01/06/2025	RP - 50 - Reimbursable	2.00	Transferred	MBGSA, uploaded agenda and meeting minutes to Dropbox; prepared staff report for officer appointments, emailed to legal counsel for review; responded to emails	3310200	Mound Basin GSA - Salary
01/08/2025	RP - 50 - Reimbursable	0.50	Transferred	MBGSA, set up three Zoom meetings	3310200	Mound Basin GSA - Salary
01/13/2025	RP - 50 - Reimbursable	1.00	Transferred	MBGSA, set up FPPC account and updated Directors email addresses in system	3310200	Mound Basin GSA - Salary
<b>Lozano - Administrative Assistant III Total:</b>		<b>5.50</b>				
<b>Lozano Total:</b>		<b>5.50</b>				



United Water Conservation District, CA

# Project Account Distribution Report

Payment Date Range: 1/1/2025 - 1/31/2025

Expense Date Range: -

By: Employee

Payroll Set: 01 - United Water Conservation District

**Employee: 1108 - Guzman, Sara Katherine**

**EARNINGS**

Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Units
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-110-51110		8.02 %	Regular Salary	RP	Finance Supervisor	01/24/2025	01/24/2025	0.02
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-110-51110		8.02 %	Regular Salary	RP	Finance Supervisor	01/24/2025	01/24/2025	0.02
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-110-51110		83.96 %	Regular Salary	RP	Finance Supervisor	01/24/2025	01/24/2025	0.21
<b>Earnings Total:</b>											<b>0.25</b>

**Employee: 1114 - Lozano, Jacquelyn Elaine**

**EARNINGS**

Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Units
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-100-51110		0.49 %	Regular Salary	RP	Administrative Assistant III	01/10/2025	01/10/2025	0.01
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-100-51110		6.49 %	Regular Salary	RP	Administrative Assistant III	01/10/2025	01/10/2025	0.13
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-100-51110		93.01 %	Regular Salary	RP	Administrative Assistant III	01/10/2025	01/10/2025	1.86
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-100-51110		6.50 %	Regular Salary	RP	Administrative Assistant III	01/24/2025	01/24/2025	0.23
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-100-51110		93.00 %	Regular Salary	RP	Administrative Assistant III	01/24/2025	01/24/2025	3.25
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-100-51110		0.50 %	Regular Salary	RP	Administrative Assistant III	01/24/2025	01/24/2025	0.02
<b>Earnings Total:</b>											<b>5.50</b>

**Employee: 1161 - De Leon, Nyvee Marcelino**

**EARNINGS**

Project #	Project Name	Proj. Acct. #	Proj. Acct. Name	GL Account #	%	GL Account Name	Pay Code	Position Code	Pay Date	Exp. Date	Units
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-110-51110		5.00 %	Regular Salary	OT	Accountant	01/24/2025	01/24/2025	0.08
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-110-51110		5.00 %	Regular Salary	OT	Accountant	01/24/2025	01/24/2025	0.08
3310	Mound Basin GSA SGM3310 Mound Bsn C		Mound Basin GSA - Sa050-110-51110		90.00 %	Regular Salary	OT	Accountant	01/24/2025	01/24/2025	1.34
<b>Earnings Total:</b>											<b>1.50</b>

February 1, 2025

Office Supplies and Postage Usage January 2024  
 Invoice #70

Date	Description	# of imprints	# of items mailed	cost per manilla env. (\$0.65)*	cost for postage (\$0.69)	cost for postage - other	cost per copy (\$0.25)	SUBTOTAL	# of covers	cost per cover (\$0.77)	SUBTOTAL COVERS	TOTAL
Jackie												
12/16/24	Printed cancellation notice for posting	1	0	-	-	-	0.25	0.25	-	-	-	0.25
12/18/25	Copied and mailed checks	2	1	-	0.69	-	0.50	1.19	-	-	-	1.19
12/26/24	Copied and mailed checks	4	4	-	2.76	-	1.00	3.76	-	-	-	3.76
01/24/25	Printed agenda for posting (two copies)	4	0	-	-	-	1.00	1.00	-	-	-	1.00
01/27/25	Printed agenda, minutes, packets, and attendance sheet for mtg	229	0	-	-	-	57.25	57.25	-	-	-	57.25
01/27/25	Copied and mailed checks	4	4	-	2.76	-	1.00	3.76	-	-	-	3.76
<b>TOTAL</b>		<b>244</b>	<b>9</b>	<b>-</b>	<b>6.21</b>	<b>-</b>	<b>61.00</b>	<b>67.21</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>67.21</b>

\*Agency purchased its own #10 letter-sized envelopes. This cost is for larger 9 x 12 manilla envelopes.

<b>Total Office Supplies</b>	<b>\$61.00</b>
<b>Total Postage</b>	<b>\$6.21</b>
<b>Total</b>	<b>\$67.21</b>

**JANUARY 2025**

Jackie:

Date	Item	From	To	Purpose	Total Miles	Reimbursement (2024 @rate 0.67 and 2025 @ 0.70)	GSA/UWCD
12/18/24	Mileage, one-way (10.4 miles one-way)	HQs, Oxnard 1701 N. Lombard Street	City of Ventura, Ventura 336 San Jon Road	MBGSA, met up with Dir. Tribo to get Agency checks signed	10.40	\$6.97	Mound Basin
12/18/24	Mileage, one-way (5.6 miles one-way)	City of Ventura, Ventura 336 San Jon Road	County of Ventura, Ventura 800 S. Victoria Avenue	MBGSA, met up with Dir. Anselm to get Agency checks signed	5.60	\$3.75	Mound Basin
12/18/24	Mileage, one-way (7 miles one-way)	County of Ventura, Ventura 800 S. Victoria Avenue	HQs, Oxnard 1701 N. Lombard Street	MBGSA, returned to office	7.00	\$4.69	Mound Basin
12/26/24	Mileage, roundtrip (7 miles one-way)	County of Ventura, Ventura 800 S. Victoria Avenue	HQs, Oxnard 1701 N. Lombard Street	MBGSA, met up with Dir. Anselm to get Agency checks signed; returned to office	14.00	\$9.38	Mound Basin
01/24/25	Mileage, roundtrip (10.4 miles one-way)	HQs, Oxnard 1701 N. Lombard	City of Ventura, Ventura 336 San Jon Road	Posted Agenda at the city	10.40	\$7.28	Mound Basin
01/27/25	Mileage, roundtrip (10.4 miles one-way)	HQs, Oxnard 1701 N. Lombard	City of Ventura, Ventura 336 San Jon Road	Set up for and participated in GSA	10.40	\$7.28	Mound Basin

Mound Basin	\$39.35
<b>Total</b>	<b>\$39.35</b>

## Payer Billing Report

Tax Year: 2024

Select Payer: Mound Basin Groundwater Sustain

Efile From Date:

Efile To Date:

Export To Excel

Payer Name	Tax ID	Tax Year	Forms Efiled	Amount	Efile Submitted By	Efile Scheduled Date	Efile Date	Mailed Forms	Efile Reference Number
Mound Basin Groundwater Sustainability A	823156443	2024		12.68	David Rivera	1/30/2025	01/30/2025	2	<a href="#">201866097</a>

10 items per page

1 - 1 of 1 items



INTERA Incorporated  
 9600 Great Hills Trail, Suite 300W  
 Austin, TX 78759  
 +1 (512) 425 2000  
 INTERA.com

**Mound Basin Groundwater Sustainability Agency**  
**Bryan Bondy**  
 c/o United Water Conservation District  
 1701 N. Lombard Street, Suite 200  
 Oxnard, CA 93030

Invoice Number: **01-25-106**  
 Date: 02/24/2025  
 Terms: Net 30 Days

Billing Period: 01/01/25 - 01/31/25

Project: MBGSA.M001.SRVCS  
 Mound Basin Groundwater Sustainability Planning Support  
 Project Manager: Abhishek Singh

Summary of Work Provided:

- 1) Annual Report data/document review/preparation
- 2) GIS/excel tasks for figure/table updates
- 3) Project management

**WO #13 Fourth GSP Annual Report**

**Task 13.1 Annual Report**

***Professional Services***

	Hours	Rate (\$/hr)	Billed Amount
<b><u>Sr. Eng/Sci II</u></b>			
Steven L. Humphrey	2.00	215.00	\$430.00
<b><u>Sr. Eng/Sci IV</u></b>			
Erick N. Fox	3.00	190.00	\$570.00
<b><u>Eng/Sci II</u></b>			
Mackenzie L. Dughi	34.50	155.00	\$5,347.50
<i>Task 13.1: Professional Services Subtotal</i>			\$6,347.50
<b>Task 13.1 Total</b>			<b>\$6,347.50</b>

**Task 13.2 Project Management**

***Professional Services***

	Hours	Rate (\$/hr)	Billed Amount
<b><u>Sr. Eng/Sci II</u></b>			
Steven L. Humphrey	1.50	215.00	\$322.50
<i>Task 13.2: Professional Services Subtotal</i>			\$322.50
<b>Task 13.2 Total</b>			<b>\$322.50</b>



WO #13 Fourth GSP Annual Report Subtotal \$6,670.00

**INVOICE TOTAL** **\$6,670.00**

**Please remit payment to:**

**INTERA Incorporated  
9600 Great Hills Trail, Suite 300W  
Austin, TX 78759  
FEIN: 74-3010638**

**By ACH to:**

**JPMorgan Chase Bank  
New York, NY**

**By Wire Transfer to:**

**JPMorgan Chase Bank  
New York, NY**

**Reviewed by BB 3/11/25  
Account: 52250 · Prof Svcs - Technical Services for GSP Implementation**

**Invoice Summary by Phase**

Description	Contract Amount	Prior Billed	Current Billed	Total Billed	Remaining
WO #13 Fourth GSP Annual Report					
Task 13.1 Annual Report	35,760.00	107.50	6,347.50	6,455.00	29,305.00
Task 13.2 Project Management	2,150.00	0.00	322.50	322.50	1,827.50
Subtotal	37,910.00	107.50	6,670.00	6,777.50	31,132.50
Total	37,910.00	107.50	6,670.00	6,777.50	31,132.50



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**Mound Basin Groundwater Sustainability Agency**  
**Bryan Bondy**  
 c/o United Water Conservation District  
 1701 N. Lombard Street, Suite 200  
 Oxnard, CA 93030

Invoice Number: **02-25-34**  
 Date: 03/10/2025  
 Terms: Net 30 Days

Billing Period: 02/01/25 - 02/28/25

Project: MBGSA.M001.SRVCS  
 Mound Basin Groundwater Sustainability Planning Support  
 Project Manager: Abhishek Singh

Summary of Work Provided:

- 1) Periodic evaluation guidance review and outline preparation/review
- 2) Internal and client meetings/discussions
- 3) Project management

**WO #12 As-Needed GSP Implementation Support**

**Task 12.1 As-Needed GSP Implementation Support Services**

**Professional Services**

	Hours	Rate (\$/hr)	Billed Amount
<b><u>Sr. Eng/Sci II</u></b>			
Steven L. Humphrey	5.50	205.00	\$1,127.50
<i>Task 12.1: Professional Services Subtotal</i>			\$1,127.50
<b>Task 12.1 Total</b>			<b>\$1,127.50</b>

WO #12 As-Needed GSP Implementation Support Subtotal \$1,127.50

**INVOICE TOTAL \$1,127.50**

**Reviewed by BB 3/11/25**  
**Account: 52250 · Prof Svcs - Technical Services for GSP Implementation**

**Please remit payment to:**

**INTERA Incorporated  
9600 Great Hills Trail, Suite 300W  
Austin, TX 78759  
FEIN: 74-3010638**

**By ACH to:**

**JPMorgan Chase Bank  
New York, NY**

**By Wire Transfer to:**

**JPMorgan Chase Bank  
New York, NY**

**Invoice Summary by Phase**

Description	Contract Amount	Prior Billed	Current Billed	Total Billed	Remaining
WO #12 As-Needed GSP Implementation Support					
Task 12.1 As-Needed GSP Implementation Support Services	50,000.00	9,275.00	1,127.50	10,402.50	39,597.50
Total	50,000.00	9,275.00	1,127.50	10,402.50	39,597.50



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**Mound Basin Groundwater Sustainability Agency**

**Bryan Bondy**

c/o United Water Conservation District  
 1701 N. Lombard Street, Suite 200  
 Oxnard, CA 93030

Invoice Number: **02-25-35**  
 Date: 03/10/2025  
 Terms: Net 30 Days

Billing Period: 02/01/25 - 02/28/25

Project: MBGSA.M001.SRVCS  
 Mound Basin Groundwater Sustainability Planning Support  
 Project Manager: Abhishek Singh

Summary of Work Provided:

- 1) Update Annual Report text, tables, figures.
- 2) QC/review of data, text, tables, figures.
- 3) Meetings with MBGSA Executive Director, project management tasks.

**WO #13 Fourth GSP Annual Report**

**Task 13.1 Annual Report**

***Professional Services***

	Hours	Rate (\$/hr)	Billed Amount
<b><u>Principal Eng/Sci I</u></b>			
Abhishek Singh	3.00	295.00	\$885.00
<b><u>Sr. Eng/Sci II</u></b>			
Steven L. Humphrey	23.00	215.00	\$4,945.00
<b><u>Sr. Eng/Sci IV</u></b>			
Erick N. Fox	14.50	190.00	\$2,755.00
<b><u>Eng/Sci II</u></b>			
Mackenzie L. Dughi	40.50	155.00	\$6,277.50
Mitsuyo Tsuda	16.00	155.00	\$2,480.00
<b><u>Tech.Ed.</u></b>			
Mary C. Davis	2.00	100.00	\$200.00
<i>Task 13.1: Professional Services Subtotal</i>			\$17,542.50
<b>Task 13.1 Total</b>			<b>\$17,542.50</b>

**Task 13.2 Project Management**

***Professional Services***

	Hours	Rate (\$/hr)	Billed Amount
<b><u>Sr. Eng/Sci II</u></b>			
Steven L. Humphrey	3.50	215.00	\$752.50

**WO #13 Fourth GSP Annual Report**

**Task 13.2 Project Management**

**Professional Services**

*Task 13.2: Professional Services Subtotal* 3.50 \$752.50

**Task 13.2 Total** **\$752.50**

WO #13 Fourth GSP Annual Report Subtotal \$18,295.00

**INVOICE TOTAL** **\$18,295.00**

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**9600 Great Hills Trail, Suite 300W**  
**Austin, TX 78759**  
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**New York, NY**  
**INTERA Incorporated**

By Wire Transfer to:

**JPMorgan Chase Bank**  
**New York, NY**  
**INTERA Incorporated**

**Reviewed by BB 3/11/25**  
**Account: 52250 · Prof Svcs - Technical Services for GSP Implementation**

**Invoice Summary by Phase**

Description	Contract Amount	Prior Billed	Current Billed	Total Billed	Remaining
WO #13 Fourth GSP Annual Report					
Task 13.1 Annual Report	35,760.00	6,455.00	17,542.50	23,997.50	11,762.50
Task 13.2 Project Management	2,150.00	322.50	752.50	1,075.00	1,075.00
Subtotal	37,910.00	6,777.50	18,295.00	25,072.50	12,837.50
Total	37,910.00	6,777.50	18,295.00	25,072.50	12,837.50





1672 Donlon Street  
 Ventura, Calif. 93003  
 Local 805.654.6977  
 contact@jdsccivil.com  
 www.jdsccivil.com

Mound Basin Groundwater Sustainability Agency  
 C/O United Water Conservation District  
 1701 Lombard Street  
 Suite 200  
 Oxnard, CA 93030

Invoice number 68066  
 Date 02/28/2025

Project **MBG01.6710.001 MONITORING WELL  
 CLUSTER ENCROACHMENT &  
 COASTAL DEVLOP. PERMITTING**

Professional Services through 02/28/2025

**TASK 1  
 ENCROACHMENT PERMIT**

	Hours	Rate	Billed Amount
Correspondence			
Senior Civil Engineer II	4.50	210.00	945.00
Design			
Senior Civil Engineer II	10.25	210.00	2,152.50
Drafting			
Staff Engineer	9.25	165.00	1,526.25
Phase subtotal			4,623.75

**PERMIT FEES**

	Units	Cost Rate	Cost Amount	Billed Amount
Maps and Reference Material				
Southern California Edison(Maps)			80.00	92.00
<i>Utility Research</i>				
Southern California Gas Company			13.50	15.53
<i>Utility Research -Maps</i>				
<i>Utility Research -Maps</i>			13.50	15.53
Subtotal			107.00	123.06
Phase subtotal				123.06
TASK 1 subtotal				4,746.81

**TASK 2  
 COASTAL DEVELOPMENT PERMIT**

	Hours	Rate	Billed Amount
Drafting			
Staff Engineer	4.00	165.00	660.00
Site Plan			
Senior Planner I	0.50	180.00	90.00
Phase subtotal			750.00

TASK 2 subtotal

750.00

Invoice total

5,496.81

Prepayment applied

-31.06

Amount due this invoice

**5,465.75**

Reviewed by BB 3/11/25  
Account 82001: Capital Project Expenditures

**Invoice Summary**

Description	Contract Amount	Prior Charges	Current Charges	Total Charges	Contract Remaining	Percent Complete
<b>TASK 1</b>						
<b>Encroachment Permit</b>	24,530.00	6,152.50	4,623.75	10,776.25	13,753.75	43.93
<b>Permit Fees</b>	6,464.00	0.00	123.06	123.06	6,340.94	1.90
Subtotal	30,994.00	6,152.50	4,746.81	10,899.31	20,094.69	35.17
<b>TASK 2</b>						
<b>Coastal Development Permit</b>	8,500.00	965.00	750.00	1,715.00	6,785.00	20.18
<b>Permit Fees</b>	4,433.00	0.00	0.00	0.00	4,433.00	0.00
Subtotal	12,933.00	965.00	750.00	1,715.00	11,218.00	13.26
Total	43,927.00	7,117.50	5,496.81	12,614.31	31,312.69	28.72

**Aging Summary**

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
67963	01/31/2025	4,143.75		4,143.75			
68066	02/28/2025	5,465.75	5,465.75				
	Total	9,609.50	5,465.75	4,143.75	0.00	0.00	0.00

**Bondy Groundwater Consulting, Inc.  
Invoice for Professional Consulting Services**

**Mound Basin GSA Groundwater Sustainability Plan Support Services**

**Client Contract No. N/A**

**Invoice Period: February 1-28, 2025**

Bondy Groundwater Consulting, Inc.  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

Client: Mound Basin GSA  
P.O. Box 3544  
Ventura, CA 93006-3544  
Project #: 100  
Invoice #: 100-14  
Invoice Date: 3/1/2025

**Description of Services**

<b>Labor</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
<b><u>Executive Dir. - GSP Implementation (Acct: 52250)</u></b>	6.00	\$227.50	\$1,365.00
<ul style="list-style-type: none"><li>• Coordination w/ UWCD re: modeling work for 5-yr GSP evaluation</li><li>• Review draft GSP evaluation report outline</li><li>• Coordination w/ Jensen for monitoring well "B" permitting</li><li>• Coordination w/ Intera re: water year 2023/2024 annual report</li><li>• Coordination w/ FCGMA</li></ul>			
<b><u>Executive Director - Management (Acct: 52280)</u></b>	1.00	\$227.50	\$227.50
<ul style="list-style-type: none"><li>• Coordination re: March Board meeting reschedule</li><li>• Review vendor invoices</li><li>• Misc. coordination w/ legal counsel</li><li>• Misc. coordination w/ finance staff</li><li>• Misc. coordination w/ Board clerk</li></ul>			
<b>Subtotal Labor:</b>			<b>\$1,592.50</b>

**Expenses**

<b>Date</b>	<b>Description</b>	<b>Units</b>	<b>Rate</b>	<b>Subtotal</b>
<b>Subtotal Expenses:</b>				<b>\$0.00</b>

**Invoice Total (Please pay this amount): **\$1,592.50****

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



**MoundBasin**  
GROUNDWATER SUSTAINABILITY AGENCY

**Information Item No. 5(c)**

**DATE:** March 13, 2025  
**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 for the month of January through February 2025.

**FISCAL SUMMARY**

Not applicable.

**ATTACHMENTS**

- A. January 2025 Profit/Loss Statement
- B. January 2025 Balance Sheet
- C. February 2025 Profit/Loss Statement
- D. February 2025 Balance Sheet

## Mound Basin, GSA

## Budget vs. Actuals: Budget FY 24-2025 - FY25 P&amp;L

July 2024 - January 2025

	JUL - SEP, 2024		OCT - DEC, 2024		JAN 2025		TOTAL	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
Income								
40001 Groundwater Extraction Fees		0.00		248,391.42		0.00	\$0.00	\$248,391.42
42000 Investment Income	6,238.15	0.00		16,125.00		0.00	\$6,238.15	\$16,125.00
47000 Other Revenue							\$0.00	\$0.00
47001 Late Fees	1,790.93		401.08				\$2,192.01	\$0.00
<b>Total 47000 Other Revenue</b>	<b>1,790.93</b>		<b>401.08</b>				<b>\$2,192.01</b>	<b>\$0.00</b>
<b>Total Income</b>	<b>\$8,029.08</b>	<b>\$0.00</b>	<b>\$401.08</b>	<b>\$264,516.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,430.16</b>	<b>\$264,516.42</b>
GROSS PROFIT	<b>\$8,029.08</b>	<b>\$0.00</b>	<b>\$401.08</b>	<b>\$264,516.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,430.16</b>	<b>\$264,516.42</b>
Expenses								
52200 Professional Services							\$0.00	\$0.00
52240 Prof Svcs - IT Consulting		2,124.99		2,124.99		708.33	\$0.00	\$4,958.31
52250 Prof Svcs - Post GSP Adoption	2,061.13	36,970.11	8,271.40	36,970.11		12,323.37	\$10,332.53	\$86,263.59
52270 Prof Svcs - Accounting	742.88	2,595.51	2,489.69	2,595.51	468.85	865.17	\$3,701.42	\$6,056.19
52275 Prof Svcs - Admin/Clerk of Bd	1,692.08	1,929.51	3,166.07	1,929.51	471.83	643.17	\$5,329.98	\$4,502.19
52280 Prof Svcs - Executive Director	3,850.00	5,064.60	1,773.40	5,064.60		1,688.20	\$5,623.40	\$11,817.40
<b>Total 52200 Professional Services</b>	<b>8,346.09</b>	<b>48,684.72</b>	<b>15,700.56</b>	<b>48,684.72</b>	<b>940.68</b>	<b>16,228.24</b>	<b>\$24,987.33</b>	<b>\$113,597.68</b>
52500 Legal Fees							\$0.00	\$0.00
52501 Legal Counsel	810.00	1,607.82	450.00	1,607.82	315.00	535.94	\$1,575.00	\$3,751.58
<b>Total 52500 Legal Fees</b>	<b>810.00</b>	<b>1,607.82</b>	<b>450.00</b>	<b>1,607.82</b>	<b>315.00</b>	<b>535.94</b>	<b>\$1,575.00</b>	<b>\$3,751.58</b>
53000 Office Expenses		0.00		0.00		0.00	\$0.00	\$0.00
53010 Public Information		347.82		347.82		115.94	\$0.00	\$811.58
53020 Office Supplies	133.45	281.07	380.08	281.07	1.75	93.69	\$515.28	\$655.83
53026 Postage & Mailing	7.22	175.50	12.42	175.50	3.45	58.50	\$23.09	\$409.50
53070 Licenses, Permits & Fees		283.50		283.50		94.50	\$0.00	\$661.50
53110 Travel & Training	56.68	193.89	32.42	193.89	24.79	64.63	\$113.89	\$452.41
<b>Total 53000 Office Expenses</b>	<b>197.35</b>	<b>1,281.78</b>	<b>424.92</b>	<b>1,281.78</b>	<b>29.99</b>	<b>427.26</b>	<b>\$652.26</b>	<b>\$2,990.82</b>
53111 Office Expenses - Other		39.39		39.39		13.13	\$0.00	\$91.91
53500 Insurance							\$0.00	\$0.00
53510 Liability Insurance	2,098.90	0.00		7,661.00		0.00	\$2,098.90	\$7,661.00
<b>Total 53500 Insurance</b>	<b>2,098.90</b>	<b>0.00</b>		<b>7,661.00</b>		<b>0.00</b>	<b>\$2,098.90</b>	<b>\$7,661.00</b>
71000 Bank Service Charges	135.00	0.00		270.00		0.00	\$135.00	\$270.00
81000 Contingency - Non Capital Expen		0.00		21,412.00		0.00	\$0.00	\$21,412.00
82000 Capital Expenditures							\$0.00	\$0.00
82001 Capital Project Expenditures		0.00	3,004.81	145,444.00	4,143.75	0.00	\$7,148.56	\$145,444.00
82002 Contingency - Capital		0.00		14,544.00		0.00	\$0.00	\$14,544.00
<b>Total 82000 Capital Expenditures</b>		<b>0.00</b>	<b>3,004.81</b>	<b>159,988.00</b>	<b>4,143.75</b>	<b>0.00</b>	<b>\$7,148.56</b>	<b>\$159,988.00</b>
<b>Total Expenses</b>	<b>\$11,587.34</b>	<b>\$51,613.71</b>	<b>\$19,580.29</b>	<b>\$240,944.71</b>	<b>\$5,429.42</b>	<b>\$17,204.57</b>	<b>\$36,597.05</b>	<b>\$309,762.99</b>
NET OPERATING INCOME	<b>\$ -3,558.26</b>	<b>\$ -51,613.71</b>	<b>\$ -19,179.21</b>	<b>\$23,571.71</b>	<b>\$ -5,429.42</b>	<b>\$ -17,204.57</b>	<b>\$ -28,166.89</b>	<b>\$ -45,246.57</b>
NET INCOME	<b>\$ -3,558.26</b>	<b>\$ -51,613.71</b>	<b>\$ -19,179.21</b>	<b>\$23,571.71</b>	<b>\$ -5,429.42</b>	<b>\$ -17,204.57</b>	<b>\$ -28,166.89</b>	<b>\$ -45,246.57</b>

## Mound Basin, GSA

## Balance Sheet

As of January 31, 2025

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10000 Bank of the Sierra (deleted)	3,088.61
10100 Ventura County Investment Pool	506,778.78
10200 Citizens Business Bank	515,137.63
<b>Total Bank Accounts</b>	<b>\$1,025,005.02</b>
Accounts Receivable	
11000 Accounts Receivable	0.13
<b>Total Accounts Receivable</b>	<b>\$0.13</b>
Other Current Assets	
12000 Undeposited Funds	0.00
12900 Clearing Account	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$1,025,005.15</b>
<b>TOTAL ASSETS</b>	<b>\$1,025,005.15</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	7,260.14
<b>Total Accounts Payable</b>	<b>\$7,260.14</b>
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
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$7,260.14</b>
<b>Total Liabilities</b>	<b>\$7,260.14</b>
Equity	
32000 Retained Earnings	1,045,911.90
Net Income	-28,166.89
<b>Total Equity</b>	<b>\$1,017,745.01</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,025,005.15</b>

## Mound Basin, GSA

## Budget vs. Actuals: Budget FY 24-2025 - FY25 P&amp;L

July 2024 - February 2025

	JUL - SEP, 2024		OCT - DEC, 2024		JAN - FEB, 2025		TOTAL	
	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET
Income								
40001 Groundwater Extraction Fees		0.00		248,391.42		0.00	\$0.00	\$248,391.42
42000 Investment Income	6,238.15	0.00		16,125.00		0.00	\$6,238.15	\$16,125.00
47000 Other Revenue							\$0.00	\$0.00
47001 Late Fees	1,790.93		401.08				\$2,192.01	\$0.00
<b>Total 47000 Other Revenue</b>	<b>1,790.93</b>		<b>401.08</b>				<b>\$2,192.01</b>	<b>\$0.00</b>
<b>Total Income</b>	<b>\$8,029.08</b>	<b>\$0.00</b>	<b>\$401.08</b>	<b>\$264,516.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,430.16</b>	<b>\$264,516.42</b>
GROSS PROFIT	<b>\$8,029.08</b>	<b>\$0.00</b>	<b>\$401.08</b>	<b>\$264,516.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,430.16</b>	<b>\$264,516.42</b>
Expenses								
52200 Professional Services							\$0.00	\$0.00
52240 Prof Svcs - IT Consulting		2,124.99		2,124.99		1,416.66	\$0.00	\$5,666.64
52250 Prof Svcs - Post GSP Adoption	2,061.13	36,970.11	8,271.40	36,970.11	9,343.12	24,646.74	\$19,675.65	\$98,586.96
52270 Prof Svcs - Accounting	742.88	2,595.51	2,489.69	2,595.51	675.75	1,730.34	\$3,908.32	\$6,921.36
52275 Prof Svcs - Admin/Clerk of Bd	1,692.08	1,929.51	3,166.07	1,929.51	829.77	1,286.34	\$5,687.92	\$5,145.36
52280 Prof Svcs - Executive Director	3,850.00	5,064.60	1,773.40	5,064.60	1,094.62	3,376.40	\$6,718.02	\$13,505.60
<b>Total 52200 Professional Services</b>	<b>8,346.09</b>	<b>48,684.72</b>	<b>15,700.56</b>	<b>48,684.72</b>	<b>11,943.26</b>	<b>32,456.48</b>	<b>\$35,989.91</b>	<b>\$129,825.92</b>
52500 Legal Fees							\$0.00	\$0.00
52501 Legal Counsel	810.00	1,607.82	450.00	1,607.82	315.00	1,071.88	\$1,575.00	\$4,287.52
<b>Total 52500 Legal Fees</b>	<b>810.00</b>	<b>1,607.82</b>	<b>450.00</b>	<b>1,607.82</b>	<b>315.00</b>	<b>1,071.88</b>	<b>\$1,575.00</b>	<b>\$4,287.52</b>
53000 Office Expenses		0.00		0.00		0.00	\$0.00	\$0.00
53010 Public Information		347.82		347.82		231.88	\$0.00	\$927.52
53020 Office Supplies	133.45	281.07	380.08	281.07	75.43	187.38	\$588.96	\$749.52
53026 Postage & Mailing	7.22	175.50	12.42	175.50	9.66	117.00	\$29.30	\$468.00
53070 Licenses, Permits & Fees		283.50		283.50		189.00	\$0.00	\$756.00
53110 Travel & Training	56.68	193.89	32.42	193.89	64.14	129.26	\$153.24	\$517.04
<b>Total 53000 Office Expenses</b>	<b>197.35</b>	<b>1,281.78</b>	<b>424.92</b>	<b>1,281.78</b>	<b>149.23</b>	<b>854.52</b>	<b>\$771.50</b>	<b>\$3,418.08</b>
53111 Office Expenses - Other		39.39		39.39		26.26	\$0.00	\$105.04
53500 Insurance							\$0.00	\$0.00
53510 Liability Insurance	2,098.90	0.00		7,661.00		0.00	\$2,098.90	\$7,661.00
<b>Total 53500 Insurance</b>	<b>2,098.90</b>	<b>0.00</b>		<b>7,661.00</b>		<b>0.00</b>	<b>\$2,098.90</b>	<b>\$7,661.00</b>
71000 Bank Service Charges	135.00	0.00		270.00		0.00	\$135.00	\$270.00
81000 Contingency - Non Capital Expen		0.00		21,412.00		0.00	\$0.00	\$21,412.00
82000 Capital Expenditures							\$0.00	\$0.00
82001 Capital Project Expenditures		0.00	3,004.81	145,444.00	9,609.50	0.00	\$12,614.31	\$145,444.00
82002 Contingency - Capital		0.00		14,544.00		0.00	\$0.00	\$14,544.00
<b>Total 82000 Capital Expenditures</b>		<b>0.00</b>	<b>3,004.81</b>	<b>159,988.00</b>	<b>9,609.50</b>	<b>0.00</b>	<b>\$12,614.31</b>	<b>\$159,988.00</b>
<b>Total Expenses</b>	<b>\$11,587.34</b>	<b>\$51,613.71</b>	<b>\$19,580.29</b>	<b>\$240,944.71</b>	<b>\$22,016.99</b>	<b>\$34,409.14</b>	<b>\$53,184.62</b>	<b>\$326,967.56</b>
NET OPERATING INCOME	<b>\$ -3,558.26</b>	<b>\$ -51,613.71</b>	<b>\$ -19,179.21</b>	<b>\$23,571.71</b>	<b>\$ -22,016.99</b>	<b>\$ -34,409.14</b>	<b>\$ -44,754.46</b>	<b>\$ -62,451.14</b>
NET INCOME	<b>\$ -3,558.26</b>	<b>\$ -51,613.71</b>	<b>\$ -19,179.21</b>	<b>\$23,571.71</b>	<b>\$ -22,016.99</b>	<b>\$ -34,409.14</b>	<b>\$ -44,754.46</b>	<b>\$ -62,451.14</b>



## Mound Basin, GSA

## Balance Sheet

As of February 28, 2025

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10100 Ventura County Investment Pool	506,778.78
10200 Citizens Business Bank	507,198.36
<b>Total Bank Accounts</b>	<b>\$1,013,977.14</b>
Accounts Receivable	
11000 Accounts Receivable	0.13
<b>Total Accounts Receivable</b>	<b>\$0.13</b>
Other Current Assets	
12000 Undeposited Funds	0.00
12900 Clearing Account	0.00
<b>Total Other Current Assets</b>	<b>\$0.00</b>
<b>Total Current Assets</b>	<b>\$1,013,977.27</b>
<b>TOTAL ASSETS</b>	<b>\$1,013,977.27</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	12,819.83
<b>Total Accounts Payable</b>	<b>\$12,819.83</b>
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
<b>Total Other Current Liabilities</b>	<b>\$0.00</b>
<b>Total Current Liabilities</b>	<b>\$12,819.83</b>
<b>Total Liabilities</b>	<b>\$12,819.83</b>
Equity	
32000 Retained Earnings	1,045,911.90
Net Income	-44,754.46
<b>Total Equity</b>	<b>\$1,001,157.44</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,013,977.27</b>



# MoundBasin

GROUNDWATER SUSTAINABILITY AGENCY

## Information Item No. 7

**DATE:** March 20, 2025  
**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:
  - a. Clerk Lozano continued investigating other potential meeting locations.
2. Financial:
  - a. Groundwater extraction fee invoices for the 2024-2 semi-annual period (July – December 2024) were issued on March 7, 2025, with payment due April 15, 2025. The total groundwater extracted during this semi-annual period was 2,431.25 acre-feet, which is 63% of the amount assumed in the current fiscal year budget. The total amount invoiced was \$313,613.26, which is 63% of the current fiscal year budget.
  - b. The Bank of the Sierra account has been closed.
3. Legal: No reportable activity.
4. Groundwater Sustainability Plan (GSP) Implementation:
  - a. GSP Annual Report: Groundwater Sustainability Agencies (GSAs) are required to prepare an annual report each year. The annual report covering the water year ending September 30, 2024 was prepared for Board consideration. The annual report is due to the Department of Water Resources April 1, 2025.
  - b. GSP Periodic Evaluation: Groundwater Sustainability Agencies (GSAs) are required to perform a periodic evaluation of their Groundwater Sustainability Plan (GSP) at least once every five years. The first periodic evaluation of the MBGSA GSP is due in November

2026. The Executive Director requested a budget and schedule from UWCD for modeling-related tasks in support of the GSP periodic evaluation. The Executive Director and Intera, Inc. worked on a draft table of contents for the GSP periodic evaluation and began developing a scope of work for preparation of the evaluation report.

- c. Small GSA Coalition: A coalition meeting was held on March 6, 2025. The coalition is focusing its efforts on outreach to legislators and DWR concerning modifying SGMA to simplify SGMA compliance and reporting requirements and funding. The coalition is planning a “legislative day” in May in Sacramento for small GSAs.
- d. Groundwater Monitoring Well B: Jensen continued work on the encroachment and coastal development permit applications.
- e. Groundwater Level Monitoring Well 02N22W16K01S: This private well is included in the GSP groundwater level monitoring program and the owner intends to destroy it. The owner is open to transferring responsibility for the well if we MBGSA would like to continue monitoring the well. MBGSA is agreeable if the well is in good condition. On May 31, 2024, the well owner agreed to perform a downhole inspection of the well. The downhole inspection was anticipated to occur during fall/winter 24/25. No change in status since the last Board meeting. The Executive Director has reached out to the well owner concerning status.
- f. 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.

### **ATTACHMENTS**

None.



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

**DATE:** March 20, 2025  
**TO:** Board of Directors  
**FROM:** Executive Director  
**SUBJECT:** Annual Report for Water Year 2023/2024

### **SUMMARY**

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 adoption of the Groundwater Sustainability Plan (GSP). The fourth annual report includes data collected during water year 2023/2024 (October 1, 2023, through September 30, 2024).

The fourth annual report was prepared by Intera, Inc. in collaboration with the Executive Director to meet the regulatory reporting requirements (please see Background and Attachment A for more information).

The draft annual report is available for review at:

[https://moundbasingsa.org/wp-content/uploads/2025/03/MBGSA-AR-FINAL-Draft-03-07-2025\\_v3\\_ALL.pdf](https://moundbasingsa.org/wp-content/uploads/2025/03/MBGSA-AR-FINAL-Draft-03-07-2025_v3_ALL.pdf)

No major issues were identified during the preparation of the annual report. The Executive Director will be happy to answer any questions about the report during the Board meeting.

### **RECOMMENDED ACTIONS**

Approve the Annual Report for Water Year 2023/2024 for submittal to DWR.

### **BACKGROUND**

After adopting a GSP, GSAs are required to submit annual reports to the DWR pursuant to §356.2 of the GSP Emergency Regulations each year by April 1. The annual report requirements are detailed in the excerpt of the GSP Emergency Regulations included in Attachment A and as summarized below:

- Executive summary
- Basin location map

- Description and graphical representation of the following data from the applicable water year:
  - Groundwater elevation data (contour maps and hydrographs)
  - Groundwater extractions from the Basin
  - Surface water supplies to the Basin
  - Total water use in the Basin
  - Change in Basin groundwater storage
  
- Description of progress toward implementing the Plan:
  - Status relative to sustainable management criteria
  - Implementation of projects or management actions

**FISCAL SUMMARY**

Not applicable.

**ATTACHMENT**

GSP Emergency Regulations Excerpt

Action: _____
Motion: _____ 2 <sup>nd</sup> : _____
A.Anselm: _____ J.Chambers: _____ C.Everts: _____ C.Keeling: _____ J.Tribo: _____

## **ARTICLE 7. Annual Reports and Periodic Evaluations by the Agency**

### **§ 356. Introduction to Annual Reports and Periodic Evaluations by the Agency**

This Article describes the procedural and substantive requirements for the annual reports and periodic evaluation of Plans prepared by an Agency.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Section 10733.2, Water Code.

### **§ 356.2. Annual Reports**

Each Agency shall submit an annual report to the Department by April 1 of each year following the adoption of the Plan. The 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.

Note: Authority cited: Section 10733.2, Water Code.

Reference: Sections 10727.2, 10728, and 10733.2, Water Code.

#### **§ 356.4. Periodic Evaluation by Agency**

Each Agency shall evaluate its Plan at least every five years and whenever the Plan is amended, and provide a written assessment to the Department. The assessment shall describe whether the Plan implementation, including implementation of projects and management actions, are meeting the sustainability goal in the basin, and shall include the following:

(a) A description of current groundwater conditions for each applicable sustainability indicator relative to measurable objectives, interim milestones and minimum thresholds.

(b) A description of the implementation of any projects or management actions, and the effect on groundwater conditions resulting from those projects or management actions.

(c) Elements of the Plan, including the basin setting, management areas, or the identification of undesirable results and the setting of minimum thresholds and measurable objectives, shall be reconsidered and revisions proposed, if necessary.

(d) An evaluation of the basin setting in light of significant new information or changes in water use, and an explanation of any significant changes. If the Agency's evaluation shows that the basin is experiencing overdraft conditions, the Agency shall include an assessment of measures to mitigate that overdraft.

(e) A description of the monitoring network within the basin, including whether data gaps exist, or any areas within the basin are represented by data that does not satisfy the requirements of Sections 352.4 and 354.34(c). The description shall include the following:

(1) An assessment of monitoring network function with an analysis of data collected to date, identification of data gaps, and the actions necessary to improve the monitoring network, consistent with the requirements of Section 354.38.

(2) If the Agency identifies data gaps, the Plan shall describe a program for the acquisition of additional data sources, including an estimate of the timing of that acquisition, and for incorporation of newly obtained information into the Plan.

(3) The Plan shall prioritize the installation of new data collection facilities and analysis of new data based on the needs of the basin.

(f) A description of significant new information that has been made available since Plan adoption or amendment, or the last five-year assessment. The description shall also include whether new information warrants changes to any aspect of the Plan, including the