



Fillmore and Piru Basins
Groundwater Sustainability Agency

Board of Directors Meeting
Thursday
December 16, 2021
5:00 p.m.

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

To participate in the Board of Directors meeting via Zoom, please access:
<https://us02web.zoom.us/j/82477092074?pwd=SkJoa2hhZk5pUG1wZzJLa3V5dGZsQT09>
Meeting ID: **824 7709 2074** Password: **FPBGSA**

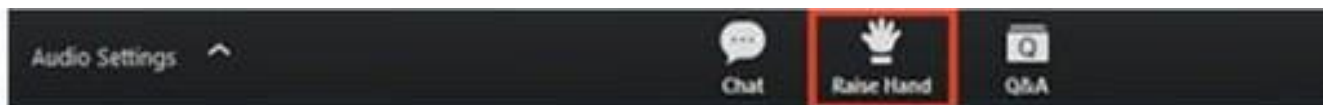
To hear just the audio portion of the meeting, phone into the toll-free number 877 853 5247

Meeting ID: **824 7709 2074**

All participants are asked to join the meeting at least five minutes in advance of the 5pm start time and be aware that all participants will be "muted" until recognized by the host. If your computer has a camera, please enable it so we can ensure better engagement between participants.

If you would like to address the Board with a question or offer a comment, please follow these simple instructions to engage the host (Clerk of the Board):

1. During a meeting, click on the icon labeled "Participants" at the bottom center of your computer screen.
2. At the bottom of the window on the right side of the screen, click the button labeled "Raise Hand."
3. Once you've been recognized by the Chair, please click on "Raise Hand" again to remove the signal.



Similarly, if you have a comment or question for the Board, you can use the "Chat" button to convey your question or comment to the HOST, who will put you in line to address the Board.

The Fillmore and Piru Basins GSA Board of Directors appreciates your participation and patience in using Zoom to conduct its public meeting.

AGENDA

1. CALL TO ORDER

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. UPDATES

2A Director Announcements/Board Communications:

Oral Reports from the Board

Fillmore Pumpers Association Stakeholder Director Update

Piru Pumpers Association Stakeholder Director Update

Environmental Stakeholder Director Update

City of Fillmore Member Director Update

United Water Conservation District Member Director Update

County of Ventura Member Director Update

**2B Executive Director Update
Information Item**

The Executive Director will provide an informational update on Agency activities since the previous Board meeting of November 18, 2021.

**2C Legal Counsel Update
Information Item**

Legal Counsel will provide an informational update on Agency's legal issues and concerns since the previous Board of Directors meeting of November 18, 2021.

**2D GSP Consultant Update
Information Item**

Representatives from Daniel B Stephens & Associates will provide an informational update on Agency's GSP development activities since the previous Board meeting of November 18, 2021.

3. CONSENT CALENDAR

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

3A Approval of Minutes

The Board will consider approving the Minutes from the regular Board Meeting of November 18, 2021.

3B Approval of Warrants

The Board will consider approving payment of outstanding vendor invoices

- Ventura County Star \$ 466.04
- Olivarez Madruga Lemeiux O'Neill LLP \$ 1,479.00
- Rogers, Anderson, Malody & Scott, LLC \$ 8,250.00
- Daniel B Stephens & Associates, Inc. \$87,780.63

3C Monthly Financial Report

The Board will receive the Agency's monthly profit and loss statement and balance sheet.

3D Subsequent Finding Regarding Continuation of AB 361 Exemptions to Brown Act Teleconferencing Requirements

The Board will consider adopting Resolution 2021-08 continuing findings that the requisite conditions exist for remote teleconference meetings of the Agency's legislative bodies without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e).

4. MOTION ITEMS

4A Adoption of Resolution 2021-09 Adopting the Fillmore Basin Groundwater Sustainability Plan.

Public Hearing and Motion

The Board will: 1) hold a public hearing to receive stakeholder comments on the final draft Fillmore Basin Groundwater Sustainability Plan and Technical Appendices, and 2) consider adoption of Resolution 2021-09 Adopting the Fillmore Basin Groundwater Sustainability Plan and Technical Appendices and directing the Executive Director to submit the adopted documents to the California Department of Water Resources, in compliance with the Sustainable Groundwater Management Act.

4B Adoption of Resolution 2021-10 Adopting Piru Basin Groundwater Sustainability Plan.

Public Hearing and Motion

The Board will: 1) hold a public hearing to receive stakeholder comments on the final draft Piru Basin Groundwater Sustainability Plan and Technical Appendices, and 2) consider adoption of Resolution 2021-09 Adopting the Fillmore Basin Groundwater Sustainability Plan and Technical Appendices and directing the Executive Director to submit the adopted documents to the California Department of Water Resources, in compliance with the Sustainable Groundwater Management Act.

4C Amendments to Fiscal Year 2021-2022 Budget

Motion

The Board will consider approving the proposed budget modifications for Fiscal Year 2021-2022.

4D Amendment to Agreement with Daniel B. Stephens & Associates for Preparation of Annual Reports and Online Database Management

Motion

The Board will consider approving Amendment No. 3 to Professional Services Agreement No. 2019-01-18-DBSA with Daniel B. Stephens & Associates (DBS&A) for preparation of the Agency's Annual Reports for Water Year 2021 and for associated maintenance and updates of the Agency's online data management system.

FUTURE TOPICS FOR BOARD DISCUSSION

ADJOURNMENT

The Board will adjourn to the next **Regular Board Meeting** on Thursday, January 20, 2022, or call of the Chair.

Materials, which are non-exempt public records and are provided to the Board of Directors to be used in consideration of the above agenda items, including any documents provided subsequent to the publishing of this agenda, are available for inspection at UWCD's offices at 1701 N. Lombard Street in Oxnard during normal business hours.

The Americans with Disabilities Act provides that no qualified individual with a disability shall be excluded from participation in, or denied the benefits of, the District's services, programs or activities because of any disability. If you need special assistance to participate in this meeting, or if you require agenda materials in an alternative format, please contact the 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), December 13, 2021
At: <https://www.FPBGSA.org>

(time) 4:30 pm

(attest) Eva Ibarra

Posted: (date), December 13, 2021
At: <https://www.facebook.com/FPBGSA/>

(time) 4:45 pm

(attest) Eva Ibarra

Posted: (date), December 13, 2021
At: UWCD, 1701 N. Lombard Street, Oxnard CA 93030

(time) 5:00 pm

(attest) Eva Ibarra



Board of Directors Meeting
Thursday, November 18, 2021,
5 p.m.
MINUTES

Directors Present

Director Kelly Long, Chair
Director Ed McFadden, Vice Chair/Secretary/Treasurer
Director Gordon Kimball
Director Candice Meneghin
Director Glen Pace
Director Christina Villaseñor

Staff Present

Anthony Emmert, executive director
Scott Nave, legal counsel
Eva Ibarra, clerk of the board

Public Present

Lisa Ballin, DBS&A, consultant
Christian Braudrick, Stillwater Science, consultant
Frank Bromschenk, Frank B & Associates
Dan Detmer, UWCD
Michael Fetchner
Carole Fornoff
Matt Freeman
Burt Handy
Zachary Hanson, UWCD
Logan Hardison
Rachel Laenen, Fillmore Basin Pumpers Association, Piru Basin Pumpers Association
Tony Morgan, DBS&A
Patrick O'Connell, DBS&A
Jim Thurber
Lara Shellenberg, County of Ventura
Gilead Wurman
Steve Zimmer, Five Point

1. CALL TO ORDER 5:00pm

Chair Long called the meeting to order at 5:00pm

1A Pledge of Allegiance

Director Villasenor asked everyone to join her in reciting the Pledge of Allegiance.

1B Directors Roll Call

Chair Long asked the clerk to conduct roll call. Directors Kimball, Chair Long, Vice Chair McFadden, Director Meneghin, Director Pace, and Director Villaseñor were present.

1C Public Comments

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

1D Approval of Agenda

Motion

Motion to approve the agenda, Director McFadden; Second, Director Villasenor. Roll call vote: six ayes (Kimball, Long, McFadden, Meneghin, Pace, Villasenor); none opposed; motion carries unanimously 6/0.

2. UPDATES

2A Director Announcements/Board Communications:
Information Item

Oral Reports from the Board

Fillmore Pumpers Association Stakeholder Director Update

Director Kimball stated the Fillmore and Piru Pumpers Associations' Board of Directors had a Board meeting on Tuesday, November 9, and mainly discussed Association business and the availability of both SWEEP and EQIP grants for water efficiency, and the fact that the agencies awarding the grants are requesting letters of support from the GSAs. It was stated on the agenda to have discussion on how to easily receive approval for these types of letter of support without having to bring it to the Board each time.

Piru Pumpers Association Stakeholder Director Update

Director Pace echoed the same as Director Kimball and added members are excited and very positive on how far the GSA has come, and in getting closer to adopting the GSP for the January submittal to DWR.

Environmental Stakeholder Director Update

Director Meneghin provided an update mentioning the Coalition for Clean Air is hosting a water quality, air quality and climate change webinar on November 29, from 12:30 to 1:30, with a focus on Metropolitan Water for those interested to learn how other agencies are dealing with climate change. She also mentioned Friends of Santa Clara River will be submitting a proposal for a project on Sisar Creek to be submitted tomorrow. Director Meneghin also said when Senator Limon was in the California Assembly, she led the effort to develop a statewide database where all available grants are accessible and that the GSA can take advantage of that database to identify appropriate grant funding opportunities.

City of Fillmore Member Director Update

Director Villasenor reported the City Council has a new member, Mrs. Simon Alex, a new resident to Fillmore. She also mentioned that the City's Well #8 went down and the City was able to secure emergency funding to make the needed repairs. Director Villasenor also invited all to visit the City of Fillmore's website for upcoming holiday events.

United Water Conservation District Member Director Update

Vice Chair McFadden had nothing to report.

County of Ventura Member Director Update

Chair Long reported there is a lot of activity going on with State and Federal funding for infrastructure projects, and mentioned the County Board of Supervisors received a presentation regarding funding coming through. That information can be found on the County website under Tuesday's meeting or she can email the link to interested parties. She also mentioned that the County has made its appointments to various committees, including the GSAs, and that the County is in the process of preparing the associated documents. Chair Long also mentioned the County Supervisors have had a difficult conversation regarding redistricting and that a new State law is coming into affect, and explained what changes will have to be made as a result of that legislation. She also shared a booklet on the State of the Region report from the Ventura County Civic Alliance which provides data and insights as to how the County is doing in a number of area including education, public health, employment and other economic areas.

2B Executive Director Update

Information Item

Executive Director Anthony Emmert reported the groundwater sustainability planning grant activities are ongoing. Staff has now submitted Progress Report 10 and Invoice 10, on November 15, and mentioned a proposed grant agreement amendment is in development, along with an amendment to the agreement with DBS&A for the preparation of the GSA's annual report. He also mentioned upcoming SGMA grants from DWR that may be released as early as fall 2022, that the Agency may wish to apply for grant funding.

2C Legal Counsel Update

Information Item

Legal Counsel Scott Nave mentioned there are two items on the agenda that he will be addressing: the continuation of AB 361, because the circumstances have not change since the last meeting; and Item 4B regarding collection of groundwater receivables.

2D GSP Consultant Update

Information Item

Mr. Tony Morgan started his update by presenting (see slides)

Director Villaseñor asked Mr. Morgan if he had mentioned the GSPs for the Oxnard Plain had been submitted two years ago. Mr. Morgan stated yes, they were submitted in January 2020, and that DWR has two years to ponder your GSP submittal.

Chair Long asked if there were any additional comments or questions. None were offered.

3. CONSENT CALENDAR

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

3A Approval of Minutes

The Board will consider approving the Minutes from the regular Board Meeting of October 21, 2021.

3B Approval of Warrants

The Board will consider approving payment of outstanding vendor invoices:

UWCD	\$738.75
Fillmore Gazette	\$108.00

3C Monthly Financial Report

The Board will receive the Agency's monthly profit and loss statement and balance sheet.

Motion to approve the Consent Calendar items; Director Meneghin; Second, Director Pace. Roll call vote: six ayes (Kimball, Long, McFadden, Meneghin, Pace, Villaseñor); none opposed; motion carries unanimously 6/0.

4. MOTION ITEMS

4A Final Draft Groundwater Sustainability Plans

Motion

The Board received a presentation from DBS&A on the amended draft Groundwater Sustainability Plans (GSP) for the Fillmore basin and the Piru basin and associated technical appendices and provided direction regarding preparation of the final GSPs for subsequent adoption by the Board at its December 16, 2021, meeting.

The item included the opportunity for board members to review comments received, responses to comments, and the resulting edits to the draft GSPs.

Review of the Fillmore Basin response to comment letters:

Letter 1. Bondy Groundwater Consulting

Director Kimball referred to comment 1-11 on the Bondy Groundwater Consulting comments and asked why 25 percent was used. Mr. Morgan explained the process of how that percentage was derived. Vice Chair McFadden stated he was in favor of Mr. Bondy's suggested edits, and that changes have been made and he felt it is now acceptable. Director Pace added a lot of things have been addressed following comments and a good job has been done addressing public comments.

Participant Chat: "Please describe rationale and discussions held to establish 25%."

Mr. Morgan stated we just had that conversation, and again explained the rationale, and mentioned the rationale used is also detailed in the document.

Letter 2. Katie Brokaw – (No further discussion).

Letter 3. California Department of Fish and Wildlife

Director Meneghin stated she felt there needs to be more rationale for not installing stream flow gauges at the basin boundaries, or what steps would need to be taken for it to be feasible. She also had a question on the data gap analysis for the hydrologic conceptual model. She said the GSA should have the missing data or a plan on how to address the data gaps. Mr. Morgan stated he will look into it and ensured her he would address this issue. Chair Long stated she agreed with Director Meneghin in providing the needed data or more details as to why it may remain a data gap.

Letter 4. Cal Trout – (No further discussion).

Letter 5. National Marine Fisheries Service

Director Meneghin asked Mr. Morgan to explain NMFS concerns. Mr. Morgan stated that comments included fish migration flows, GDEs, surface water diversions and recharge programs in the basin, which is an intermittent issue. Mr. Morgan, Christian Braudrick and Director Meneghin continued the conversation on the surface water hydrology of the Fillmore basin. Chair Long asked for feedback from the Directors, both Vice Chair McFadden and Executive Director Emmert joined the conversation to voice their thoughts.

Letter 6. State University of New York – (No further discussion).

Letter 7. The Nature Conservancy

Director Meneghin asked how the GSP addresses the human right to water. Mr. Morgan stated he would have to refer to legal counsel to explain. Mr. Nave stated he had not seen that comment, and he would have to discuss that with Mr. Morgan. Mr. Morgan stated the human right to water is something that State agencies are supposed to consider for affordability, quality and availability of water resources. This agency's program is not doing anything to make the water unavailable, change its water quality or make it no longer potable, and therefore he felt it does not touch on any of the elements addressing the human right to water. Director Meneghin asked how the GSA Board can give direction if they are not educated or aware of these details. Mr. Morgan said he thought they had addressed the issue presented in the comment letter and would ensure the addition of clarifying language in the document. Director Meneghin and Mr. Morgan continued their discussion on their views on the subject. Vice Chair McFadden stated that if it is not an issue, then how do we deal with it, other than saying it is not an issue in the basins. Mr. Morgan said that the team and board did look at these items during the SMC development process, but will look back to see if they need to expand the discussion.

Letter 8. United Water Conservation District – (No further discussion).

Letter 9. Ventura County Public Works

Director Meneghin asked if it makes sense to add a sentence or two to bring the information from the appendix into the body of the GSP to avoid questions raised by the County. Mr. Morgan said he would.

Mr. Bryan Bondy stated that he wanted to comment on the human rights to water, and said he agrees with Mr. Morgan's interpretation. This topic will come into play in DWR's review of the GSP, and that the comment is more of a description of the impact of beneficial uses.

Mr. Morgan asked to speak with legal counsel, as the Piru basin responses to comments were posted late and the Directors and public have had a short time to review them. Mr. Scott Nave stated there is no time requirement with the Brown Act, although the Directors and public need to have access to the documents at the same time, and that would be the only Brown Act consideration. Mr. Nave stated it is not a legal question or problem, it is more of a question to the Board, if they are good with the time they have had to review. Director Pace stated most of the comments were consistent between both basins and felt the responses to comments provided for Fillmore basin are similar to those for Piru basin, although there are some unique items to discuss now. He also asked if it is possible to send in a comment at a later date. Mr. Morgan said if someone has a comment and can submit it quickly, staff will make it happen, although they will need it within a week.

Mr. Morgan then offered to go into the Piru basin comments that are unique, as the comment responses are almost identical. Mrs. Lisa Ballin asked if Mr. Morgan wanted to give the opportunity for comments on the changes to the text on the GSP. Mr. Morgan asked if the Board wanted to go page by page, even though it would take a while. Chair Long asked if there are any comments on the changes in verbiage; no requests were offered and she stated that if someone has any specific comments they should forward them to Mr. Morgan. Director Meneghin asked to select a deadline date and suggested the first week of December. Mr. Morgan said he would like to have comments submitted before the holiday. Executive Director Emmert said they should agree on a due date Mr. Morgan specified Monday, November 22 as the due date.

Director Meneghin asked what he means by "slightly modified language" in the GSP. Mr. Morgan said the request was made of staff to take out certain language

that was a problem in the past, and they are taking steps to correct some language to improve clarity. Director Meneghin, Director Pace, Director Villasenor, and Mr. Morgan then discussed various parts of the responses to comments for improved clarity.

Participant Chat: “Are the Chloride TMDL's correct because they do not look correct per my recollection for East Piru Basin RWQCB?” Mr. Morgan said they had adjusted them per the comments from Los Angeles County Sanitation District, citing the current TMDLs.

Participant Chat: “According to data provided from the Ventura County Irrigated Lands Group Association, the VCILGA sampling is reporting higher nitrate levels in the Piru Basin, and I am wondering if a lot of that excess nitrates are entering the Piru basin ground water from upstream urban development?”

Mr. Morgan said it is possible at this point and time if they implement their treatment plan as proposed upstream there will be a lot of salt taken out of the treated wastewater that is now being discharged into the river, and stated he has not seen all of their irrigated lands database, and wondered if maybe United may have it. Vice Chair McFadden replied and said he can get it from the Farm Bureau.

Participant Chat: “Matt Freeman stated they are being asked to implement a lot of nitrogen management area plans, rain is a blessing, recharge water helps clean it up, and is also a blessing. A lot of urban water users over-apply all types of chemicals and fertilizers and when the runoff occurs it comes into the Piru basin. Most farmers are conscious of cost, and he does not want them to bear a burden because they are not the main contributors to that excess. With the mention of various chemicals, they are very conscious of that cost to downstream users, and what they do in their business. Director Meneghin said her understanding is the matrix is not in place yet, that is an ongoing issue, but not currently fixed, and they are the main source. Mr. Freeman stated he did not know where they are currently. Mr. Freeman asked Mr. Dan Detmer to comment, as he had his hand up. Both Mr. Detmer and Executive Director Tony Emmert shared information they had on the project.

Director Meneghin asked when referring to appendices, if footnotes are being added in the text, making it easier for people reading to reference supporting data. Mr. Morgan stated only if they make changes to the actual data in the GSP language. Director Meneghin asked if we could add a request for private well data as a survey. Mr. Morgan stated most people do not have the ability to check water levels in their wells, as wells are not built that way, and owners can probably only tell you when no water comes out of their well. Director Meneghin asked if domestic wells do not have the ability to do the reading, if we were to assess the wells, what would we be doing, wondering if the agency

can provide this as a service. Mr. Morgan stated the GSA would need access into the well head. Directors, legal counsel, and Mr. Morgan continued the discussion by voicing their opinions and suggestions.

Motion to receive and file. Director McFadden; Second, Director Villasenor. Roll call vote: six ayes (Kimball, Chair Long, Vice Chair McFadden, Director Meneghin, Director Pace, Director Villaseñor); none opposed; motion carries unanimously 6/0.

4B Receivables Collections Options

Motion

The Board received a presentation from Executive Director Emmert and legal counsel Scott Nave regarding options for collections of the Agency's receivables and provided comments and direction.

Director McFadden asked if people can still pump while in bankruptcy court. Mr. Nave stated yes, they still can. Directors, Mr. Emmert, and legal counsel continued the conversation with sharing information on this matter.

Per legal counsel, no motion was needed, as this was informational for the Board.

Director Kimball asked if the Board should need to take action to file a claim in the bankruptcy court. Legal counsel stated he will find out where they are and come back to the Board with a recommendation.

4C Support for King & King Ranch CDFA SWEEP Grant Application

Motion

The Board authorized approval of a letter of support for the King & King Ranch's application for a California Department of Food and Agriculture State Water Efficiency and Enhancement Program grant and provided direction to staff regarding future SWEEP grant applications.

Motion to approve any water efficiency grant letters of support, enable staff to sign these letters, with submittal to the Board, Director McFadden; Second, Director Villasenor. Roll call vote: six ayes (Kimball, Long, McFadden, Meneghin, Pace, Villasenor); none opposed; motion carries unanimously 6/0.

FUTURE TOPICS FOR BOARD DISCUSSION

ADJOURNMENT 7:20p.m.

Chair Long thanked everyone for their efforts and work on the GSPs and adjourned the Board at 7:20 pm to the next Regular Board Meeting on Thursday, December 16, 2021, 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 November 18, 2021.

ATTEST: _____

Eva Ibarra, Clerk of the Boar



BOARD OF DIRECTORS MEETING
18 Nov 2021
ITEM 2D GSP CONSULTANT UPDATE



Fillmore and Piru Basins
Groundwater Sustainability Agency

CURRENT ACTIVITIES



- Received and evaluated public comments on the Piru GSP
- Prepared **Response to Comments (RTCs)** on the Public Review Drafts of the Fillmore and Piru basin GSPs in tabular form
- Incorporated RTCs into the GSPs
- Created red-lined version of each GSPs and technical appendices to document any changes to the documents

OTHER ITEMS



- *ANNUAL REPORTS* FOR EACH BASIN DUE TO DWR BY 01 APRIL 2022 - COVERS WATER YEAR ENDING LAST DAY OF SEPTEMBER 2021
- DWR APPROVED GSPs FOR OXNARD SUBBASIN AND PLEASANT VALLEY BASIN. DWR DID OFFER SUGGESTIONS FOR ITEMS THEY EXPECT TO SEE IN THE FUTURE UPDATES TO THE GSPs

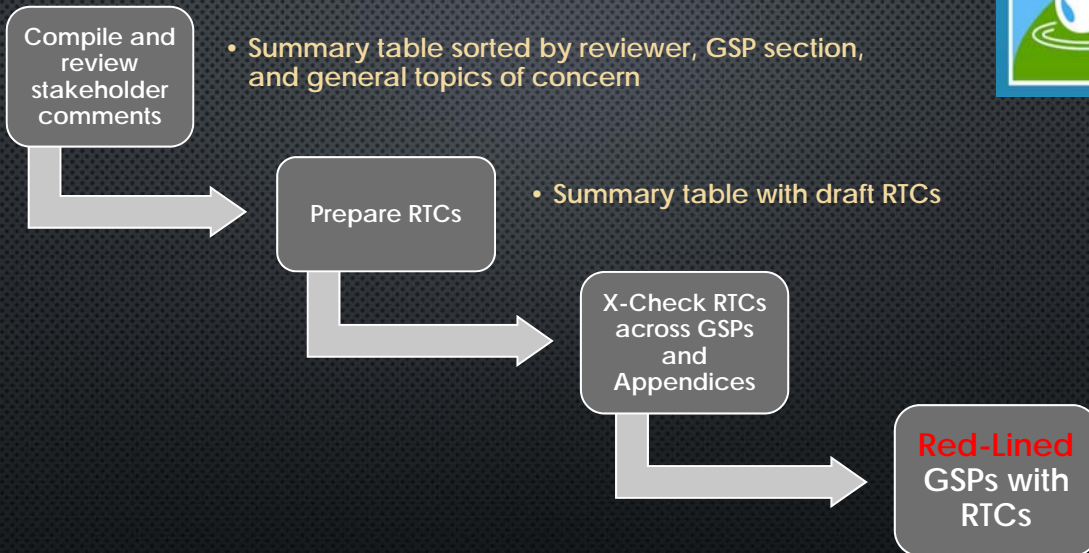


BOARD OF DIRECTORS MEETING
18 NOV 2021
ITEM 4A FINAL DRAFT GSPs



Fillmore and Piru Basins
Groundwater Sustainability Agency

CURRENT ACTIVITIES



NEXT STEPS



- RECEIVE BOARD GUIDANCE TONIGHT ON THE RTCs FOR THE GSPs, TECH MEMOS, AND APPENDICES
- UPDATE GSPs, TECH MEMOS, AND APPENDICES BASED ON BOARD GUIDANCE FROM TONIGHT'S MEETING
- ISSUE DRAFT FINAL GSPs FOR FPBGSA BOARD OF DIRECTORS TO CONSIDER FOR ADOPTION AT DECEMBER MEETING (16 DEC 2021)
- FILE GSPs WITH DWR BY END OF JAN 2022

Fillmore and Piru Basins GSA
Check Detail
December 1 - 8, 2021

Type	Num	Date	Name	Account	Original Amount
Bill Pmt -Check	11141	12/08/2021	Daniel B Stephens & Associates, Inc.	10000 · Bank of the Sierra	-85,780.63
Bill Pmt -Check	11142	12/08/2021	Olivarez Madruga Lemeiux O'Neill LLP	10000 · Bank of the Sierra	-1,479.00
Bill Pmt -Check	11143	12/08/2021	Rogers, Anderson, Malody & Scott, LLC	10000 · Bank of the Sierra	-8,250.00
Bill Pmt -Check	11144	12/08/2021	Ventura County Star	10000 · Bank of the Sierra	-466.04
					<hr/> -95,975.67



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. **3C Consent Calendar**

DATE: **December 6, 2021**

TO: **Board of Directors**

SUBJECT: Monthly Financial Report

SUMMARY

The Board will receive the monthly financial report for the Fillmore and Piru Basins Groundwater Sustainability Agency (Agency).

BACKGROUND

United Water Conservation District accounting staff has prepared financial reports based on the Agency revenue and expenses for the month of November 2021.

FISCAL IMPACT

None

Attachments: November 30, 2021 P/L Budget Performance
 November 30, 2021 Balance Sheet

Fillmore and Piru Basins GSA
Profit & Loss Budget Performance
July 2021 through November 2021

	Jul '21 -Nov 21	Annual Budget	Budget
Income			
40001 · Groundwater Extraction Charge	0.00	540,000.00	0.00%
41000 · Grant Revenue			
41001 · State Grants	0.00	537,970.00	0.00%
Total 41000 · Grant Revenue	0.00	537,970.00	
47000 · Other Revenue			
47001 · Late Fees	-262.93	0.00	
47012 · Returned Check Charges	0.00	0.00	
Total 47000 · Other Revenue	-262.93	0.00	
Total Income	-262.93	1,077,970.00	-0.02%
Gross Profit	-262.93	1,077,970.00	-0.02%
Expense			
52200 · Professional Services			
52240 · Prof Svcs - IT Consulting	509.44	1,700.00	29.97%
52250 · Prof Svcs - Groundwtr/GSP Prep			
52251 · Prof Svcs - UWCD GW Services	6,301.64	0.00	
52252 · Prof Svcs - GSP Consultant	172,621.62	280,000.00	61.65%
Total 52250 · Prof Svcs - Groundwtr/GSP Prep	178,923.26	280,000.00	63.90%
52270 · Prof Svcs - Accounting	11,730.66	24,200.00	48.47%
52275 · Prof Svcs - Admin/Clerk of Bd	5,732.66	25,000.00	22.93%
52280 · Prof Svcs - Executive Director	21,457.10	40,000.00	53.64%
52290 · Prof Svcs - Other	0.00	0.00	
Total 52200 · Professional Services	218,353.12	370,900.00	58.87%
52500 · Legal Fees			
52501 · Legal Counsel	7,351.50	30,000.00	24.51%
Total 52500 · Legal Fees	7,351.50	30,000.00	24.51%
53000 · Office Expenses			
53010 · Public Information	574.04	1,000.00	57.40%
53020 · Office Supplies	509.42	500.00	101.88%
53026 · Postage & Mailing	311.73	2,000.00	15.59%
53040 · Membership Dues	0.00	0.00	
53060 · Computer Software	0.00	0.00	
53110 · Travel & Training	54.20	4,000.00	1.36%
Total 53000 · Office Expenses	1,449.39	7,500.00	19.33%
53500 · Insurance			
53510 · Liability Insurance	0.00	2,500.00	0.00%
Total 53500 · Insurance	0.00	2,500.00	0.00%
70130 · Bank Service Charges	0.00	0.00	
81000 · Capital Expenditures	0.00	655,000.00	0.00%
Total Expense	227,154.01	1,065,900.00	21.31%
Net Income	-227,416.94	12,070.00	-1884.15%

Fillmore and Piru Basins GSA
Balance Sheet
As of November 30, 2021

	<u>November 30, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
10000 · Bank of the Sierra	944,007.06
Total Checking/Savings	<u>944,007.06</u>
Accounts Receivable	
11000 · Accounts Receivable	240,796.08
Total Accounts Receivable	<u>240,796.08</u>
Total Current Assets	<u>1,184,803.14</u>
TOTAL ASSETS	<u>1,184,803.14</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	95,975.67
Total Accounts Payable	<u>95,975.67</u>
Total Current Liabilities	<u>95,975.67</u>
Total Liabilities	<u>95,975.67</u>
Equity	
32000 · Retained Earnings	1,316,244.41
Net Income	-227,416.94
Total Equity	<u>1,088,827.47</u>
TOTAL LIABILITIES & EQUITY	<u>1,184,803.14</u>



Item No. 3D Motion

DATE: December 7, 2021 (for December 16, 2021 meeting)

TO: Board of Directors

FROM: Anthony A. Emmert, Executive Director

SUBJECT: **Subsequent Finding Regarding Continuation of AB 361 Exemptions to Brown Act Teleconferencing Requirements**

SUMMARY

In response to the COVID-19 pandemic, the California Governor signed Assembly Bill 361 (AB 361) on September 16, 2021, that temporarily exempts agencies from certain requirements of the Brown Act and adds additional requirements for public meetings held by teleconference. This staff report provides an analysis of the changes to the Brown Act per AB 361. During its October 21, 2021 meeting, the Agency's Board adopted Resolution 2021-06 authorizing the use of the AB 361 provisions for its meetings. Adoption of Resolution 2021-08 continues the authorization of the use of AB 361 provisions for the coming 30 days.

RECOMMENDED ACTION

The Board will consider adopting Resolution 2021-08 continuing findings that the requisite conditions exist for remote teleconference meetings of the Agency's legislative bodies without compliance with Government Code section 54953(b)(3), as authorized by Government Code section 54953(e).

BACKGROUND

In March of 2020, the Governor of California issued Executive Order N-29-20, which waived Brown Act requirements found in Gov. Code § 54953(b)(3) for teleconference participation in public meetings. In particular, this Order waived:

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

Executive Order N-29-20 expired on September 30, 2021. However, AB 361 was signed by the Governor to extend the provisions of N-29-20, subject to certain conditions to be met by the local legislative body utilizing its exemptions. AB 361 also imposes certain new requirements, detailed below.

Item No: 3E: Subsequent Finding Regarding Continuation of AB 361 Exemptions to Brown Act Teleconferencing Requirements

ANALYSIS

AB 361 exempts local legislative bodies from certain Brown Act requirements currently governing teleconferencing. These exemptions may be used only in one of the following circumstances:

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

Currently, the Governor's state of emergency regarding COVID-19 is still in effect, and the Ventura County Health Officer has recommended that legislative bodies in the County continue to follow social distancing measures to prevent the spread of COVID.

Further, AB 361 requires the Agency to reconsider the state of emergency and make such determination every 30 days after commencing use of its exemptions. However, if during the 30-day period the Agency wishes to meet in person, they may choose to do so despite adopting the proposed Resolution. The intent of the Resolution is merely to allow the Board members to avail themselves of the AB 361 teleconferencing conveniences if they so choose.

Finally, in addition to allowing for the above exemptions, AB 361 adds the following requirements:

- a) The legislative body must give notice of the meeting and post agendas as otherwise required by the Brown Act.
- b) The legislative body must allow members of the public to access the meeting, and the agenda must provide an opportunity for members of the public to address the legislative body directly pursuant to Brown Act requirements. In each instance where notice of the time of the teleconferenced meeting is otherwise given or the agenda for the meeting is otherwise posted, the legislative body must also give notice of the means by which members of the public may access the meeting and offer public comment. The agenda must identify and include an opportunity for all persons to attend via call-in option or an internet-based service option. The legislative body need not provide a physical location from which the public may attend or comment.
- c) The legislative body must conduct teleconference meetings in a manner that protects the statutory and constitutional rights of the parties and the public appearing before the legislative body.
- d) In the event of a disruption that prevents the public agency from broadcasting the meeting to members of the public using the call-in or internet-based service options, or in the event of a disruption within the local agency's control that prevents members of the public from offering public comments using the call-in or internet-based service options, the legislative body must take no further action on items appearing on the meeting agenda until public access to the meeting is restored. Actions taken on agenda items during a disruption preventing the broadcast of the meeting may be challenged as provided in the Brown Act.
- e) The legislative body may not require public comments to be submitted in advance of the meeting, and it must provide an opportunity for the public to address the legislative body and offer comment in real time.

Item No: 3E: Subsequent Finding Regarding Continuation of AB 361 Exemptions to Brown Act Teleconferencing Requirements

- f) The legislative body may use an online third-party system for individuals to provide public comment that requires an individual to register with the system prior to providing comment.
- g) If a legislative body provides a timed public comment period, it may not close the comment period or the time to register to provide comment under f) until the timed period has elapsed. If the legislative body does not provide a time-limited comment period, it must allow a reasonable time for the public to comment on each agenda item and to register as necessary under f).

Accordingly, staff recommends that the Board adopt Resolution 2021-08. Doing so will enable the Agency's continued use of the AB 361 exemptions to Brown Act teleconferencing requirements, while allowing the Board to hold in person meetings at its discretion.

As the next regularly scheduled Board meeting (January 20, 2022) will be more than 30 days from the adoption of this resolution, the Board will need to hold a special meeting to adopt another continuance resolution.

FISCAL IMPACT

No fiscal impacts.

ATTACHMENTS

Resolution 2021-08

Proposed Motion: Adoption of Resolution 2021-08.

1st: Director _____

2nd: Director _____

Voice/Roll call vote: Director Kimball:

Director Long:

Director McFadden:

Director Meneghin:

Director Pace:

Director Villasenor:

RESOLUTION NO. 2021-08

**A RESOLUTION OF THE BOARD OF DIRECTORS OF FILLMORE & PIRU
BASINS GROUNDWATER SUSTAINABILITY AGENCY AUTHORIZING THE
USE OF TELECONFERENCING FOR PUBLIC MEETINGS**

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF FILLMORE & PIRU BASINS
GROUNDWATER SUSTAINABILITY AGENCY** as follows:

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

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

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

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

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

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

- a) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Fillmore & Piru Basins Groundwater Sustainability Agency as follows:

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

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

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

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

Section 4. Applicability. The health and safety findings and determination that teleconference meetings are appropriate applies to all District committees and legislative bodies subject to the Brown Act.

PASSED, APPROVED AND ADOPTED on December 16, 2021.

President

ATTEST:

Secretary

APPROVED AS TO FORM:

Scott Nave, General Counsel



Fillmore and Piru Basins Groundwater Sustainability Agency

Item No. 4A Motion

DATE: December 8, 2021 (for December 16, 2021 meeting)

TO: Board of Directors

FROM: Anthony A. Emmert, Executive Director

SUBJECT: **Adoption of Resolution 2021-09 Adopting Fillmore Basin Groundwater Sustainability Plan**

RECOMMENDED ACTION

The Board will: 1) hold a public hearing to receive stakeholder comments on the final draft Fillmore Basin Groundwater Sustainability Plan and Technical Appendices, and 2) consider adoption of Resolution 2021-09 Adopting the Fillmore Basin Groundwater Sustainability Plan and Technical Appendices and directing the Executive Director to submit the adopted documents to the California Department of Water Resources, in compliance with the Sustainable Groundwater Management Act.

DISCUSSION

The Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) is the Groundwater Sustainability Agency (GSA) for the Fillmore groundwater basin, as well as the Piru groundwater basin. Under the Sustainable Groundwater Management Act (SGMA), the Agency is required to develop Groundwater Sustainability Plans (GSPs), one for each basin, which will guide the Agency's management of the basins to ensure their long-term sustainability. As per SGMA, the Agency must submit the GSPs for the basins to the California Department of Water Resources on or before January 31, 2022.

In early 2019, the Agency started the development of the GSP for the Fillmore basin and on August 7, 2021, completed a public review draft GSP. The Board and stakeholders received the public review draft GSP for the Fillmore basin on August 9, 2021, opening a 60-day public comment period. During the comment period, the Fillmore Basin GSP and associated technical appendices were available on the Agency's website. Hard copies were also available for review at the Fillmore Library, the Piru Community Center, and the United Water Conservation District headquarters. On September 17, 2021, and September 23, 2021, the Agency held stakeholder workshops to answer questions regarding the draft GSP and to receive stakeholder comments. The public review comment period closed on October 9, 2021. Stakeholders had several means by which to submit comments, including 1) via a GSP comment page on the Agency's website, 2) via email to the Agency Clerk, 3) via written letter, and 4) as verbal comments during the stakeholder workshops.

Following the closing of the comment period, the Agency reviewed, considered, and incorporated stakeholder comments on the draft Fillmore Basin GSP. The SGMA requires the Agency to respond to comments that raise credible technical and policy issues within the GSP. Detailed responses to

Item No: 4A: Adoption of Resolution 2021-09 Adopting the Fillmore Basin Groundwater Sustainability Plan

December 8, 2021

Page 2

comments are included as Appendix C2 of the final draft GSP, which is available on the Agency's website. Red-line revisions of the GSP are also available on the Agency's website, highlighting the changes made to the documents. At its November 18, 2021, meeting, the Agency Board reviewed the comments and responses to comments and provided input regarding the red-line documents.

Following incorporation of all the edits, the final draft Fillmore Basin GSP was completed on December 13, 2021, and posted to the Agency's website, and made available to the Agency's Board and stakeholders. The GSP is now before the Board for approval.

The California Water Code Section 10728.4 prescribes that GSAs may adopt or amend a GSP after holding a public hearing held at least 90 days after providing notice to a city or county within the area of the proposed GSP. The Agency provided notice of the planned public hearing to the County of Ventura and City of Fillmore on September 1, 2021, and received no requests for consultation from either agency. This public hearing was advertised by legal notice in the Ventura County Star on December 3, 2021, and December 9, 2021, as well as on the Agency's website, and email notices were made to the Agency's stakeholders.

Following holding the public hearing, staff recommends that the Board consider adopting the Fillmore Basin GSP by adopting Resolution 2021-09 or provide direction to staff to further amend the GSP and adopt at a later date. SGMA requires the Agency to upload the adopted documents to the Department of Water Resources SGMA portal by January 31, 2022.

FISCAL IMPACT

No fiscal impacts.

ATTACHMENTS

Resolution 2021-09

Proposed Motion: Adopt Resolution 2021-09 Adopting the Fillmore Basin Groundwater Sustainability Plan and directing staff to submit the adopted documents to the Department of Water Resources.

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

RESOLUTION NO. 2021-09

**A RESOLUTION OF
THE BOARD OF DIRECTORS OF
THE FILLMORE AND PIRU BASINS
GROUNDWATER SUSTAINABILITY AGENCY
ADOPTION OF A GROUNDWATER SUSTAINABILITY PLAN FOR
FILLMORE BASIN**

WHEREAS, the California Legislature passed a statewide framework for sustainable groundwater management, known as the Sustainable Groundwater Management Act (California Water Code section 10720 *et seq.*), pursuant to Senate Bill 1168, Senate Bill 1319, and Assembly Bill 1739, which was approved by the Governor and Chaptered by the Secretary of State on September 16, 2014; and

WHEREAS, the Sustainable Groundwater Management Act (SGMA) went into effect on January 1, 2015; and

WHEREAS, SGMA requires all high- and medium-priority groundwater basins, as designated by the California Department of Water Resources (DWR) Bulletin 118, to be managed by a groundwater sustainability agency (GSA); and

WHEREAS, the Fillmore sub-basin (Sub-basin) has been designated by DWR as a High-priority sub-basin of the Santa Clara River basin (DWR Bulletin 118 Groundwater Basin: 4-004.05); and

WHEREAS, the County of Ventura, the City of Fillmore, and the United Water Conservation District elected on June 26, 2017, to become a GSA for the Sub-Basin; and

WHEREAS, SGMA requires that all basins designated as high- or medium-priority basins and not subject to critical conditions of overdraft be managed by a groundwater sustainability plan (GSP) by January 31, 2021; and

WHEREAS, Fillmore and Piru Basins Groundwater Sustainability Agency filed an initial notification of its intent to develop a GSP for the Sub-basin in accordance with Water Code section 10727.8 on September 17, 2018; and

WHEREAS, Fillmore and Piru Basins Groundwater Sustainability Agency held a hearing on December 16, 2021 for the purpose of receiving public comment and considering adoption of a GSP for the Sub-basin; and

WHEREAS, upon adoption of a GSP, Water Code section 10733.4 requires that GSP to be submitted to DWR for review.

RESOLUTION No. 2021-09
(continued)

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Fillmore and Piru Basins Groundwater Sustainability Agency as follows:

1. The foregoing is true and correct.
2. The GSP, in the form presented this day to the Board of Directors and subject to any final non-substantive edits that may be made at the Executive Director's discretion prior to submittal to DWR, is hereby approved and adopted.
3. The Executive Director is authorized and directed to timely provide notification of this approval and adoption to DWR, including a copy of this Resolution, the approved GSP, and any additional information required by law.

We, the undersigned, being the duly qualified and current Chair and Secretary, respectively, of the Board of Directors of Fillmore and Piru Basins Groundwater Sustainability Agency, do hereby certify that the above and foregoing Resolution was duly and regularly adopted and passed by resolution of the Board of Directors of said groundwater sustainability agency at a meeting thereof held on the 16th day of December 2021, by the following vote:

In favor thereof, Directors:

Abstain, Directors:

Not in favor, Directors:

Absent, Directors:

ATTEST: _____
Kelly Long, Chair, Board of Directors

ATTEST: _____
Edwin T. McFadden III, Vice Chair/Secretary/Treasurer, Board of Directors



Item No. **4A Motion**

DATE: December 9, 2021 (for December 16, 2021 meeting)

TO: Board of Directors

FROM: Anthony A. Emmert, Executive Director

SUBJECT: **Adoption of Resolution 2021-10 Adopting Piru Basin Groundwater Sustainability Plan**

RECOMMENDED ACTION

The Board will: 1) hold a public hearing to receive stakeholder comments on the final draft Piru Basin Groundwater Sustainability Plan and Technical Appendices, and 2) consider adoption of Resolution 2021-10 Adopting the Piru Basin Groundwater Sustainability Plan and Technical Appendices and directing the Executive Director to submit the adopted documents to the California Department of Water Resources, in compliance with the Sustainable Groundwater Management Act.

DISCUSSION

The Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) is the Groundwater Sustainability Agency (GSA) for the Piru groundwater basin, as well as the Fillmore groundwater basin. Under the Sustainable Groundwater Management Act (SGMA), the Agency is required to develop Groundwater Sustainability Plans (GSPs), one for each basin, which will guide the Agency's management of the basins to ensure their long-term sustainability. As per SGMA, the Agency must submit the GSPs for the basins to the California Department of Water Resources on or before January 31, 2022.

In early 2019, the Agency started the development of the GSP for the Piru basin and on August 21, 2021, completed a public review draft GSP. The Board and stakeholders received the public review draft GSP for the Piru basin on August 23, 2021, opening a 60-day public comment period. During the comment period, the Piru Basin GSP and associated technical appendices were available on the Agency's website. Hard copies were also available for review at the Fillmore Library, the Piru Community Center, and the United Water Conservation District headquarters. On September 17, 2021, and September 23, 2021, the Agency held stakeholder workshops to answer questions regarding the draft GSP and to receive stakeholder comments. The public review comment period closed on October 23, 2021. Stakeholders had several means by which to submit comments, including 1) via a GSP comment page on the Agency's website, 2) via email to the Agency Clerk, 3) via written letter, and 4) as verbal comments during the stakeholder workshops.

Following the closing of the comment period, the Agency reviewed, considered, and incorporated stakeholder comments on the draft Piru Basin GSP. The SGMA requires the Agency to respond to comments that raise credible technical and policy issues within the GSP. Detailed responses to comments are included as Appendix C2 of the final draft GSP, which is available on the Agency's website. Red-line revisions of the GSP are also available on the Agency's website, highlighting the

changes made to the documents. At its November 18, 2021, meeting, the Agency Board reviewed the comments and responses to comments and provided input regarding the red-line documents.

Following incorporation of all the edits, the final draft Piru Basin GSP was completed on December 13, 2021, and posted to the Agency's website, and made available to the Agency's Board and stakeholders. The GSP is now before the Board for approval.

The California Water Code Section 10728.4 prescribes that GSAs may adopt or amend a GSP after holding a public hearing held at least 90 days after providing notice to a city or county within the area of the proposed GSP. The Agency provided notice of the planned public hearing to the County of Ventura and City of Fillmore on September 1, 2021 and received no requests for consultation from either agency. This public hearing was advertised by legal notice in the Ventura County Star on December 3, 2021, and December 9, 2021, as well as on the Agency's website, and email notices were made to the Agency's stakeholders.

Following holding the public hearing, staff recommends that the Board consider adopting the Piru Basin GSP by adopting Resolution 2021-10 or provide direction to staff to further amend the GSP and adopt at a later date. SGMA requires the Agency to upload the adopted documents to the Department of Water Resources SGMA portal by January 31, 2022.

FISCAL IMPACT

No fiscal impacts.

ATTACHMENTS

Resolution 2021-10

Proposed Motion: Adopt Resolution 2021-10 Adopting the Piru Basin Groundwater Sustainability Plan and directing staff to submit the adopted documents to the Department of Water Resources.

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

RESOLUTION NO. 2021-10

**A RESOLUTION OF
THE BOARD OF DIRECTORS OF
THE FILLMORE AND PIRU BASINS
GROUNDWATER SUSTAINABILITY AGENCY
ADOPTION OF A GROUNDWATER SUSTAINABILITY PLAN FOR PIRU
BASIN**

WHEREAS, the California Legislature passed a statewide framework for sustainable groundwater management, known as the Sustainable Groundwater Management Act (California Water Code section 10720 *et seq.*), pursuant to Senate Bill 1168, Senate Bill 1319, and Assembly Bill 1739, which was approved by the Governor and Chaptered by the Secretary of State on September 16, 2014; and

WHEREAS, the Sustainable Groundwater Management Act (SGMA) went into effect on January 1, 2015; and

WHEREAS, SGMA requires all high- and medium-priority groundwater basins, as designated by the California Department of Water Resources (DWR) Bulletin 118, to be managed by a groundwater sustainability agency (GSA); and

WHEREAS, the Piru sub-basin (Sub-basin) has been designated by DWR as a High-priority sub-basin of the Santa Clara River basin (DWR Bulletin 118 Groundwater Basin: 4-004.06); and

WHEREAS, the County of Ventura, the City of Fillmore, and the United Water Conservation District elected on June 26, 2017, to become a GSA for the Sub-Basin; and

WHEREAS, SGMA requires that all basins designated as high- or medium-priority basins and not subject to critical conditions of overdraft be managed by a groundwater sustainability plan (GSP) by January 31, 2021; and

WHEREAS, Fillmore and Piru Basins Groundwater Sustainability Agency filed an initial notification of its intent to develop a GSP for the Sub-basin in accordance with Water Code section 10727.8 on September 17, 2018; and

WHEREAS, Fillmore and Piru Basins Groundwater Sustainability Agency held a hearing on December 16, 2021 for the purpose of receiving public comment and considering adoption of a GSP for the Sub-basin; and

WHEREAS, upon adoption of a GSP, Water Code section 10733.4 requires that GSP to be submitted to DWR for review.

RESOLUTION No. 2021-09
(continued)

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Fillmore and Piru Basins Groundwater Sustainability Agency as follows:

1. The foregoing is true and correct.
2. The GSP, in the form presented this day to the Board of Directors and subject to any final non-substantive edits that may be made at the Executive Director's discretion prior to submittal to DWR, is hereby approved and adopted.
3. The Executive Director is authorized and directed to timely provide notification of this approval and adoption to DWR, including a copy of this Resolution, the approved GSP, and any additional information required by law.

We, the undersigned, being the duly qualified and current Chair and Secretary, respectively, of the Board of Directors of Fillmore and Piru Basins Groundwater Sustainability Agency, do hereby certify that the above and foregoing Resolution was duly and regularly adopted and passed by resolution of the Board of Directors of said groundwater sustainability agency at a meeting thereof held on the 16th day of December 2021, by the following vote:

In favor thereof, Directors:

Abstain, Directors:

Not in favor, Directors:

Absent, Directors:

ATTEST: _____
Kelly Long, Chair, Board of Directors

ATTEST: _____
Edwin T. McFadden III, Vice Chair/Secretary/Treasurer, Board of Directors



Fillmore and Piru Basins
Groundwater Sustainability Agency

Item No. 4C Motion

DATE: December 8, 2021 (for December 16, 2021, meeting)

TO: Board of Directors

FROM: Anthony A. Emmert, Executive Director

SUBJECT: Amendments to Fiscal Year 2021-2022 Budget

RECOMMENDED ACTION

The Board will consider approving the proposed budget modifications for Fiscal Year 2021-2022.

BACKGROUND

The Fiscal Year 2021-2022 Budget does not currently contain sufficient funds in the Professional Services GSP Consultant line item to cover the proposed Amendment No. 3 to the Agreement with Daniel B. Stephens and Associates for preparation of the Agency's Annual Reports for Water Year 2021. Staff proposes a line item transfer from the Capital Expenditures line item to cover the approximately \$100,000 cost of the new scope of work. As the Monitoring Wells Project is moving slower than planned, the transferred funds will not be needed during the fiscal year.

FISCAL IMPACT

It is proposed to move \$100,000 from the Capital Expenditures line item (81000) to the Professional Services GSP Consultant line item (52252).

ATTACHMENTS

Proposed Amendments to FY 2021-22 Budget

Proposed Motion: Provide comments and direction regarding the proposed edits to the Agency Bylaws.

1st: Director _____

2nd: Director _____

Voice/Roll call vote: Director Kimball:

Director Long:

Director McFadden:

Director Meneghin:

Director Pace:

Director Villasenor:

Fillmore and Piru Basins Groundwater Sustainability Agency
Proposed Budget Amendments
FY 2021-22

Expenses			
Acct.	Acct. Name	Increase/	Explanation
Number		(Decrease)	
52252	Professional Fees - GSP Consultant	100,000	GSP Consultant fess for preparation of two Annual Reports and updating online database
81000	Capital Expenditures	(100,000)	Timing of monitoring wells has shifted and more costs will be incurred next fiscal year
Total Expense Adjustments		-	

Fillmore and Piru Basins GSA FY 21-22 Proposed Budget

	FY 21-22		
	Adopted Budget	Proposed Budget Amendment	Proposed Budget
Income			
40001 • Groundwater Extraction Charge	540,000.00		540,000.00
41000 • Grant Revenue			
41001 • State Grants	537,970.00		537,970.00
Total 41000 • Grant Revenue	537,970.00		537,970.00
47000 • Other Revenue			
47001 • Late Fees	0.00		0.00
47012 • Returned Check Charges	0.00		0.00
Total 47000 • Other Revenue	0.00		0.00
Total Income	1,077,970.00		1,077,970.00
Gross Profit	1,077,970.00		1,077,970.00
Expense			
52200 • Professional Services			
52240 • Prof Svcs - IT Consulting	1,700.00		1,700.00
52250 • Prof Svcs - Groundwtr/GSP Prep			
52251 • Prof Svcs - UWCD GW Services	0.00		0.00
52252 • Prof Svcs - GSP Consultant	280,000.00	100,000.00	380,000.00
Total 52250 • Prof Svcs - Groundwtr/GSP Prep	280,000.00		380,000.00
52270 • Prof Svcs - Accounting	24,200.00		24,200.00
52275 • Prof Svcs - Admin/Clerk of Bd	25,000.00		25,000.00
52280 • Prof Svcs - Executive Director	40,000.00		40,000.00
52290 • Prof Svcs - Other	0.00		0.00
Total 52200 • Professional Services	370,900.00		470,900.00
52500 • Legal Fees			
52501 • Legal Counsel	30,000.00		30,000.00
Total 52500 • Legal Fees	30,000.00		30,000.00
53000 • Office Expenses			
53010 • Public Information	1,000.00		1,000.00
53020 • Office Supplies	500.00		500.00
53026 • Postage & Mailing	2,000.00		2,000.00
53040 • Membership Dues	0.00		0.00
53060 • Computer Software	0.00		0.00
53110 • Travel & Training	4,000.00		4,000.00
Total 53000 • Office Expenses	7,500.00		7,500.00
53500 • Insurance			
53510 • Liability Insurance	2,500.00		2,500.00
Total 53500 • Insurance	2,500.00		2,500.00
70130 • Bank Service Charges	0.00		0.00
81000 • Capital Expenditures	655,000.00	-100,000.00	555,000.00
Total Expense	1,065,900.00		1,065,900.00
Net Income	12,070.00	0.00	12,070.00



Item No. **4.D Motion Item**

DATE: **December 7, 2021 (for December 16, 2021 meeting)**

TO: **Board of Directors**

FROM: **Anthony Emmert, Executive Director**

SUBJECT: **Amendment to Agreement with Daniel B. Stephens & Associates for Preparation of Annual Reports and Online Database Management**

SUMMARY:

The proposed Amendment No. 3 in the amount of \$99,432 to the Agreement with Daniel B. Stephens & Associates will cover the Agency's preparation of its first Annual Reports for Water Year 2021, for both the Fillmore basin and the Piru basin, for submittal to the California Department of Water Resources, in compliance with the Sustainable Groundwater Management Act (SGMA). The reports must be submitted by April 2022. The Amendment No. 3 will also cover the processing of new data and documents since 2019 and the updating of the Agency's online database management system.

RECCOMENDATION:

The Board will consider approving Amendment No. 3 to the Agreement No 2019-01-18-DBSA with Daniel B. Stephens & Associates, Inc. for preparation of the Agency's Annual Reports for Water Year 2021 and for associated maintenance and updates of the Agency's online data management system.

BACKGROUND

The Sustainable Groundwater Management Act requires groundwater sustainability agencies to work closely with local stakeholders to develop their groundwater sustainability plans. Over the past three years, the Fillmore and Piru Basins Groundwater Sustainability Agency (Agency) Board, staff and consultant team have invested significant time and effort into fulfilling this requirement. The level of effort has exceeded the initial scope of work for its groundwater sustainability planning consultant, Daniel B. Stephens and Associates (DBS&A). The primary work areas that have exceeded the initial contract budget include stakeholder outreach and the development of the Agency's sustainable management criteria that are the foundational elements of its groundwater sustainability plans.

Amendment Number 2 for \$278,996 has been prepared to cover the out-of-scope work that has been completed to date and to cover the anticipated cost of work to complete and submit the Agency's groundwater sustainability plans in January 2022. Primary out-of-scope stakeholder outreach work completed to date includes: 1) the development of a Guiding Principles document; 2) the development and implementation of a robust Stakeholder Communication and Engagement Plan; and 3) numerous unanticipated stakeholder workshops and special board

meetings to review the technical memoranda, the modeling analyses, and to develop the sustainable management criteria. The primary out-of-scope groundwater sustainability planning work completed to date includes: 1) the extensive analysis done to support and develop the sustainable management criteria; and 2) associated public meetings to discuss the different possible approaches. Recommended future scope not included in the original agreement includes: 1) the use of the California State University Sacramento through January 2022 to assist with stakeholder coordination at board meetings and upcoming workshop for public review of the draft groundwater sustainability plans, and to assist with the collation of and responses to reviewer comments on the draft documents; 2) Stillwater Sciences staff attendance at additional board meetings and workshops, as well as preparation of responses to comments on the public review draft plans, with a focus on the groundwater dependent ecosystems; and 3) additional DBS&A time to prepare the plans on an accelerated schedule.

Staff recommends the Agency consider approval of Amendment No. 2 in the amount of \$278,996. Previously, the Agency approved Amendment No. 1 in the amount of \$19,972 for assistance with developing specifications for the Agency's monitoring wells project. Approval of Amendment No. 2 would bring the total for the DBS&A Agreement to \$1,093,968.

FISCAL IMPACT

The Agency's Fiscal Year 2021-2022 budgets include sufficient funds to cover the proposed scope of work; however, a transfer from the Capital Expenditures line item to the Professional Services – GSP Consultant line item is necessary. The line items budget adjustment is included in the agenda staff report for Item 4C. The activities associated with Amendment No. 3 are not part of the Agency's existing grant project scope.

ATTACHMENTS

Attachment A – Amendment No. 3 to Agreement with Daniel B. Stephens & Associates, Inc.

Proposed Motion:

Authorize Amendment Number 2 to the Agreement with Daniel B. Stephens & Associates, Inc. for additional groundwater sustainability planning and stakeholder outreach services.

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

AMENDMENT NO. 3
to
PROFESSIONAL SERVICES AGREEMENT NO. 2019-01-18-DBSA
between
Fillmore & Piru Basins Groundwater Sustainability Agency
and
Daniel B. Stephens & Associates, Inc.
for
Groundwater Sustainability Planning Services

This Amendment No. 3 ("Amendment") to the Professional Services Agreement No. 2019-01-18-DBSA ("Original Agreement") between Fillmore and Piru Basins Groundwater Sustainability Agency, herein "AGENCY", and Daniel B. Stephens & Associates, Inc., herein "CONSULTANT", collectively referred to as the "PARTIES." The PARTIES agree as follows:

SECTION 1 - PURPOSE

Under the Original Agreement dated January 17, 2019, the AGENCY retained the CONSULTANT to provide groundwater sustainability planning services, in compliance with the requirements of the California Sustainable Groundwater Management Act (SGMA). The PARTIES modified the Agreement with Amendment No. 1 to expand the scope of services regarding the AGENCY's Monitoring Wells Project, and Amendment No. 2 to expand the scope of services regarding the AGENCY's groundwater sustainability planning and associated stakeholder outreach. The PARTIES desire to modify the Agreement to reflect additional costs and amended technical services in support of the AGENCY's preparation of annual reports for Water Year 2021 for the Fillmore basin and Piru basin and associated maintenance of the AGENCY's online data management system.

SECTION 2 – EXPANDED SCOPE OF SERVICES

Exhibit A, "Scope of Services," to the Original Agreement, Exhibit D "Scope of Services Monitoring Wells" and Exhibit E "Contract Amendment Request #2" are to remain in effect and amended by the addition of Exhibit F "Proposal to Prepare 2021 Annual Reports for Fillmore and Piru Basins in Support of the Fillmore and Piru Basins Groundwater Sustainability Agency."

SECTION 3 - CONSIDERATION

Section 7 of the Original Agreement, "Compensation" is amended to reflect the following new total payment amount:

"Total payments shall not exceed \$ 1,193,400."

SECTION 4 – EFFECT OF AMENDMENT

Except as expressly amended, supplemented, and modified herein, nothing in this Amendment in any way alters or amends the restrictions, rights, or obligations under the Original Agreement that are not expressly amended herein, and all other provisions in the Original Agreement are hereby ratified, confirmed, and remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed as of the date of the latest signature below.

APPROVED:

Fillmore & Piru Basins Groundwater Sustainability Agency

By: _____ Date _____

Kelly Long, Chair

APPROVED AS TO FORM:

By:  _____ Date 12/8/21

Olivarez Madruga Lemieux O'Neill, LLP
District Counsel

APPROVED:

Daniel B. Stephens & Associates, Inc.

By:  _____ Date 12/8/21

James Kelsey, PG, President



October 20, 2021

Anthony Emmert
Executive Director
Fillmore and Piru Basins Groundwater Sustainability Agency
P.O. Box 1110
Fillmore, CA 93106

Proposal No.: DB19.1084.PR
Amendment 3

Sent via email

RE: Proposal to Prepare 2021 Annual Reports for Fillmore and Piru Basins in Support of the Fillmore and Piru Basins Groundwater Sustainability Agency

Dear Mr. Emmert:

At the request of the Fillmore and Piru Basins Groundwater Sustainability Agency (FPBGSA), Daniel B. Stephens & Associates, Inc. (DBS&A) has prepared the following scope of work (SOW) to prepare and submit annual reports for Water Year 2021 for each of the Fillmore and Piru groundwater basins by April 1, 2022. These annual reports are required, per the Sustainable Groundwater Management Act (SGMA) regulations (*California Code of Regulations [CCR] Title 23, Division 2, Chapter 1.5, Subchapter 2, Section 356.2*), to be submitted to the California Department of Water Resources (DWR) by April 1 of each year following the adoption the GSPs.

This SOW also includes the updating of the FPBGSA online data management system (DMS or database), developed and hosted by DBS&A at <https://fillmore-piru.gladata.com/>, which is required per *Section 352.6* of SGMA to be updated with relevant information for public access.

SCOPE OF WORK

DBS&A proposes the following tasks.

Task 1 - Data Collection, Evaluation and Analysis

This task will include data collection, evaluation, analysis and archival elements.

Data Collection: DBS&A will coordinate with United Water Conservation District (United) and Ventura County Watershed Protection District (VCWPD) to collect relevant up-to-date information, notably:

- shapefiles with well location and construction details;
- groundwater level, quality and production data; and
- surface water imports and conservation releases.

This information must represent basin conditions for the preceding water year (i.e., through September 30, 2021); however, because the GSPs to be submitted to DWR by January 31, 2022 only represent

basin conditions through water year 2019, data from 2020 and 2021 will also be needed for deliverables such as time series. Additional information is anticipated to be collected for any newly available well completion reports (i.e., new wells) from DWR and/or VCWPD.

Data Evaluation and Analysis: Data will be evaluated against data and reporting standards specified in *Sections 352.4 and 356.2* of SGMA to ensure consistency with the GSPs and ongoing basin monitoring requirements. Coordination with United and/or VCWPD is anticipated to resolve any potential discrepancies in the data. The primary data evaluation that we anticipate requiring coordination will be developing water year equivalent estimates of groundwater production, because production volumes are reported to United on a semi-calendar year basis instead of a water year basis.

Once data have been evaluated and determined to be of sufficient quality, DBS&A will analyze data to describe and represent basin conditions. Analyses will, at a minimum, include:

- spatial and temporal trends in groundwater levels, production and storage; and
- surface water used or available for recharge.

Changes in the volume of groundwater in storage will be calculated based on changes in groundwater elevation contours (i.e., the water table) that are based on measured groundwater levels and aquifer storage coefficients from United's regional groundwater model.

Data Archiving: The FPBGSA online database functions as the GSAs' formal information repository of a variety of data compiled during the GSP development process and will need to be periodically updated as supplemental data sets (e.g., groundwater extractions, water quality, locations of new wells) are compiled.

The online database will be updated with information from Task 1 and any additional information (e.g., GDE locations and groundwater level contours) that became available during the GSP development process.

Task 2 – Report Preparation and Submittal

DBS&A will prepare an annual report for each basin that meets the requirements of *Section 356.2* of SGMA. This task will involve summarizing and presenting information associated with water year 2021. These information will span:

- general information about each basin, (e.g., an executive summary and location maps);
- detailed descriptions and graphical (i.e., tables, charts and maps) representation of basin conditions, notably:
 - groundwater elevation contour maps and hydrographs;
 - groundwater production by water use sector and reporting method type;
 - surface water used or available for use for groundwater recharge; and
 - maps and graphs depicting changes in groundwater in storage.

- a description of progress towards implementing each GSP, including the implementation of projects and/or management actions since the previous annual reports (i.e., in this case, the GSPs submitted by January 31, 2022).

(optional) Task 3 – Well Completion Report Uploads

An optional task is recommended for cataloging well completion reports in the database. While many well completion reports are available in a suitable format (i.e., with well owner information redacted) for public access through DWR's online database, commonly VCWPD records include additional useful well completion records. Well completion reports in VCWPD records would need to be redacted prior to being uploaded to the database. This optional task is recommended to reconcile the differences in DWR and VCWPD well completion report databases and provide a greater level of data transparency to stakeholders and the public.

PROPOSED COST AND SCHEDULE

DBS&A will begin Task 1 as soon as this scope of work is approved by FPBGSA. A draft technical memorandum summarizing the materials proposed to be uploaded to DWR will be submitted to FPBGSA by March 4, 2022. DBS&A will incorporate, as appropriate, FPBGSA comments and submit the final annual reports to DWR by April 1, 2022.

A project budget (Table 1) is provided for the proposed tasks on a time and materials basis in accordance with the attached Fee Schedule and assumes the scope-of-work is as described above. The attached cost proposal is an estimated budget based on present knowledge of the assignment that is believed sufficient to cover the services described, but no guarantee is made or implied. Changes to the scope-of-work may require additional budget authorization. Only actual costs incurred will be charged if costs are less than estimated and estimated costs will not be exceeded without a cost amendment and prior approval by FPBGSA.

We estimate completing this project in about eight to ten weeks after receiving written notice to proceed.

PROPOSED TERMS AND CONDITIONS

This project will be completed in accordance with the existing Professional Services Agreement ("Agreement") executed between FPBGSA and DBS&A (dated 18 January 2019).

Anthony Emmert, FPBGSA
October 20, 2021
Page 4

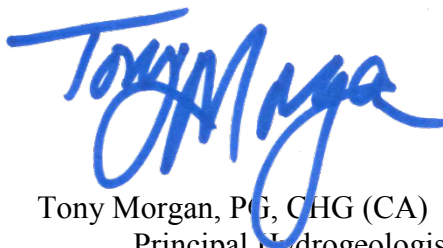
Tony Morgan, PG, CHG will be the project manager and your primary contact for this project. Please contact Tony Morgan (805-290-3862 cell / tmorgan@geo-logic.com) with any questions you have regarding this proposal. Thank you for the opportunity to support you on this project.

Sincerely,

DANIEL B. STEPHENS & ASSOCIATES, INC.



James Kelsey
Principal Geologist/President



Tony Morgan, PG, CHG (CA)
Principal Hydrogeologist/Vice President

Attachments: Table 1 Cost Estimate
Labor Fee Schedule

Authorized by:

Signature

Printed Name

Date

Table 1 Cost Estimate

18-Oct-21 Fillmore and Piru Basins GSA
2022 Annual Reports
DB19.1084.PR

Task		Total Labor	Total ODCs	Total Equipment	Task SubTotal	Labor Hours
Task 1	Data Collection, Evaluation, Analysis & Archive	\$ 53,820	\$ -	\$ -	\$ 53,820	306
Task 2	Report Preparation and Submittal	\$ 30,720	\$ -	\$ -	\$ 30,720	184
Task 3	Well Completion Reports Redaction & DMS Upload	\$ 14,892	\$ -	\$ -	\$ 14,892	102
Subtotals		\$ 99,432	\$ -		\$ 99,432	
Estimated Project Total					\$ 99,432	
Project Labor Hours						592
Average \$/Hour					\$ 168	



Daniel B. Stephens & Associates, Inc.

California Schedule of Fees
(Effective January 1, 2022 through December 31, 2022)
Confidential

Professional Services

Principal Professional II	\$290.00/hour
Principal Professional I	\$276.00/hour
Senior Professional II	\$254.00/hour
Senior Professional I	\$227.00/hour
Project Professional III	\$206.00/hour
Project Professional II	\$187.00/hour
Project Professional I	\$177.00/hour
Staff Professional III	\$154.00/hour
Staff Professional II	\$142.00/hour
Staff Professional I	\$132.00/hour
Managing Technician	\$160.00/hour
Principal Technician	\$142.00/hour
Technician IV	\$129.00/hour
Technician III	\$121.00/hour
Technician II	\$112.00/hour
Technician I	\$104.00/hour
GIS Specialist	\$134.00/hour
CADD Specialist	\$134.00/hour
CADD/GIS/Database II	\$132.00/hour
CADD/GIS/Database I	\$120.00/hour
Senior Technical Editor	\$140.00/hour
Technical Editor	\$115.00/hour
Project Assistant II	\$110.00/hour
Project Assistant I	\$99.00/hour
Biologist II	\$118.00/hour
Biologist I	\$110.00/hour

Expenses

Travel	
Airfare, car rental, cab, bus, parking	Actual cost
Lodging, meals, phone	Actual cost or negotiated per diem rates
Mileage	
Personal vehicle	Prevailing IRS rates
Company vehicle	
Daily rate	\$102/day + actual gas cost
Half day rate	\$52/half day + actual gas cost
Mileage	Prevailing IRS rates
Subcontractors/temporary service personnel	Actual cost plus 10%
Computers and communications	Special services at additional charge
Equipment	
Rentals (e.g., environmental monitors)	Actual cost plus 10%
Fabrication in our shop	Labor plus materials
Misc. field equipment and supplies	Actual cost plus 10%
Meters, gauges, and monitors	Separate schedule available upon request

TERMS

Payment terms for professional services and expenses are net 30 days. Unpaid balance will be assessed a service fee of 1.5% per month.

NOTES

- All fees are subject to local/state sales or gross receipts tax, as applicable.*
- Delivery of depositions or expert testimony will be billed at 1.5 times Fee Schedule rates.*
- Work requiring Health & Safety Level C or Level B protection will be billed as a surcharge, \$25 or \$50 per hour, respectively, to the Fee Schedule rates.*
- A service fee of 3% will be charged for credit card payments.*