



Fillmore and Piru Basins
Groundwater Sustainability Agency

Board of Directors Meeting
Thursday
January 16, 2020 – 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

1A Pledge of Allegiance

1B Directors Roll Call

1C 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 agendaized 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.

1D Approval of Agenda
Motion

2. Director Announcements/Board Communications

2A Fillmore Pumpers Association Stakeholder Director Update
Information Item

The Board will receive an update on activities and concerns from the Fillmore Pumpers Association's Stakeholder Director

2B Piru Pumpers Association Stakeholder Director Update
Information Item

The Board will receive an update on activities and concerns from the Piru Pumpers Association's Stakeholder Director

2C Environmental Stakeholder Director Update

Information Item

The Board will receive an update on activities and concerns from the Environmental Stakeholder Director

2D City of Fillmore Member Director Update

Information Item

The Board will receive an update on activities and concerns from the City of Fillmore's Member Director

2E United Water Conservation District Member Director Update

Information Item

The Board will receive an update on activities and concerns from the United Water Conservation District's Member Director

2F County of Ventura Member Director Update

Information Item

The Board will receive an update on activities and concerns from the County of Ventura's Member Director

2G Executive Director Update

Information Item

The Executive Director will provide an informational update on Agency activities since the previous Board meeting of [insert last Board meeting date].

2H 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 [insert last Board meeting date].

2I GSP Consultant Update

Information Item

Representatives from DBS&A and UWCD will provide an informational update on Agency's GSP development activities since the previous Board meeting of [insert last Board meeting date].

3. CONSENT CALENDAR

3A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of December 19, 2019.

3B Approval of Warrants

The Board will consider approving the following invoices for payment:

Daniel B Stephens & Associates, Inc.	\$14,790.00
insureCAL Insurance Agency	\$ 2,115.73
County of Ventura IT Services Dept.	\$ 40.00

3C Monthly Financial Report

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

4. ACTION ITEMS

**4A Agency Decision-Making Process – Communication and Engagement
Work Plan Task 4**

Motion

The Board will review and consider approving process for decision-making and use of public input during the groundwater sustainability planning process (Communication and Engagement Work Plan Task 4).

**4B Outreach and Communication Strategies and Methods –
Communication and Engagement Work Plan Task 5**

Motion

The Board will identify, review, discuss and consider approving outreach and communication strategies and methods to employ during groundwater sustainability planning process (Communication and Engagement Work Plan Task 5).

4C Sampling and Analysis Plan

Motion

The Board will review and consider approving a Sampling and Analysis Plan (SAP).

4D Bylaws Update

Motion

The Board will review and consider approving updated Bylaws

4E Projects and Management Actions

Motion

The Board will receive a report, discuss, and provide feedback regarding potential projects and management actions that may be considered during the groundwater sustainability planning process.

4F Stakeholder Engagement Workshop #1

Motion

The Board will receive consultant recommendations of dates and venues for the Agency's first Stakeholder Engagement Workshop.

5. INFORMATION ITEMS

5A Preparation of Frequently Asked Questions (FAQ)

The Stakeholder Engagement Ad Hoc Committee would like to prepare a list of Frequently Asked Questions (FAQ) to post on the Agency's website (and perhaps to provide as a handout at stakeholder meetings), and request input from each Board member regarding questions they are hearing from their constituents that should be included on the FAQ.

FUTURE TOPICS FOR BOARD DISCUSSION

ADJOURNMENT

The Board will adjourn to the next **Regular Board Meeting** on **Thursday, February 20, 2020** 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: 
Board Chair Kelly Long

Posted: (date) January 13, 2020 (time) 10:00am (attest) Kris Sofley
At: Fillmore City Hall, 250 Central Avenue, Fillmore, CA

Posted: (date) January 10, 2020 (time) 6:45p.m. (attest) Kris Sofley
At: <https://www.FPBGSA.org>

Posted: (date) January 10, 2020 (time) 6:50p.m. (attest) Kris Sofley
At: <https://www.facebook.com/FPBGSA/>

Posted: (date) January 10, 2020 (time) 6:55p.m. (attest) Kris Sofley
At: United Water Conservation District Headquarters, 106 No. 8th St., Santa Paula, CA



Fillmore and Piru Basins
Groundwater Sustainability Agency

P.O. Box 1110
Fillmore, CA 93016
www.fpbgsa.org

Invoice

Date	Invoice #
12/26/2019	99999

Bill To
NAME
ADDRESS

		Well #	Account #	Due Date
		00N00W00D00S0	200-00000-01	1/25/2020
Acre Feet Pumped	Description	Rate	Amount	
13.27	Groundwater Assessment - January 1 - June 30 2019	8.50	112.80	
	Make checks payable to: Fillmore and Piru Basins GSA P.O. Box 1110 Fillmore, CA 93016			
	For billing questions please call: (805) 317-8974			
		Total	\$112.80	
		Payments/Credits	\$ 0.00	
One percent (1%) interest per month on the delinquent amount and a ten percent (10%) late penalty will be assessed if not paid by the due date.		Balance Due		\$112.80

Information

Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA)

Local regulatory agency established to implement the California Sustainable Groundwater Management Act (SGMA) for the Fillmore Basin and the Piru Basin, in order to develop and implement Groundwater Sustainability Plans (GSPs) for each Basin. The Agency is empowered by SGMA to collect assessments based on water usage to assist in developing GSPs. For details, contact Kris Sofley, Executive Assistant/Clerk of the Board, kriss@unitedwater.org, +1 805 525 4431

Fillmore Pumpers Association and Piru Pumpers Association

Voluntary membership organization established to represent the interests of the groundwater pumpers of the Piru Basin. The Pumpers Associations provide members with a forum for input directly to the Fillmore and Piru Basins GSA via stakeholder directors representation. For details, contact Racheal Laenen, Administrative Assistant, rlaenen@icloud.com, +1 805 833 1486

United Water Conservation District (UWCD)

CA Special District whose mission is to protect, preserve, manage and enhance the water resources of the Santa Clara River Valley and Oxnard Plain. Pumping of all domestic and M&I water wells within the District must be reported to UWCD in order to maintain accurate water usage figures. For details, contact Erin Gorospe, controller, ering@unitedwater.org, +1 805 525 4431



**Board of Directors Meeting
December 19, 2019
City Council Chambers, Fillmore City Hall
250 Central Avenue, Fillmore, CA 93015**

MINUTES

Directors Present

Director Ed McFadden, Vice Chair/Secretary/Treasurer
Director Lynn Edmonds
Director Gordon Kimball
Director Glen Pace

Directors Absent

Director Kelly Long, Chair
Director Candice Meneghin

Staff Present

Anthony Emmert, executive director
Scott Nave, legal counsel
Kris Sofley, clerk of the board

Public Present

Barney Caudill, Farmers Irrigation
Emilio Cervantes, Five Points
Heather Mereck, City of Santa Clarita
Tim Moore, DBS&A
Tony Morgan, DBS&A
Steve Zimmer

1. Call to Order – First Open Session 5:00p.m.

Vice Chair McFadden called the meeting to order at 5p.m.

2. Pledge of Allegiance

Vice Chair McFadden asked everyone to join him in reciting the Pledge of Allegiance

3. Directors Roll Call

Clerk of the Board noted that Chair Long and Director Meneghin were not in attendance, but Vice Chair McFadden and Directors Edmonds, Kimball and Pace were in attendance.

4. Public Comments

Vice Chair McFadden asked if there were any public comments, none were offered.

5. Approval of Agenda

Motion

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

6. Director Announcements/Board Communications

6A Fillmore Pumpers Association Stakeholder Director Update

Information Item

Director Kimball stated that the Fillmore Pumpers Association had no board meeting in December and therefore had nothing to report to the Board

6B Piru Pumpers Association Stakeholder Director Update

Information Item

Director Pace stated that the Piru Pumpers Association had no board meeting in December and therefore he had nothing to report to the Board.

6C Environmental Stakeholder Director Update

Information Item

Director Meneghin was absent

6D City of Fillmore Member Director Update

Information Item

Director Edmonds stated that there are a number of new houses being constructed in Fillmore and she was just wondering if there would be water enough for everyone.

6E United Water Conservation District Member Director Update

Information Item

Vice Chair McFadden said that he had nothing new to report to the Board

6F County of Ventura Member Director Update

Information Item

Chair Long was absent

7. Executive Director Update

Information Item

Executive Director Emmert reported that, since the previous Board meeting of November 21, 2019, the auditing firm contracted by the FPBGSA had begun reviewing documents in preparation for the Agency's audit. He was still pursuing payment from California Department of Fish and Wildlife regarding the Fish Hatchery Pumping receivables.

Vice Chair McFadden asked if DWR was having a cash crunch. Executive Director Emmert replied not yet, but they are one of the largest pumpers in the GSA and had offices down the hall from DWR/SGMA. Director Pace asked if the hatchery was still pumping and Executive Director Emmert said that he believed they are. He added that when he provided Director Edmonds with a tour of the GSA a few months ago, the hatchery was pumping, but added that they may not be raising fish. Director Pace said he was curious as the hatchery had been closed for months and he was wondering if that was just temporary or what was going on. Executive Emmert said that Erin Gorospe said they had been sent letters and invoices but that there may be a disconnect with attorneys.

Executive Director Emmert stated that the third quarter 2019 progress report and invoice for the Prop 1 Grant had been submitted to DWR on November 15 and that staff was preparing for the fourth quarter 2019 progress report and invoice, which was due on February 15, 2020.

Executive Director Emmert told the Board that he was still continuing follow-up with well owners that became part of the FPBGSA with the DWR's approval of the basin boundary modifications.

Regarding the Groundwater model development being conducted by UWCD, Executive Director Emmert reported that UWCD staff and DBS&A staff had completed draft documents that provide an overview of previous hydrologic investigations and water budget estimates for Fillmore and Piru basins. He added that refinement of the conceptual model and stratigraphic data and input into numerical model continues as does the synthesis of hydrologic data and input of that data into the numerical model. He also stated that UWCD staff had paused their efforts on the Oxnard Plain model and have prioritized the model development for Piru, Fillmore and Santa Paula Basins and he believed that they were on track to meet the April/May deadline.

Vice Chair McFadden asked if there was a rush or urgency regarding the groundwater model. Executive Director Emmert said that prior to now, the effort was to get Fox Canyon GMA over the line on the Coastal Plain, running scenarios, so they could submit GSPs to the State, as its GSPs are due at the end of January 2020. The Fox Canyon GMA Board adopted the GSPs at its last Board meeting. Now staff was assisting Camarillo and Ventura, both lower priorities, while its main focus is on expanding the model up the valley to Fillmore and Piru.

Executive Director Emmert said that DBS&A would provide an update on the ongoing activities surrounding stakeholder engagement as well as provide an update on the development of the Groundwater Sustainability Plans for the FPBGSA.

8. Legal Counsel Update

Information Item

Legal Counsel Scott Nave said that the only action taken since the last meeting was the inclusion of the Social Media policy into the Bylaws and that he would provide a copy of the amended bylaws to the Clerk of the Board.

9. GSP Consultant Update

Information Item

Tony Morgan, representing DBS&A said his agency had been working with Dave Ceppos and Lisa Ballin on the preparation of scheduled topics for discussion in stakeholder engagement workshops and staff also prepared a laundry list of topics for discussion at each monthly board meeting, as a sort of “looking ahead” advisory for Board discussion. There is also a reading materials list which is linked to online documents for background and review. Mr. Morgan provided the Board with a proposed schedule of topics for discussion as well as background/reference materials in preparation for the discussion topics. He explained that the SAP discussion will delve into how sampling and analysis will be done; and said the opening volley – Introduction to Projects and Management Actions will memorialize the evaluation process, using the shortcomings identified by Fox Canyon GMA’s efforts. In February, the discussion will focus on the Water Budget, using UWCD’s historical information; Monitoring Networks and Plans will focus primarily on existing networks and plans as well as who’s doing what, when and how and will include surface water as well as ground water; Data Gaps, will fill in the holes in information. Mr. Morgan said that he didn’t know if there was enough data from shallow aquifers or the north side of the river, but that will become part of the GSPs. The plan is to have the suggested topics and background/reading materials available in three month windows to provide Directors with enough time to do their “homework.”

Vice Chair McFadden asked Mr. Morgan to share the information with the Clerk of the Board. Director Kimball said that he thought this was a great tool for alerting stakeholders and the information should be posted on the website and emailed to stakeholders, and that it provided a tremendous heads up. Mr. Morgan added that it was laid out for next year (2020) and incorporated Best Management Practices (BMP). He added that the items colored in blue were specifically for stakeholder engagement and guidance and that “Getting Involved in Groundwater” was very lay person friendly. Mr. Morgan also reminded the Board that the background materials were included on the flash drives he distributed at the previous meeting and were also on the website. It was then suggested that the Clerk of the Board email the slides presented by Mr. Morgan to all of the Board members after the meeting.

10. CONSENT CALENDAR

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

10A Approval of Minutes

The Board will consider approving the Minutes from the Board Meeting of November 21, 2019.

10B Approval of Warrants

The Board will consider approving the following invoices for payment:

County of Ventura IT Services	\$ 80.00
Daniel B. Stephens & Associates, Inc.	\$10,507.86
Olivarez Madruga Lemeiux O'Neill LLP	\$ 1,471.50

10C Monthly Financial Report

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

11. ACTION ITEMS

11A Draft Stakeholder Engagement Work Plan - Tasks 2-6

Motion

Executive Director Emmert opened the discussion of the Stakeholder Engagement Work Plan. Director Kimball commented that in Task 2, under Opportunities and Recommended Engagement Practices, the second bullet point should be changed to read "provide separate meetings for each basin where appropriate." Executive Director Emmert said that the Agency should encourage participation for the smaller areas, like Piru, but the more meetings the Agency has, the more time and money it will take. He added that ideas and plans need to be communicated as thoroughly as possible and agreed with Director Kimball's suggestion to change "if possible" to "where appropriate." Director Edmonds asked that the second to last bullet point under Opportunities be changed to read "Provide Spanish interpretation and translation," as interpretation was real time speaking and translation was the written word.

Director Kimball pointed out a typo on Task 3, the third bullet point said "...empower us to manage and maintain the basins" but should read "...empowers us to manage and maintain the basins." He added that on Task 6, under Content, the third bullet point – Model preparation, was that referring to the numeric model, which is supposed to be delivered in April or May, yet it's being discussed at a stakeholder meeting in March or April. Mr. Morgan clarified that the discussion would be a general overview of how the model was being prepared and potential projects. He added that the Budget updates, would be the GSP's budget, providing insights as to how much was being spent and how much was being reimbursed through the grant. Director Pace asked if the financial update was enough to meet the intent of the Stakeholders' workshops. Mr. Morgan said there are about seven meetings where the stakeholders come to the Agency, three to four other meetings to participate in and each time there is a GSA Board meeting, Directors needs to reach out to the public, as every meeting is another opportunity for the public to get more details.

There was discussion about having a place on the FPBGSA's website where the public can post questions or contact Directors. Director Pace said that's good enough, we're going above and beyond and holding lots of meetings and I hope that it's enough. Mr. Morgan said that when the draft plan is assembled and the Board sees the planned workshops and add to that public speaking events for Directors, and other events that the Directors can participate in, such as how Chair Long updates the Water Coalition at each of its monthly meetings. Director Pace asked how proactive does the Board have to be, especially when there are plenty of opportunities to get involved. It was then suggested that the Clerk of the Board document outreach efforts regarding mailings, emails, social media posts, et cetera, to memorialize the Agency's outreach efforts, too.

Motion to approve Stakeholder Engagement Work Plan Tasks 2-6, as amended, Director Edmonds; Second, Director Pace. Voice vote: four ayes (Edmonds, Kimball, McFadden, Pace); none opposed; two absent (Long, Meneghin). Motion carries by a vote of 4/0/2.

11B Stakeholder Engagement Contact List

Motion

Executive Director Emmert reported that there had been no additions or amendments to the Stakeholder Engagement Contact List since the previous Board meeting, but it would continue to be updated and added to with each new contact made or public request for information. Director Kimball suggested that the Directors could make presentations to entice groups to attend the workshops. Vice Chair McFadden supported publicizing meetings, promoting the venue and technical aspects of the meeting.

Motion to approve the Stakeholder Engagement Contact List, Director Kimball; Second, Director Edmonds. Voice vote: four ayes (Edmonds, Kimball, McFadden, Pace); none opposed; two absent (Long, Meneghin). Motion carries by a vote of 4/0/2.

11C FPBGSA, FPPA, UWCD Descriptions on Invoices/Statements

Motion

The Board reviewed the various descriptions for the FPBGSA, Fillmore and Piru Pumpers Associations and UWCD with contact details for inclusion on FPBGSA invoices and statements going forward. Director Kimball said he would like to amend the Pumpers Associations' description to read "Voluntary membership organization established..." Vice Chair McFadden said the descriptions were very good and useful, and this would have saved a lot of confusion. Director Pace voiced concerns about the placement of the descriptions within the body of the invoice so that it looked like rate payers were being billed for these agencies or associations. The Clerk of the Board said that she could redo the format of the invoice to clearly distinguish between billing information and the descriptions and would do so and bring the revised invoice back to the Board for approval.

Motion to approve the use of descriptions for FPBGSA, Fillmore and Piru Pumpers Associations and UWCD with contact details on future FPBGSA invoices and statements as discussed, Director Pace; Second, Director Kimball. Voice vote: four ayes (Edmonds, Kimball, McFadden, Pace); none opposed; two absent (Long, Meneghin). Motion carries by a vote of 4/0/2.

12. INFORMATION ITEMS

None

FUTURE TOPICS FOR BOARD DISCUSSION

Mr. Morgan provided the suggested topics of Communications and Engagement Plan, Sampling and Analysis Plan (SAP), and Introduction to Projects and Management Actions at the January Board meeting and Water Budget (historical data from UWCD), Monitoring Networks and Plan, and Data Gaps for discussion at the February Board meeting.

ADJOURNMENT 6:00p.m.

The Board will adjourn to the next **Regular Board Meeting** on Thursday, **January 16, 2020** or call of the Chair.

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 DATE, 2019.

ATTEST: _____
Kris Sofley, Clerk of the Board



BOARD MEETING & PUBLIC HEARING

December 19, 2019 @ 5:00pm

City Council Chambers, Fillmore City Hall

250 Central Avenue, Fillmore, CA 93015

Name: Tim Moore

Organization: DBS&A

Phone: _____

E-mail: _____

Name: Tony Morgan

Organization: DBS&A

Phone: _____

E-mail: _____

Name: Tony Morgan

Organization: DBS&A

Phone: _____

E-mail: _____

Name: Heather Menez

Organization: City of Santa Clara

Phone: _____

E-mail: _____

Name: Steve Zimmer

Organization: _____

Phone: _____

E-mail: _____

Name: _____

Organization: _____

Phone: _____

E-mail: _____

Name: Emilio Cervantes Jr.

Organization: Five Point

Phone: _____

E-mail: _____

Name: _____

Organization: _____

Phone: _____

E-mail: _____

Name: Barney Caudill

Organization: FARMERS IRRIGATION

Phone: 805-525-5993

E-mail: _____

Name: _____

Organization: _____

Phone: _____

E-mail: _____

GSP Update

- Board Discussion Topics / Schedule
- Communication & Engagement Plan (CEP) - Agenda Item #11A & B



Board Discussion Topics / Schedule

	Topic 1	Topic 2	Topic 3
Dec-2019	Update on GSP topics and Board presentation schedule	C&E Plan	
Jan-2020	C&E Plan, cont'd	Sampling & Analysis Plan (SAP)	Intro to Projects & Management Actions
Feb-2020	Water budget (historical data) (UWCD)	Monitoring Networks & Plan	Data Gaps

- Proposed technical topics for discussion at Board meetings
- References to suggested reading materials (e.g., DWR Best Management Practices or Guidance Documents) - resources on flash drive



Reference / Background Materials

Jan 2020	<ul style="list-style-type: none"> • BMP Monitoring Protocols, Standards, and Sites • CCR Subarticle 5 Projects and Management Actions (Emergency Regulations)
Jan 2020	<ul style="list-style-type: none"> • GD Stakeholder Communication and Engagement • GD Engagement with Tribal Governments • Getting Involved in Groundwater - A Guide to California's Groundwater Sustainability Plans • CCR 354.10 Notice and Communication

Reference / Background Materials

- **BMP Monitoring Protocols, Standards, and Sites**
https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Sustainable-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents/Files/BMP-1-Monitoring-Protocols-Standards-and-Sites_ay_19.pdf
- **CCR Subarticle 5 Projects and Management Actions**
https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP_Emergency_Regulations.pdf
- **GD Stakeholder Communication and Engagement**
<https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Sustainable-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents/Files/Guidance-Documents-for-Groundwater-Sustainability-Plan---Stakeholder-Communication-and-Engagement.pdf>
- **GD Engagement with Tribal Governments**
https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Sustainable-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents/Files/GuidanceDocumentforSustainableManagementofGroundwaterEngagementwithTribalGovernments_ay_19.pdf
- **Getting Involved in Groundwater - A Guide to California's Groundwater Sustainability Plans**
<https://www.ucsusa.org/sites/default/files/attach/2017/10/ws-report-CAtoolkit-en.pdf>
- **CCR 354.10 Notice and Communication**
https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP_Emergency_Regulations.pdf

Reference / Background Materials - Jan 2020

- **BMP Monitoring Protocols, Standards, and Sites**

https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Sustainable-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents/Files/BMP-1-Monitoring-Protocols-Standards-and-Sites_ay_19.pdf

- **CCR Subarticle 5 Projects and Management Actions**

https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP_Emergency_Regulations.pdf

- **GD Stakeholder Communication and Engagement**

<https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Sustainable-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents/Files/Guidance-Documents-for-Groundwater-Sustainability-Plan---Stakeholder-Communication-and-Engagement.pdf>

- **GD Engagement with Tribal Governments**

https://water.ca.gov/-/media/DWR-Website/Web-Pages/Programs/Groundwater-Management/Sustainable-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents/Files/GuidanceDocumentforSustainableManagementofGroundwaterEngagementwithTribalGovernments_ay_19.pdf

- **Getting Involved in Groundwater - A Guide to California's Groundwater Sustainability Plans**

<https://www.ucsusa.org/sites/default/files/attach/2017/10/ws-report-CAtoolkit-en.pdf>

- **CCR 354.10 Notice and Communication**

https://water.ca.gov/LegacyFiles/groundwater/sgm/pdfs/GSP_Emergency_Regulations.pdf

Fillmore and Piru Basins GSA
Check Detail
January 1 - 13, 2020

	<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Account</u>	<u>Original Amount</u>
	Bill Pmt -Check	11067	01/13/2020	County of Ventura IT Services Department	10000 · Bank of the Sierra	(40.00)
	Bill		12/23/2019		52240 · Prof Svcs - IT Consulting	40.00
TOTAL						40.00
	Bill Pmt -Check	11068	01/13/2020	Daniel B Stephens & Associates, Inc.	10000 · Bank of the Sierra	(14,790.00)
	Bill		12/18/2019		52252 · Prof Svcs - GSP Consultant	6,260.88
					52252 · Prof Svcs - GSP Consultant	790.50
					53110 · Travel & Training	24.59
					53110 · Travel & Training	24.59
					52252 · Prof Svcs - GSP Consultant	542.50
					52252 · Prof Svcs - GSP Consultant	7,124.90
					53110 · Travel & Training	11.02
					53110 · Travel & Training	11.02
TOTAL						14,790.00
	Bill Pmt -Check	11069	01/13/2020	Insure Cal	10000 · Bank of the Sierra	(2,115.73)
	Bill	201500364INV	12/19/2019		53510 · Liability Insurance	2,115.73
					TOTAL CHECKS	(16,945.73)



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

Fillmore and Piru Basins GSA

Profit & Loss Budget Performance

July through December 2019

	Jul - Dec 19	Annual Budget	Budget
Income			
40001 · Groundwater Extraction Charge	-15.63	668,964.00	0.00%
41000 · Grant Revenue			
41001 · State Grants	21,190.77	154,485.32	13.72%
Total 41000 · Grant Revenue	21,190.77	154,485.32	
47000 · Other Revenue			
47001 · Late Fees	845.75		
Total 47000 · Other Revenue	845.75		
Total Income	22,020.89	823,449.32	2.67%
Gross Profit	22,020.89	823,449.32	2.67%
Expense			
52200 · Professional Services			
52240 · Prof Svcs - IT Consulting	240.00	980.00	24.49%
52250 · Prof Svcs - Groundwtr/GSP Prep			
52251 · Prof Svcs - UWCD GW Services	0.00	25,800.00	0.00%
52252 · Prof Svcs - GSP Consultant	69,700.42	242,914.00	28.69%
52250 · Prof Svcs - Groundwtr/GSP Prep - Other	0.00	0.00	0.00%
Total 52250 · Prof Svcs - Groundwtr/GSP Prep	69,700.42	268,714.00	25.94%
52270 · Prof Svcs - Accounting	1,253.91	10,000.00	12.54%
52275 · Prof Svcs - Admin/Clerk of Bd	1,255.69	7,000.00	17.94%
52280 · Prof Svcs - Executive Director	5,866.58	42,000.00	13.97%
Total 52200 · Professional Services	78,316.60	328,694.00	23.83%
52500 · Legal Fees			
52501 · Legal Counsel	3,859.50	25,000.00	15.44%
Total 52500 · Legal Fees	3,859.50	25,000.00	15.44%
53000 · Office Expenses			
53010 · Public Information	216.00	1,000.00	21.60%
53020 · Office Supplies	0.00	500.00	0.00%
53026 · Postage & Mailing	25.42	2,000.00	1.27%
53110 · Travel & Training	160.67	4,000.00	4.02%
Total 53000 · Office Expenses	402.09	7,500.00	5.36%
53500 · Insurance			
53510 · Liability Insurance	2,115.73	2,500.00	84.63%
Total 53500 · Insurance	2,115.73	2,500.00	84.63%
70000 · Interest & Debt Service			
70120 · Interest Expense	0.00	0.00	0.00%
Total 70000 · Interest & Debt Service	0.00	0.00	0.00%
81000 · Capital Expenditures	0.00	100,000.00	0.00%
Total Expense	84,693.92	463,694.00	18.27%
Net Income	-62,673.03	359,755.32	-17.42%

Fillmore and Piru Basins GSA
Balance Sheet
As of December 31, 2019

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Bank of the Sierra	<u>183,566.54</u>
Total Checking/Savings	<u>183,566.54</u>
Accounts Receivable	
11000 · Accounts Receivable	<u>36,242.74</u>
Total Accounts Receivable	<u>36,242.74</u>
Total Current Assets	<u>219,809.28</u>
TOTAL ASSETS	<u>219,809.28</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	<u>16,945.73</u>
Total Accounts Payable	<u>16,945.73</u>
Total Current Liabilities	<u>16,945.73</u>
Total Liabilities	<u>16,945.73</u>
Equity	
32000 · Retained Earnings	265,536.58
Net Income	<u>-62,673.03</u>
Total Equity	<u>202,863.55</u>
TOTAL LIABILITIES & EQUITY	<u>219,809.28</u>



Item No. **4A Motion**

DATE: **January 16, 2020**

TO: **Board of Directors**

SUBJECT: **Agency Decision-Making Process and Public Input – Communication and Engagement Work Plan Task 4**

SUMMARY

As per the Board’s request, the DBS&A team prepared a draft approach for this element of the Communications and Engagement Plan. The Stakeholder Engagement Ad Hoc Committee reviewed and provided input for this draft. This draft is presented for the full Board to review, provide further input, and consider approving.

RECOMMENDED ACTION

It is recommended that the Board review and consider approving the process for decision-making and the use of public input during the groundwater sustainability planning process (Communication and Engagement Work Plan Task 4).

BACKGROUND

Please see summary.

FISCAL IMPACT

ATTACHMENT: A – Communication and Engagement Plan Task 4

Proposed Motion: “Motion to approve the proposed process for decision-making as recommended by the Stakeholder Engagement Ad Hoc Committee.”

1st: Director _____ 2nd: Director _____

Voice/Roll call vote: Director Edmonds : Director Kimball: Director Long:
Director McFadden: Director Meneghin: Director Pace:

Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA)
Communications and Engagement (C&E) Plan Task 4
Decision-Making Process and Consideration and Use of Public Input

In accordance with §354.10 (Notice and Communication section) of the SGMA Groundwater Sustainability Plan (GSP) Emergency Regulations, the GSP will include

“... a summary of information relating to notification and communication by the Agency with other agencies and interested parties including the following:

(d) A communication section of the Plan that includes the following:

(1) An explanation of the Agency’s decision-making process.

(2) Identification of opportunities for public engagement and a discussion of how public input and response will be used.

This document provides a preliminary proposal for these sections of the FPBGSA C&E Plan, for consideration by the Board at its January 16 Board Meeting. Following review and revision by the Board, the approved text may also be included in an appropriate governance document (e.g. By-Laws, or similar as determined by the FPBGSA Board and as advised on by FPBGSA legal counsel).

FPBGSA Decision-Making Process

The FPBGSA is a joint powers authority created by the County of Ventura, City of Fillmore, United Water Conservation District for the purpose of implementing the Sustainable Groundwater Management Act (SGMA) and is governed by a Joint Exercise of Powers Agreement (JPA). The JPA establishes that a Board of Directors comprised of three Member Directors (one from each Member Agency), one Director representing the Fillmore Pumpers Association, one Director representing the Piru Pumpers Association, and an Environmental Stakeholder Director shall govern/make decisions for the Agency. The JPA and the Agency’s Bylaws set forth voting procedures that shall be used to make decisions on the GSP and its implementation (JPA Section 9,2 and Bylaws Section 3.4).

According to these procedures, voting by the Board of Directors shall be made on the basis of one vote for each Director, provided however, that if the matter to be voted on exclusively concerns one of the Basins and not the other, the pumper Stakeholder Director representing pumper interests in the unaffected Basin may participate in Board discussions of the matter but shall not vote on the matter. All decisions of the Board shall require the affirmative vote of at least four (4) Directors, unless one or more Directors is absent or conflicted from voting on the matter, or a pumper Stakeholder Director is prohibited from voting per this section, in which case a decision of the Board shall require the affirmative vote of at least three (3) Directors.

Consideration and Use of Public Input

As described in other sections of the C&E Plan, the FPBGSA will conduct extensive and broad outreach efforts to engage and seek the input of beneficial users and other interested parties. To assure that this public input is incorporated into the Board’s decision-making, the Agency will conduct the following. (Note: The following text should also be included in Article 3. Meetings, of the Bylaws)

1. All public input will be assembled, documented, and maintained as part of the Agency's Administrative Record.
2. The Administrative Record will be maintained by the Clerk of the Board and will be available to the public at the United Water Conservation District.
3. The Agency will aim to make presentation materials available on its website three days prior to each public meeting.
4. The Agency will aim to make public input received at each public meeting (questions and comments) available on its website within one week following the meeting.
5. The Administrative Record will be updated prior to each Board Meeting and available to FPBGSA Board members and the public three days before a SGMA decision is made.
6. For each Board meeting at which a decision regarding the GSP shall be made, the Board packet shall include a summary of the public input relevant to that decision as of the time the packet is prepared. This summary shall also be verbally presented to the Board prior to its deliberation. The Board meeting minutes shall memorialize the Board's discussion and consideration of public input prior to Board's decision action.



Voice/Roll call vote: Director Edmonds : Director Kimball: Director Long:
Director McFadden: Director Meneghin: Director Pace:

**Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA)
Communications and Engagement Plan**

Task 5. Outreach and Communication - Methods and Strategies: Preliminary Outline

*Note: This preliminary outline was prepared to prompt discussion and generate additional input by the
FPBGSA Board*

- **GSA OUTREACH**

- **Public Notices**

- **Emails**

- **Maintain email list**

- Those who have expressed interest, signed up for email list via webpage, provided email address at meetings - currently about 85 people are on this list).

- **Stakeholder list**

- **Beneficial Users**

- **UWCD Ratepayers**

- **Other interested parties - local businesses, government agencies, associations, and service organizations**

- **Send emails for:**

- Stakeholder Meetings - save-the-date, invites
 - Upcoming Board meetings and decisions

- **Mailings**

- Stakeholder Meetings - save-the-date, invites (for those not on the email list)
 - Updates within UWCD bills (twice per year, February and September/October), GSA bills (twice per year, late February/early March and October/November)

- **Website**

- **SGMA General Information**

- **Frequently Asked Questions**

- **Board Meeting information**

- Three days in advance - agenda, presentation materials
 - Within one week of meeting - public input (questions and comments)
 - As available - minutes

- **Stakeholder Meetings**

- Save-the-date, invite
 - Three days in advance - agenda, presentation materials
 - Within one week of meeting - public input (questions and comments)
 - As available - meeting summary

- **Social Media**

- **FPBGSA Facebook page**

- **Post about upcoming Stakeholder and Board Meetings**

- **Local Media**

- **Newspapers**

- Ventura County Star – cost is higher, doesn't reach many in Basins, can cause confusion about who is affected
 - Fillmore Gazette
 - Santa Paula Times

- **Prepare press release, quotes**

- **Operationalize feature story in local papers –communicate with journalists**

- **Radio stations**

- KCLU
- KVTA – AM, local news

- **Stakeholder Meetings**

- Venues

- Veteran's Memorial Building
 - *Contact:* Julie Latshaw, jlatshaw@ci.fillmore.ca.us
 - *Room capacity/design:* large ballroom ____
 - *Availability (days/hours):*
 - *Audio visual equipment:* pull down screen, no projector
 - *Internet:* none, bring our own hot spot
 - *Parking:* High School parking lot across the street, limited parking in the back of the building, street parking
 - *Accessibility:* steps on front of building, ramp in back
 - *Other considerations:* Meetings during school hours would have limited parking
 - Fillmore Adult Active Center
 - *Contact:* Julie Latshaw, jlatshaw@ci.fillmore.ca.us
 - *Room capacity/design:*
 - *Availability (days/hours):*
 - *Audio visual equipment:* none, bring our own
 - *Internet:* no wifi, bring our own hot spot
 - *Parking:* ample parking at adjacent public lot
 - *Accessibility:* accessible
 - *Other considerations:* centrally located in Fillmore
 - Piru Community Center
 - *Contact:*
 - *Room capacity/design:*
 - *Availability (days/hours):*
 - *Audio visual equipment:*
 - *Internet:*
 - *Parking:*
 - *Accessibility:*
 - *Other considerations:*
 - Fillmore City Council Chamber
 - *Contact:* Julie Latshaw, jlatshaw@ci.fillmore.ca.us
 - *Room capacity/design:* fixed dais,
 - *Availability (days/hours):*
 - *Audio visual equipment:*
 - *Internet:*
 - *Parking:*
 - *Accessibility:*
 - *Other considerations:*

- General Meeting Design/Format

- Presentation
 - Q&A (allow ample time for Q&A)
 - Webcast, livestream, and/or record meeting if possible

- Advertising

- Meeting Notice
 - Save the Date
 - Invite/flyer with additional meeting information
- Distribution Methods
 - Email list
 - Mailings for those not on email list
 - Social media posts
 - Newspaper articles/ads
 - Announce at local meetings
 - Distribute through other organizations' websites, newsletters (see below)
- **BOARD MEMBER OUTREACH**
 - **Chair Long**
 - Ventura County Board of Supervisors meetings
 - Santa Clara River Watershed Committee meetings
 - **Vice Chair McFadden**
 - Farm Bureau meetings
 - United Water Conservation District Board meetings
 - **Director Edmonds**
 - Fillmore City Council meetings
 - **Director Kimball**
 - Fillmore Basin Pumpers Association meetings
 - Santa Paul Basin Pumpers Association meetings
 - Limoneira Company meetings
 - **Director Meneghin**
 - Friends of the Santa Clara River meetings
 - **Director Pace**
 - Piru Basin Pumpers Association meetings
- **COMMUNICATIONS VIA OTHER ORGANIZATIONS**
 - **Trusted agencies and organizations**
 - Watersheds Coalition of Ventura County - Santa Clara River Watershed Committee
 - FPBGSA update at Committee Meetings
 - Disadvantaged Community Outreach stakeholder outreach and education meetings
 - Friends of the Santa Clara River
 - GSA table at WaterTalks Meetings
 - Piru Neighborhood Council Meetings
 - Farm Bureau of Ventura County Newsletter (hard copy and email)
 - California Avocado Commission
 - Newsletter – the Green Sheet, monthly, online, covers the whole state
 - Ventura County Coalition of Labor, Agriculture, and Business – post on their website
 - Santa Clarita Valley Water Agency
 - Monthly meetings with UWCD and Santa Clarita Valley Water Agency
 - Santa Paul Basin Pumpers Association - newsletter? website?
 - Limoneira Company – newsletter? other?



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. **4C Motion**

DATE: **Sampling and Analysis Plan**

TO: **Board of Directors**

SUBJECT: **Sampling and Analysis Plan (SAP)**

SUMMARY

Daniel B. Stephens & Associates, Inc. (DBS&A) has prepared a Draft Sampling and Analysis Plan (SAP) for the FPBGSA as a contract deliverable that is intended to be included as an appendix in the Agency's final GSPs.

The SAP is intended to establish SGMA compliant monitoring protocols and standard methods for water quality and groundwater level data collection in the Fillmore and Piru basins. Draft SAP components include:

- Water sample collection procedures;
- Analytical methods to be used;
- Groundwater level measurement protocol in water wells; and
- Data Quality Assurance (QA) and Quality Control (QC) procedures.

The SAP is intended to formalize field techniques and procedures that UWCD and VCWPD may already have in place for their respective existing long-standing monitoring programs, and is not intend to impose specific schedules or monitoring wells and/or sampling locations on UWCD or VCWPD.

RECOMMENDED ACTION

The Board will review and consider approving a Sampling and Analysis Plan (SAP).

BACKGROUND

Please see summary.

FISCAL IMPACT

ATTACHMENT:

Item No: **4C Motion Sampling and Analysis Plan**

January 16, 2020

Page 2

Proposed Motion: "Motion to approve the Sampling and Analysis Plan as presented/as amended ..."

1st: Director _____

2nd: Director _____

Voice/Roll call vote: Director Edmonds :

Director Kimball:

Director Long:

Director McFadden:

Director Meneghin:

Director Pace:



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. **4D Motion**

DATE: **January 16, 2020**

TO: **Board of Directors**

SUBJECT: **BYLAWS UPDATE**

SUMMARY

At its November 19, 2019 Board of Directors Meeting, the Board approved a Social Media policy (Article 15), which it instructed legal counsel to incorporate into the Agency's Bylaws. At the recommendation of Chair Long, the Agency's updated Bylaws were sent to the City of Fillmore, the County of Ventura and to United Water Conservation District's legal counsels for review and approval.

RECOMMENDED ACTION

It is recommended that, based on the approvals of the three member entities legal counsel, the FPBGSA Board formally adopted the updated Agency Bylaws reflecting the incorporated Social Media policy (Article 15).

BACKGROUND

Please see summary.

FISCAL IMPACT

none

ATTACHMENTS A – Agency Bylaws, updated November 19, 2019

Proposed Motion: "Motion to approve the updated bylaws, incorporating a Social Media policy under Article 15."

1st: Director _____ 2nd: Director _____

Voice/Roll call vote: Director Edmonds : Director Kimball: Director Long:
Director McFadden: Director Meneghin: Director Pace:

BYLAWS

of the

Fillmore and Piru Basins Groundwater

Sustainability Agency

November 21, 2019

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PREAMBLE

These Bylaws are adopted and effective as of **May 30, 2018**, pursuant to the Joint Exercise of Powers Agreement of the Fillmore and Piru Basins Groundwater Sustainability Agency of April 2017 (the "Agreement" or "JPAA") by and among the City of Fillmore, County of Ventura, and United Water Conservation District ("Members").

ARTICLE 1. THE AGENCY

1.1 **NAME OF AGENCY.** The name of the Agency created by the Agreement is the **FILLMORE AND PIRU BASINS GROUNDWATER SUSTAINABILITY AGENCY** ("Agency").

1.2 **OFFICE OF AGENCY.** The principal office of the Agency shall be at 250 Central Ave, Fillmore, CA 93015, or at such other location as the Board may designate by resolution. JPAA, Art. 7, Section 3.

1.3 **POWERS.** The powers of the Agency are vested in the governing board who reserve unto themselves the right to delegate by resolution such powers as are appropriate and permissible by law. JPAA, Art. 4. The governing board ("Board" or "Board of Directors") consists of: one (1) Member Director appointed by the City Council of the City of Fillmore who is a member of the City Council of Fillmore or a representative; one (1) Member Director appointed by the County of Ventura Board of Supervisors, who is a Supervisor or representative; one (1) Member Director appointed by the Board of Directors for United Water Conservation District, who is a member of United Conservation District's Board of Directors or a representative; one (1) Piru Basin Pumper Stakeholder Director; one (1) Fillmore Basin Pumper Stakeholder Director; and one (1) Environmental Stakeholder Director, to be nominated and elected by the environmental organizations outlined in the Agreement. JPAA, Art. 6, Sections 4.1-4.4.

ARTICLE 2. BOARD OF DIRECTORS

2.1 **BOARD.** The Agency shall be governed by a Board of Directors ("Board of Directors" or "Board"). The Board shall consist of six (6) Directors comprised of representatives who shall be appointed in the manner set forth in Article 6 of the Agreement. JPAA, Article 6, Section 1.

2.2 **POWERS.** The business and affairs of the Agency, and all of the powers of the Agency, including without limitation all powers set forth in Article 4 of the Agreement, are reserved to, and shall be exercised by and through the Board of Directors, except as may be expressly delegated to the Executive Director pursuant to the Bylaws, or by specific action of the Board of Directors.

2.3 MEMBER DIRECTORS.

2.3.1 Terms, Removal and Vacancies. Member Directors will be appointed to serve for a term of two years, except as set forth in Section 6.5 of the Joint Exercise of Powers Agreement. A Member Director may be removed during his or her term or reappointed for multiple terms at the pleasure of the Member's governing agency. The Member Director shall cease to be a Director when he or she is no longer a member of their governing agency's board. No individual Member Director may be removed in any other manner, including by affirmative vote of the other Directors. JPAA, Art. 6, Section 5. A Member Director vacancy shall occur when a Director resigns, at the end of the Director's term, or when he or she is removed by his or her appointing governing body. Upon the vacancy of a Member Director, the seat shall remain open and vacant until a replacement Director is appointed as set forth in Section 6.4 of the Joint Exercise of Powers Agreement. JPAA, Art. 6, Section 6.

2.4 FILLMORE BASIN AND PIRU BASIN PUMPER STAKEHOLDER DIRECTORS

2.4.1 Terms, Removal and Vacancies. The initial term for the Pumper Stakeholder Director from the Piru Basin shall be three years. Subsequent terms for that Director will be two years. The initial term, and subsequent terms, for the Fillmore Basin Director shall be two years. JPAA, Art. 6, Section 5. A vacancy of a Pumper Stakeholder Director's seat shall occur upon a Director's resignation or at the end of the Director's term. JPAA, Art. 6, Section 6. Upon the vacancy of a Pumper Director, the seat shall remain vacant until a replacement Director is appointed as set forth in Section 6.4 of the Joint Exercise of Powers Agreement. JPAA, Art. 6, Section 6.

2.5 ENVIRONMENTAL STAKEHOLDER DIRECTORS

2.5.1 Terms, Removal and Vacancies. The term for the Environmental Stakeholder Director shall be two years. JPAA, Art. 6, Section 5. A vacancy of an Environmental Stakeholder Director's seat shall occur upon a Director's resignation or at the end of the Director's term. JPAA, Art. 6, Section 6. Upon the vacancy of the Environmental Director, the seat shall remain vacant until a replacement Director is appointed as set forth in Section 6.4 of the Joint Exercise of Powers Agreement. JPAA, Art. 6, Section 6.

ARTICLE 3. MEETINGS

3.1 REGULAR MEETINGS. The regular meetings of the Agency shall be held at least quarterly on a date and time which the Agency may designate as determined by the Board. The Board will set the time and place of meetings in accordance with Government Code Section 54954. JPAA, Art. 8, Section 2.

3.2 QUORUM. A majority of the Directors of the Board shall constitute a quorum for the purpose of conducting Agency business, exercising Agency powers, and for all other purposes. However, a smaller number may adjourn from time-to-time until the quorum is obtained. JPAA, Art. 9, Section 1.

3.3 AGENDA. Agency staff shall prepare the agenda. At least seventy-two hours before a regular meeting, or at least twenty-four hours prior to a special meeting, the Board Secretary shall post an agenda containing a brief, general description of each item of business to be transacted or discussed at the meeting, including the items to be discussed in closed session. The posting shall be freely accessible to the public. The agenda shall include the opportunity for the public to address the Board prior to taking action on any matter. The agenda for regular and adjourned regular meetings shall include the opportunity for the public to address the Board on matters within the jurisdiction of the Agency but not on the agenda. During public comment, a Director may request a matter be included on the agenda for a future meeting. Agency staff shall arrange for the matter to be placed on a future agenda as promptly as feasible. No action shall be taken on matters not shown on the posted agenda, except that Directors may briefly respond to statements made or questions posed during public comment; respond to a request for clarification; provide a reference to staff or other resources for factual information; request staff to report back to the Board at a subsequent meeting or direct staff to place a matter of business on a future agenda. The Board may add matters to the agenda upon a majority finding that an emergency exists or upon at least a two-thirds vote finding there is a need to take immediate action and the need for action came to the attention of the Agency subsequent to the posting of the agenda.

3.4 VOTING. Voting by the Board of Directors shall be made on the basis of one vote for each Director, provided however that if the matter to be voted on exclusively concerns one of the Basins and not the other, the pumper Stakeholder Director representing pumper interests in the unaffected Basin may participate in Board discussions of the matter but shall not vote on the matter. All decisions of the Board shall require the affirmative vote of a quorum of the Board, unless one or more Directors is absent or conflicted from voting on the matter, or a pumper Stakeholder Director is prohibited from voting per this section, in which case a decision of the Board shall require the affirmative vote of at least three (3) Directors. JPAA, Art. 9, Section 2.

3.5 RULES OF ORDER. All rules of order not otherwise provided for in these Bylaws shall be determined, to the extent practicable, in accordance with "Rosenberg's Rules of Order", provided, however, that no action shall be invalidated or its legality otherwise affected by the failure or omission to observe or follow "Rosenberg's Rules of Order."

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 meeting, and thereafter at the first Board meeting following January 1st of each year. JPAA, Art. 7, Section 2.

4.2 CHAIR. The Chair shall preside at meetings of the Agency. The Chair shall sign contracts, deeds, and other instruments made by the Agency.

4.3 VICE CHAIR. The Vice Chair shall perform the duties of the Chair in the absence or incapacity of the Chair. JPAA, Art. 7, Section 1. The Vice Chair shall also act as Secretary

and shall keep the administrative records of the Agency, act as secretary at meetings of the Agency, record all votes, and keep a record of the proceedings of the Agency to be kept for such purpose, and perform all duties incident to the Secretary's office. The Secretary shall maintain a record of all official proceedings of the board.

4.4 TREASURER. The treasurer of one of the Members shall be the Treasurer of the Agency, to be the depository, and have custody of all money of the Agency from whatever source, provided that the Board of Directors may at any time select another Treasurer. The Treasurer shall possess the powers of, and shall perform those functions required by Government Code Sections 6505, 6505.5, and all other applicable laws and regulations, including any subsequent amendments thereto. The Treasurer shall be bonded in accordance with the provisions of section 6505.1. JPAA, Art. 13, Section 3.

4.5 AUDITOR. An Auditor shall be of the same public agency as treasurer, and shall draw all warrants to pay demands against the Agency approved by the Board. JPAA, Art. 13, Section 3.

4.6 GENERAL COUNSEL. The General Counsel shall be the chief legal officer of the Agency. The General Counsel shall give advice or opinions in writing to the Chairman or other Agency officers and shall prepare proposed resolutions, laws, rules, contracts, and other legal documents for the Agency when requested to do so by the Agency. The General Counsel shall attend to all lawsuits and other matters to which the Agency is a part or in which the Agency may be legally interested and do such other things pertaining to the General Counsel's office as the Agency may request.

4.7 OFFICER COMPENSATION. The officers of the Agency shall receive such compensation as the Agency prescribes and in addition, shall receive their actual and necessary expenses, including traveling expenses incurred in the discharge of their duties.

4.8 EXPENSES. If previously approved by the Board, a Director shall receive actual, reasonable, and necessary reimbursement for travel, meals, lodging, registration, and similar expenses incurred on Agency business. The reimbursement rates for lodging shall not exceed the posted rates for a trade conference, but if a lodging at the posted rates is not available, the reimbursement rate shall be comparable to the posted rates. For travel of 250 miles or less, Directors shall be reimbursed at the IRS rate. For travel over 250 miles, Directors shall be reimbursed at the lowest available rate for public air transportation, as determined by the Administrator, or actual cost, whichever is less. As used herein, "transportation" includes travel to and from terminals. Automobile rental expenses shall be approved in advance. Reimbursement for meals, other than alcoholic beverages, shall be at the rate established by the IRS or actual reasonable cost not to exceed \$60 per day. Directors may declare the amount of the meal under penalty of perjury in lieu of receipts if the amount is less than the IRS rate. Claims for expense reimbursement shall be submitted to the Administrator of the Board on forms provided by the Agency within 30-days after the expense has been incurred. The Administrator shall determine whether the claim satisfies the requirements of this section and if the claim is denied, the claimant may appeal to the Board.

ARTICLE 5. COMMITTEES

5.1 Pursuant to Article 12 of the Agreement, the Board of Directors may from time to time appoint one or more advisory committees or establish standing or ad hoc committees to assist in carrying out the purposes and objectives of the Agency. The Board shall determine the purpose and need for such committees and the necessary qualifications for individuals appointed to them. Each standing or ad hoc committee shall include a Director as the chair thereof. Other members of each committee may be composed of those individuals approved by the Board of Directors for participation on the committee. However, no committee or participant on such committee shall have any authority to act on behalf of the Agency. Permanent Committees will be given a specific role and, regardless of the number of Directors appointed, shall be subject to compliance with the Brown Act. All Committees will provide regular updates to the full Board about their activities and the progress of their work.

ARTICLE 6. EXECUTIVE DIRECTOR AND STAFF

6.1 EXECUTIVE DIRECTOR. The Board of Directors may appoint an Executive Director, who may be, though need not be, an officer, employee, or representative of one of the Members. The Executive Director shall have general supervision over the administration of Agency business and affairs, subject to the direction of the Agency. The Executive Director shall have the powers designated by the Board, and may execute contracts, deeds, and other documents and instruments as authorized by the Agency. The Executive Director's compensation, if any, shall be determined by the Board of Directors. JPAA, Art. 10, Sections 1, 2.

6.2 STAFF. The Executive Director may employ such additional full-time and/or part-time employees, assistants, and independent contractors who may be necessary from time to time to accomplish the purposes of the Agency, subject to the approval of the Board of Directors. JPAA, Art. 10, Section 4.

ARTICLE 7. FINANCES

7.1 DEPOSIT AND DISBURSEMENT OF FUNDS. All funds of the Agency shall be deposited in one or more depository accounts as may be designated by the Board. Such accounts shall be independent of any account owned by or exclusively controlled by any of the Members. No disbursements of such funds shall be made unless the same shall have been approved in the annual operating budget, or otherwise specifically approved by the Board. Monthly, or at a time established by the Board, all disbursements shall be listed on a report by check number, vendor and amount, and approved by the Board prior to the issuance of a payment. All check disbursements shall require dual signature that will include the Treasurer and Board Chair or Vice Chair. .

7.2 BUDGET. The Agency shall operate pursuant to an operating budget to be adopted prior to the beginning of each new fiscal year. JPAA, Art. 14, Section 1. The Agency shall endeavor to operate each year pursuant to an annually balanced budget so that projected annual expenses do not exceed projected annual revenues. Budget adjustments to the annual budget shall be reviewed and acted upon by the Board at a regularly scheduled Board meeting occurring after

January 1 of each calendar year. The Board may take action to amend the budget at other times if circumstances require more immediate action.

ARTICLE 8. DEBTS AND LIABILITIES

8.1 The debts, liabilities, and obligations of the Agency are not and will not be the debts, liabilities, or obligations of any or all of the Members. JPAA, Art. 15, Section 1. However, nothing in this Article or in the Agreement prevents, or impairs the ability of, a Member or Members, from agreeing, in a separate agreement, to be jointly and/or severally liable, in whole or in part, for any debt, obligation, or liability of the Agency, including but not limited to, any bond or other debt instrument issued by the Agency.

ARTICLE 9. REGISTRATION OF FACILITIES

9.1 The Agency may require registration of all groundwater extraction facilities within its management area pursuant to Wat. Code, § 10725.6. The Agency shall keep a register of wells drilled within its management area. It shall be the policy of the Agency to have a standing request with the County of Ventura to be notified of any application or plan for a well or groundwater extraction facility within the Agency's jurisdiction.

ARTICLE 10. FEE ENFORCEMENT

10.1 Fee Enforcement is based on Wat. Code, § 10730.6:

(a) Groundwater fees will be due and payable to the Agency semi-annually by the Owner or Operator. If the Owner or Operator fails to pay a groundwater fee within thirty (30) days of it becoming due, the Owner or Operator shall be liable to the Agency for interest at the rate of one (1) percent per month on the delinquent amount of the groundwater fee and a ten (10) percent penalty.

(b) In the event of an overpayment of groundwater fees and charges by the Owner or Operator, unless the payor requests a refund, the Agency shall apply the overpaid amount to the Owner or Operator's next billing statement or payment cycle.

(c) Should the Agency decide not to bring suit, the Agency may collect any delinquent groundwater charge and any civil penalties and interest on the delinquent groundwater charge pursuant to the laws applicable to United Water Conservation District, County of Ventura, and City of Fillmore. Collection shall be in the same manner as it would be applicable to the collection of delinquent assessments, water charges, or tolls.

(d) Additionally, the Agency may, after a public hearing, order an Owner or Operator to cease extraction of groundwater until all delinquent fees are paid. The Agency shall

give notice to the Owner or Operator by certified mail at least fifteen (15) days in advance of the public hearing.

(e) All remedies specified in this section for collecting and enforcing fees are cumulative and may be pursued alternatively or may be used consecutively as determined by the Agency's Board of Directors.

(f) By an affirmative vote of four (4) Directors, or three (3) Directors in the event a Director is absent, conflicted or prohibited from voting pursuant to 9.3 of the JPAA agreement, the Agency may, in its sole discretion, waive any interest payments, penalties, or overdue fees.

ARTICLE 11. RECORDS RETENTION

11.1 MAINTENANCE OF THE AGENCY RECORDS. The Agency will keep:

- (a) All public records, as defined in Cal. Gov. Code Section 6252.
- (b) All such records will be kept at the Agency's principal office.

11.2 RECORDS RETENTION POLICY AND SCHEDULE. By June 30, 2018, the Board will review and adopt a Records Retention Policy and Schedule that specifies the retention period of different categories of materials. Implementation of this Policy will be the responsibility of Agency staff.

11.3 INSPECTION RIGHTS.

- (a) Any member may inspect the accounting books and records and minutes of the proceedings of the Board and committees of the Board, at any reasonable time, for a purpose reasonably related to such person's interest.
- (b) Any inspection and copying under this Section may be made in person or by an agent or attorney or the entity entitled thereto and the right of inspection includes the right to copy.

11.4 MAINTENANCE AND INSPECTION OF AGREEMENT AND BYLAWS. The Agency will keep at its principal executive office the original or copy of the Agreement and these Bylaws as amended to date, which will be open to inspection by the Agency or any Member at all reasonable times during office hours.

11.5 INSPECTION BY DIRECTORS. Every Director has the absolute right at any reasonable time to inspect all non-confidential books, records, and documents of every kind and the physical properties of the Agency. This inspection by a Director may be made in person or by an agent or attorney, and the right of inspection includes the right to copy and make extracts of documents.

ARTICLE 12. CODE OF ETHICS AND CONFLICTS OF INTEREST

12.1 **DECLARATION OF POLICY.** The proper operation of democratic government requires that public officials and employees be independent, impartial and responsible to the people; that government decisions and policy be made in the proper channels of the governmental structure; that public office not be used for personal gain; and the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a Code of Ethics for all officers and employees, whether elected or appointed, paid or unpaid. This Article establishes ethical standards of conduct for Agency officers and employees by setting forth those acts or actions that are incompatible with the best interests of the Agency and by directing the officers' disclosure of private financial or other interests in matters affecting the Agency.

12.2 **CONFLICT OF INTEREST CODE.** The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate conflict of interest codes. Pursuant to this, the Agency adopted and promulgated a Resolution which constitutes the Conflict of Interest Code for the Agency, and sets forth designations of officials and employees, and establishes economic disclosure categories. The Agency will review its Conflict of Interest Code every other year as required by the Political Reform Act.

12.3 **RESPONSIBILITIES OF PUBLIC OFFICE.** Public officials and employees are agents of public purpose and hold office for the benefit of the public. They are bound to uphold the United States and State Constitution and to carry out impartially the laws of the nation, State, and the Agency, thus to foster respect for all governments. They are bound to observe, in their official acts, the highest standards of performance and to discharge faithfully the duties of their office, regardless of personal considerations. Recognizing that the public interests must be their primary concern, their conduct in both their official and private affairs should be above reproach.

12.4 **DEDICATED SERVICE.** Officers and employees owe a duty of loyalty to the political objectives expressed by the electorate and the programs developed by the Board to attain those objectives. Appointive officers and employees should adhere to the rules of work and performance established as the standards for their positions by the appropriate Agency. Officers and employees should not exceed their Agency or breach the law, or ask others to do so, and owe a duty to cooperate fully with other public officers and employees unless prohibited from so doing by law or by the officially recognized confidentiality of their work.

12.5 **FAIR AND EQUAL TREATMENT.** Officers and employees shall not request or permit the use of Agency-owned vehicles, equipment, materials, or property for personal convenience or profit, except when such services are available to the public generally or are provided for the use of such officer or employee in the conduct of official business. Officers and employees shall not grant special consideration, treatment or advantage to a member of the public beyond what is available to every other member of the public.

12.6 **POLITICAL ACTIVITIES.** Officers and employees shall not solicit or participate in soliciting an assessment; subscription of contribution to a political party during working hours on

property owned by the Agency and shall conform to Government Code Sections 3202 and 3203. Officers and employees shall not promise appointment to a position with the Agency.

12.7 EX PARTE COMMUNICATIONS. Any written communication received by an officer or employee relating to a matter to be discussed by the Agency Board shall be made part of the record of decision. A communication concerning only the status of a pending matter shall not be regarded as an ex parte communication.

12.8 AVOIDANCE OF IMPRESSIONS OF CORRUPTIBILITY. Officers and employees shall conduct their official and private affairs so as not to give a reasonable basis for the impression that they can be improperly influenced in performance of public duties. Officers and employees should maintain public confidence in their performance of the public trust in the Agency. They should not be a source of embarrassment to the Agency and should avoid even the appearance of conflict between their public duties and private interests.

12.9 NO DISCRIMINATION IN APPOINTMENTS. No person shall be appointed to, removed from, or in any way favored or discriminated against with respect to any appointive administrative office because of such person's race, color, age, religion, gender identification, national origin, political opinions, affiliations, or functional limitation as defined by applicable State or federal laws, if otherwise qualified for the position or office. This provision shall not be construed to impair administrative discretion in determining the requirements of a position or in a job assignment of a person holding such a position, subject to review by the Board.

12.10 AGENCY ALLEGIANCE AND PROPER CONDUCT. Officers and employees shall not engage in or accept any private employment, or render services for private interest, when such employment or service is incompatible with proper discharge of official duties or would tend to impair independence or judgment or action in the performance of those duties. Officers and employees shall not disclose confidential information concerning the property, government, or affairs of the Agency, and shall not use confidential information for personal financial gain. Officers and employees shall not accept a gift in excess of limits established by state law. Officers and employees shall not accept any gift contingent upon a specific action by the Board. Officers and employees shall not appear on behalf of business or private interests of another before the Board where such appearance would create a potential of having to abstain from officers participating on that matter or be incompatible with official duties. Officers and employees shall not represent a private interest of another person or entity in any action or proceeding against the interest of the Agency in any litigation to which the Agency is a party. A Director may appear before the Agency on behalf of constituents in the course of duties as a representative of the electorate or in the performance of public or civic obligations.

12.11 PENALTIES. In addition to any other penalties or remedies provided by law, violation of this Chapter shall constitute a cause for suspension, removal from office or employment or other disciplinary action after notice and hearing conducted by the appropriate appointing Member or, in the case of the Board, an affirmative vote of four (4) Directors, or three (3) Directors in the event a Director is absent, conflicted or prohibited from voting pursuant to 9.3 of the JPAA agreement .

ARTICLE 13. AMENDMENT

13.1 These Bylaws may be amended from time to time by resolution of the Board duly adopted upon majority of the Board at a regular or special meeting of the Board, provided, however, that no such amendment shall be adopted unless at least thirty (30) days written notice thereof has previously been given to all members of the Board. Such notice shall identify the Article to be amended, the proposed amendment, and the reason for the proposed amendment. JPAA, Art. 11. The Board may, upon unanimous consent, waive the thirty (30) day written notice period.

ARTICLE 14. PURCHASING POLICY

14.1 POLICY. The Agency will procure Goods and Services in support of its administrative, operational and capital improvement requirements. It is the intent of the Agency to engage in procurements that ensure it will receive Goods and Services of the appropriate quantity, of a satisfactory level of quality, delivered in a timely manner, and at a price that represents the best value to the Agency, its Members, and other affected parties. Furthermore, it will employ procurement processes that are fair and equitable and will allow providers of Goods and Services the greatest opportunity to participate and compete for the Agency's procurement engagements.

14.2 DEFINITIONS.

The following definitions shall apply to this chapter:

- (a) Contract. A written document establishing terms and conditions between buyer and seller for the provision of Goods or Services, and includes Professional Service Agreements, General Service Agreements, and Purchase Orders.
- (b) Critical Repairs. Services performed on Agency facilities that are unplanned, unexpected and which are essential to the continued operation of the facilities, but do not rise to the level of "Emergency."
- (c) Formal Competitive Solicitation. The issuance of a written Request for Bids, proposals or quotations.
- (d) Goods. Refers to all types of tangible personal property including materials, supplies, and equipment.
- (e) Material Change. A change to essential terms in a contract including, not limited to, consideration, scope of Services, insurance and indemnity obligations, and assignment.
- (f) Informal Competitive Solicitation. A written request for a bid, proposal, or quotation in accordance with written terms and conditions included in the request.

- (g) Public Works Construction Agreement. Agreement for the erection, construction, alteration, repair, or improvement of any public structure, building, road, or other public improvement of any kind and awarded in compliance with competitive bidding statutes.
- (h) Requisition. A document generated by staff to identify and establish a requirement for, and request authorization of, the procurement of Goods and Services.
- (i) Service(s). The labor, intellectual property or other work product provided by a Contractor or Consultant that is not tangible personal property.

14.3 PROCUREMENT OF GOODS AND SERVICES.

- (a) Procurement Authority. Procurement Authority shall be exercised and performed by the Board of Directors through the approval of warrants presented to the Board. This authority includes both the authority to approve procurements and the authority to commit the Agency to procurements. The Board of Directors may delegate certain authorities to the Agency's management and staff. These delegated authorities shall be exercised and performed in accordance with applicable federal, state, and local laws and the policies contained herein.
- (b) Procurement of Goods, Professional Services and Non-Professional Services. The Agency may procure Goods and Services as authorized below:
 - (1) Procurements of Goods, Professional Services and Non-Professional Services Less than \$500:
 - (i) The Executive Director may expend up to \$500 to purchase necessary supplies and equipment without secondary approval.
 - (2) Procurement of Goods, Professional Services and Non-Professional Services over \$500:
 - (i) Requires Board approval of a Purchase Order,
 - (ii) Signed by both the Board Chair and Treasurer
 - (3) Amendments/ Change Orders / Revisions: Material Changes to a contract document require authorization. Approval and execution is subject to the thresholds established above and based on the final value of the Contract document after the change is incorporated.
- (c) Leasing of Goods. Leasing of Goods is subject to the same requirements established for the procurement of Goods, as defined in section (b).
- (d) Public Works. The procurement of Goods and Services for the construction of public works by the Agency shall be governed by California Public

- (1) Amendments/ Change Orders/ Revisions: Material Changes to a Contract document require authorization. Approval and execution is subject to the thresholds established above and based on the final value of the Contract document after the change is incorporated. Change Orders within preapproved funding amounts require execution by the Board of Directors.

14.4 EMERGENCY PURCHASES AND SERVICES. In the event of an emergency, the Executive Director may make immediate purchases of Goods and Services pursuant to California Public Contract Code section 20640 et seq.. Emergency purchases include any purchase required to prevent imminent danger or to prevent or mitigate the loss or impairment of life, health, property, or essential public services. Every effort shall be made to obtain advance approvals or to obtain approvals as soon as possible following the purchase.

14.5 PROCUREMENT OF CRITICAL GOODS AND SERVICES. When expenditures are made for the procurement of Critical Goods and Services, staff will use its best efforts to conform to the Informal Solicitation process, and shall not exceed \$1,000.00 per each critical repair or critical acquisition. Any expenditure for these types of repairs will be brought to the Board of Directors at the next regularly scheduled Board meeting for ratification.

ARTICLE 15. SOCIAL MEDIA GUIDELINES

15.1 SOCIAL MEDIA GUIDELINES. In the rapidly expanding world of electronic communication, social media includes all means of communicating or posting information or content of any sort on the Internet, including web logs or blogs, journals or diaries, personal web site, social networking or affinity web sites, web bulletin boards or chat rooms, whether or not associated or affiliated with Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA), as well as any other form of electronic communication.

The principles and guidelines for FPBGSA's social media policy supports three basic beliefs – be respectful, be accurate, be truthful, which should apply to all of the Agency's online activities. Ultimately, before creating or posting online content, consider some of the risks and rewards that are involved. Keep in mind that any content which adversely impacts the performance of the Agency, or otherwise adversely affects Directors, customers, suppliers, people who work on behalf of FPBGSA or FPBGSA's legitimate business interests should not be posted to the Agency's website or social media platforms.

- Maintain the confidentiality of FPBGSA's private or confidential information. Do not post internal reports, policies, procedures or other internal business-related confidential communications.
- Respect financial disclosure laws. All information pertaining to private water wells obtained by the Agency from well owners and through the Agency's access to such wells shall be public records exempt from disclosure in accordance with Government Code section 6254(e).

- FPBGSA will not share content from accounts run by political parties or partisan political groups. FPBGSA must never show political bias.

o A partisan political group is defined by the Hatch Act as any committee, club, or other organization which is affiliated with a political party or candidate for public office in a partisan election, or organized for a partisan purpose, or which engages in partisan political activity. The word "partisan," when used as an adjective, means related to a political party. "Political activity" means an activity directed toward the success or failure of a political party, candidate for partisan political office, or partisan political group. Determining if materials is sourced from a partisan entity will require case-by-case analysis. However, if a website is soliciting donations for a partisan political party, candidate, or organization, the group or organization who runs the website is engaged in partisan political activity and would thus be deemed a partisan political group and FPBGSA should not share content from its social media accounts.

- Endorsements: Never share, retweet, or repost content that would imply (or appear to imply) that the Agency is promoting a company or encouraging the public to buy something.
- Lobbying: Never share, retweet, or repost content that shows support/opposition to a legislative bill. Anti-lobbying laws prohibit the Agency from advocating for or against anything that requires action from Congress or state legislatures or covertly influencing public opinion.
- Mission-focus: Only share, retweet, or repost content that relates to the FPBGSA's mission – groundwater sustainability. It's OK to share mission-related content, including from partners and other groundwater sustainability agencies, the Department of Water Resources, and its Sustainable Groundwater Management site.

ARTICLE 16. DEFINITIONS AND CONSTRUCTION

16.1 Unless specifically defined in these Bylaws, all defined terms shall have the same meaning ascribed to them in the Agreement. If any term of these Bylaws conflicts with any term of the Agreement, the Agreement's terms shall prevail, and these Bylaws shall be amended to eliminate such conflict of terms. Unless the context or reference to the Agreement requires otherwise, the general provisions, rules of construction, and definitions in the California Civil Code will govern the construction of these Bylaws.

EFFECT. These bylaws shall take effect immediately upon adoption.

PASSED, APPROVED AND ADOPTED on January 16, 2020, by the following votes:

AYES:

NOES:

ABSTAIN:

ABSENT:

Chair

ATTEST:

Secretary

[Seal]



Item No. **4E Motion**

DATE: **January 16, 2020**

TO: **Board of Directors**

SUBJECT: **Projects and Management Actions**

SUMMARY

Daniel B. Stephens & Associates, Inc. (DBS&A) will lead the Board in an initial discussion of potential project and management actions specific to the Fillmore and Piru basins. The intent of this item is to start the process of developing a draft list of projects and management actions that will be described in the FPBGSA's GSPs.

Specific projects and management actions should be described with specific details, if available, that may include, but is not necessarily limited to, the following project description components:

- Project champion (project proponent entity)
- Partnering agencies or organizations (entities in adjacent basins)
- Implementation timeline
- Regulatory hurdles
- Written summary of the project or management action
- Funding mechanisms and/or fiscal impact to the basins
- Potential undesirable impacts on the basins

RECOMMENDED ACTION

The Board will discuss and provide feedback to the consultants regarding potential projects and management actions that may be considered during the groundwater sustainability planning process.

BACKGROUND

Please see summary.

FISCAL IMPACT – no fiscal impact at this time, however, fiscal impacts of future projects and management actions will be addressed in future budgetary discussions.

ATTACHMENTS NONE

Proposed Motion: "Motion to ..."

1st: Director _____

2nd: Director _____

Voice/Roll call vote: Director Edmonds :

Director Kimball:

Director Long:

Director McFadden:

Director Meneghin:

Director Pace:



Item No. **4F Motion**

DATE: **January 16, 2020**

TO: **Board of Directors**

SUBJECT: **Stakeholder Engagement Workshop #1**

SUMMARY

The Stakeholder Engagement Ad Hoc Committee has begun detailed planning for the first stakeholder meeting. The Committee is seeking the Board's venue and date selection from the following options:

- Veteran's Memorial Building - April 2nd
- Fillmore Adult Active Center - March 30, April 1, April 2

RECOMMENDED ACTION

It is recommended that the Board select the date and location for the FPBGSA's first Stakeholder Engagement Workshop #1

BACKGROUND

Please see summary.

FISCAL IMPACT

Nominal fee for facility rental, public notices, mailings and refreshments

Proposed Motion: "Motion to select [Veteran's Memorial/Fillmore Adult Active Center] for the first Stakeholder Engagement Workshop on [date]."

1st: Director _____ 2nd: Director _____

Voice/Roll call vote: Director Edmonds : Director Kimball: Director Long:
Director McFadden: Director Meneghin: Director Pace:



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. **5A Informational Item**

DATE: **January 16, 2020**

TO: **Board of Directors**

SUBJECT: **Preparation of Frequently Asked Questions (FAQ)**

SUMMARY

The Stakeholder Engagement Ad Hoc Committee would like to prepare a list of Frequently Asked Questions (FAQ) to post on the Agency's website (and perhaps to provide as a handout at stakeholder meetings), and request input from each Board member regarding questions they are hearing from their constituents that should be included on the FAQ.

RECOMMENDED ACTION

No action as defined under the Brown Act required, just a discussion of possible questions stakeholders may be asking and appropriate responses.

BACKGROUND

Please see summary.

FISCAL IMPACT

There is no fiscal impact with this item