

Board of Directors Meeting Thursday February 21, 2019 – 5:00 p.m.

City of Fillmore City Hall, City Council Chambers 250 Central Avenue, Fillmore, CA 93015 AGENDA

1. Call to Order - First Open Session

2. EXECUTIVE (Closed) SESSION

2A Conference with Legal Counsel-Anticipated Litigation Conference with legal counsel; Government Code sec 54956.9; potential litigation: two cases.

3. Second Open Session

3A Oral Report Regarding Executive (Closed) Session <u>Information Item</u> Presented by GSA's Legal Counsel

- 4. Pledge of Allegiance
- 5. Directors Roll Call

6. Public Comments

Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) will accept public comment concerning agenda items at the time the item is considered and on any non-agenda item within the jurisdiction of the Board during the agendized Public Comment period. No action will be taken by the Board on any non-agenda item. In accordance with Government Code § 54954.3(b)(1), public comment will be limited to three (3) minutes per speaker per issue.

7. Approval of Agenda <u>Motion</u>

8. Director Announcements/Board Communications Information Item Fillmore and Piru Basins Groundwater Sustainability Agency Board of Directors Meeting February 21, 2019 Page 2

9. Executive Director Update

Information Item

The Executive Director will provide an informational update on Agency activities since the previous Board meeting of January 18, 2019. (No submittals of Proposals for Auditors)

10. Legal Counsel Update

Information Item

Legal Counsel will provide an informational update on Agency's legal issues and concerns since the previous Board meeting of January 18, 2019.

11. Groundwater Sustainability Plans Development Update <u>Information Item</u>

Representatives from Daniel B. Stephens and Associates and United Water Conservation District staff will provide an informational update on Agency's Groundwater Sustainability Plans development activities since the previous Board meeting of January 18, 2019.

12. CONSENT CALENDAR

12A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of January 18, 2019.

12B Approval of Warrants

The Board will consider approving the following invoices for payment: OMLO, for December Legal Services, \$760. OMLO, for January Legal Services, \$1,426. Fillmore Post Office, one year post office box rental, \$234. UWCD, financial, administrative and technical support, \$19,005.99

12C Monthly Financial Report

The Board will receive a monthly profit and loss statement and balance sheet for the FPB GSA from UWCD's accounting staff.

Fillmore and Piru Basins Groundwater Sustainability Agency Board of Directors Meeting February 21, 2019 Page 3

13. ACTION ITEMS

13A Election of Board Officers

<u>Motion</u>

Board will accept nominations and elect officers for calendar year 2019.

14. INFORMATION ITEMS

14A Presentation on United Water Conservation District's Groundwater Model

Information Item

Presentation from United Water Conservation District's Supervising Hydrogeologist Dan Detmer on the expansion of the District's groundwater model to the Fillmore and Piru Basins.

FUTURE TOPICS FOR BOARD DISCUSSION

ADJOURNMENT

The Board will adjourn to the next Regular Board Meeting on Thursday, March 21, 2019 or call of the Chair.

Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at UWCD's offices at 106 North 8th Street in Santa Paula during normal business hours.

The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda materials in an alternative format, please contact the UWCD Office at (805) 525-4431 or the City of Fillmore at (805) 524-1500. Notification of at least 48 hours prior to the meeting will enable the District to make appropriate arrangements.

Approved: Helly Tong Board Chair Kelly Long		
Posted: (date) February 15, 2019 At: Fillmore City Hall, 250 Central Av	(time) 11:30a.m. enue, Fillmore, CA	(attest) Kris Sofley
Posted: (date) February 15, 2019 At: <u>https://www.FPBGSA.org</u>	(time) 11:00a.m.	(attest) Kris Sofley
Posted: (date) February 15, 2019 At: https://www.facebook.com/FPBGS	(time) 11:05a.m. <u>A/</u>	(attest) Kris Sofley

Posted: (date) February 15, 2019(time) 11:15.m.(attest) Kris SofleyAt: United Water Conservation District Headquarters, 106 No. 8th St., Santa Paula, CA



Board of Directors Meeting Friday, January 18, 2019 City Council Chambers, Fillmore City Hall 250 Central Avenue, Fillmore, CA 93015

MINUTES

Directors Present

Director Kelly Long, Chair Director Ed McFadden, Vice Chair/Secretary/Treasurer Director Lynn Edmonds (arrived late) Director Gordon Kimball Director Glen Pace

Directors Absent

Director Candice Meneghin

Staff Present

Anthony Emmert, Executive Director Steve O'Neill, Legal Counsel Kris Sofley, Clerk of the Board

Public Present

Dan Detmer, UWCD Tony Morgan, DBS&A Tim Moore, DBS&A Kenneth Rogers, Amen Ranch

1. Call to Order 5:04p.m.

Chair Long called the meeting to order.

2. Pledge of Allegiance

Director Kimball led the group in the Pledge of Allegiance.

3. Directors Roll Call

Directors Kimball, Long, McFadden and Pace were present, Directors Edmonds and Meneghin were not present.

4. Public Comments

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

5. Approval of Agenda Motion

Chair Long suggested that since Director Edmonds was not present, the Board skip item 6 and return to it after Director Edmonds arrives.

Motion to approve the agenda, Director McFadden; Second, Director Kimball. Voice vote: four ayes (Kimball, Long, McFadden, Pace); none opposed; two absent (Edmonds, Meneghin). Motion carries 4/0/2.

7. Director Announcements/Board Communications

Director Pace reported that the next joint Fillmore and Piru Pumpers Association meeting would be held on Tuesday, January 29, and that United Water Conservation District's (UWCD) General Manager Mauricio E. Guardado, Jr. would be making a presentation to the associations regarding State Water.

Chair Long reported that she has been involved in the State Budget discussions with Diane Flemings, special advisor to Governor Newsom and State Finance department. Chair Long said that while the Governor's priority is housing, she is encouraging water discussions.

Vice Chair McFadden reported that UWCD appointed Mike Mobley as Director to fill the vacancy in the District's Division 2. The UWCD Board also elected new officers at the last Board meeting (January 16).

8. Executive Director Update

Information Item

Executive Director Emmert reported that the Agency has received the executed Grant Agreement from the California Department of Water Resources (DWR) for financial assistance in developing the groundwater sustainability plans (GSP) for the Fillmore and Piru basins. He reported that DWR has completed the public comment process on the Basin Boundary Modifications and there were no negative comments regarding the proposed Fillmore and Piru basins. Mr. Emmert does not anticipate any additional changes to the current Agency boundaries. He said that staff is working to update its information for the pumpers now included within the Agency's boundaries, and will continue to reach out to them regarding DWR's changes. Regarding the Stakeholder Engagement plan, Mr. Emmert shared that staff is still working to update the master contacts information for the well owners and other stakeholders, and anticipates an update at the next Board meeting.

9. CONSENT CALENDAR

Motion to approve Consent Calendar, Director McFadden; Second, Director Pace. Voice vote: four ayes (Kimball, Long, McFadden, Pace); none opposed; two absent (Edmonds, Meneghin). Motion carries 4/0/2.

9A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of December 20, 2018.

9B Approval of Warrants

There are no invoices for approval at this time.

9C Monthly Financial Report

The Board will receive a monthly profit and loss statement and balance sheet for the FPBGSA from UWCD's accounting staff.

Chair Long then addressed the Board, explaining that Director Meneghin's maternity leave was addressed with the Environmental consortium. According to the Bylaws, the Environmental consortium would have to appoint a replacement for Director Meneghin and then reappoint her after her return in April; however, the Environmental consortium decided to keep her as their stakeholder director and leave the seat vacant during her leave.

10. ACTION ITEMS

10A Adoption of Consultant Agreement with Daniel B. Stephens & Associates for Groundwater Sustainability Planning <u>Motion</u>

Mr. Emmert addressed the Board, stating that staff was recommending the Board approve the contract with Daniel B. Stephens & Associates (DBS&A) for groundwater sustainability planning services in the amount of \$795,000. He said that he and UWCD groundwater staff met and negotiated with DBS&A regarding the scope of work and fees and that there were no changes to the contract as presented, with the exception of the start date, which would be now.

Director McFadden asked about public outreach. Mr. Emmert said that during negotiations they really dug into that area. The existing scope of work includes help with the development of a contact list and Directors engagement. He stated that both staff and DBS&A felt that the existing budget is sufficient and he will keep the Board apprised as work goes forward. Outreach to both environmental groups and pumpers will keep the public informed as to the process of developing the GSPs in accordance with the Sustainable Groundwater Management Act (SGMA).

Chair Long asked if billing, as it comes through, is then invoiced to the CA Department of Water Resources (DWR).

Mr. Emmert said that the Agency has to pay first, document that the work was done and then invoice the State. He said the budget is in good shape now and this project is funded, but that it will be important to be timely in seeking reimbursement from the State.

Chair Long asked to include future invoicing reports on the agenda so the Board is aware of what is being spent and what is being reimbursed as the GSP development proceeds.

Mr. Emmert replied that it is a painstaking process, arranging the budget to avoid cash flow issues and that it is intended that the match, per category, be met as soon as possible, and then documenting that the match has been met so the Agency can then invoice for reimbursement.

Director Kimball asked if Proposition 1 was bond money and Mr. Emmert said yes, it was fairly secure.

Motion to approve the consultant services agreement with Daniel B. Stephens and Associates, Director Pace; Second, Director McFadden. Voice vote: four ayes (Kimball, Long, McFadden, Page); none opposed; two absent (Edmonds, Meneghin). Motion carries 4/0/2.

Chair Long then welcomed Tony Morgan and Tim Moore to the team. Director Pace asked that a monthly update, perhaps as part of the Executive Director's report, providing the Board with a progress report on GSP activities be included in agendas going forward. Director McFadden agreed that a monthly agenda item would be beneficial.

Director Pace stated that on behalf of the Pumpers Associations, it is important that the public be made aware of the process in progress rather than after the fact. By advising the public of what is coming up, it gives them an opportunity to get involved. He added that the Pumpers Associations meetings are held on the second Tuesday of the month.

Director Kimball added that the Executive Director can provide the monthly progress report as the Board doesn't want to pay Tony Morgan to come to meetings just to provide an update.

Chair Long reported that she had texted Director Edmonds, but has not received a response yet.

11. INFORMATION ITEMS

11A Update on Status of Fillmore and Piru Basins GSA Boundary Modification

Information Item

UWCD's Supervising Hydrogeologist Dan Detmer addressed the Board on the status of the Fillmore and Piru Basins GSA Boundary Modifications with DWR. He reminded the Board of the scramble staff made to meet modifications and that, working under DWR's direction, the new Fillmore and Piru basin boundaries will include about 14 additional wells. He said that he checked with the County of Ventura regarding the status codes on the well files and about half of those 14 wells are either abandoned or are unable to be located. Seven are considered active by the County, three of which are in Holser Canyon, which is outside of UWCD's boundaries; and the other four are not reporting pumping to UWCD. UWCD staff mailed letters out to the well owners of record, two of which were returned marked not at this address, unable to forward. Of the other letters that were mailed out, the District has not had any response from well owners to date.

Updating the Board on DWR activities, Mr. Detmer said that the public comment period ended and there were no public comments on the Fillmore or Piru Basins. DWR had already recommended approval of the boundary modifications and, with no public opposition to the changes, Mr. Detmer expects finalization of the proposed boundary modifications shortly. Once DWR approves the modifications, basin prioritization will be reconsidered by DWR, but since Fillmore and Piru are already considered "high" priority basins, he doesn't expect any further changes. There is a public meeting in late February or early March to address the basins' priority rankings, with the public comment period ending in April and the final prioritization published in May. Mr. Detmer said that, functionally, however, he thinks the process is completed.

Chair Long asked if a letter was sent to DWR regarding the erroneous citing of subsidence and seawater intrusion in the "high" priority ranking. Tim Moore replied that yes, a letter was sent to DWR addressing those issues and Mr. Detmer added that the letter was sent in spring 2018.

Director McFadden asked of the four wells newly added to the GSA, if there was any way to determine if they were large pumpers or little domestic wells. Mr. Detmer said there were no pumping records available for these wells, but that they are not adjacent to extensive agricultural use areas. Mr. Detmer asked if there were any other questions from the Board.

Chair Long asked about reaching out to the "new" wells, and Mr. Detmer said other than the letters that were mailed out, no other outreach had been done, to date.

Director Pace suggested waiting until the boundary modifications had been approved before sending out invoices for the new wells. Mr. Detmer said that it was unclear to him, if the public comment period ended in January, when the final modification would be announced by DWR. Director Pace said they should be invoiced in the next round of billing. Legal counsel Mr. O'Neill interjected, stating that the date of basin boundaries modifications approval by DWR would indicate when Agency billing should begin.

Director Pace said UWCD's billing cycle is from January through June, and Mr. O'Neill said the invoice could be pro-rated.

Mr. Moore said that DWR has not snapped the agency's boundaries to the recent boundary modification. Chair Long asked if the Board needs to agendize a motion of the Board to accept the DWR's final basin boundary modifications.

Mr. O'Neill said it may require a modification to the joint powers authority agreement (JPAA), as the geographic area of the GSA was defined in that agreement. Director Kimball asked it that would have to go back to the County Board of Supervisors, Fillmore City Council and United Board as the three parties of the JPAA. Director Pace said that if basins' boundaries change and the GSA oversees the basins, wouldn't the area of authority evolve with the basins. Mr. O'Neill said he would review the language in the JPAA and come back to the Board with his legal recommendation in February.

FUTURE TOPICS FOR BOARD DISCUSSION

Chair Long asked for a report on open invoices and an update from the ad hoc committee on stakeholder engagement at the February Board meeting; Director McFadden asked that the agenda add an update from Legal Counsel; and Chair Long asked for a line item Update from Consultant.

Director Lynn Edmonds arrived at 5:33p.m.

6. City of Fillmore Representative to FPB GSA Board of Directors <u>Information Item</u>

Chair Long welcomed Fillmore City Councilmember Lynn Edmonds, the new member Director of the Agency Board of Directors. Chair Long then asked to go around the council chambers and have each person introduce themselves to Director Edmonds and include a brief description of their role with the GSA.

Director Pace said he represented the Piru Pumpers Association as its president; Director Kimball said he represented the Fillmore Basin pumpers; Chair Long said she is a County Supervisor for the area and is representing Ventura County as a member Director on the board; Director McFadden said he was a member Director representing United Water Conservation District; Chair Long explained that the environmental stakeholder director Candice Meneghin was on maternity leave; Steve O'Neill introduced himself as the GSA's legal counsel; Anthony Emmert said he was the Agency's Executive Director and his daytime job was assistant general manager with UWCD; Kris Sofley indentified herself as Clerk of the Board and Director Edmonds thanked her for her phone call. Dan Detmer identified himself as the supervising hydrologist with UWCD; Tony Morgan introduced himself as the newly appointed consultant, working with Daniel B. Stephens & Associates; Tim Moore also identified himself as part of the consultant team from DBS&A. Chair Long explained that the Board had just approved the contract with DBS&A, who would handle the preparation of the Groundwater Sustainability Plans for the basins and that United provided data and technical assistance. Chair Long suggested that Director Edmonds meet with Anthony Emmert regarding a better understanding of what a GSA is and what the role of the GSA is for the Fillmore and Piru basins. Director Edmonds said she ran out without any business cards.

Chair Long then asked the Board if 5pm was a good meeting time, or if they preferred to go back to 6pm or, meet earlier as Director McFadden has suggested. Chair Long said that she thought the 5pm time would be an easier transition for United staff. Director Pace said he had no preference; Director Kimball said earlier would be difficult for the public, especially those who work. Director Edmonds said she preferred Thursday, but anytime was good for her; and Director McFadden said he was flexible. The Board discussed meeting at 5pm or 6pm and then agreed that 5pm was the time for now.

Mr. Emmert then added that next month, in addition to ongoing progress reports, Mr. Detmer would provide an update on the UWCD groundwater model, as he felt it was more appropriate to wait until the new Board member was seated and to provide more time for additional progress with the model.

Chair Long asked what the next step was for the GSP and stated that she would like to know how the coordination between DBS&A and UWCD would work. Mr. Emmert said that at last month's discussion, stakeholder engagement – how to get people engaged and involved – was a priority as SGMA lives and dies on stakeholder engagement.

Mr. Detmer then asked for clarification, as the development of the groundwater flow model was still a year out but that the team could get started on the plan in advance of the model's readiness.

Director Edmonds then asked if she could explain who she was and what she brings to the Board. She explained that she is a well-known educator and school principal in the area; that she started a youth program. She also stated that when she was in high school, she took an aptitude test that said she was suited to geology, environmental science and she is excited to be exercising that aptitude now by serving on the air pollution and groundwater sustainability boards for the City. She added that Carrie Broggie did a wonderful job in her time on the Board and she was excited to serve on the FPB GSA.

Director McFadden added that he was just thinking about how the GSA has taken some time in getting organized, collecting funds and now it was time for the rubber to hit the road and that he is looking forward to the next step in making things happen.

ADJOURNMENT 5:44p.m.

ATTEST:___

Kelly Long, Chair, FPB GSA Board of Directors

I certify that the above is a true and correct copy of the minutes of the Fillmore and Piru Basins Groundwater Sustainability Agency's Board of Directors meeting of January 18, 2019.

ATTEST:

Kris Sofley, Clerk of the Board

Fillmore and Piru Basins GSA Check Detail

February 2019

Num	Date	Name	Account	Amount
11031	02/14/2019	Olivarez Madruga Lemeiux O'Neill LLP	10000 · Bank of the Sierra	760.00
11032	02/14/2019	U.S. Postal Service	10000 · Bank of the Sierra	234.00
11033	02/14/2019	United Water Conservation District	10000 · Bank of the Sierra	19,005.99
11034	02/21/2019	Olivarez Madruga Lemeiux O'Neill LLP	10000 · Bank of the Sierra	1,426.00
			TOTAL CHECKS	21,425.99

Fillmore and Piru Basins Groundwater Sustainability Agency **GROUNDWATER SUSTAINABILITY AGENCY** P O Box 1110, Fillmore, CA 93016 (805) 525-4431 https://fpbgsa.org

CHECK REQUEST

Date required: _____ Date Requested: February 21, 2019

Pay to: Olivarez Madruga Lemieux O'Neill, LLP

Address: 4165 E. Thousand Oaks Blvd., Suite #350

City, State, Zip: Westlake Village, CA 91362-3852

Amount \$ 760.00

Charge to Account(s) legal services for December 2018

Reason for Check/Petty Cash Request: payment of Agency Legal Counsel for Dec 2018

Requested by: Kris Sofley, clerk of the board

Approved by:

Board Secretary/Treasurer

Authorized by:

Board Chair

(Attach invoices/receipts/documentation for costs verification)



Olivarez Madruga Lemieux O'Neill, LLP. 4165 E. Thousand Oaks Blvd. Suite #350 Westlake Village, CA 91362-3852 Tel: (805) 495-4770 Fax: 805.495.2787 www.omlolaw.com

Fillmore and Piru Basins GSA Attn: Kelly Long P.O. Box 1110 Fillmore, CA 93016 Page: 1 December 31, 2018 Client/Matter No. 76.001 Statement No: 5920

Fillmore and Piru Basins GSA

For Professional Services Thru 12/31/2018

FEE TRANSACTIONS

					R	ate	Hours	
12/20/2018	WL	Attend board mee	eting; Email SC	N meeting repo	ort 185	.00	4.00	740.00
12/28/2018	SON	Email regarding r	neeting		200	.00	0.10	20.00
		Total Fee Charge	s:				4.10	760.00
			Timekeepe	er Summary				
<u>Ti</u>	mekeeper		Title		Ho	urs	<u>T</u>	otal
Ste	eve O'Ne	ill	Partner	S	0	.10	\$20	0.00
W	ayne Ler	nieux	Associ	ates	4	.00	\$740	0.00
		Total Current Cha	arges					760.00
		Previous Balance						\$1,585.00
		Balance Due						\$2,345.00
			Aging of Past D	ue Amounts				_
	0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Tota	al Past Due	

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Past Due
\$0.00	\$960.00	\$625.00	\$0.00	\$0.00	\$1,585.00

PRIVILEGED AND CONFIDENTIAL Attorney/Client Privilege (Evidence Code Section 950 et seq.)

FILLMORE AND PIRU BASINS GROUND SUSTAINABILITY AGENCY 250 CENTRAL AVE FILLMORE, CA 93015 PAY TO THE ORDER OFOlivarez Madruga Lemeiux O'Neill LL Seven Hundred Sixty and 00/100*********************************	<u>LP</u> 50 insel	***************************************	AUTHORIZED	11031 90-3702/1211 €CHECK AMMON 2/14/2019 \$ **760.00 DOLLARS
		280139	30 (U#	11001
FILLMORE AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENC	Ŷ		11031
Olivarez Madruga Lemeiux O'Neill LLP Date Type Reference 1/31/2019 Bill	Original Amt. 760.00	Balance Due 760.00	2/14/2019 Discount Check Amount	Payment 760.00 760.00
Bank of the Sierra Inv# 5920; December	2018 General Coun	sel		760.00
FILLMORE AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENC	Y		11031
Olivarez Madruga Lemeiux O'Neill LLP Date Type Reference 1/31/2019 Bill	Original Amt. 760.00	Balance Due 760.00	2/14/2019 Discount Check Amount	Payment 760.00 760.00

Bank of the Sierra Inv# 5920; December 2018 General Counsel

Fillmore and Piru Basins Groundwater Sustainability Agency **GROUNDWATER SUSTAINABILITY AGENCY** P O Box 1110, Fillmore, CA 93016 (805) 525-4431 https://fpbgsa.org

CHECK REQUEST

Date required: ____ Date Requested: February 21, 2019

Pay to: United States Postal Service

Address: Postmaster

City, State, Zip: Fillmore, CA 93015-9998

Amount \$234.00

Charge to Account(s) general administrative expense

Reason for Check/Petty Cash Request: annual rent on Fillmore Post Office Box

Requested by: Kris Sofley, clerk of the board

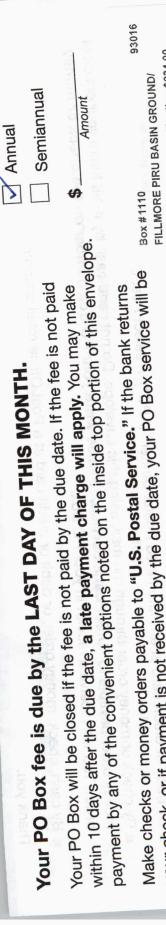
Approved by:

Board Secretary/Treasurer

Authorized by:

Board Chair

(Attach invoices/receipts/documentation for costs verification)



your check, or if payment is not received by the due date, your PO Box service will be suspended until all associated charges are paid.

6 Months: \$117.00 12 Months: \$234.00

Due Date: 02/28/2019

Please disregard this notice if payment has been made.

Thank you.

Post Office Box Service Fee Due

Notice 32-B, September 2010 | PSN 7610-03-000-8332

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PAY TO T ORDER (HE FU.S. Postal Service				\$ **234.00
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FILLMOR	AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENCY			11032
Date 2/21/	U.S. Postal Service Type Reference 2019 Bill	Original Amt. 234.00	Balance Due 234.00	2/14/2019 Discount Check Amount	Payment 234.00 234.00
Bank	of the Sierra Annual Rent or	n Fillmore Post Office Box			234.00
FILLMOR	E AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENCY			11032
Date 2/21/	U.S. Postal Service Type Reference 2019 Bill	Original Amt. 234.00	Balance Due 234.00	2/14/2019 Discount Check Amount	Payment 234.00 234.00



Post Office Box 1110, Fillmore CA 93016 (805) 525-4431

CHECK/PETTY CASH REQUEST

This form is to be used for check and petty cash requests.

Date required:_____

Date Requested: February 21, 2019

Pay to: United Water Conservation District

Address: 106 N 8th Street

City, State, Zip: Santa Paula, CA 93060

Amount <u>\$_19,005.99</u>

Charge to Account(s): <u>52251</u>, 52270, 52275, 52280; 53110, 53026, 53020,

Reason for Check/Petty Cash Request: Quarterly invoice for contractual services

Requested by: Erin Gorospe, Senior Accountant

Approved by:____

Board Secretary/Treasurer

Authorized by:____

Board Chair

All reimbursements for petty cash shall be accompanied by an itemized receipt.



Invoice Fillmore & Piru Basins GSA

October - December, 2018

In Kind Hours

6.00

3.00

Total

692.70

331.71 -*1,024.41*

Personnel	Hourly	# of	
Position	Rate	Hours	Total
Chief Engineer	151.11	-	-
Supervising Hydrogeologist	115.45	29.00	3,348.05
Senior Hydrogeologist	110.57	25.00	2,764.25
Assistant Hydrogeologist	83.19	8.00	665.52
Subtotal Groundwater Staff			6,777.82
Executive Director	172.25	52.50	9,043.13
Executive Assistant (Clerk of the Board) - Straight Time	69.06	16.75	1,156.76
Executive Assistant (Clerk of the Board) - Overtime	69.06	9.75	673.34
Executive Assistant (Clerk of the Board) - Doubletime	103.59	1.25	129.49
Subtotal Administrative Staff			11,002.72
Chief Financial Officer	146.23		-
Senior Accountant	78.06	7.00	546.42
Accountant I	62.96	3.50	220.36
Accounting Clerk	38.89	5.74	223.23
Subtotal Accounting Staff			990.01
Total Personnel			18,770.55

Non-Personnel Expenses	
Description	Total
Public Information - Legal Notices	
Mileage Reimbursement	147.98
Coffee Reimbursement	
Postage	23.03
Copies	47.43
Office Supplies	17.00
Total Non-Personnel	235.44

TOTAL	19,005.99
	4-

106 N. 8th St., Santa Paula, CA 93060

Time and Attendance History Report- PA account

United Water Conservation District, CA

Employee Summary 09/22/2018 to 12/15/2018

Payroll Set: 01 - United Water Conservation District

09/22/2018 to 12/15/2018

	ne: Detmer, Daniel M	•	GW - Groundwater	
Position: Sup Hydrogeologist - Supervisor Hydroge	Status	Hours	Project Account	Project Name
Activity RP 50 In Kind - RP - 50 - In Kind	Transferred	6.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Non-reimbursab - RP - 50 - Non-reimburs	abl Transferred	1.50	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Reimbursable - RP - 50 - Reimbursable	Transferred	29.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Water Con - RP 50 Water Con	Transferred	1.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
Detmer -	Supervisor Hydrogeologist Total:	37.50		
mployee Number: <u>1085</u> Employee Nar	ne: Elliott, Eric James	Department:	GW - Groundwater	
Position: Wtr Resource Tech - Water Resources T	echnician			
Activity RP 50 Reimbursable - RP - 50 - Reimbursable	Status Transferred	Hours 8.00	Project Account 3320200	Project Name GSASGMA - Fillmore/Piru GSA - Salary
Elliott - W	ater Resources Technician Total:	8.00		
mployee Number: <u>1039</u> Employee Nar	ne: Emmert, Anthony Alan	Department:	Admin - Admin	
Position: Assistant GM - Assistant General Manag	er			
Activity RP 50 Reimbursable - RP - 50 - Reimbursable	Status Transferred	Hours 39.75	Project Account 3320200	Project Name GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Water Con - RP 50 Water Con	Transferred	12.75	3320200	GSASGMA - Fillmore/Piru GSA - Salary
Emmert - A	Assistant General Manager Total:	52.50		
Imployee Number: 1076 Employee National Senior Accountant - Senior Accountant	ne: Gorospe, Erin McCoy	Department:	Finance - Finance	
Activity	Status	Hours	Project Account	Project Name
RP 50 Reimbursable - RP - 50 - Reimbursable	Transferred	6.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Water Con - RP 50 Water Con	Transferred	1.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
Go	orospe - Senior Accountant Total:	7.00		
mployee Number: <u>1092</u> Employee Nat	ne: Jimenez, Beatriz Antonia	Department:	Finance - Finance	
Position: Accountant I - Accountant I				
Activity RP 50 Reimbursable - RP - 50 - Reimbursable	Status Transferred	Hours 3.50	Project Account 3320200	Project Name GSASGMA - Fillmore/Piru GSA - Salary
	Jimenez - Accountant I Total:	3.50		Suur
mployee Number: <u>1044</u> Employee Nat	ne: Lindquist, John C	Department:	GW - Groundwater	
Position: Sr Hydrogeologist - Senior Hydrogeololo	gist			
		Hours	Project Account	Project Name
Activity	Status	nours		and a state of the
RP 50 In Kind - RP - 50 - In Kind	Transferred	3.00	3320200	Salary
	Transferred		3320200 3320200	GSASGMA - Fillmore/Piru GSA - Salary GSASGMA - Fillmore/Piru GSA - Salary

Payroll Set: 01 - United Water Conservation District

09/22/2018 to 12/15/2018

RP 50 Reimbursable - RP - 50 - Reimbursable	Transferred	14.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Water Con - RP 50 Water Con	Transferred	11.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
Lindqu	ist - Senior Hydrogeolologist Total:	58.50		
Employee Number: <u>1037</u> Employee N	ame: Sofley, Kristy	Department:	Admin - Admin	
Position: Executive Assistant - Executive Assista	nt			
Activity	Status	Hours	Project Account	Project Name
DT 50 Water Cons - DT 50 Water Cons Do	uble ⁻ Transferred	1.25	3320200	GSASGMA - Fillmore/Piru GSA - Salary
OT 50 Water Con - OT 50 Water Con Over	time Transferred	14.50	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Non-reimbursab - RP - 50 - Non-reimbu	rsabl Transferred	3.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Reimbursable - RP - 50 - Reimbursable	Transferred	4.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
RP 50 Water Con - RP 50 Water Con	Transferred	5.00	3320200	GSASGMA - Fillmore/Piru GSA - Salary
	Sofley - Executive Assistant Total:	27.75		

Time Card Fillmore & Piru GSA

Lilliana De La O

Name

Description	Column1	Date	Time Spent	Total
Scanned, Filed and made deposits.	Wednesday	11/2/2018	0.30	0.30
Scanned, Filed and made deposits.	Wednesday	11/14/2018	1.00	1.00
Scanned, Filed and made deposits.	Wednesday	11/28/2018	0.30	0.30
Scanned, Filed and made deposits.	Friday	11/30/2018	1.00	1.00
Scanned, Filed and made deposits.	Monday	12/3/2018	1.00	1.00
Scanned, Filed and made deposits.	Wednesday	12/12/2018	1.14	1.14
Scanned, Filed and made deposits.	Wednesday	12/26/2018	1.00	1.00
Scanned, Filed and made deposits.				
Scanned, Filed and made deposits.				
Scanned, Filed and made deposits.				
	Total hours			5.74

Total Mileage Mileage Rate Reimbursement TOTAL Date From To Purpose 30 Sep 4 2018 SP Office Ventura Water Meeting with Bondy & Tribo 0.545 \$16.35 \$16.35. 19.4 0.545 Sep 6 2018 SP Office **Fillmore PO** pick up payments \$10.57 \$26.92 Sep 17 2018 SP Office Ventura POBox pick up payments 23.2 0.545 \$12.64 \$39.57 Sep 18 2018 SP Office **Fillmore PO** pick up payments 19.4 0.545 \$10.57 \$50.14 \$12.64 sep 20 2018 SP Office Ventura POBox pick up payments 23.2 0.545 \$62.78 21-Sep-18 SP Office **Fillmore PO** 19.4 0.545 \$10.57 \$73.36 pick up payments 25-Sep-18 SP Office Ventura POBox pick up payments 23.2 0.545 \$12.64 \$86.00 26-Sep-18 SP Office **Fillmore PO** pick up payments 19.4 0.545 \$10.57 \$96.57 27-Sep-18 SP Office Fillmore City Hall Board Meeting 19.4 0.545 \$10.57 \$107.15 5-Oct-18 SP Office Ventura POBox pick up payments 23.2 0.545 \$12.64 \$119.79 . 9-Oct-18 SP Office Fillmore PO pick up payments 19.4 0.545 \$10.57 \$130.36 15-Oct-18 SP Office Fillmore PO pick up payments 19.4 0.545 \$10.57 \$140.94 16-Oct-18 SP Office Ventura POBox pick up payments 23.2 0.545 \$12.64 \$153.58 18-Oct-18 SP Office VCPublic Works Mound Basin GSA meeting 17.2 0.545 \$9.37 \$162.96* 23-Oct-18 SP Office Fillmore PO pick up payments 19.4 0.545 \$10.57 \$173.53 25-Oct-18 SP Office Ventura POBox pick up payments 23.2 0.545 \$12.64 \$186.17 25-Oct-18 SP Office Fillmore City Hall FPBGSA Board Meeting 19.4 0.545 \$10.57 \$196.75 9-Nov-18 SP Office Fillmore PO pick up payments \$10.57 19.4 0.545 \$207.32 9-Nov-18 SP Office Ventura POBox pick up payments 23.2 0.545 \$12.64 \$219.96 14-Nov-19 SP Office FillmorePO pick up payments 19.4 0.545 \$10.57 \$230.54 26-Nov-19 SP Office Fillmore PO pick up payments 19.4 0.545 \$10.57 \$241.11 3-Dec-18 SP Office Fillmore PO pick up payments 19.4 0.545 \$10.57 \$251.68

22.4

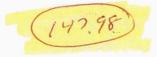
19.4

0.545

0.545

post Div 2 Notice of Vacancy

pick up payments



\$12.21

\$10.57

\$263.89

\$274.46

FILLMONE - PINU

· MOUND BASN

4-Dec-18 SP Office

11-Dec-18 SP Office

Hill Rd Library

Fillmore PO

- UWCD

	23.03			17.00			47.43			
O Board meeting packets		0.68		7.10	0.71	10	11.33	0.011	1030	12/20/2018
0 Board meeting packets		1.21		7.10	0.71	10	30.36	0.011	2760	11/15/2018
0 Board meeting packets		0.47		2.80	0.35	8	4.664	0.011	424	10/25/2018
22.09 mail out statements and unpaid invoices	22.0	0.47	47	0	0.71		1.034	0.011	94	12/24/2018
0.94 mail out revised invoices	0.9	0.47	2	0	0.71		0.044	0.011	4	10/15/2018
	Subtotal	Price	Postage	Subtotal	Price	Covers	Subtotal	Price	Copies P	Date
Fillmore-Piru Basin										

J:\FINANCE\GSAs\Fillmore & Piru Basin GSA\UWCD Billing\2018 - Oct - Dec - Inv 4\Office Supplies and Postage Oct - Dec 2018 EG

FILLMORE AND PIRU BASINS GROUN SustainaBiltry Agency Light of the state of	t		AUTHORIZED	11033 90-3702/1211 @CHECKAMME 2/14/2019 \$ **19,005.99
FILLMORE AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENCY			11033
United Water Conservation District Date Type Reference 1/31/2019 Bill	Original Amt. 19,005.99	Balance Due 19,005.99	2/14/2019 Discount Check Amount	Payment 19,005.99 19,005.99
Bank of the Sierra Services for October	r-December 2018			19,005.99
FILLMORE AND PIRU BASINS GROUNDWATER United Water Conservation District Date Type Reference 1/31/2019 Bill	SUSTAINABILITY AGENCY Original Amt. 19,005.99	Balance Due 19,005.99	2/14/2019 Discount Check Amount	11033 Payment 19,005.99 19,005.99

ľ

Fillmore and Piru Basins Groundwater Sustainability Agency GROUNDWATER SUSTAINABILITY AGENCY P O Box 1110, Fillmore, CA 93016 (805) 525-4431 https://fpbgsa.org

CHECK REQUEST

Date required:

Date Requested: February 21, 2019

Pay to: Olivarez Madruga Lemieux O'Neill, LLP

Address: 4165 E. Thousand Oaks Blvd., Suite #350

City, State, Zip: Westlake Village, CA 91362-3852

Amount <u>\$ 1,426.00</u>

Charge to Account(s) legal services for January 2019

Reason for Check/Petty Cash Request: payment of Agency Legal Counsel for January 2019

Requested by: Kris Sofley, clerk of the board

Approved by:

Board Secretary/Treasurer

Authorized by:

Board Chair

(Attach invoices/receipts/documentation for costs verification)



Olivarez Madruga Lemieux O'Neill, LLP. 4165 E. Thousand Oaks Blvd. Suite #350 Westlake Village, CA 91362-3852 Tel: (805) 495-4770 Fax: 805.495.2787 www.omlolaw.com

Fillmore and Piru Basins GSA Attn: Kelly Long P.O. Box 1110 Fillmore, CA 93016

Page: 1 January 31, 2019 Client/Matter No. 76.001 Statement No: 6036

Fillmore and Piru Basins GSA

For Professional Services Thru 01/31/2019

FEE TRANSACTIONS

			Rate	Hours	
01/13/2019	SON	Review JPAA and Bylaws regarding vacancy issue; correspondence regarding same	200.00	0.50	100.00
01/16/2019	CS	Researched issue regarding retroactivity of SGMA provision concerning groundwater fees. Email correspondence with MDS and SON regarding same.	185.00	1.20	222.00
01/16/2019	MDS	Review GSA fees resolution, Fish and Wildlife letter, and related correspondence	185.00	0.40	74.00
01/16/2019	MDS	Research SGMA and legislative history as to retroactivity (.9); emails with SON regarding same (.4)	185.00	1.30	240.50
01/17/2019	MDS	Emails with SON regarding contacting DWR on retroactivity	185.00	0.10	18.50
01/18/2019	SON	Draft memo; Telephone conference with Tony E regarding Fish and Wildlife	200.00	0.30	60.00
01/18/2019	SON	Attend meeting	200.00	1.00	200.00
01/19/2019	SON	Correspondence regarding Basin boundaries	200.00	0.20	40.00
01/17/2019	SON	Review and comment on GSP contract; draft memo regarding DFW	200.00	0.90	180.00
01/14/2019	SON	Review Fish and Wildlife letter; correspondence with staff	200.00	0.20	40.00
01/15/2019	SON	Review research regarding retroactivity; draft presentation	200.00	0.40	80.00
01/16/2019	WL	Telephone conference with MDS	185.00	0.10	18.50
01/26/2019	SON	Review Detmer email regarding boundary and DWR	200.00	0.10	20.00

Fillmore and Piru	ı Basins G	SA			Page: 2 ry 31, 2019
Fillmore and Piru	u Basins G	SA	Clief		No. 76.001 at No: 6036
			Rate	Hours	
01/29/2019 M	corre	ew of GSA assessment resolution, related espondence, and emails with counsel for Dept of and Wildlife regarding same	185.00	0.50	92.50
01/29/2019 SC	DN Corr	espondence regarding Fish and Wildlife letter	200.00	0.20	40.00
	Tota	l Fee Charges:	-	7.40	1,426.00
		Timekeeper Summary			
Timeke	eper	Title	Hours	Г	otal
Steve (D'Neill	Partners	3.80		0.00
Chelsea	Scharf	Associates	1.20	\$22	2.00
Manuel	Serpa	Associates	2.30	\$42	5.50
Wayne	Lemieux	Associates	0.10	\$1	8.50
	Tota	l Current Charges			1,426.00
	Prev	ious Balance			\$2,345.00
		PAYMENT TRANSACTIONS			
01/04/2019	11/3	0/2018 Payment - Thank you, Check # 11027			-960.00
01/04/2019	10/3	1/2018 Payment - Thank you, Check # 11030			-625.00
	Bala	nce Due			\$2,186.00
		Aging of Past Due Amounts			
0-30	Dave 3	1-60 Days 61-90 Days 91-120 Days Over 12	Dovo Tot	al Deat Dur	

0-30 Days	31-60 Days	61-90 Days	91-120 Days	Over 120 Days	Total Past Due
\$0.00	\$760.00	\$0.00	\$0.00	\$0.00	\$760.00

PRIVILEGED AND CONFIDENTIAL Attorney/Client Privilege (Evidence Code Section 950 et seq.)

FILLMORE AND PIRU BASINS GROU SUSTAINABILITY AGENCY 250 CENTRAL AVE FILLMORE, CA 93015 PAY TO THE ORDER OFOlivarez Madruga Lemeiux O'Neil One Thousand Four Hundred Twenty-Six an Olivarez Madruga Lemeiux O'Neill L 4165 E. Thousand Oaks Blvd, Suite Westlake Village, CA 91362-3852 MEMO Inv #6036; January 2019 General Cou	II LLP nd 00/100*********************************		AUTHORIZED	DOLLARS
FILLMORE AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENCY	(11034
Olivarez Madruga Lemeiux O'Neill LLP Date Type Reference 1/31/2019 Bill	Original Amt. 1,426.00	Balance Due 1,426.00	2/21/2019 Discount Check Amount	Payment 1,426.00 1,426.00
Bank of the Sierra Inv #6036; January	2019 General Counsel			1,426.00
FILLMORE AND PIRU BASINS GROUNDWATER	SUSTAINABILITY AGENCY	(11034
Olivarez Madruga Lemeiux O'Neill LLP Date Type Reference 1/31/2019 Bill	0 Original Amt. 1,426.00	Balance Due 1,426.00	2/21/2019 Discount Check Amount	Payment 1,426.00 1,426.00



Item No. 12C Informational Item

DATE: February 14, 2019 (Meeting of February 21, 2019)

TO: Board of Directors

SUBJECT: Monthly Financial Report

SUMMARY

The Board will receive the monthly financial reports for the Fillmore and Piru Basins GSA.

BACKGROUND

UWCD accounting staff has prepared various financial reports based on the Fillmore Piru Basins GSA revenue and expenses for the month of January, 2019.

FISCAL IMPACT

None

Attachments: January 31, 2019 P/L Budget Performance January 31, 2019 Balance Sheet

Fillmore and Piru Basins GSA Balance Sheet

As of January 31, 2019

	Jan 31, 2019
ASSETS	
Current Assets	
Checking/Savings	
10000 · Bank of the Sierra	268,129.13
Total Checking/Savings	268,129.13
Accounts Receivable	
11000 · Accounts Receivable	95,078.72
Total Accounts Receivable	95,078.72
Total Current Assets	363,207.85
TOTAL ASSETS	363,207.85
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	21,191.99
Total Accounts Payable	21,191.99
Total Current Liabilities	21,191.99
Total Liabilities	21,191.99
Equity	
32000 · Retained Earnings	393,103.76
Net Income	-51,087.90
Total Equity	342,015.86
TOTAL LIABILITIES & EQUITY	363,207.85

Fillmore and Piru Basins GSA **Profit & Loss Budget Performance**

July 2018 through January 2019

	Jul 18 - Jan 19	Annual Budget	% of Budget
Income			
40001 · Groundwater Extraction Charge	958.63	473,850.00	0.2%
41000 · Grant Revenue			
41001 · State Grants	0.00	101,808.00	0.0%
Total 41000 · Grant Revenue	0.00	101,808.00	0.0%
47000 · Other Revenue			
47001 · Late Fees	7,238.18		
47012 · Returned Check Charges	5.00		
Total 47000 · Other Revenue	7,243.18		
Total Income	8,201.81	575,658.00	1.42%
Gross Profit	8,201.81	575,658.00	1.42%
Expense			
52200 · Professional Services			
52230 · Prof Svcs - Grant Solicitation	0.00	0.00	0.0%
52240 · Prof Svcs - IT Consulting	0.00	500.00	0.0%
52250 · Prof Svcs - Groundwtr/GSP Prep			
52251 · Prof Svcs - UWCD GW Services	15,087.00		
52250 · Prof Svcs - Groundwtr/GSP Prep - Other	0.00	160,609.00	0.0%
Total 52250 · Prof Svcs - Groundwtr/GSP Prep	15,087.00	160,609.00	9.39%
52270 · Prof Svcs - Accounting	4,444.52	34,000.00	13.07%
52275 · Prof Svcs - Admin/Clerk of Bd	3,478.91	30,000.00	11.6%
52280 · Prof Svcs - Executive Director	20,239.38	30,000.00	67.46%
52290 · Prof Svcs - Other	0.00	0.00	0.0%
Total 52200 · Professional Services	43,249.81	255,109.00	16.95%
52500 · Legal Fees			
52501 · Legal Counsel	5,763.00	67,600.00	8.53%
Total 52500 · Legal Fees	5,763.00	67,600.00	8.53%
53000 · Office Expenses			
53010 · Public Information	216.00	17,521.00	1.23%
53020 · Office Supplies	154.58	10,000.00	1.55%
53026 · Postage & Mailing	167.02	4,000.00	4.18%
53040 · Membership Dues	0.00		
53110 · Travel & Training	2,543.49		
Total 53000 · Office Expenses	3,081.09	31,521.00	9.77%
53500 · Insurance			
53510 · Liability Insurance	2,077.67	2,500.00	83.11%
Total 53500 · Insurance	2,077.67	2,500.00	83.11%
70000 · Interest & Debt Service	,		
70120 · Interest Expense	0.00	0.00	0.0%
Total 70000 Interest & Debt Service	0.00	0.00	0.0%
70130 · Bank Service Charges	5.00		
80000 · AR Write-Offs - Bad Debt Exp.	5,113.14		
Total Expense	59,289.71	356,730.00	16.62%
Income	-51,087.90	218,928.00	-23.34%



Item No. 13A <u>Motion</u> DATE: February 21, 2019

TO: Board of Directors

SUBJECT: Election of Board Officers

SUMMARY

Due to an oversight by the Clerk of the Board, the election of Board officers did not take place at the January 2019 meeting, as directed by both the FPB GSA Bylaws and JPAA.

RECOMMENDED ACTION

The Board will consider nominating new officers for the positions of Chair, Vice Chair/Secretary, and Treasurer or may elect to retain the current roster of Officers

BACKGROUND

In accordance with the FPB GSA Bylaws, Article 4 Officers, 4.1 Officers. The officers of the Agency shall consist of a Chair, a Vice Chair/Secretary, and a Treasurer. JPAA, Art. 7, Section 1. Officers shall be elected annually by, and serve at the pleasure of, the Board of Directors. Officers shall be elected at the first Board meetings, and thereafter at the first Board meeting following January 1st of each year. JPAA, Art. 7, Section 2.

FISCAL IMPACT

There is no fiscal impact associated with this action.

Proposed Motion: "Motion to retain the current roster of officers: Kelly Long as Chair, Ed McFadden as Vice Chair/Secretary/Treasurer."

1 st : Director		2 nd : Director	
Voice/Roll call vote:	Director Edmonds :	Director Kimball:	Director Long:
Director McFadden:	Director	Meneghin:	Director Pace:



Item No. 14A Information

DATE: February 21, 2019

TO: Board of Directors

SUBJECT: Groundwater Model Update from UWCD's Dan Detmer.

SUMMARY:

Presentation from United Water Conservation District's Supervising hydrogeologist Dan Detmer on the expansion of the District's groundwater model to the Fillmore and Piru basins.

RECOMMENDED ACTION: NONE

FISCAL IMPACT: presentation has no fiscal impact