

# Cuyama Basin Groundwater Sustainability Agency

## Board of Directors

### Board of Directors

**Derek Yurosek** Chairperson, Cuyama Basin Water District  
**Lynn Compton** Vice Chairperson, County of San Luis Obispo  
**Das Williams** Santa Barbara County Water Agency  
**Cory Bantilan** Santa Barbara County Water Agency  
**Glenn Shephard** County of Ventura  
**David Couch** County of Kern

**Paul Chounet** Cuyama Community Services District  
**George Cappello** Cuyama Basin Water District  
**Byron Albano** Cuyama Basin Water District  
**Jane Wooster** Cuyama Basin Water District  
**Tom Bracken** Cuyama Basin Water District

### Agenda

April 4, 2018

Agenda for a meeting of the Cuyama Basin Groundwater Sustainability Agency Board of Directors and Standing Advisory Committee to be held on Wednesday, April 4, 2018 at 4:00 PM, at the Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254. To hear the session live call (888) 222-0475 Code 6375195#.

The order in which agenda items are discussed may be changed to accommodate scheduling or other needs of the Board or Committee, the public, or meeting participants. Members of the public are encouraged to arrive at the commencement of the meeting to ensure that they are present for discussion of all items in which they are interested.

*In compliance with the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services, to participate in this meeting, please contact Taylor Blakslee at (661) 477-3385 by 4:00 p.m. on the Friday prior to this meeting. Agenda backup information and any public records provided to the Board after the posting of the agenda for this meeting will be available for public review at 4853 Primero Street, New Cuyama, California. The Cuyama Basin Groundwater Sustainability Agency reserves the right to limit each speaker to three (3) minutes per subject or topic.*

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approval of Minutes
  - a. March 7, 2018
5. Report of the General Counsel
  - a. Funding Agreements Update
6. Report of the Standing Advisory Committee
  - a. SAC Guidelines and Responsibilities
7. Groundwater Sustainability Agency
  - a. Report of the Executive Director
  - b. Board Meeting Conflict on July 4, 2018
  - c. Progress & Next Steps

- d. Logo Update
- 8. Groundwater Sustainability Plan
  - a. Groundwater Sustainability Plan Update
  - b. Stakeholder Engagement Update
- 9. Financial Report
  - a. Financial Management Overview
  - b. Fiscal Year 2018/19 Budget Development
  - c. Payment of Bills
- 10. Reports of the Ad Hoc Committees
- 11. Directors' Forum
- 12. Public comment for items not on the Agenda

*At this time, the public may address the Board on any item not appearing on the agenda that is within the subject matter jurisdiction of the Board. Persons wishing to address the Board should fill out a comment card and submit it to the Board Chair prior to the meeting.*

- 13. Adjourn

# Special Joint Cuyama Basin Groundwater Sustainability Agency Board of Directors and Standing Advisory Committee Meeting

March 7, 2018

## Draft Meetings Minutes

Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254

### PRESENT:

#### Board of Directors:

Yurosek, Derek – Chair  
Compton, Lynn – Vice Chair  
Albano, Byron  
Bantilan, Cory  
Bracken, Tom  
Cappello, George  
Chounet, Paul  
Couch, David  
Shephard, Glenn  
Williams, Das  
Wooster, Jane  
Beck, Jim – Executive Director  
Hughes, Joe – Legal Counsel

#### Standing Advisory Committee:

Jaffe, Roberta – Chair  
Kelly, Brenton – Vice Chair  
DeBranch, Brad  
Draucker, Louise  
Post, Mike

### ABSENT:

#### Board of Directors:

None

#### Standing Advisory Committee:

Furstenfeld, Jake  
Haslett, Joe

### 1. Call to order

Chair Yurosek called the meeting to order at 2:05 pm.

### 2. Roll call

Hallmark Group Project Coordinator Taylor Blakslee called roll (shown above) and informed Chair Yurosek that there is a quorum of the Board and the Standing Advisory Committee.

### 3. Pledge of Allegiance

The pledge of allegiance was led by Chair Yurosek.

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 Cuyama Basin Groundwater Sustainability Agency (CBGSA) Executive Director Jim Beck addressed a few housekeeping items including an overview of the public comment card process.  
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#### **4. USGS Presentation**

U.S. Geologic Survey (USGS) Hydrogeologist Claudia Faunt provided an update on the groundwater studies USGS performed for the Cuyama Valley Basin region in 2014. Ms. Faunt indicated that she worked under USGS project lead Randy Hanson who recently retired with over 35 years of service. She reported that the initial USGS study was done before the Sustainability Groundwater Management Act (SGMA) existed, and that was why the focus of the study covered a smaller area than the SGMA-designated basin boundary. Ms. Faunt reported that after the numeric model was developed, USGS intended to use it to model different flow and climate conditions. Ms. Faunt relayed that there were three main reports developed and can be accessed online at <https://ca.water.usgs.gov/projects/cuyama/index.html>. Ms. Faunt provided a summary of findings for the reports that showed different zones behaved independently (mainly due to fault lines). She further reported that the groundwater is relatively old—up to 30,000 years old. Ms. Faunt showed a long-term hydrograph of a sample well that showed a declining water level trend. USGS monitoring efforts included the installation of stream gauges on two of the river channels and multiple monitoring wells (in addition to analyzing existing well data). Ms. Faunt reported that a modest amount of land subsidence has occurred in the Cuyama Valley; 3.2 inches in nine years in some areas. She reported that the work USGS did in the Cuyama Valley Basin was used to develop the integrated hydrologic model. Ms. Faunt reported on the strengths and weaknesses of the USGS effort and provided suggested next steps, which were summarized in her presentation.

#### **5. Approval of Minutes**

Chair Yurosek opened the floor for comments on the February 7, 2018 CBGSA Board meeting minutes. No changes were suggested, and a motion was made by Director Compton and second by Director Chounet to approve the minutes. The motion passed unanimously, and the minutes were adopted.

#### **6. Report of the General Counsel**

##### **a. Update on Funding Agreements**

CBGSA Legal Counsel Joe Hughes reported that he polled the various CBGSA member agencies to see who needed a funding agreement. Mr. Hughes reported that of the six CBGSA member agencies, the County of San Luis Obispo (San Luis) and the Cuyama Valley Community Services District indicated they will need funding agreements. He also reported that the County of Santa Barbara may also need one. Director Compton said San Luis will send Mr. Hughes an example of a funding agreement by mid-March to draft for adoption.

#### **7. Report of the Standing Advisory Committee and referral of matters to the SAC**

CBGSA Standing Advisory Committee (SAC) Chair Roberta Jaffe reported that the March 1, 2018 SAC meeting included the review of the CBGSA Board agenda and a presentation by GSP Consultant Lyndel Melton. She noted that an interesting discussion occurred on validating water models using satellite imagery. Chair Jaffe reported that they discussed the draft Stakeholder Engagement Strategy, including potential outreach to the Cuyama youth (High School outreach, etc.). She reported that the SAC reviewed the website, logo and newsletter, and a request was made to rework the logo to better

represent the Cuyama Valley area. Lastly, Chair Jaffe reported that an ad hoc of the SAC is drafting SAC Guidelines and Responsibilities for review at the next SAC meeting, and potential adoption at the April 2018 CBGSA Board meeting.

#### **8. Composition of Standing Advisory Committee**

Director Williams provided comments of support for including additional SAC representatives from the Hispanic committee, and a motion was made by Director Bantilan and second by Director Compton to appoint Claudia Alvarado and Hilda Leticia Valenzuela to the Cuyama Basin Groundwater Sustainability Agency Standing Advisory Committee. The motion passed unanimously. Ms. Alvarado and Valenzuela expressed gratitude to the Board for the opportunity to serve and a desire to learn in their new capacities as SAC members.

#### **9. Report of the Executive Director**

##### **a. Progress & Next Steps**

CBGSA Executive Director Jim Beck provided an update on the near-term GSP schedule and reported that the evenings workshops were the main items on the current timeline. Mr. Beck reported on the accomplishments and next steps which are summarized in the Board packet.

##### **b. Groundwater Sustainability Plan Update**

GSP Consultant Lyndel Melton (Woodard & Curran) introduced the members of the GSP Consultant team that included outreach consultants from the Catalyst Group Charles Gardiner and Mary Currie, and GSP consultants from Woodard & Curran Brian Van Lienden, Ali Taghavi and Enrique Lopezcalva. Mr. Melton mentioned that Mr. Taghavi was one of the recent recipients of the prestigious California Water and Environmental Modeling Forum Hugo B. Fischer Award for modelling. Woodard & Curran Project Manager Brian Van Lienden provided an update on the data collection effort that includes requesting public data from the counties and local water districts. He expects to receive the data in the next couple of weeks. He said the next step is to get data from local landowners.

Mr. Melton reported that the main takeaways from the USGS model is that it does not include the whole basin, and we need to look more closely at the subdivisions. Mr. Taghavi asked meeting participants to contribute records of groundwater pumping, land use, crop patterns, etc. to help develop a robust model. He went on to report there are two models to choose from: the USGS Hydrologic Model and the California Department of Water Resources' (DWR) Integrated Water Flow Model (IWFm). He recommended the CBGSA Board use the IWFm since it aligns with what DWR is comfortable with. He reported that they will work to develop a water budget that represents entity boundaries and physical boundaries such as a fault lines. The CBGSA Board provided verbal consensus to the GSP consultant to utilize the IWFm option. Director Williams asked if more data could be obtained from local landowners, and the consultants let him know they will be reaching out to landowners. Chairman Yurosek asked if Mr. Melton believes there is a better model, and Mr. Melton replied that in his opinion using anything other than the IWFm will result in a long talk with DWR regarding that decision. Director Compton noted that the County of Santa Barbara experienced a situation where private landowners made well data available and were subsequently targeted by members of the community and media, which may be contributing to the reluctance of some landowners to provide their data.

Director Albano commented that he hasn't seen good well data in his area and he is open to investigating data points. Director Bantilan commented that the request for data is for all the landowners in the Cuyama Valley. Director Wooster asked for clarification of how the water budget is developed and Mr. Taghavi responded to her question.

Mr. Gardiner provided a brief overview of the draft Engagement Stakeholder Strategy and the upcoming public workshops.

**c. Data Collection Update**

Mr. Van Lienden provided his update under item No. 9b.

**d. Draft Stakeholder Engagement Strategy Overview**

Mr. Gardiner provided his update under item No. 9b.

**e. Website/Logo/Newsletter Update**

Catalyst Group consultant Mary Currie reported that the CBGSA website is up, running and fluid. She noted that additional work will be done to translate appropriate portions of the website to Spanish. Ms. Currie presented the first draft of the CBGSA logo and noted that the SAC asked for a redraft of the logo to better represent the Cuyama Valley.

**10. Financial Report (Beck)**

**a. Financial Management Overview**

Mr. Beck provided an update on the financial costs through January 2018 and noted we are under budget overall for Task Order Nos. 1 and 2.

**b. Fiscal Year 2018/19 Budget Development**

Mr. Beck provided a verbal update on the development of the FY 2018-19 budget and let the Board know we plan on working with the CBGSA Board Budget Ad hoc to develop the FY 2018-19 budget for possible adoption at the May 2018 CBGSA Board meeting.

**c. Payment of Bills**

Mr. Beck reported on the payment of bills, and a motion was by Director Albano and second by Director Compton to approve payment of the bills through the month of January 2018 in the amount of \$223,699.99, pending receipt of funds. The motion passed unanimously.

**d. Groundwater Sustainable Plan Consultant Task Orders**

Mr. Beck reported that Woodard & Curran's current work authorization is through March 2018, and we need to extend that authorization so they can continue their work. A motion was made by Director Wooster and second by Director Bantilan to authorize Task Order Nos. 2 and 3 for Groundwater Sustainability Plan consultant Woodard & Curran in an amount not to exceed \$587,707.00. The motion passed unanimously.

**e. Financial Policy and Fiscal Controls**

Hallmark Group Project Coordinator Taylor Blakslee provided an update on the Financial Policy and Fiscal Controls document. Director Compton presented the CBGSA Board and Mr. Blakslee with several changes to the policy. A motion was by Director Cappello and second by Director Shephard to adopt the Financial Policy and Fiscal Controls for the Cuyama Basin Groundwater

Sustainability Agency, contingent on incorporating Director Compton’s suggested changes. The motion passed unanimously.

**11. Reports of the Ad Hoc Committees**

Director Williams reported that an ad hoc of the Board met on March 2, 2018 to review the applications received for inclusion on the SAC.

**12. Directors’ Forum**

Director Compton wanted to make sure CBGSA Board members can participate in Board meetings remotely if needed. Legal Counsel Joe Hughes said this can be done if noticed on the agenda and posted 72 hours in advance at both the regular meeting location and at a publicly-accessible location the Director would be participating from. Director Chounet noted, and Mr. Hughes confirmed, that a majority of the Board cannot participate telephonically.

Chairman Yurosek noted that he is unable to attend the April 4, 2018 CBGSA Board meeting and Lynn Compton will run the meeting.

**13. Public comment for items not on the Agenda**

No public comment.

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*The Board took a 10-minute break and resumed at 4:10 pm with a quorum of both the Board and the SAC.*

**Present:**

*Board – Yurosek, Albano, Bantilan, Bracken, Chounet, Williams, Wooster  
SAC – Jaffe, Kelly, DeBranch, Draucker, Post*

**14. Public Workshop – English**

Catalyst Group GSP outreach consultant Charles Gardiner provided an overview of the informational workshop. He discussed the decision-makers, managers, and consultants and how they fit in with the CBGSA. Woodard & Curran GSP consultant Brian Van Lienden presented on the components of a groundwater basin, SGMA requirements, Cuyama Basin geologic makeup, the conceptual geology model, soil types, precipitation stations, basin hydrology, groundwater monitoring wells, and land use, among other topics.

County of Santa Barbara Water Agency Department staff Matt Young asked the workshop attendees for permission to share well data they collected with the GSP consultant to assist in developing the IWFM.

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*A quorum of the Board was lost and Chair Yurosek adjourned the Board meeting at 5:05 pm. The Standing Advisory Committee retained a quorum and remained in-session. Mr. Yurosek made it known that the English and Spanish public workshops would continue.*

**15. Public Workshop – Spanish**

A similar workshop was held following the English public workshop, but was held in Spanish. The workshop was facilitated by Woodard & Curran bilingual engineer Enrique Lopezcalva.

**16. Adjourn**

Standing Advisory Committee Chair Jaffe adjourned the CBGSA SAC at 8:01 pm.

I, Jim Beck, Executive Director to the Cuyama Basin Groundwater Sustainability Agency Board of Directors, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held on Wednesday, March 7, 2018, by the Cuyama Basin Groundwater Sustainability Agency Board of Directors.

**Jim Beck**  
Dated: March 7, 2018

Draft



TO: Board of Directors  
Agenda Item No. 5a

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Funding Agreements Update

**Issue**

Consider executing funding agreements with the County of San Luis Obispo and the Cuyama Community Services District.

**Recommended Motion**

Execute funding agreements with the County of San Luis Obispo and the Cuyama Community Services District.

**Discussion**

During recent cashflow discussions and notice of an upcoming cash call, the County of San Luis Obispo and the Cuyama Community Services District made it known that they will require funding agreements with the Cuyama Basin Groundwater Sustainability Agency. The proposed draft funding agreement, for consideration of adoption, is provided as Attachment 1.

*Placeholder for draft funding agreement.*

TO: Board of Directors  
Agenda Item No. 6a

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Standing Advisory Committee Responsibilities and Guidelines

**Issue**

Review of the draft Standing Advisory Committee Responsibilities and Guidelines.

**Recommended Motion**

None – Information only.

**Discussion**

The Standing Advisory Committee (SAC) requested clarity on the Committee's responsibilities as members. To address this, SAC Chair Jaffe worked with an ad hoc (Jaffe, Kelly, Draucker) to develop SAC Responsibilities and Guidelines which are provided as Attachment 1.

## Cuyama Basin Groundwater Sustainability Agency Standing Advisory Committee Guidelines

### **Establishment:**

The SAC was established under Article 8.1 of the Joint Powers Agreement that establishes the Cuyama Basin GSA which reads as follows:

8.1 Standing Advisory Committee. A Standing Advisory Committee is hereby established as a group of representatives to advise the GSA, and shall be appointed by the Board.

(a) Purpose. The Standing Advisory Committee shall advise the Board concerning, where legally appropriate, implementation of SGMA in the Basin and review the GSP before it is approved by the Board.

(b) Membership. The composition of and appointments to the Standing Advisory Committee shall be determined by the Board.

(c) Brown Act. All Meetings of the Standing Advisory Committee, including special meetings, shall be noticed, held and conducted in accordance with the Ralph M. Brown Act (Government Code 54950 et seq.)

(d) Compensation. No Advisory Committee member shall be compensated by the GSA for preparation for or attendance at meetings of the Board or any committee created by the Board.

### **Purpose:**

The SAC shall advise the GSA Board concerning, where legally appropriate, formation, development and implementation of SGMA in the Basin and review the GSP before it is approved by the GSA Board.

(Article 8.1,a) The GSA Board commits to the value of the SAC and will consider SAC recommendations when making policy decisions.

The purpose of the SAC shall include but not be limited to:

- Review of the agenda for the upcoming GSA meeting
- Provide an oral report to the monthly GSA meeting including a summary of discussions and recommendations
- Facilitating community outreach and education related to:
  - Development, adoption or amendment of the Groundwater Sustainability Plan (“GSP”)
  - Sustainability goals and objectives
  - Monitoring programs
  - Annual work plans and reports (including mandatory 5-year milestone reports)
  - Modeling scenarios
  - Projects and management actions to achieve sustainability
  - Community outreach
  - Local regulations to implement SGMA
  - Fee proposals
  - General advisory assistance

**Membership:**

The composition of and appointments to the SAC shall be determined by the GSA Board. (Article 8.1,b)

No GSA Director may be a member of the SAC. Membership of the SAC shall include:

- A majority of full and part-time residents in the Cuyama Basin
- Representation of all geographic regions of the Cuyama Basin
- Representation of all demographics of the Cuyama Basin including domestic well users, townsite water users, disadvantaged community representatives (as referred to in SGMA) and other representatives of the diversity of the beneficial uses and users of groundwater in the basin
- Members of the Standing Advisory Committee are subject to all applicable conflict of interest laws including Government Code section 1090 and the California Political Reform Act.

**Terms and Responsibilities:**

The GSA may announce a call for applications when a vacancy appears on the SAC or when it is recommended that a specific demographic should be added to the SAC.

The SAC may recommend that seats be filled upon vacancy or determined need.

The GSA is responsible for reviewing applications and approving members.

**Term of service:**

The SAC was formed in October 2017 with an understanding to serve through the submission of the GSP by January 31, 2020. The expectation is that the SAC will continue through development and implementation through 2040 alongside the GSA. At the time of submission of the GSP, SAC's members' initial terms will come to an end. At that time, 3 year terms of the SAC will be established. Current members can choose to end their term and step down; renew for a 3-year term; or a shorter term. There are no limits on reapplying for 3-year terms.

**Responsibilities:**

Advisory Committee members represent the diverse interests of the Cuyama Basin and groundwater users. In particular those interests not well represented on the GSA Board. The criteria for Standing Advisory Committee members are to:

- Serve as a strong, effective advocate
- Work collaboratively with others
- Commit time needed for ongoing discussions
- Collectively reflect diversity of interests

**Decision-making:**

To inform the GSA Board's decision-making, the Advisory Committee will provide oral reports at the monthly GSA meetings and can choose to submit written recommendations as needed. The recommendations will identify areas of agreement and disagreement.

The Advisory Committee will be consensus seeking. The Advisory Committee will strive to reach consensus on its recommendations. The definition of consensus spans the range from strong support to neutrality, to abstention, to "I can live with it," to "I will let this go forward." When unable to reach consensus on recommendations, the Advisory Committee will outline the areas of agreement and areas in which it does not agree, providing explanation to inform the Board's decision-making. To comply with

the Brown Act, the position of each SAC member on the points of consensus will be noted in the SAC's minutes.

The Advisory Committee may request that one or more members present its recommendations to the Board, including areas of agreement and disagreement, consistent with Advisory Committee deliberations.

**Meetings:**

All meetings of the SAC, including special meetings, shall be noticed, held and conducted in accordance with the Ralph M. Brown Act. (Article 8.1,c). Any gathering or discussion among a quorum of the SAC is considered a meeting.

The SAC shall meet monthly in regular meetings. Special meetings and joint meetings with the GSA may be called as needed.

Any member of the SAC who is absent from three or more consecutive regular meetings of the SAC will be notified in writing with a request for greater participation or else asked to resign from their seat. Officers of the SAC will work with GSA staff to develop the monthly meeting agenda.

**Officers:**

There will be an annual election of officers consisting of a Chair and Vice-Chair. Officers can serve more than one year in a row. The Chair will:

- In consultation with the staff and vice-chair, formulate the agenda and desired outcomes for the meetings
- Work with members to ensure process and participation agreements are followed including:
  - Assure a fair, effective, and credible process
  - Make regular SAC reports to the GSA at the monthly GSA meetings
  - Be substituted by the Vice-Chair for any roles the Chair is not able to fulfill.

If a Committee member has a concern about bias, neutrality or performance of the Chair, s/he should raise the concern first with the Chair and then the General Manager or Legal Counsel.

**Finances:**

No Advisory Committee member shall be compensated by the GSA for preparation for or attendance at meetings of the Board or any committee created by the Board. (Article 8(d))

The fiscal responsibility of the SAC falls under the oversight of the CBGSA.

TO: Board of Directors  
Agenda Item No. 7c

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Progress & Next Steps

**Issue**

Report on the progress and next steps for Cuyama Basin Groundwater Sustainability Agency activities.

**Recommended Motion**

None – information only.

**Discussion**

A presentation on the progress and next steps for Cuyama Basin Groundwater Sustainability Agency activities is provided as Attachment 1.

# Cuyama Basin Groundwater Sustainability Agency

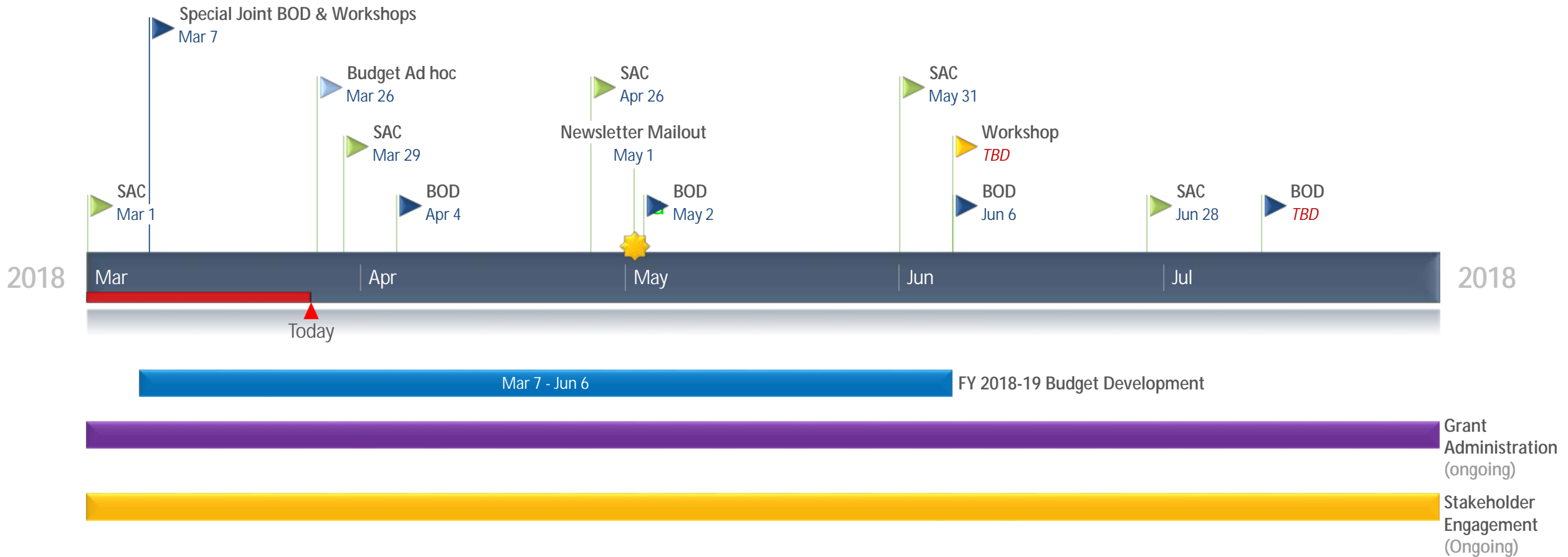
## Executive Director Report

April 4, 2018



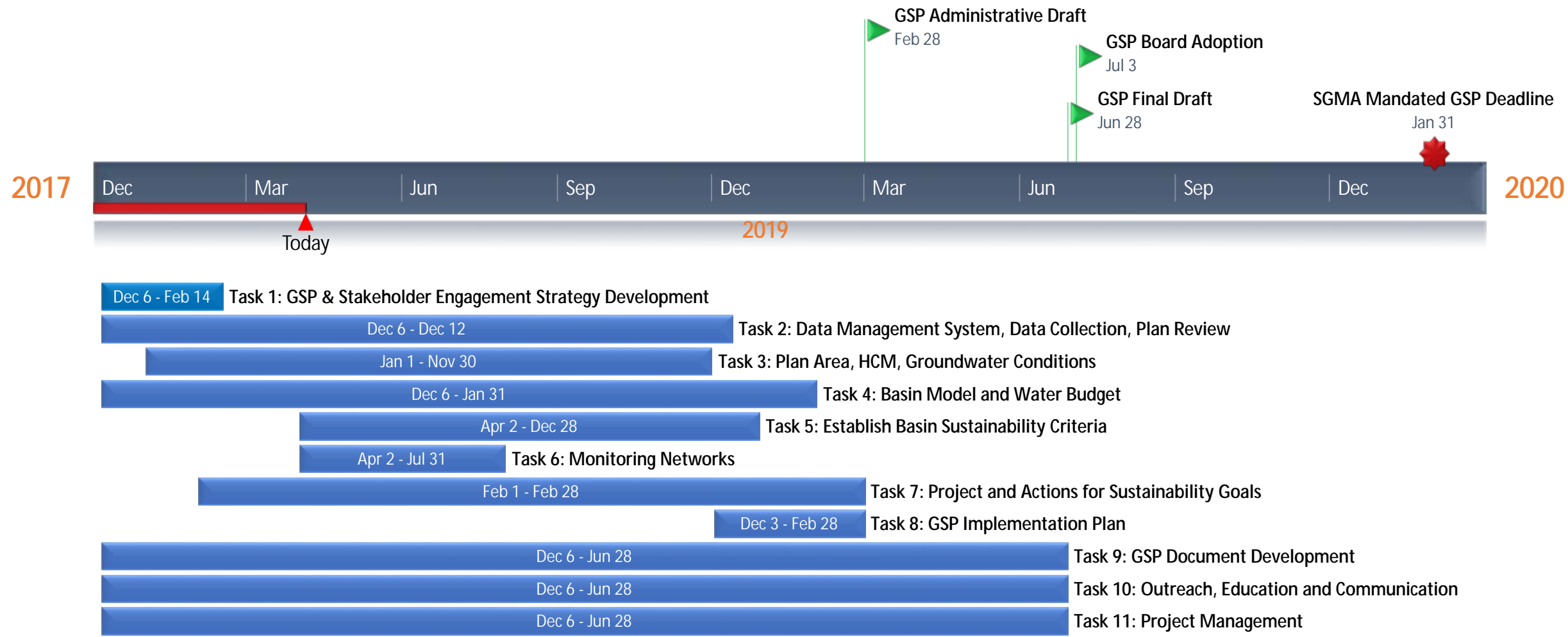
# Cuyama Basin Groundwater Sustainability Agency

## Near-Term Schedule



# Cuyama Basin Groundwater Sustainability Agency

## Program Schedule



# Accomplishments & Next Steps

## Accomplishments

- ü Completed Public Workshops
- ü Distributed Draft FY 2018-19 Budget
- ü Completed Paperwork to Set Up Bank Account

## Next Steps

- Develop FY 18/19 Budget
- Collect Funds from Participants



TO: Board of Directors  
Agenda Item No. 7d

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Logo Update

**Issue**

Update on the Cuyama Basin Groundwater Sustainability Agency logo.

**Recommended Motion**

None – information only.

**Discussion**

As part of the outreach and branding effort, the consultant developed a logo for the Cuyama Basin Groundwater Sustainability Agency (CBGSA). The logo was presented at the Marc 1, 2018 CBGSA Standing Advisory Committee, and the Committee provided feedback to revise the logo. Draft logos are provided as Attachment 1 for review.

Original



Draft 1



Draft 2



TO: Board of Directors  
Agenda Item No. 8a

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Groundwater Sustainability Plan Update

**Issue**

Update on the Cuyama Basin Groundwater Sustainability Agency Groundwater Sustainability Plan.

**Recommended Motion**

None – information only.

**Discussion**

Cuyama Basin Groundwater Sustainability Agency Groundwater Sustainability Plan (GSP) consultant Woodard & Curran’s GSP update is provided as Attachment 1.

Cuyama Basin Groundwater Sustainability Agency

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# Groundwater Sustainability Plan Update

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April 4, 2018



# March GSP Accomplishments

- ✓ Prepared draft Stakeholder Engagement Strategy
- ✓ Conducted Cuyama Basin GSP Workshops
- ✓ Reviewed available data and issued requests for additional data
- ✓ Performed initial work on conceptual basin model
- ✓ Reviewed and confirmed GSP numerical model approach
- ✓ Initiated development of numerical model



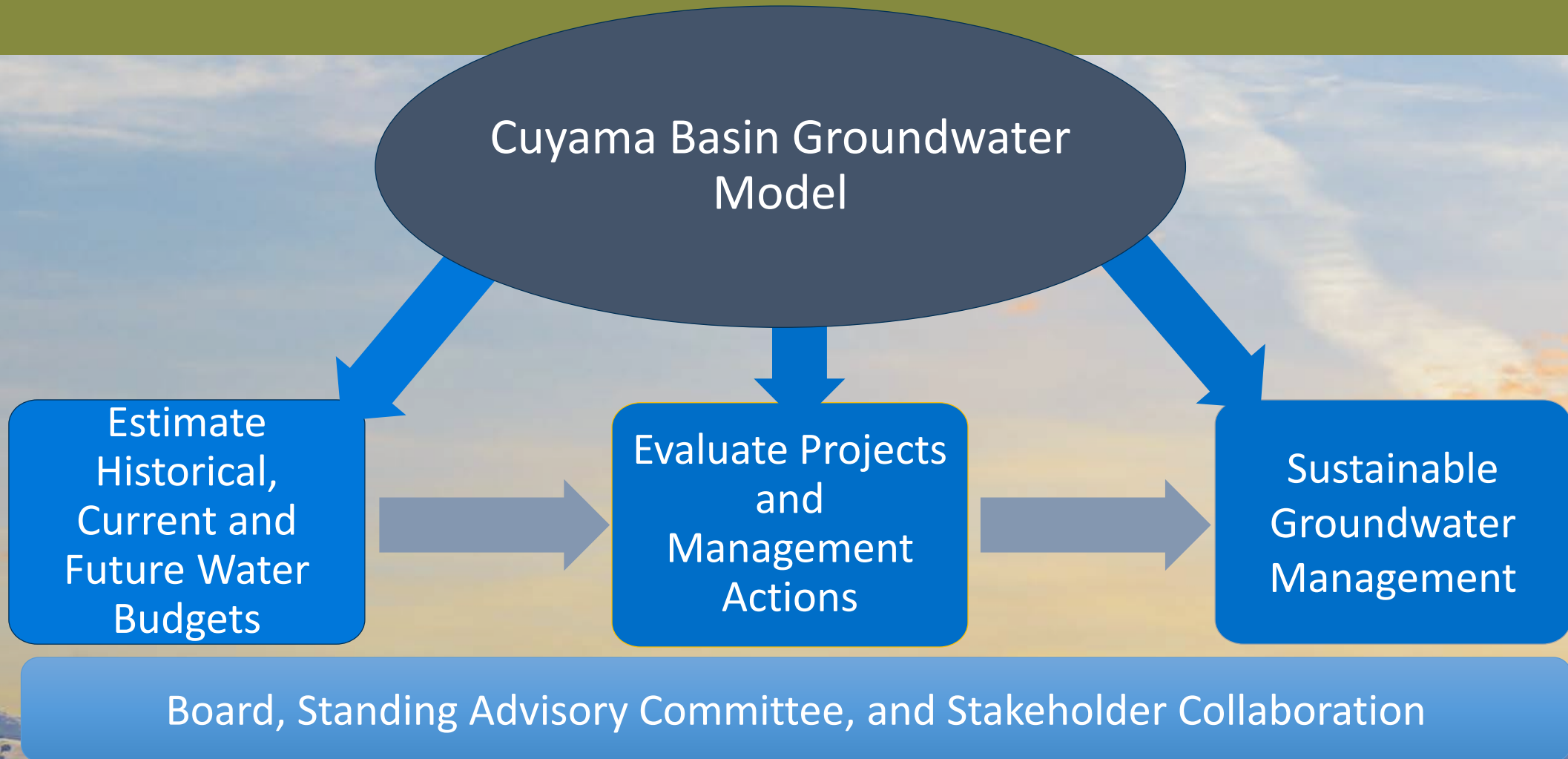
# Data Collected to Date

- Hydrologic Data
  - CDEC and USGS Streamflow data
  - CDEC, NOAA, and County Precipitation data
- Groundwater Well and Elevation Information
  - DWR CASGEM, Water Data Library, Well Completion Reports
  - USGS NWIS
  - County provided data
  - Landowner provided data
- Land Use and Cropping Information
  - DWR Land Use Surveys
  - USDA CropScape
  - California Farmland Mapping and Monitoring Program
  - National Land Cover Database
  - USGS Land Use and Land Cover Data
- Water Quality Data
  - California SWRCB, Division of Drinking Water
  - Geotracker GAMA program
  - USGS NWIS database

# Ongoing Data Collection Efforts

- Follow up with local agencies:
  - Santa Barbara County monitoring well program
  - Cuyama Basin Water District – groundwater level and pumping data
  - Cuyama Community Services District – population and pumping data
- Follow up discussions with landowners
- Incorporating Satellite data via Irrigation Training and Research Center (ITRC)
- Additional data/information remains welcome

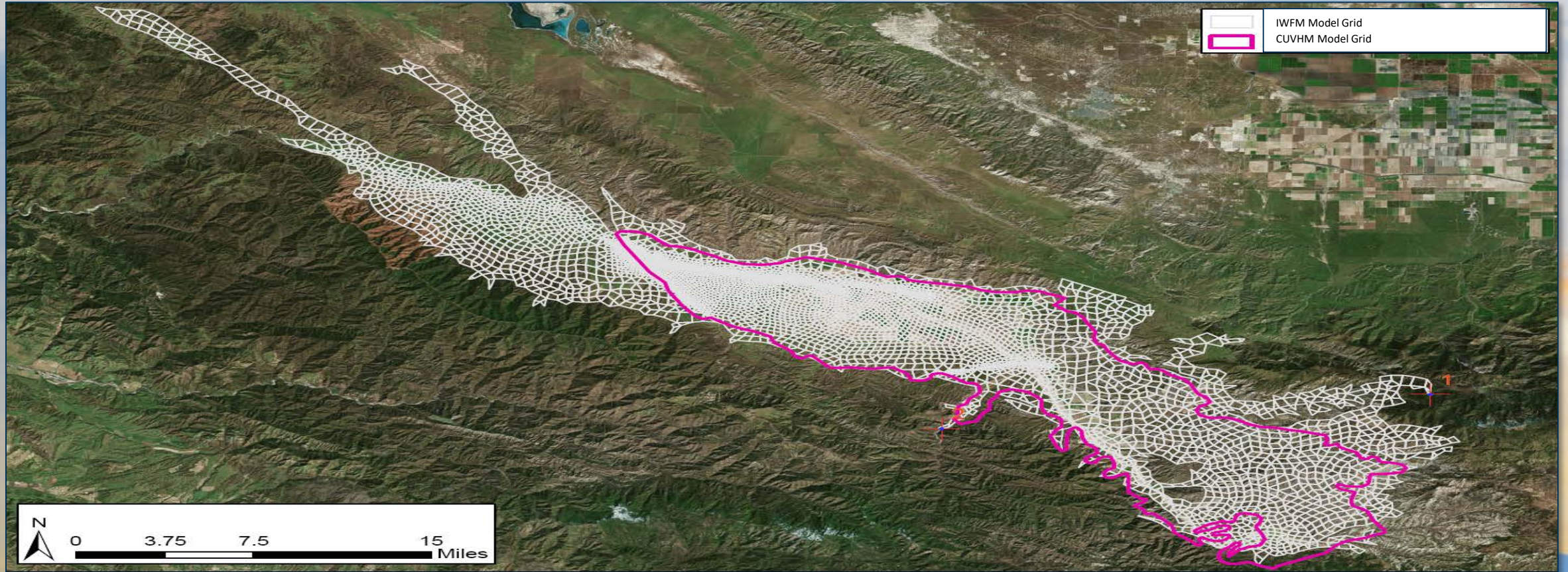
# Building the Cuyama Basin Groundwater Model










# Model Calibration/Verification Requires Data for Each Year of Calibration Period

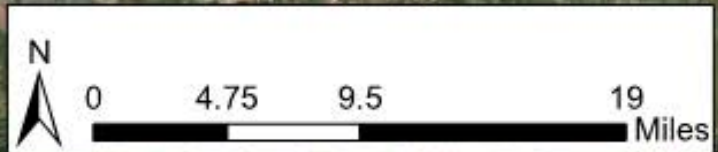
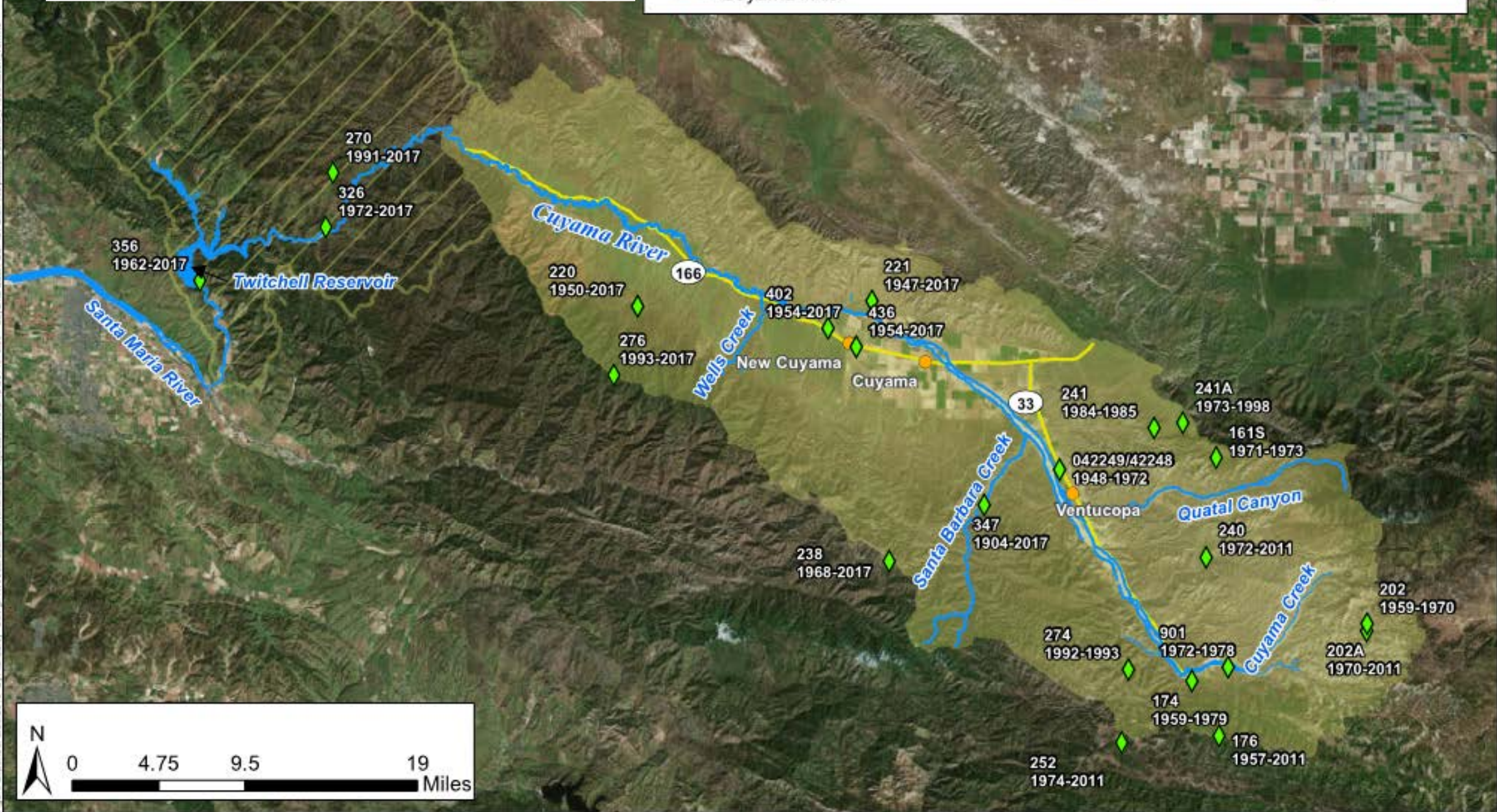
- Model Calibration Period  
2000 to 2015
- Selected based on reliability of available data
- Provides historical water budgets
- Representative Groundwater Wells:
  - Location and construction info
  - Historical groundwater elevations
- Land and Water Use:
  - Land use and cropping patterns
  - Population
  - Historical pumping
- Hydrologic Data:
  - Precipitation
  - Streamflow

# Hydrogeologic Model and Associated Data Will be Expanded to Cover the Entire Basin



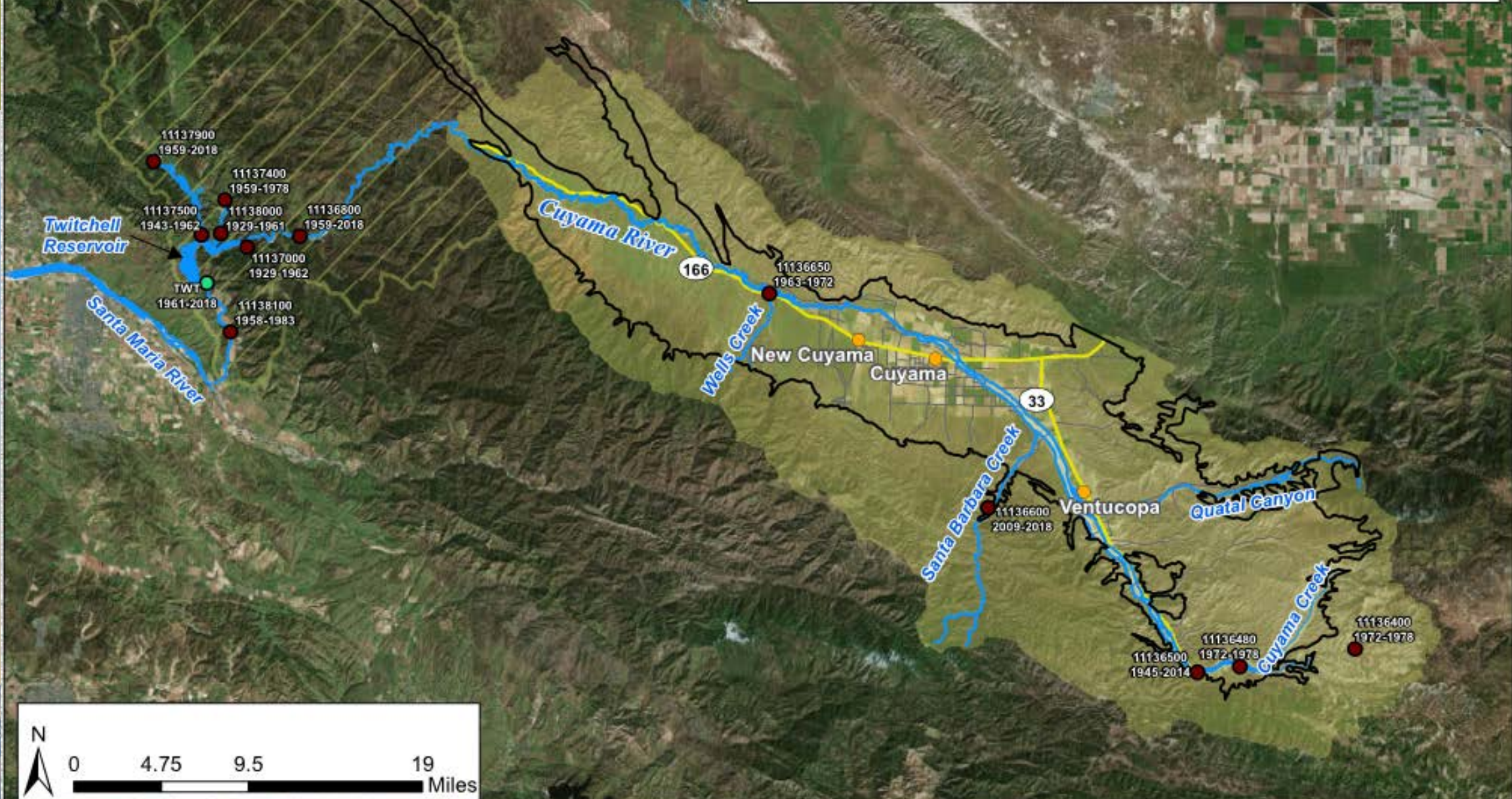
# Precipitation Gages

	Precipitation Station		Highways	<b>Cuyama Watershed</b>		30
	Towns		Streams		Contributes to Cuyama GW Basin	
	Cuyama River				Does Not Contribute to Cuyama GW Basin	



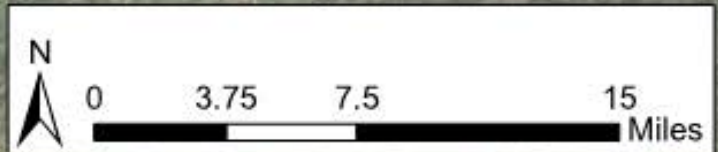
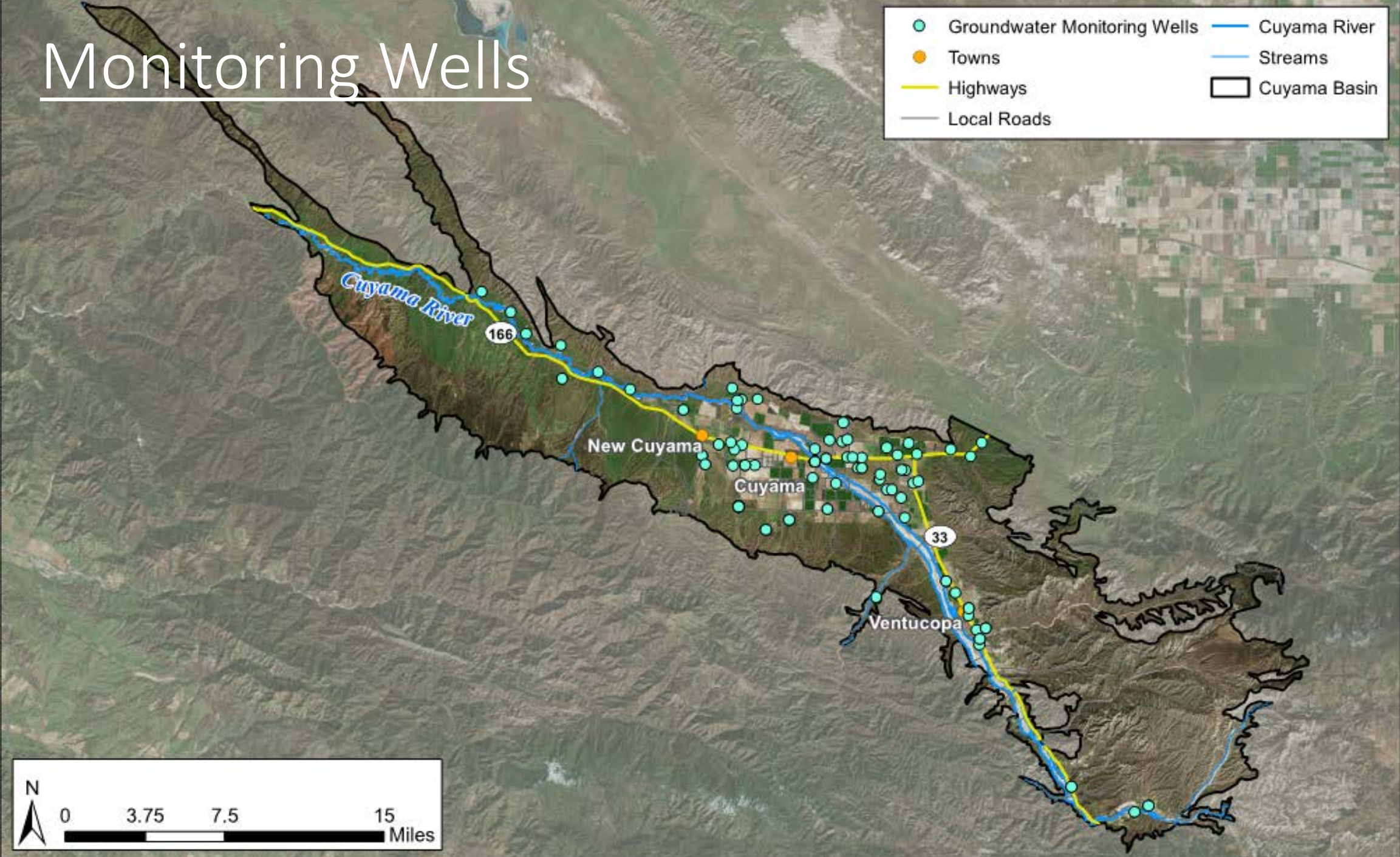
# Flow Gages

Cuyama Watershed		Station/Gauge	31
	Contributes to Cuyama GW Basin		CDEC: Inflow, Outflow, Elevation
	Does Not Contribute to Cuyama GW Basin		USGS: Streamflow



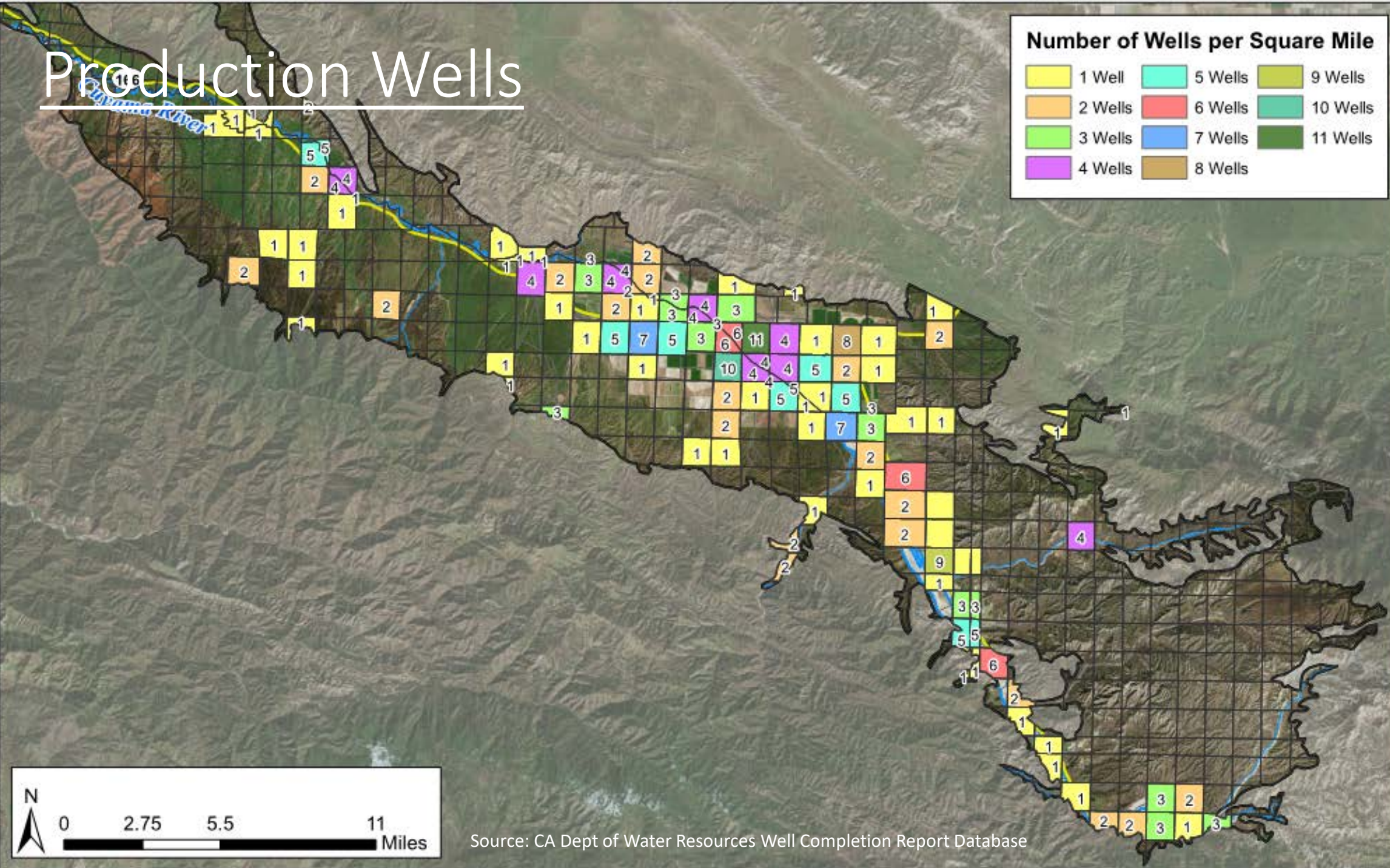
# Monitoring Wells

- Groundwater Monitoring Wells
- Towns
- Highways
- Local Roads
- Cuyama River
- Streams
- Cuyama Basin





# Production Wells



Source: CA Dept of Water Resources Well Completion Report Database

# Last Steps to Finalize Data Collection Effort

- Meeting with Vineyard representatives
- Meeting with Cuyama Basin Water District representatives

# Proposed Model Simulation Periods

## Recent Historical Period: 2000 – 2015

- Used for model calibration and verification
- Historical water budgets

## Current Conditions: 2015

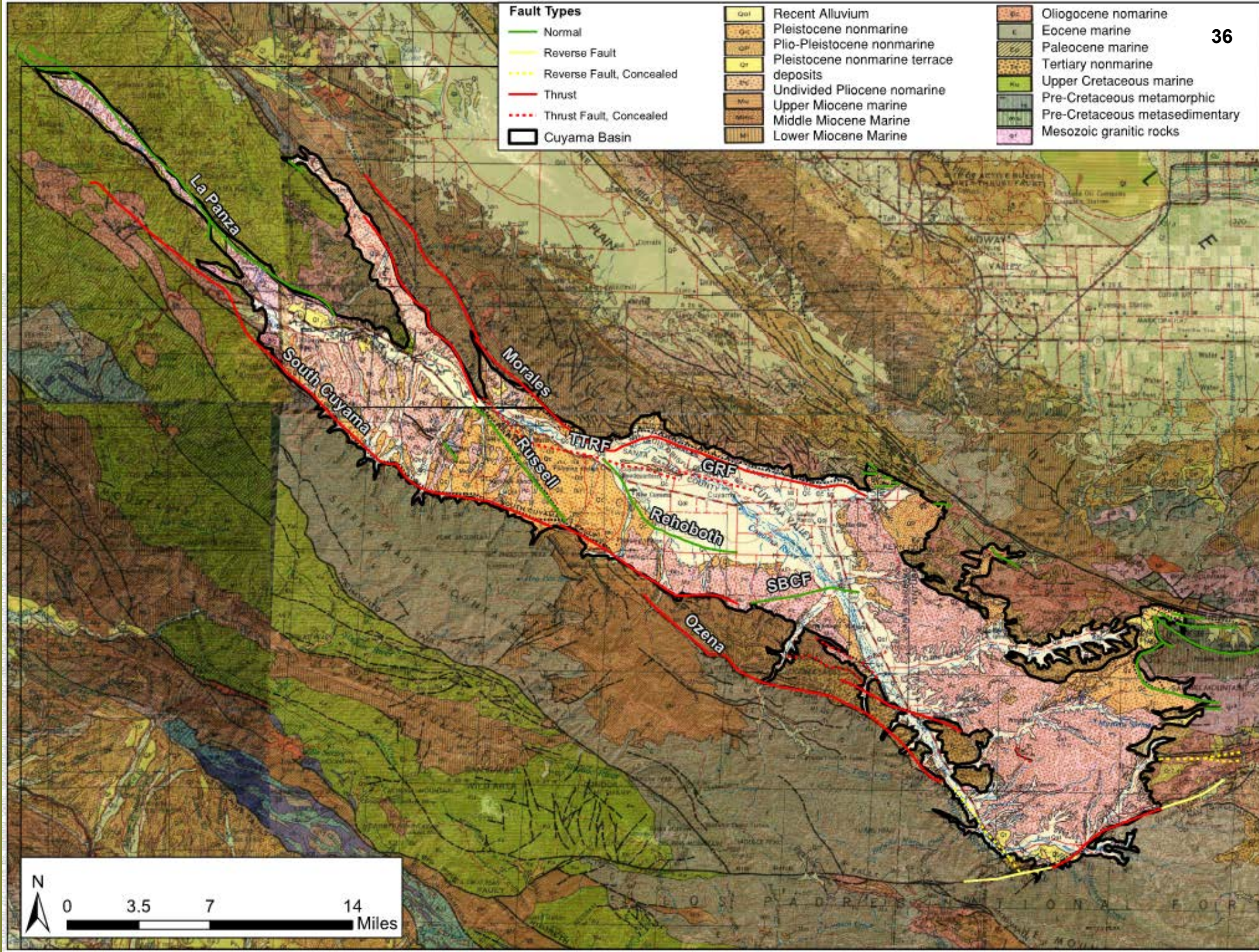
- Current land use, irrigation practices, and population
- Based on long-term historical precipitation and streamflow data

## Future Conditions: 2040

- Projected land use and population data
- Based on long-term historical precipitation and streamflow data

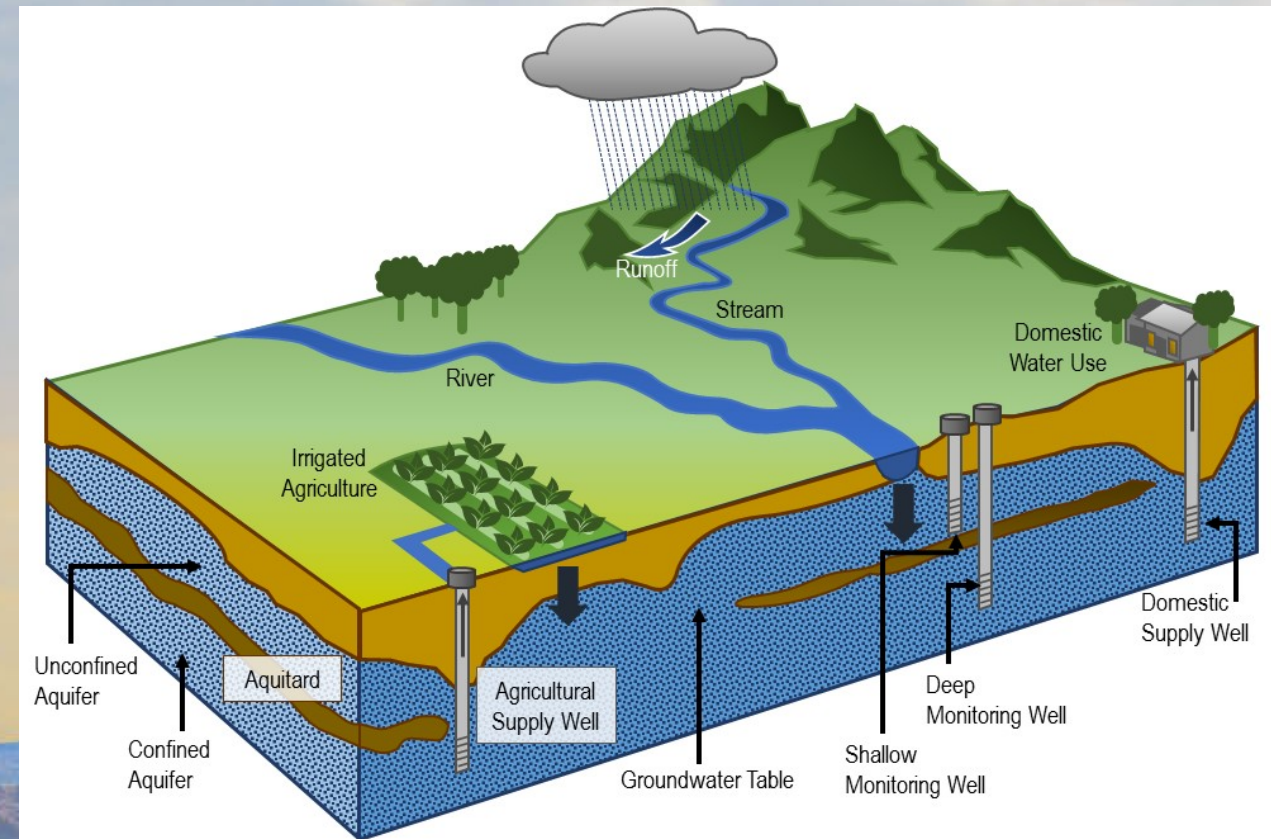
# Geology is Basis for Conceptual Model

- Faults
- Formations
- Rivers and streams



# Conceptual Basin Model Development

- Conceptual model is a general understanding of the Basin's physical characteristics:
  - Regional hydrology
  - Land use
  - Geology and geologic structure
  - Water quality,
  - Principal aquifers and aquitards
- Sources for Cuyama Basin:
  - USGS Model documents
  - Existing studies (USGS, EKI, Dudek, Cleath)
  - Geologic and topographic maps
  - Flow gages
  - Well logs



TO: Board of Directors  
Agenda Item No. 8b

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Stakeholder Engagement Update

**Issue**

Update on the Cuyama Basin Groundwater Sustainability Agency Groundwater Sustainability Plan stakeholder engagement.

**Recommended Motion**

None – information only.

**Discussion**

**Stakeholder Engagement Update**

Cuyama Basin Groundwater Sustainability Agency Groundwater Sustainability Plan (GSP) outreach consultant the Catalyst Group's stakeholder engagement update is provided as Attachment 1.

**Public Workshop Summary**

On March 7, 2018, two public workshops were held to educate the public on the Sustainable Groundwater Management Act (SGMA), Cuyama Basin conditions, and key elements of the GSP. A summary of the workshop is provided as Attachment 2.

**Newsletter**

As part of the community outreach effort, a newsletter has been added to the stakeholder engagement strategy. The newsletter is anticipated to be a quarterly publication and will be distributed in both electronic and physical formats. For the physical distribution, the newsletter will be included in the Cuyama Valley Recreation District (CVRD) newsletter. To coincide with CVRD's distribution schedule, the first newsletter will be released May 1, 2018. The draft newsletter outline and sample are provided as Attachment 3.

Cuyama Basin Groundwater Sustainability Agency

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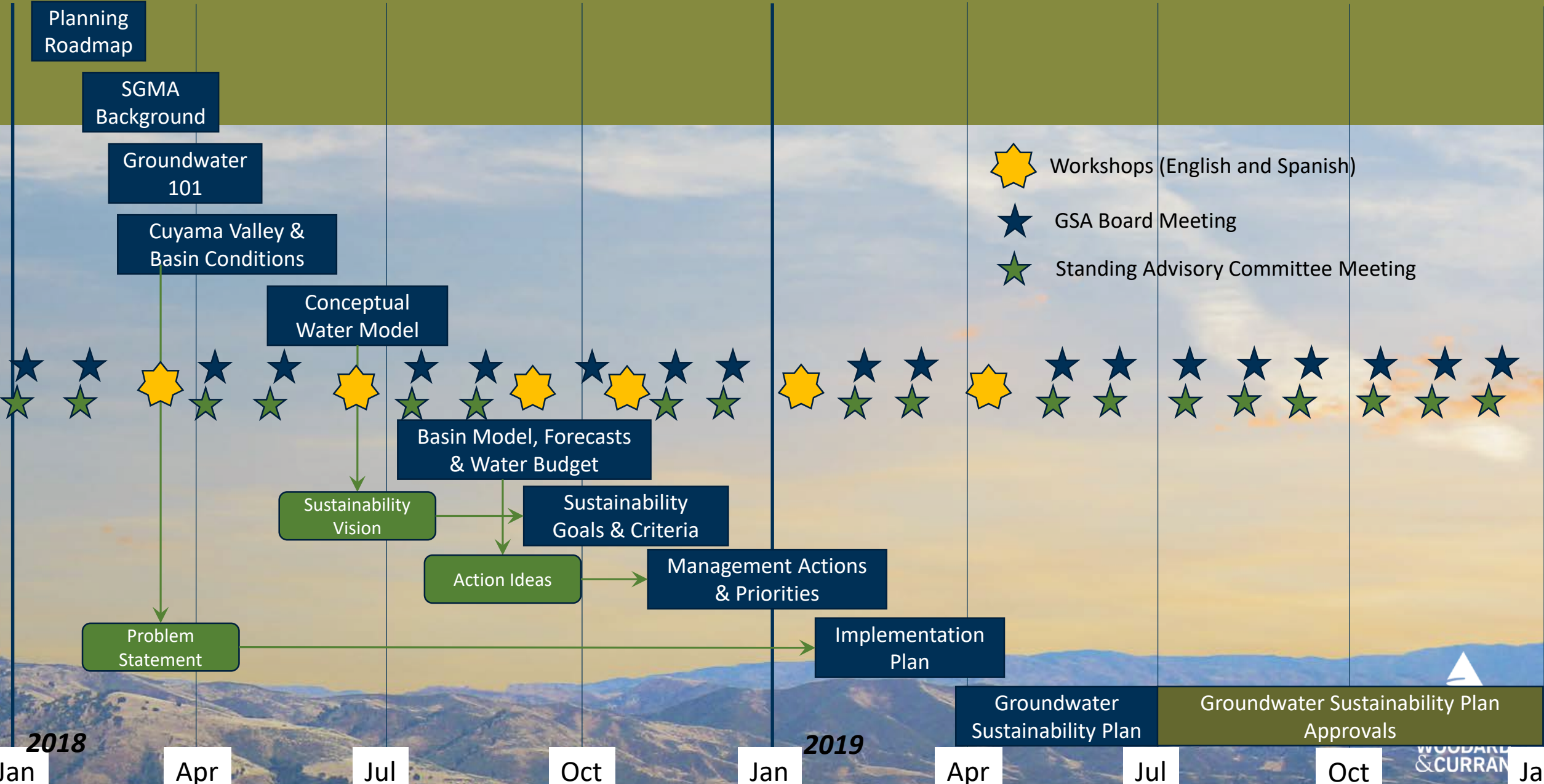
# Groundwater Sustainability Plan Stakeholder Engagement Update

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April 4, 2018



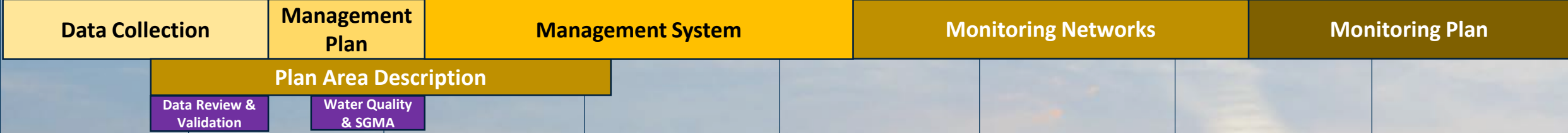
# Cuyama Basin Groundwater Sustainability Plan – Planning Roadmap



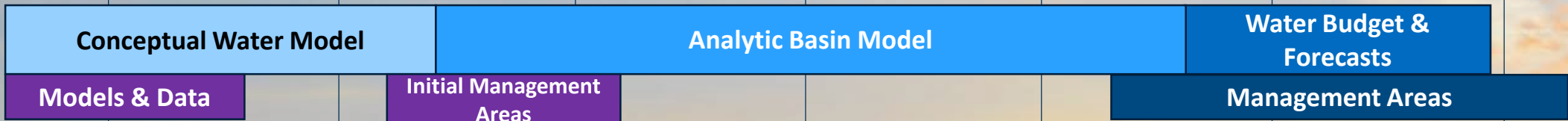


# Cuyama Basin Groundwater Sustainability Plan – Discussion Topics

## Data & Information



## Basin Model



## Sustainability Goals



Education Topics

# Outreach Activities

- GSA Newsletter – May 1
  - E-newsletter to contact list
  - Hard copy version printed in Recreation District newsletter to all residents
- Website Updates
  - Board and Standing Advisory Committee agendas, packets, and minutes
  - Google Earth map with watershed, basin, water district, and community services district boundaries and model grid
  - Updated Spanish language pages

## Cuyama Basin Groundwater Sustainability Agency Summary of March 7, 2018 Community Workshops

### Overview

On March 7, 2018, the Cuyama Basin Groundwater Sustainability Agency (CBGSA) Board of Directors (Board) and the CBGSA Standing Advisory Committee (SAC) hosted two community workshops which were preceded by a Special Joint Meeting of the CBGSA Board and SAC. The workshops were held at the Cuyama Valley Family Resource Center in New Cuyama. The English language workshop began at 4:10 pm and ended at 6:20 pm. The Spanish language workshop commenced at 6:40 pm and concluded at 8:01 pm. Approximately 35 people attended the English language workshop and 12 people attended the Spanish language workshop. The Board meeting was adjourned at 5:05 pm and the workshops continued without a quorum of the Board present.

Meeting notices were prepared in English and Spanish for the March 7, 2018 community workshops. The notices were distributed as follows:

- February 21: Both meeting notices were emailed to the CBGSA stakeholder list of 89 people. This email list is inclusive of the Santa Barbara County Cuyama Basin email list and includes Board and SAC members.
- February 22 - March 1: Cuyama Valley Family Resource Center distributed approximately 100 notices within the community by hand.
- February 22: Cuyama Valley Community Association (CVCA) sent both notices as an email to their list of 100.
- March 2: A reminder of the workshops was emailed to the CBGSA email list.
- March 5: County of San Luis Obispo Public Works Water Resources Engineer Catherine Martin sent an email notice about the March 7, 2018 workshops to the San Luis Obispo County Cuyama Basin email list.
- March 1 to 7: Cuyama Valley Family Resource Center developed an English and a Spanish flyer for the workshops. Approximately 500 hard copies were distributed by hand, and they were also emailed to the CVCA email list.

### English Language Workshop

The workshop included an overview of what the Sustainable Groundwater Management Act (SGMA) requires, the team's current understanding of the Cuyama Basin, and the team's approach for better understanding the Cuyama Basin (see workshop presentation). There were several opportunities for extended discussion on these topics included in the workshop timeline (see workshop agenda).

The questions, issues, and comments raised at the workshop are summarized below. In addition, the CBGSA technical team asked attendees for additional data in these areas:

1. Well and Pumping Levels
2. Land Use Change, specifically post-2014
3. Irrigation Use

## ***Cuyama Basin Groundwater Sustainability Agency***

### **Questions, Issues and Comments**

#### **Sustainable Groundwater Management Act and Groundwater Sustainability Plan**

- Aren't the solutions for the Cuyama Basin groundwater problem simply more rain and less use? What other options do we have?
- How many aquifers are there in the Cuyama Basin?
- What do the concepts of Measurable Objectives, Minimum Thresholds, and Interim Milestones mean? These SGMA-related terms required further clarification.
- What is the difference between Minimum Objective and Measurable Objective?
- Under SGMA, is there a timetable requirement for meeting the Minimum Objective?
- If we create a reasonable Groundwater Sustainability Plan (GSP) that is accepted by the California Department of Water Resources (DWR), what happens if there are droughts that result in failure to meet the objective?
- There are naturally occurring calcium and magnesium levels in the water; how are these addressed under SGMA?
- Who evaluates the GSP and who reports to DWR?
- If the GSP is a "living" document, with interim reporting milestones, then can the plan be adjusted or changed?
- SGMA requires the identification of projects and management actions, most of the examples shown (slide 5B) won't work; what options will be available for the Cuyama Basin?

#### **Data for Use in the Hydrologic Model**

- What public data are being used to develop the plan?
- What data will the team use from private wells?
- How will the team be filling in the data gaps?
- How will the team validate the data?
- How will the team address discrepancies?
- What does relevant timeframe mean (referring to a statement that the team is collecting data for the relevant timeframe)?
- What will future pumping allocations be based on, a 20- to 30-year historical amount?
- What is the difference, for the effectiveness of the model, if the team receives generic water data versus specific data from basin growers/farmers/ranchers (referring to a prior statement about availability of data from private sources)?
- Will the team accept water data from growers/farmers/ranchers that USGS did not include in their study?
- Will the team use the monitoring data that USGS is still gathering?
- Does the team know the pumping capacity for the production wells identified?

#### **Cuyama Basin Plan Area Description Elements**

- For the geology, will the team use core samples to validate the geology?
- Can the team get the changes in land use from satellite imagery?
- For land use changes since 2014, Sunrise Olive Ranch, on the road to Ventucopa, should be included.
- Regarding land use, some lands are regularly fallowed. Crops are rotated but are still considered irrigated. Since 2014, more than the normal amount of land has been fallowed due to drought conditions.

## ***Cuyama Basin Groundwater Sustainability Agency***

- Will the team refer to the same geographic zones as USGS did: Ventucopa Uplands Zone, Main Basin Zone, and Foothill Zone?
- Groundwater temperature and quality vary a lot across the basin.
- Flash floods in the mountains are aggressive. Average rainfall varies greatly across the basin.
- Has there been subsidence from oil pumping? USGS says there has been no subsidence at Russell Ranch.
- Is there a different evapotranspiration rate for the valley (higher altitude, desert, windy conditions)? It was noted that weather data is measured at the High School.

### Funding for the GSA and GSP

- Who is paying for this?
- There are 5 representatives from the Cuyama Basin Water District (CBWD) and only 1 from the Cuyama Community Services District. Does CBWD pay more?

### Discussion about Existing Basin Conditions

The workshop included an interactive discussion that focused on individual ranchers/farmers talking about their observations and experiences with water in different geographic areas in the Cuyama Basin. Attendees discussed their experience with water in distinct geographic areas of the Cuyama Basin including Upper Ventucopa (Apache Canyon), Lower Ventucopa, the foothills of the central portion of the basin, the valley floor, and Cottonwood Canyon. The information shared provided a better understanding of the changes in water levels and pumping capacities over time as well as the importance of understanding the influence of fault lines on the aquifer.

### Next Steps

The team described the next activities to collect and review data, develop the Plan Area Description for public review, and work with the Board and Standing Advisory Committee. The next workshop is planned for June 2018.

## Spanish Language Workshop

The project team presented the workshop presentation in Spanish, answered questions, and discussed issues related to groundwater and the GSP.

### Questions and Comments Raised at the Spanish Language Workshop

- With the addition of two representatives from the Hispanic community, there are now 9 SAC members.
- What can New Cuyama residents do to stop the decline? Water consumption is so minimal now with people using bottled water, irrigation is limited, people are doing their part. What else could the community do?
- Water quality is poor. How does this project address water quality?
- Water bills are very high, how will this project affect the water bills?
- It would be good if this project provided financial assistance to the high water bill challenge faced by the community.
- What will be the economic impact to agriculture and jobs in the community? What are the impacts of potential changes in water use?

## ***Cuyama Basin Groundwater Sustainability Agency***

### Next Steps for Education and Outreach

#### Topics for Further Education, Outreach, and Discussion

The information gathered at the workshops will be used to assist the team in formulating the next steps in the Stakeholder Engagement Strategy. Topics identified from the workshops for additional education and discussion include the following:

1. Hydrologic Model Selection. Explain what a model is, which model will be used, and what makes a model useful and reliable.
2. What about the Data? Expand the discussion of what data the team is seeking, specifically data regarding wells and pumping levels, land use, and irrigation use. Include more information about how data gaps will be filled and the data validated.
3. SGMA Requirements. Provide further explanation for Measurable Objectives, Minimum Thresholds, and Interim Milestones.
4. Description of the Plan Area. Provide details on the information used to develop the draft Plan Area Description report due out in early April 2018.
5. Water Budget. Describe the past, present, and future water budget and how it was developed.

#### Next Steps: Outreach Opportunities

1. March 29, 2018: CBGSA Standing Advisory Committee meeting
2. April 4, 2018: CBGSA Board Meeting
3. May 1, 2018: CBGSA Newsletter, Volume 1
4. May 1, 2018: Cuyama Recreation District Quarterly Newsletter
5. June 2018: Next Community Workshops

## Cuyama Basin GSA Newsletter, Volume 1, May 1

### Production Schedule

The Cuyama Basin Groundwater Sustainability Agency (CBGSA) newsletter is envisioned as a quarterly electronic document that will be distributed to the CBGSA email list. It will also be distributed electronically by the Cuyama Family Resource Center, Cuyama Community Association, Blue Sky, and San Luis Obispo County.

To expand the distribution and reach of the newsletter, the same content will be provided to the Cuyama Valley Recreation District for inclusion in their quarterly newsletter. This newsletter gets mailed to all P.O. Boxes and rural delivery addresses in the Cuyama Valley. The Cuyama Valley Recreation District will include the CBGSA newsletter content. The first page is free and each additional page is \$10.

### **Key Dates:**

March 16-30: Catalyst to draft newsletter for review by the CBGSA technical team

April 2-6: Review by CBGSA Executive Director Jim Beck

April 9-13: Review by CBGSA Chair Derek Yurosek and Standing Advisory Committee Chair Roberta Jaffe

April 16-18: Revise and translate into Spanish

April 20: Final content due to Cuyama Valley Recreation District

May 1: Distributions via email

May 1: Distribution by U.S. mail via the Cuyama Valley Recreation District newsletter

### Content Outline

#### **Message from Executive Director.**

- Short article introducing first newsletter, formation of the CBGSA, its purpose and goals, and the formation of the Standing Advisory Committee (SAC).

#### **Message from SAC Chair**

- SAC's role and how to contact them.

#### **Groundwater Sustainability Plan is Underway**

- Discuss public data sources being gathered by the technical team, include specific examples.
- Indicate that the technical team is seeking specific data from the community to support our understanding of the basin including: water, irrigation, land, and crop use changes.

#### **Plan Area Description Available for Review**

- Describe Plan Area Description is first step to understanding the Valley.
- How the Plan will be used.
- Plan Area Description is available for review online.

**What is a Groundwater Model?**

- Describe what a model is and how it will be used.
- Describe what makes a robust, useful model for the Cuyama Valley
- Include timing of model development

*Standard elements in each newsletter:*

**Next Steps**

Next SAC Meetings, May 31, June 28

Next Board Meetings, May 2, June 6

June Workshops, June TBD

**How to Get Involved**

Visit [www.cuyamabasin.org](http://www.cuyamabasin.org) to follow the develop of the Groundwater Sustainability Plan. If you'd like to talk to a Board member, please contact Project Coordinator Taylor Blakslee at [\(661\) 477-3385](tel:6614773385), or by email at [tblakslee@hgcpm.com](mailto:tblakslee@hgcpm.com).





# Cuyama Basin Groundwater Sustainability Agency (GSA)

Cuyama Basin Groundwater Sustainability (GSA) Newsletter, Edition 1, May 1, 2018

## Message from the Executive Director

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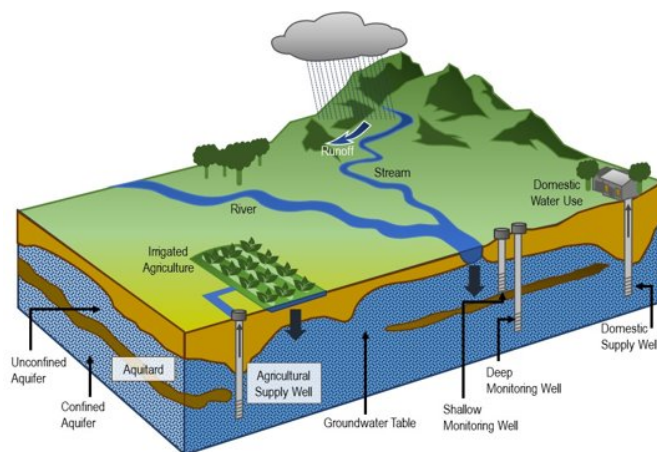


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## What is a Groundwater Sustainability Plan?

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## Message from the Standing Advisory Committee Chair

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## Plan Area Description

### Available Online for Review

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## What is a Hydrologic Model?

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## March 7 Workshop Highlights

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## Get Involved, Shape Your Future

1. **Visit** [www.cuyamabasin.org](http://www.cuyamabasin.org) for more information about GSP developments and reports
2. **Attend** a monthly meeting of GSA Board of Directors, 1st Wednesday, 4 p.m.
3. **Attend** a monthly meeting of GSA Standing Advisory Committee, Thursday preceding the first Wednesday of the month at 3:00 p.m.
4. **Attend** a Community Workshop. **Next community workshops will be in June 2018.**
5. **Send a letter:** Cuyama Basin GSA, 4900 California Ave, Tower B, 2nd Floor, Bakersfield, CA 93309
6. **Call** during normal business hours: (661) 477-3385
7. **Send an Email:** [tblakslee@hgcpm.com](mailto:tblakslee@hgcpm.com)

## Upcoming Meetings

Board of Directors: May 2, June 6

Standing Advisory Committee: May 31

Community Workshop: June – **watch for announcement**

The Board of Directors and Standing Advisory Committee meetings are held at the Cuyama Family Resource Center, 4689 CA-166, New Cuyama. The meetings are open to the public and public comments are welcomed. Agendas, minutes, and meeting materials are available 72 hours before the meetings at [www.cuyamabasin.org](http://www.cuyamabasin.org)

TO: Board of Directors  
Agenda Item No. 9a

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Financial Management Overview

**Issue**

Overview of the financial management for Cuyama Basin Groundwater Sustainability Agency activities.

**Recommended Motion**

None – information only.

**Discussion**

A presentation on the financial management for Cuyama Basin Groundwater Sustainability Agency activities is provided as Attachment 1.

# Cuyama Basin Groundwater Sustainability Agency

## Financial Report

April 4, 2018

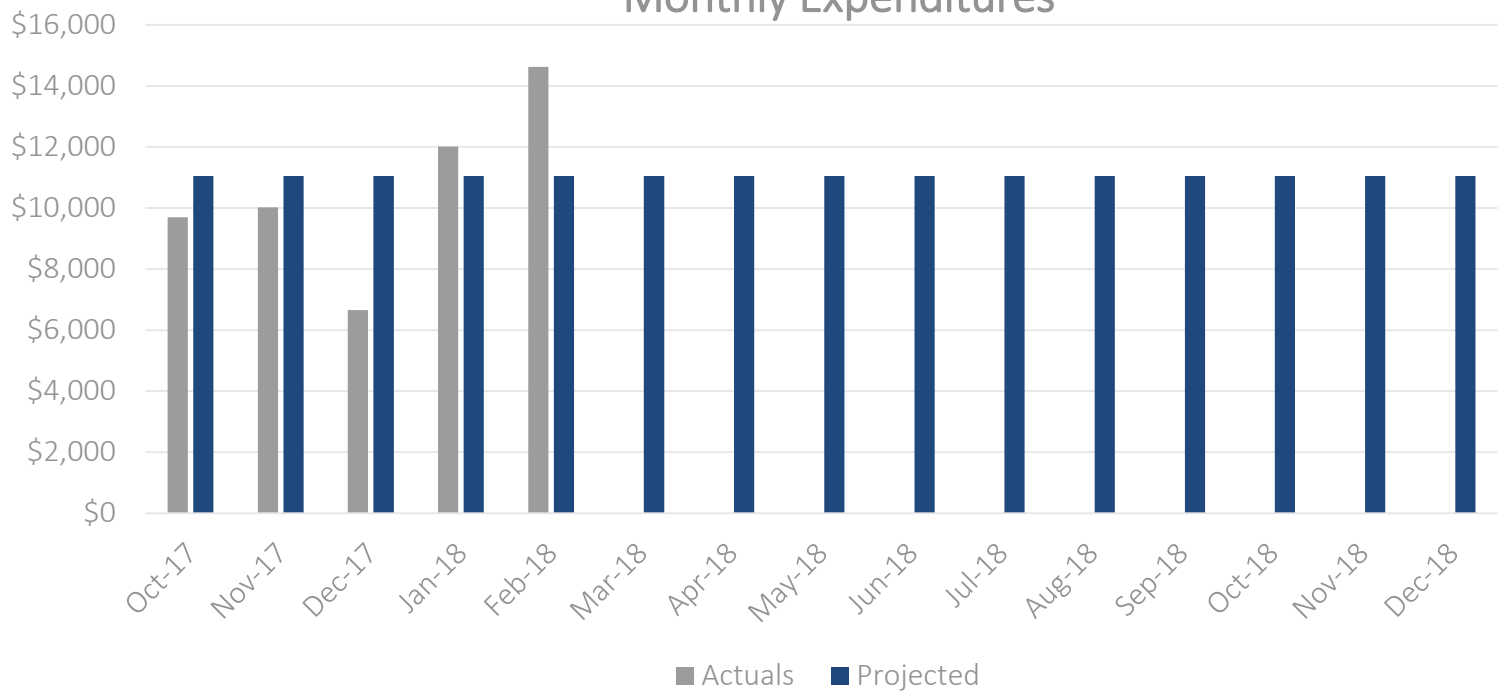
# CBGSA OUTSTANDING INVOICES

Task	Invoiced Through	Cumulative Total
Grant Development	12/20/2017	\$39,151.25
Legal Counsel	2/28/2018	\$24,192.84
Executive Director	2/28/2018	\$109,528.48
Insurance *	4/01/2018	\$2,451.00
GSP Development	2/23/2018	\$260,583.20
<b>TOTAL</b>		<b>\$435,906.77</b>

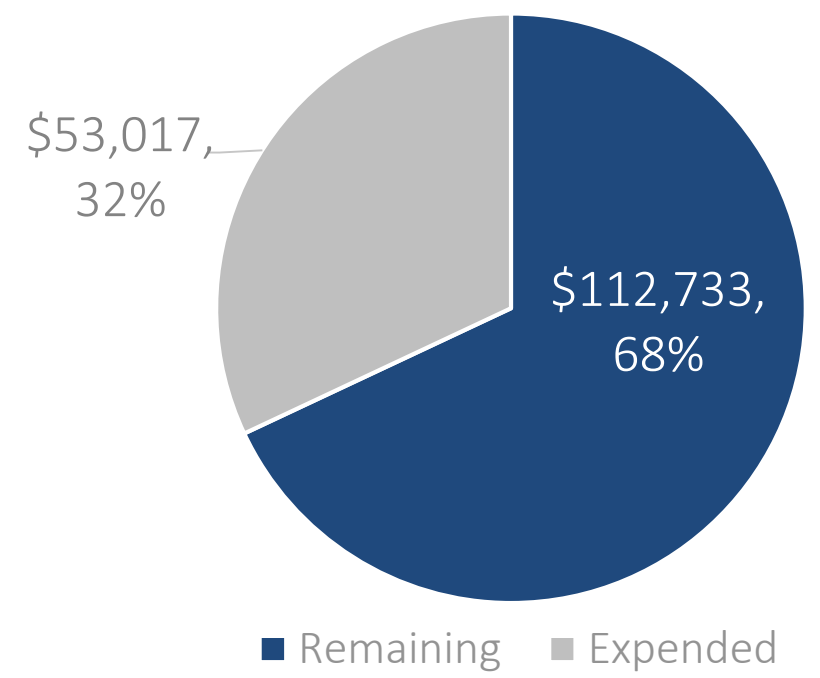
*\*Future Reimbursement Required Payment by Hallmark Group*

# Executive Director Task Order 1

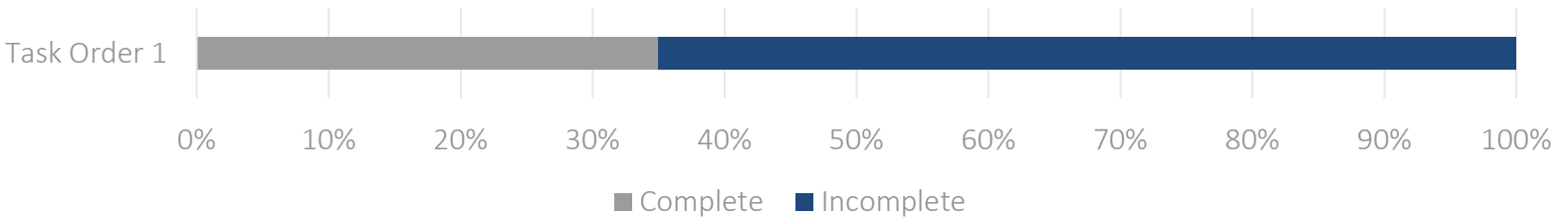
### Monthly Expenditures



Total Authorized \$165,750  
Through 12/31/2018

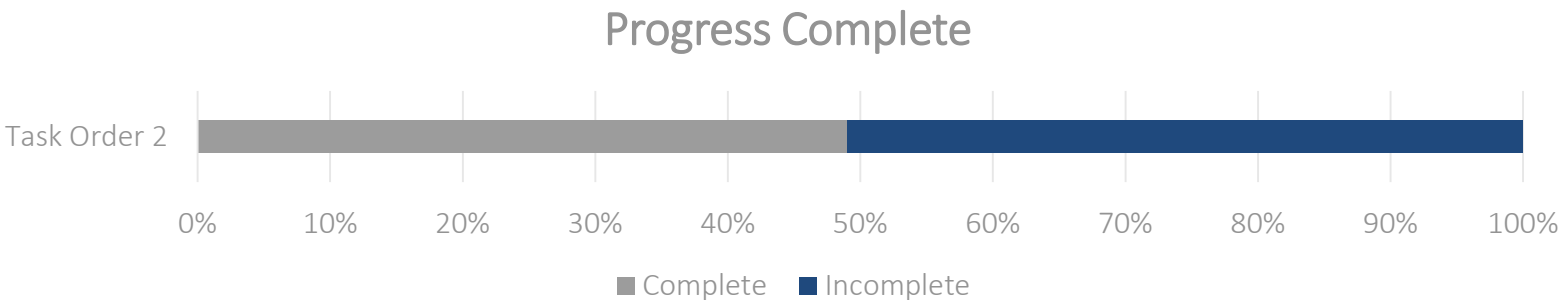
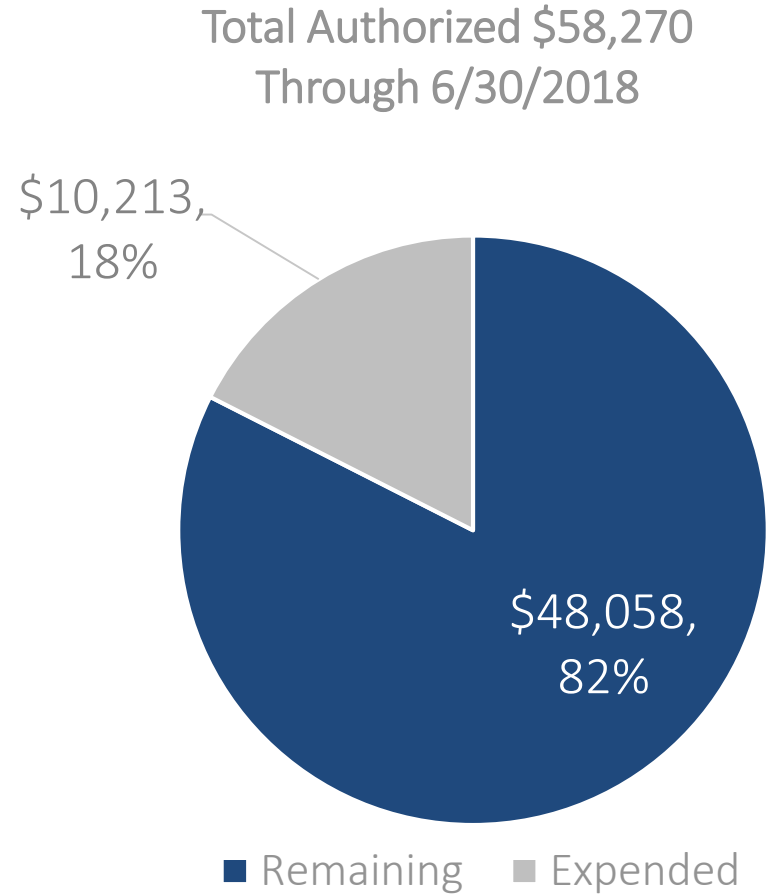
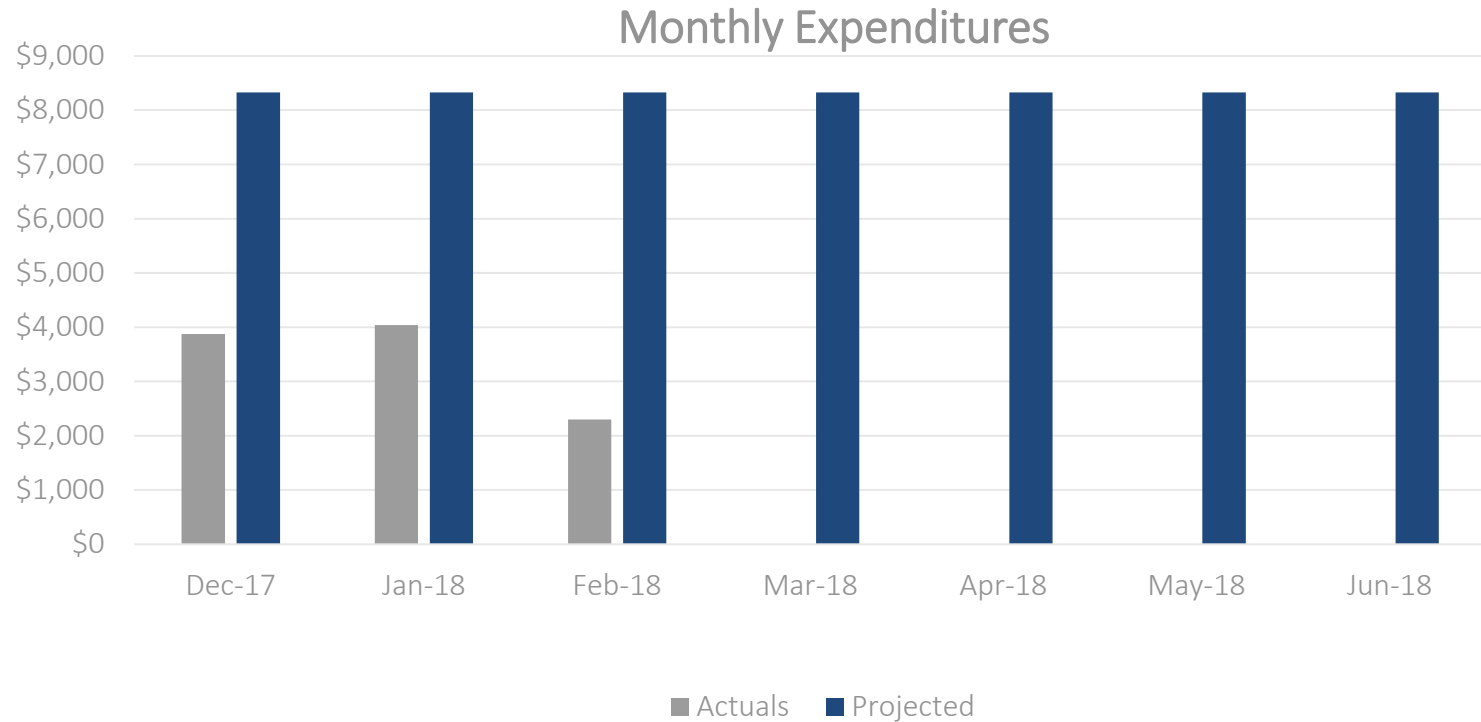


### Progress Complete



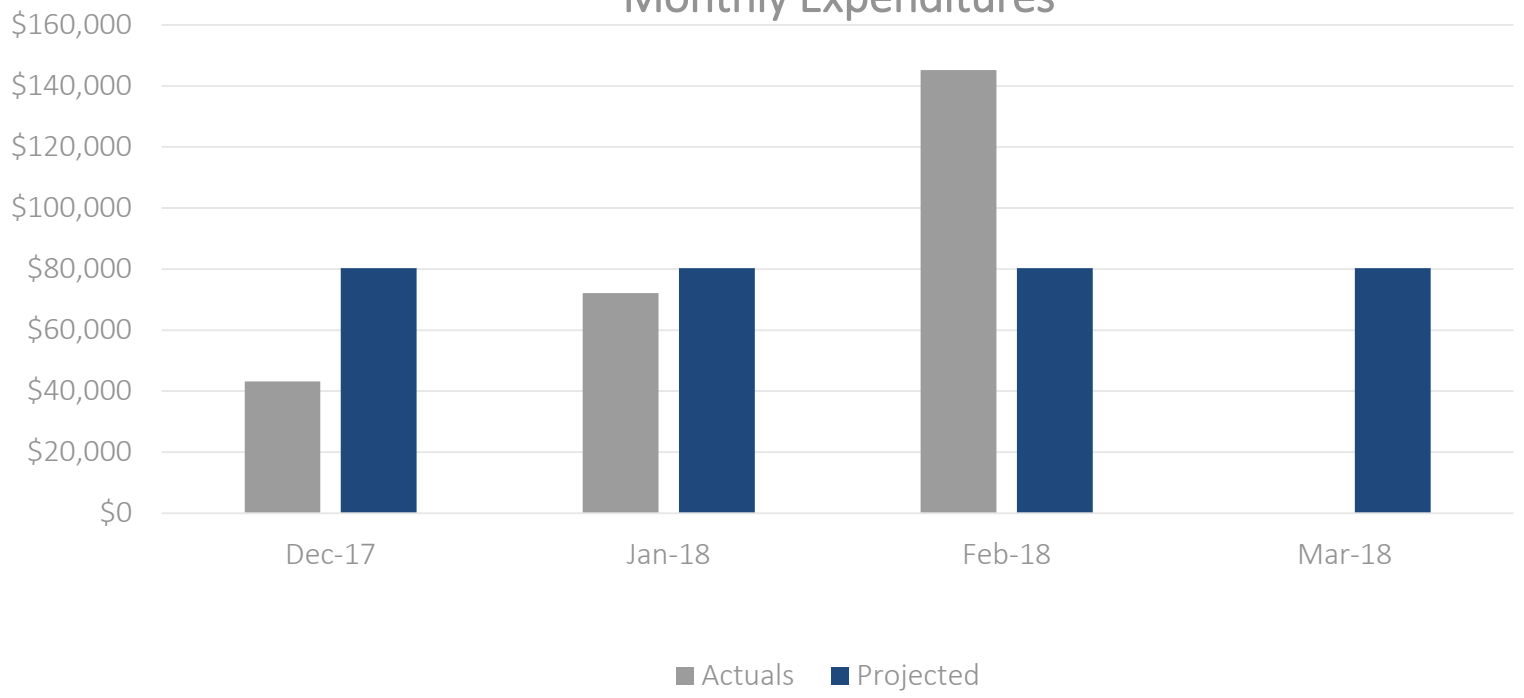


# Executive Director Task Order 2

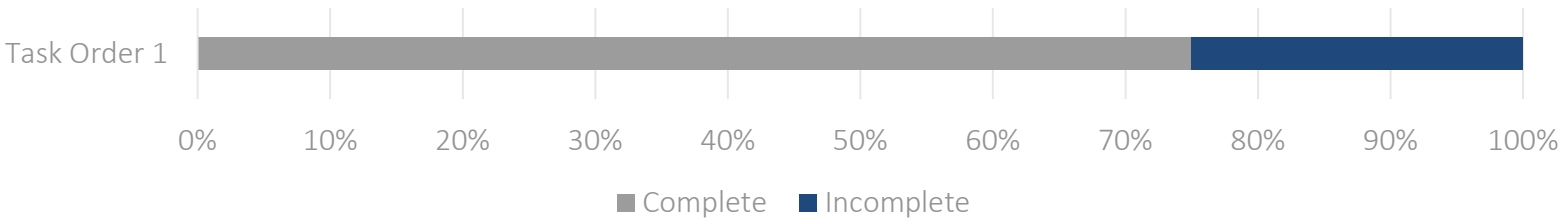


# GSP Development Task Order 1

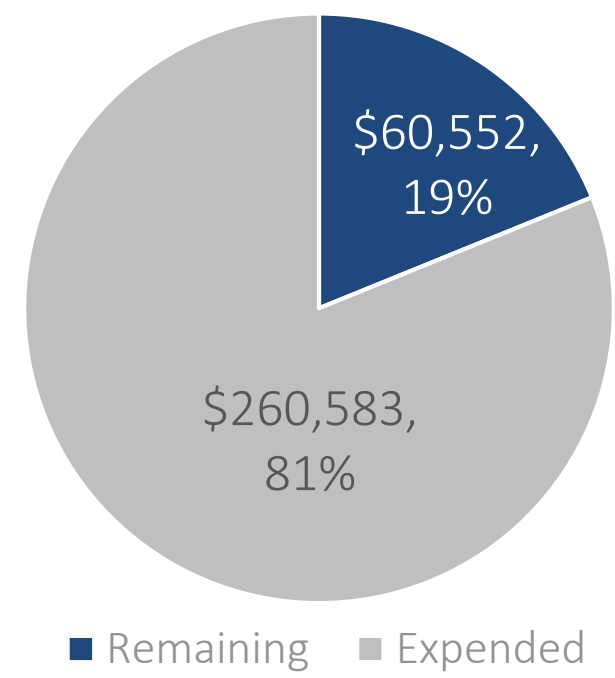
### Monthly Expenditures



### Progress Complete



Total Authorized \$321,135  
Through 3/31/2018



TO: Board of Directors  
Agenda Item No. 9b

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Fiscal Year 2018/19 Budget Development

**Issue**

Update on the Fiscal Year 2018/19 budget development.

**Recommended Motion**

None – Information Only.

**Discussion**

On March 23, 2018, the Cuyama Basin Groundwater Sustainability Agency Board of Directors Budget Ad hoc met to review the draft Fiscal Year 2018-19 budget which is provided as Attachment 1.

**Cuyama Basin Groundwater Sustainability Agency  
Draft Annual Budget Fiscal Year 2018/2019**

<b>ADMINISTRATION &amp; OPERATION</b>		<b>Estimated FY 18/19</b>
<b>Staff/ Administration of GSA</b>		
<b>Executive Director - Executed Task Order 1 (New No. 4)</b>		
GSA Board of Directors Meetings		\$52,200.00
Consultant Management and GSP Development		\$43,800.00
Financial Information Coordination		\$10,200.00
Cuyama Basin GSA Outreach		\$26,400.00
<b>Subtotal</b>		<b>\$132,600.00</b>
<b>Executive Director - Proposed Task Order 2 (New No. 3)</b>		
Budget Development & Admin		\$6,700.00
Financial Management		\$42,300.00
Outreach Facilitation		\$9,200.00
Travel and Direct Costs		\$5,640.00
<b>Subtotal</b>		<b>\$63,840.00</b>
<b>Legal Counsel</b>		
Legal Counsel		\$30,000.00
<b>Subtotal</b>		<b>\$30,000.00</b>
<b>Public Process/ Meetings</b>		
Website Updates		\$0.00
<b>Subtotal</b>		<b>\$0.00</b>
<b>Grant Proposals</b>		
Grant Proposals		\$0.00
<b>Subtotal</b>		<b>\$0.00</b>
<b>Administrative Overhead</b>		
Insurance		\$12,108.00
Travel/ Conferences/ Training		\$5,000.00
Other		\$2,000.00
<b>Subtotal</b>		<b>\$19,108.00</b>
<b>Contingency</b>		
Contingency		\$20,000.00
<b>Subtotal</b>		<b>\$20,000.00</b>
<b>Subtotal of Administration &amp; Operation Budget</b>		<b>\$265,548.00</b>

**DRAFT**

**Cuyama Basin Groundwater Sustainability Agency  
Draft Annual Budget Fiscal Year 2018/2019**

<b>TECHNICAL</b>	
<b>Project Management for Technical Activities</b>	
<b>GSP Consultant</b>	
<i>Category 1 Tasks</i>	\$486,093.00
<i>Category 2 Tasks</i>	\$914,465.36
<b>Subtotal</b>	<b>\$1,400,558.36</b>

<b>GRANTS</b>	
<b>DWR Grants</b>	
<i>Category 1 Grant</i>	
<i>Category 2 Grant</i>	
<b>Subtotal</b>	<b>\$0.00</b>

<b>Subtotal of Technical Budget</b>	<b>\$1,400,558.36</b>
<b>Santa Barbara County Grant</b>	<b>\$0.00</b>

<b>TOTAL ANNUAL BUDGET</b>	<b>\$1,666,106.36</b>
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### Draft Task Order No. 3

#### ESTIMATED MONTHLY LEVEL OF EFFORT (HOURS)

Classification		Executive Director	Project Controls Manager	Project Coordinator	Total Hours
<b>Total Labor (Hours)</b>		74	100	197	371
<b>Task 1</b>	<b>Budget Development &amp; Administration</b>	16	2	23	41
Task 1.1	Develop Monthly Budget , Including Scope, Schedule and Cost	7	1	8	16
Task 1.2	Ad Hoc Committee Meeting Coordination	9	1	15	25
<b>Task 2</b>	<b>Financial Management</b>	34	98	142	274
Task 2.1	Initial Coordination & Financial Mgmt Setup for CBGSA Mgt.	0	0	0	0
Task 2.2	Monthly Invoicing / Accounts Receivable / Collections	4	6	24	34
Task 2.3	Monthly Accounts Payable	4	6	24	34
Task 2.4	Monthly Record Keeping	4	6	48	58
Task 2.5	Annual Coordination with Outside Auditor	2	4	2	8
Task 2.6	Monthly Coordination w Grant Invoicing	4	36	4	44
Task 2.7	Grant Administration (anticipated quarterly)	4	36	8	48
Task 2.8	Grant Reports to DWR	12	4	32	48
<b>Task 3</b>	<b>Outreach Facilitation</b>	24	0	32	56
Task 3.1	Develop Stakeholder Outreach Process	0	0	0	0
Task 3.2	Workshop and Ad Hoc Committee Meeting Coordination	24	0	32	56

#### ESTIMATED MONTHLY COSTS (DOLLARS)

Classification		Executive Director	Project Controls Manager	Project Coordinator	Total Cost
<b>Rate / Hour</b>		<b>\$250</b>	<b>\$200</b>	<b>\$100</b>	
<b>Total Labor</b>		<b>\$18,500</b>	<b>\$20,000</b>	<b>\$19,700</b>	<b>\$58,200</b>
<b>Task 1</b>	<b>Budget Development &amp; Admin</b>	<b>\$4,000</b>	<b>\$400</b>	<b>\$2,300</b>	<b>\$6,700</b>
Task 1.1	Develop Monthly Budget , Including Scope, Schedule and Cost	\$1,750	\$200	\$800	\$2,750
Task 1.2	Ad Hoc Committee Meeting Coordination	\$2,250	\$200	\$1,500	\$3,950
<b>Task 2</b>	<b>Financial Management</b>	<b>\$8,500</b>	<b>\$19,600</b>	<b>\$14,200</b>	<b>\$42,300</b>
Task 2.1	Initial Coordination & Financial Mgmt Setup for CBGSA Mgt.	\$0	\$0	\$0	\$0
Task 2.2	Monthly Invoicing / Accounts Receivable / Collections	\$1,000	\$1,200	\$2,400	\$4,600
Task 2.3	Monthly Accounts Payable	\$1,000	\$1,200	\$2,400	\$4,600
Task 2.4	Monthly Record Keeping	\$1,000	\$1,200	\$4,800	\$7,000
Task 2.5	Annual Coordination with Outside Auditor	\$500	\$800	\$200	\$1,500
Task 2.6	Monthly Coordination w Grant Invoicing	\$1,000	\$7,200	\$400	\$8,600
Task 2.7	Grant Administration (anticipated quarterly)	\$1,000	\$7,200	\$800	\$9,000
Task 2.8	Grant Reports to DWR	\$3,000	\$800	\$3,200	\$7,000
<b>Task 3</b>	<b>Outreach Facilitation</b>	<b>\$6,000</b>	<b>\$0</b>	<b>\$3,200</b>	<b>\$9,200</b>
Task 3.1	Develop Stakeholder Outreach Process	\$0	\$0	\$0	\$0
Task 3.2	Ad Hoc Committee Meeting Coordination	\$6,000	\$0	\$3,200	\$9,200
<b>Total Travel</b>					<b>\$1,440</b>
Mileage [miles/ \$0.54]					\$1,440
Hotel [nights / rooms / \$90 /Approx. 15% tax]					\$0
Per Diem [days / Persons / \$46]					\$0
<b>Total Other Direct Costs</b>					<b>\$4,200</b>
Printing / Reprographics					\$2,400
Conference Line [Approx. \$150/ mo based on usage]					\$1,800
<b>Total Fee Proposal</b>					<b>\$63,840</b>

# Draft Task Order No. 4

## ESTIMATED MONTHLY LEVEL OF EFFORT (HOURS)

		Executive Director	Project Manager	Project Coordinator	Total Hours
<b>Total Labor (Hours)</b>		30	2	30	
<b>Task 1</b>	GSA Board of Directors Meetings	14	-	7	21
<b>Task 2</b>	Consultant Management and GSP Development	11	-	9	20
<b>Task 3</b>	Financial Information Coordination	1	-	6	7
<b>Task 4</b>	Secure Other Services (as needed)	-	-	-	-
<b>Task 5</b>	Cuyama Basin GSA Outreach (1 monthly email newsletter, distribution management, and basic website maintenance)	4	2	8	14
<b>Task 6</b>	Other Activities (as needed)	-	-	-	-

## ESTIMATED MONTHLY COSTS (DOLLARS)

		Executive Director	Project Manager	Project Coordinator	Total Cost
<b>Rate / Hour</b>		\$250	\$150	\$100	
<b>Total Labor Costs (\$)</b>		\$7,500	\$300	\$3,000	\$10,800
<b>Task 1</b>	GSA Board of Directors Meetings	\$3,500	-	\$700	\$4,200
<b>Task 2</b>	Consultant Management and GSP Development	\$2,750	-	\$900	\$3,650
<b>Task 3</b>	Financial Information Coordination	\$250	-	\$600	\$850
<b>Task 4</b>	Secure Other Services (as needed)	-	-	-	\$0
<b>Task 5</b>	Cuyama Basin GSA Outreach (1 monthly email newsletter, distribution management, and basic website maintenance)	\$1,000	\$300	\$800	\$2,100
<b>Task 6</b>	Other Activities (as needed)	-	-	-	-
<b>Total Travel</b>					\$150
Mileage [miles/ \$0.535]					\$150
Hotel [nights / rooms / \$90 /Approx. 15% tax]					-
Per Diem [days / Persons / \$46]					-
<b>Total Other Direct Costs</b>					\$100
Website Domain / Interface / Mail Management < 2,500 Contacts					\$100
Printing / Reprographics					-
Conference Line [Approx. \$500/ mo based on usage]					-
<b>Total Monthly Fee Proposal</b>					\$11,050

TO: Board of Directors  
Agenda Item No. 9c

FROM: Jim Beck, Executive Director

DATE: April 4, 2018

SUBJECT: Payment of Bills

**Issue**

Consider approving the payment of bills for February 2018.

**Recommended Motion**

Approve payment of the bills through the month of February 2018 in the amount of \$174,946.50.

**Discussion**

Consultant invoices for the month of February 2018 and the cost for annual insurance coverage starting April 1, 2018 is provided as Attachment 1.



INVOICE



1901 Royal Oaks Drive  
Suite 200  
Sacramento, CA 95815

916 923.1500  
hgcpm.com

To: Matt Young  
Cuyama Basin Groundwater Sustainability Agency  
Santa Barbara County Water Agency  
130 E. Victoria Street, Suite 200  
Santa Barbara, CA 93105

Please Remit To: **Hallmark Group**  
1901 Royal Oaks Drive, Suite 200  
Sacramento, CA 95815  
P: (916) 923-1500

Invoice No.: 2018-CBWD-TO1-02A  
Task Order: HG-001  
Date: March 15, 2018

For professional services rendered for the month of February 2018

Task Order	Sub task	Task Description	Billing Category	Month Ending	Hours	Rate	Amount
HG-001	1	GSA Board of Directors and Advisory Committee Meetings	Executive Director	2/28/2018	15.75	\$ 250.00	\$ 3,937.50
			Project Coordinator	2/28/2018	61.50	\$ 100.00	\$ 6,150.00
<b>Total Task 1 Labor</b>							<b>\$ 10,087.50</b>
HG-001	2	Consultant Management and GSP Development	Executive Director	2/28/2018	4.50	\$ 250.00	\$ 1,125.00
			Project Coordinator	2/28/2018	20.75	\$ 100.00	\$ 2,075.00
<b>Total Task 2 Labor</b>							<b>\$ 3,200.00</b>
HG-001	3	Financial Information Coordination	Executive Director	2/28/2018	1.50	\$ 250.00	\$ 375.00
			Project Coordinator	2/28/2018	0.00	\$ 100.00	\$ -
<b>Total Task 3 Labor</b>							<b>\$ 375.00</b>
HG-001	4	CBGSA Outreach	Executive Director	2/28/2018	1.25	\$ 250.00	\$ 312.50
			Project Coordinator	2/28/2018	2.25	\$ 100.00	\$ 225.00
<b>Total Task 4 Labor</b>							<b>\$ 537.50</b>
<b>Total Labor</b>							<b>\$ 14,200.00</b>
		Travel		2/1/2018 & 2/7/2018			\$ 199.02
<b>SubTotal Travel</b>							<b>\$ 199.02</b>
		Other Direct Costs	Conference Calls - February 2018				\$ 205.24
			Supplies				\$ 15.40
			ODC Mark Up			5%	\$ 10.26
<b>SubTotal Other Direct Costs</b>							<b>\$ 230.90</b>
<b>Total Travel &amp; Other Direct Costs</b>							<b>\$ 429.92</b>
<b>TOTAL AMOUNT DUE FOR THIS INVOICE</b>							<b>\$ 14,629.92</b>

## INVOICE



1901 Royal Oaks Drive  
Suite 200  
Sacramento, CA 95815

916 923.1500  
hgcpm.com



To: Matt Young  
Cuyama Basin Groundwater Sustainability Agency  
Santa Barbara County Water Agency  
130 E. Victoria Street, Suite 200  
Santa Barbara, CA 93105

Please Remit To: **Hallmark Group**  
1901 Royal Oaks Drive, Suite 200  
Sacramento, CA 95815  
P: (916) 923-1500

Invoice No.: 2018-CBWD-TO1-02A  
Task Order: HG-001  
Date: March 15, 2018

*For professional services rendered for the month of February 2018*

HG-001	Original Totals	Amendment(s)	Total Committed	Previously Billed	Current Billing	Remaining Balance
Task 1	\$ 63,000.00	\$ -	\$ 63,000.00	\$ 26,165.29	\$ 10,087.50	\$ 26,747.21
Task 2	\$ 54,750.00	\$ -	\$ 54,750.00	\$ 10,506.06	\$ 3,200.00	\$ 41,043.94
Task 3	\$ 12,750.00	\$ -	\$ 12,750.00	\$ -	\$ 375.00	\$ 12,375.00
Task 4	\$ 31,500.00	\$ -	\$ 31,500.00	\$ 479.36	\$ 537.50	\$ 30,483.14
Travel & ODCs	\$ 3,750.00	\$ -	\$ 3,750.00	\$ 1,236.06	\$ 429.92	\$ 2,084.02
Insurance	\$ -	\$ 2,451.00	\$ 2,451.00	\$ 2,451.00	\$ 2,451.00	\$ (2,451.00)
<b>Total</b>	<b>\$ 165,750.00</b>	<b>\$ 2,451.00</b>	<b>\$ 168,201.00</b>	<b>\$ 40,837.78</b>	<b>\$ 17,080.92</b>	<b>\$ 110,282.30</b>



# CUYAMA BASIN MONTHLY REPORT

## Task Order #1

### Activities for the Month of February 2018:

#### **J. Beck**

##### Task 1: GSA Board of Directors and Advisory Committee Meetings

- Prepare for and attend CBGSA BOD meeting on 2/1/18.
- Prepare for, travel and attend a joint CBGSA Board and SAC Meeting on 2/7/18.
- Review CBGSA BOD Meeting Agenda with CBGSA Chairman Derek Yurosek.
- Prepare for SAC and Advisory Committee Meetings

##### Task 2: Consultant Management and GSP Development

- Prepare and meet weekly with the CBGSA Project Management Team.

##### Task 3: Financial Information Coordination

- Discussion with Santa Barbara Tax Collector about Treasurer role.
- Review Bank Account documents and meet with Hallmark team to discuss set up of accounts.

##### Task 4: CBGSA Outreach

- Develop outreach strategy for adding additional SAC Members.
- Workshop discussion with Charles Gardiner

# CUYAMA BASIN MONTHLY REPORT

Task Order #1

Activities for the Month of February 2018:

## **K.Daniels**

Task 1: GSA Board of Directors and Advisory Committee Meetings

- None

Task 2: Consultant Management and GSP Development

- Prepare and process monthly progress reports, deliverables, expenses and invoice.

Task 3: Financial Information Coordination

- None

Task 4: CBGSA Outreach

- None

# CUYAMA BASIN MONTHLY REPORT

## Task Order #1

### Activities for the Month of February 2018:

#### **T. Blakslee**

##### Task 1: GSA Board of Directors and Advisory Committee Meetings

- Emailed the final CBGSA February 2018 Board packet.
- SAC meeting prep and coordination with GSP consultants
- Meeting with Martha post SAC meeting
- Sent remaining CBGSA SAC and Board dates to Ryan Schultz (Kern County representative for Kern County Supervisor David Couch).
- Prepared monthly progress report for Task Nos. 1 and 2.
- Coordinated with Legal Counsel Joe Hughes to locate SAC committee applications documents and voting JPA procedures for the SAC inclusion process.
- Drafted the CBGSA public notice.
- Drafted an e-mail outlining SAC applicant process to CBGSA team and revised after receiving input from the team.
- Sent notice for SAC committee representation to stakeholders.
- Coordinated the Board ad hoc to review SAC applicants.
- Reviewed and coordinated finalization of the March 2018 Special Joint meeting notice.
- Coordinated with USGS Claudia Faunt on her presentation topics.
- Developed materials for the March 2018 special joint Board packet.
- Sent Fiscal Policy and Internal Controls document to Board members for review and approval.
- Distributed joint meeting notice (English and Spanish) and coordinated its posting on the CBGSA website and County of San Luis Obispo and Santa Barbara's websites.
- Reviewed the SAC agenda with SAC Chair Robbie Jaffe and Vice Chair Brenton Kelly.
- Participated on a call with C. Gardiner, M. Currie, L. Carlisle, and M. Ynez to plan for the March 2018 English and Spanish workshop.
- Assembled the draft March 2018 SAC packet.
- Responded to a request regarding who from USGS would be presenting.
- Discussed adding an agenda item to address Committee guidelines and responsibilities, and assisted the SAC in locating several examples
- Finalized the SAC packet.
- Drafted February 2018 Board minutes, wrote Board memos, assembled consultant materials, updated presentations, re-drafted agenda, and consolidated draft Board packet for CBGSA Board Chair D. Yurosek's review.
- Made revisions to Board packet.
- Printed and SAC packets.

# CUYAMA BASIN MONTHLY REPORT

## Task 2: Consultant Management and GSP Development

- Prepared materials for the weekly Project Management Team (PMT) call and facilitated the call with the team.
- Coordinated with USGS Claudia Faunt to present at the March 7, 2018 Board meeting.
- Reviewed the draft Stakeholder Engagement Strategy.

## Task 3: Financial Information Coordination

- None

## Task 4: CBGSA Outreach

- Coordinated with Catalyst Group GSP outreach consultant Charles Gardiner to discuss the CBGSA newsletter and other outreach tools.
- Met with Catalyst Group Mary Currie to discuss the newsletter strategy.
- Coordinated with the GSP consultant to develop a newsletter template.


**Invoice Date: 3/1/2018**
**Total: \$667.83**

Statement# 34173 Customer# 3122729

**HGCPM, Inc. - Formerly Advance Education**  
**1901 Royal oaks DR**  
**Sacramento, CA 95815 -0000**

**Remit to:**  
**Great America Networks Conferencing**  
**15700 W. 103rd St**  
**Suite 110**  
**Lemont, IL 60439 6608**

CALL US  
 1-877-438-4261

## Summary

Balance Information	
Previous Balance	767.25
Payments Received - Thank you!	(767.25)
Balance Forward	
New Charges	
New Usage Charges	558.86
Recurring Charges	0.00
Taxes and Surcharges	108.97
Total New Charges	667.83
Total Amount Due	667.83

## Payments

Description	Date	Amount
Payment Received, Thank you!	2/20/18	(767.25)
<b>Subtotal</b>		<b>(\$767.25)</b>

## Taxes and Surcharges

Federal Universal Service Fund	108.97
<b>Subtotal</b>	<b>\$108.97</b>

## Management Reports

### Usage by Category

Description	Calls	Minutes	Charge
Usage - Conference Calling	219	11,164.00	558.86
	<b>219.00</b>	<b>11,164.00</b>	<b>558.86</b>

### Long Distance By Line

TN	Calls	Mins	Charge
219		11,164.00	558.86
<b>219</b>		<b>11,164.00</b>	<b>558.86</b>

### Most Expensive Calls (Toll Free)

From	To	Mins	Charge
2132175526		211.00	10.55
9166519589		210.00	10.50
2132177759		200.00	10.00

9166519589	188.00	9.40
9166519589	184.00	9.20
2132175526	183.00	9.15
8052035759	157.00	7.85
9165912606	156.00	7.80
4154251770	154.00	7.70
9165912606	135.00	6.75
	<b>1,778.00</b>	<b>88.90</b>

## Toll-free Usage

### Cuyama BDSAC Conference ID: 4255683

#	Date	Time	Other	Location	Mins	Amt
1	2/01/18	04:57P	6613337091	Participant	134.00	6.70
2	2/01/18	04:58P	4157938420	Participant	133.00	6.65
3	2/01/18	04:58P	6613196477	Participant	133.00	6.65
4	2/01/18	05:01P	9165912606	Host	135.00	6.75
5	2/01/18	05:15P	8318182451	Participant	76.00	3.80
<b>Subtotal</b>			<b>611.00</b>			<b>30.55</b>

### Cuyama BDSAC Conference ID: 4264149

#	Date	Time	Other	Location	Mins	Amt
1	2/07/18	05:57P	8052035759	Participant	157.00	7.85
2	2/07/18	05:57P	9704716295	Participant	38.00	1.90
3	2/07/18	05:58P	9165912606	Host	156.00	7.80
4	2/07/18	06:00P	4154251770	Participant	154.00	7.70
5	2/07/18	06:00P	9169998777	Participant	92.00	4.60
6	2/07/18	06:01P	5302194458	Participant	14.00	.70
7	2/07/18	07:12P	5302194458	Participant	1.00	.05
8	2/07/18	07:13P	5302194458	Participant	81.00	4.05
9	2/07/18	07:36P	9169998777	Participant	58.00	2.90
<b>Subtotal</b>			<b>751.00</b>			<b>37.55</b>

### Cuyama BDSAC Conference ID: 4278922

#	Date	Time	Other	Location	Mins	Amt
1	2/16/18	04:00P	6614773385	Host	21.00	1.05
2	2/16/18	04:00P	9169475031	Host	21.00	1.05
3	2/16/18	04:02P	9167088767	Host	18.00	.90
<b>Subtotal</b>			<b>60.00</b>			<b>3.00</b>

### Cuyama GSA Conference ID: 4256867

#	Date	Time	Other	Location	Mins	Amt
1	2/02/18	11:57A	6613337091	Host	59.00	2.95
2	2/02/18	11:59A	4157938420	Host	57.00	2.85
3	2/02/18	12:00P	4155242290	Host	56.00	2.80

4	2/02/18	12:00P	6613951000	Host	15.00	.75
5	2/02/18	12:00P	9256274112	Host	56.00	2.80
6	2/02/18	12:01P	9165912606	Host	55.00	2.75
7	2/02/18	12:03P	9169998777	Host	53.00	2.65
8	2/02/18	12:05P	6613951000	Host	51.00	2.55
<b>Subtotal</b>					<b>402.00</b>	<b>20.10</b>

**Cuyama GSA Conference ID: 4267587**

#	Date	Time	Other	Location	Mins	Amt
1	2/09/18	11:58A	6613337091	Host	76.00	3.80
2	2/09/18	11:58A	9165912606	Host	76.00	3.80
3	2/09/18	11:59A	4157938420	Host	75.00	3.75
4	2/09/18	11:59A	9256274112	Host	75.00	3.75
5	2/09/18	12:01P	4159990316	Host	59.00	2.95
6	2/09/18	12:01P	9169998777	Host	73.00	3.65
<b>Subtotal</b>					<b>434.00</b>	<b>21.70</b>

**Cuyama GSA Conference ID: 4278133**

#	Date	Time	Other	Location	Mins	Amt
1	2/16/18	11:57A	4157938420	Host	78.00	3.90
2	2/16/18	11:58A	9165912606	Host	77.00	3.85
3	2/16/18	11:59A	6613337091	Host	34.00	1.70
4	2/16/18	12:00P	4155242290	Host	76.00	3.80
5	2/16/18	12:00P	6613951000	Host	59.00	2.95
6	2/16/18	12:00P	9169998777	Host	76.00	3.80
7	2/16/18	12:00P	9256274112	Host	75.00	3.75
<b>Subtotal</b>					<b>475.00</b>	<b>23.75</b>

**Cuyama GSA Conference ID: 4289224**

#	Date	Time	Other	Location	Mins	Amt
1	2/23/18	11:59A	4155242290	Host	100.00	5.00
2	2/23/18	11:59A	6613951000	Host	100.00	5.00
3	2/23/18	11:59A	6614773385	Host	100.00	5.00
4	2/23/18	12:00P	4157938420	Host	88.00	4.40
5	2/23/18	12:00P	9169998777	Host	99.00	4.95
6	2/23/18	12:00P	9256274112	Host	99.00	4.95
<b>Subtotal</b>					<b>586.00</b>	<b>29.30</b>

**Cuyama GSA Conference ID: 4291846**

#	Date	Time	Other	Location	Mins	Amt
1	2/26/18	04:58P	6614773385	Host	40.00	2.00
2	2/26/18	04:59P	6613337091	Host	39.00	1.95
3	2/26/18	05:01P	6613302610	Host	37.00	1.85
<b>Subtotal</b>					<b>116.00</b>	<b>5.80</b>



GAN  
Summary

Feb-18

30.55

37.55

3.00

20.10

21.70

23.75

29.30

5.80

Subtotal 171.75

Taxes & Fees 33.49

Total 205.24

# Project and Person Summary with Expense Detail

Date Range: 2/1/2018 - 2/28/2018

<i>Client</i>	<i>Project</i>	<i>Person</i>	<i>Expense Type</i>	<i>Date</i>	<i>Description</i>	<i>Mileage</i>	<i>Amount</i>
<b>Cuyama Basin Water District</b>							
	<b>1708-CBWD</b>	<b>Cuyama Basin</b>					
		<b>Jim Beck</b>					<b>\$66.34</b>
		<i>Mileage</i>				124.00	\$66.34
				2/7/2018	RT Mileage to/from Bakersfield/Cuyama at \$0.535/mi	124.00	\$66.34
		<b>Taylor Blakslee</b>					<b>\$148.08</b>
		<i>Mileage</i>				248.00	\$132.68
				2/1/2018	Mileage to Cuyama from Bakersfield (RT)	124.00	\$66.34
				2/7/2018	Mileage to Cuyama from Bakersfield (RT)	124.00	\$66.34
		<i>Supplies</i>					\$15.40
				2/1/2018	Water and cookies for Feb 2018 CBGSA SAC meeting.		\$15.40
					<b>Cuyama Basin Subtotal</b>		<b>\$214.42</b>
					<b>Cuyama Basin Water District Subtotal</b>		<b>\$214.42</b>
					<b>Grand Total</b>		<b>\$214.42</b>



## INVOICE

1901 Royal Oaks Drive  
Suite 200  
Sacramento, CA 95815

916 923.1500  
hgcpm.com

To: Matt Young  
Cuyama Basin Groundwater Sustainability Agency  
Santa Barbara County Water Agency  
130 E. Victoria Street, Suite 200  
Santa Barbara, CA 93105

Please Remit To: **Hallmark Group**  
1901 Royal Oaks Drive, Suite 200  
Sacramento, CA 95815  
P: (916) 923-1500

Invoice No.: 2018-CBWD-TO2-02A  
Task Order: CB-HG-002  
Date: March 9, 2018

For professional services rendered for the month of February 2018

Task Order	Sub task	Task Description	Billing Category	Month Ending	Hours	Rate	Amount
CB-HG-002	1	Budget Development & Admin	Executive Director	2/28/2018	0.00	\$ 250.00	\$ -
			Project Admin	2/28/2018	1.50	\$ 100.00	\$ 150.00
<b>Total Task 1 Labor</b>							<b>\$ 150.00</b>
CB-HG-002	2	Financial Management	Executive Director	2/28/2018	0.00	\$ 250.00	\$ -
			Project Controls Manager	2/28/2018	2.75	\$ 200.00	\$ 550.00
			Project Admin	2/28/2018	13.75	\$ 100.00	\$ 1,375.00
<b>Total Task 2 Labor</b>							<b>\$ 1,925.00</b>
CB-HG-002	3	Outreach Facilitation	Executive Director	2/28/2018	0.50	\$ 250.00	\$ 125.00
			Project Admin	2/28/2018	1.00	\$ 100.00	\$ 100.00
<b>Total Task 3 Labor</b>							<b>\$ 225.00</b>
<b>Total Labor</b>							<b>\$ 2,300.00</b>
Travel							\$ -
<b>SubTotal Travel</b>							<b>\$ -</b>
Other Direct Costs							\$ -
ODC Mark Up						5%	\$ -
<b>SubTotal Other Direct Costs</b>							<b>\$ -</b>
<b>Total Travel &amp; Other Direct Costs</b>							<b>\$ -</b>
<b>TOTAL AMOUNT DUE FOR THIS INVOICE</b>							<b>\$ 2,300.00</b>

CB-HG-002	Original Totals	Amendment(s)	Total Committed	Previously Billed	Current Billing	Remaining Balance
Task 1	\$ 13,400.00	\$ -	\$ 13,400.00	\$ 6,700.00	\$ 150.00	\$ 6,550.00
Task 2	\$ 28,400.00	\$ -	\$ 28,400.00	\$ 1,212.50	\$ 1,925.00	\$ 25,262.50
Task 3	\$ 32,100.00	\$ -	\$ 32,100.00	\$ -	\$ 225.00	\$ 31,875.00
Travel & ODCs	\$ 2,820.00	\$ -	\$ 2,820.00	\$ -	\$ -	\$ 2,820.00
<b>Total</b>	<b>\$ 76,720.00</b>	<b>\$ -</b>	<b>\$ 76,720.00</b>	<b>\$ 7,912.50</b>	<b>\$ 2,300.00</b>	<b>\$ 66,507.50</b>

# CUYAMA BASIN MONTHLY REPORT

Task Order #2

Activities for the Month of February 2018:

## **J.Harris**

### Task 1: Budget Development & Administration

- None

### Task 2: Financial Management

- Participated on a team conference call regarding bank account set up.
- Continued development of general ledger account structure and review of outstanding invoices.

### Task 3: Outreach Facilitation

- None

# CUYAMA BASIN MONTHLY REPORT

Staff Activities for the Month of February 2018:

- **J. Alwan**

Task 1: Budget Development & Administration

- None

Task 2: Financial Management

- Participated on a call regarding requirements for setting up a bank account and reporting structure for the Cuyama Basin Groundwater Sustainability Agency.

Task 3: Outreach Facilitation

- None

# CUYAMA BASIN MONTHLY REPORT

## Task Order #2

Activities for the Month of February 2018:

### **K. Daniels**

#### Task 1: Budget Development & Administration

- Participated in a telephone meeting with T. Blakslee, Hallmark, Project Coordinator, regarding an accounts payable update in preparation for the Board meeting.
- Prepared Cuyama Basin Groundwater Sustainability Agency progress report templates for Task Order Nos. 1 and 2.
- Drafted and corresponded with T. Blakslee regarding progress reports, Sharefile hierarchy and other related info.
- Participated in a telephone meeting with J. Harris, CFO, Hallmark regarding invoicing, time tracking and best practices for progress reports.
- Prepared and processed monthly progress reports, deliverables, expenses and invoices.

#### Task 2: Financial Management

- None

#### Task 3: Outreach Facilitation

- None

# CUYAMA BASIN MONTHLY REPORT

## Task Order #2

### Activities for the Month of February 2018:

#### **T.Blakslee**

##### Task 1: Budget Development & Administration

- None

##### Task 2: Financial Management

- Coordination call with Hallmark Group regarding set up of bank account for CBGSA
- Call with Chase to discuss account set up.
- Responded to Director Chounet's question regarding funding agreement needs for CBGSA.
- Drafted letter to Chase to establish authorized representatives and signers.
- Various communications with Chase and account authorized representatives for the purpose of setting up the bank account.

##### Task 3: Outreach Facilitation

- Prepared for and held weekly internal project management team calls for CBGSA GSP development.

# CUYAMA BASIN MONTHLY REPORT

Staff Activities for the Month of February 2018:

## Task 3: Outreach

### **J. Beck**

- Held discussions with Cuyama Basin Grounwater Sustainability Agency Standing Advisory Committee Chair Robbie Jaffe regarding upcoming workshops and outreach efforts.



**KLEIN, DENATALE, GOLDNER  
COOPER, ROSENLIEB & KIMBALL, LLP**

81

4550 CALIFORNIA AVENUE  
SECOND FLOOR  
BAKERSFIELD, CA 93309

MAILING ADDRESS:  
P.O. BOX 11172  
BAKERSFIELD, CA 93389-1172  
(661) 395-1000  
FAX (661) 326-0418  
E-MAIL accounting@kleinlaw.com

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY  
C/O HALLMARK GROUP  
1901 ROYAL OAKS DRIVE, SUITE 200  
SACRAMENTO, CA 95815

February 28, 2018  
**Bill No. 22930-001-128519**  
JDH

Statement for Period through February 19, 2018

Re: 22930 - CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY  
001 GENERAL BUSINESS

<b>Date</b>		<b>Services</b>	<b>Hours</b>	<b>Amount</b>
01/19/18	JDH	REVIEWED ADA LANGUAGE ON AGENDA; E-MAILED J. ALWAN REGARDING SAME.	0.20	54.00
01/19/18	JDH	WEEKLY STAFF CONFERENCE CALL.	1.20	324.00
01/22/18	JDH	CONFERENCE CALL WITH J. ALWAN REGARDING HALLMARK TASK ORDER #2.	0.50	135.00
01/25/18	JDH	REVIEWED AND REVISED DRAFT MINUTES OF JANUARY BOARD AND SAC MEETINGS; E-MAILED J. ALWAN REGARDING SAME.	0.30	81.00
01/26/18	JDH	PROJECT MANAGEMENT TEAM CONFERENCE CALL.	0.50	135.00
01/26/18	JDH	CONFERENCE CALL WITH SAC CHAIR REGARDING UPCOMING SAC MEETING AND COMPOSITION ISSUES.	0.70	189.00
01/31/18	JDH	REVIEWED AND REVISED DRAFT FISCAL POLICY.	0.50	135.00
02/01/18	JDH	ATTENDED SAC MEETING TELEPHONICALLY.	2.20	0.00
02/02/18	JDH	WEEKLY PROJECT MANAGEMENT TEAM CONFERENCE CALL.	0.50	135.00
02/07/18	JDH	ATTENDED JANUARY REGULAR BOARD MEETING AND SPECIAL MEETING OF STANDING ADVISORY COMMITTEE.	4.70	1,269.00
02/13/18	RSP	LEGAL RESEARCH REGARDING REQUIREMENTS FOR MULTI-COUNTY CONFLICT OF INTEREST CODE; PREPARED DRAFT CODE AND COVER LETTER TO FPPC REGARDING SAME.	3.50	665.00
02/16/18	JDH	WEEKLY PROJECT MANAGEMENT TEAM MEETING.	1.00	270.00

**PAYMENT DUE UPON RECEIPT**  
PLEASE REFER TO BILL NUMBER LOCATED BENEATH STATEMENT DATE WHEN SUBMITTING PAYMENT  
TO ENSURE PROPER CREDIT.  
A FINANCE CHARGE OF 1 1/2% PER MONTH (18% ANNUALLY) WILL BE CHARGED ON ALL BALANCES OVER 30 DAYS.  
**FEDERAL I.D. NO. 95-2298220**

**KLEIN, DENATALE, GOLDNER,  
COOPER, ROSENLIEB & KIMBALL, LLP**

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**Bill No. 22930-001-128519**

**February 28, 2018**

**Page 2**

Client Ref: 22930 - 001

		<b>Rate</b>	<b>Hours</b>	<b>Amount</b>
JDH	HUGHES, JOSEPH	0.00	2.20	0.00
JDH	HUGHES, JOSEPH	270.00	10.10	2,727.00
RSP	PATEL, RAVI	190.00	3.50	665.00
<b>Total Fees</b>				<b>\$3,392.00</b>

**Costs and Expenses**

<b>Date</b>	<b>Expenses</b>	<b>Amount</b>
02/08/18	TRAVEL EXPENSES 2/7 ROUND TRIP TRAVEL FOR FEBRUARY BOARD MEETING - JOSEPH D. HUGHES	70.85
	FINANCE CHARGE	263.66
<b>Total Costs and Expenses</b>		<b>\$334.51</b>

**Current Charges** **\$3,726.51**

Prior Statement Balance 20,466.33

Payments/Adjustments Since Last Bill -0.00

**Pay This Amount** **\$24,192.84**

Any Payments Received After February 28, 2018 Will Appear on Your Next Statement

**PAYMENT DUE UPON RECEIPT**  
PLEASE REFER TO BILL NUMBER LOCATED BENEATH STATEMENT DATE WHEN SUBMITTING PAYMENT  
TO ENSURE PROPER CREDIT.  
A FINANCE CHARGE OF 1 1/2% PER MONTH (18% ANNUALLY) WILL BE CHARGED ON ALL BALANCES OVER 30 DAYS.  
**FEDERAL I.D. NO. 95-2298220**



**COMMITMENT & INTEGRITY  
DRIVE RESULTS**

**Remit to:**  
PO Box 55008  
Boston, MA 02205-5008

T 800.426.4262  
T 207.774.2112  
F 207.774.6635

TD BANK  
**Electronic Transfer:**  
Ⓜ:211274450 Ⓜ: 2427662596"

Jim Beck  
Executive Director  
Cuyama Basin Groundwater Sustainability  
Agency  
c/o Hallmark Group  
1901 Royal Oaks Drive, Suite 200  
Sacramento, CA 95815

March 16, 2018  
Project No: 0011078.01  
Invoice No: 148227

Project 0011078.01 CUYAMA GSP

**Professional Services for the period ending February 23, 2018**

Phase 001 GSP & Stakeholder Strategy Development

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Project Manager 2			
Van Lienden, Brian	10.30	258.00	2,657.40
Totals	10.30		2,657.40
<b>Labor Total</b>			<b>2,657.40</b>
		<b>Total this Phase</b>	<b>\$2,657.40</b>

Phase 002 Data Management System, Data Collection and Analysis, and Plan Review

**Professional Personnel**

	<b>Hours</b>	<b>Rate</b>	<b>Amount</b>
Engineer 1			
Queen, Gabriella	17.00	157.00	2,669.00
National Practice Lead			
Melton, Lyndel	1.50	315.00	472.50
Software Engineer 1			
Matyac, Kyle	61.00	140.00	8,540.00
Project Manager 2			
Long, Jeanna	9.00	258.00	2,322.00
Van Lienden, Brian	9.00	258.00	2,322.00
Totals	97.50		16,325.50
<b>Labor Total</b>			<b>16,325.50</b>
		<b>Total this Phase</b>	<b>\$16,325.50</b>

Project	0011078.01	CUYAMA GSP	Invoice	148227
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Phase	003	Description of the Plan Area, Hydraulic Conceptual Model, and Groundwater Conditions
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**Professional Personnel**

	Hours	Rate	Amount	
Engineer 1				
Bradley, Kelsey	28.00	157.00	4,396.00	
Geologist 2				
Salberg, Lauren	3.00	182.00	546.00	
Planner 1				
Eggleton, Charles	11.50	157.00	1,805.50	
Project Manager 2				
Ayres, John	7.00	258.00	1,806.00	
Van Lienden, Brian	11.00	258.00	2,838.00	
Technical Manager 1				
Calderon, Rudy	18.00	244.00	4,392.00	
Totals	78.50		15,783.50	
<b>Labor Total</b>				<b>15,783.50</b>
				<b>Total this Phase</b>
				<b>\$15,783.50</b>

Phase	004	Basin Model and Water Budget
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**Professional Personnel**

	Hours	Rate	Amount
Engineer 1			
Bradley, Kelsey	96.00	157.00	15,072.00
Zhou, Jingnan	24.00	157.00	3,768.00
Engineer 2			
Qian, Frank	2.00	182.00	364.00
Engineer 3			
Amador, Dominick	4.00	206.00	824.00
Geologist 2			
Salberg, Lauren	71.50	182.00	13,013.00
National Practice Lead			
Melton, Lyndel	21.50	315.00	6,772.50
Planner 1			
Eggleton, Charles	6.75	157.00	1,059.75
Project Manager 2			
Ayres, John	46.00	258.00	11,868.00
Long, Jeanna	1.50	258.00	387.00
Van Lienden, Brian	46.00	258.00	11,868.00
Project Scientist 2			
Flores, Dawn	8.50	229.00	1,946.50
Senior Project Manager			
Dumas, Leslie	1.50	274.00	411.00

Project	0011078.01	CUYAMA GSP	Invoice	148227
Senior Technical Manager				
Namvargolian, Ramiz		3.00	274.00	822.00
Taghavi, Ali		18.00	274.00	4,932.00
Totals		350.25		73,107.75
<b>Labor Total</b>				<b>73,107.75</b>
			<b>Total this Phase</b>	<b>\$73,107.75</b>

Phase 010 Outreach, Education and Communication

### Professional Personnel

	Hours	Rate	Amount	
Engineer 1				
Bradley, Kelsey	.50	157.00	78.50	
Graphic Artist				
Fox, Adam	17.00	115.00	1,955.00	
National Practice Lead				
Melton, Lyndel	27.50	315.00	8,662.50	
Project Manager 2				
Van Lienden, Brian	22.70	258.00	5,856.60	
Senior Project Manager				
Morrow, Robert	2.00	274.00	548.00	
Senior Technical Manager				
St. Charles, Persephene	1.50	274.00	411.00	
Totals	71.20		17,511.60	
<b>Labor Total</b>				<b>17,511.60</b>

### Reimbursable

Vehicle Expenses				
1/30/2018 Melton, Lyndel Meeting			82.84	
2/1/2018 Melton, Lyndel Meeting			28.34	
2/7/2018 Melton, Lyndel Board / SAC Meeting			317.19	
Travel & Lodging				
1/30/2018 Melton, Lyndel Meeting			5.00	
2/1/2018 Melton, Lyndel Meeting			34.00	
2/7/2018 Melton, Lyndel Board / SAC Meeting			170.00	
Meals				
2/7/2018 Melton, Lyndel Board / SAC Meeting			41.00	
Airfare				
1/26/2018 Melton, Lyndel Meeting			440.60	
2/1/2018 Melton, Lyndel Meeting			387.96	
<b>Reimbursable Total</b>		<b>1.1 times</b>	<b>1,506.93</b>	<b>1,657.62</b>

### Consultant

Subcontractor Expense				
2/23/2018 The Catalyst Group, Inc. Inv#286			14,602.45	
<b>Consultant Total</b>		<b>1.1 times</b>	<b>14,602.45</b>	<b>16,062.70</b>

Project	0011078.01	CUYAMA GSP	Invoice	148227
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**Total this Phase \$35,231.92**

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Phase	011	Project Management
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**Professional Personnel**

	Hours	Rate	Amount	
Project Assistant				
Hughart, Desiree	.75	108.00	81.00	
Project Manager 2				
Van Lienden, Brian	8.00	258.00	2,064.00	
Totals	8.75		2,145.00	
<b>Labor Total</b>				<b>2,145.00</b>
				<b>Total this Phase \$2,145.00</b>
				<b>Total this Invoice \$145,251.07</b>

**Outstanding Invoices**

Number	Date	Balance
146686	1/22/2018	43,199.00
147547	2/21/2018	72,133.13
<b>Total</b>		<b>115,332.13</b>

	Current Fee	Previous Fee	Total
<b>Project Summary</b>	<b>145,251.07</b>	<b>115,332.13</b>	<b>260,583.20</b>

Approved by: 

Brian Van Lienden  
Project Manager  
Woodard & Curran



## Progress Report

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### Cuyama Basin Groundwater Sustainability Plan Development

**Subject:** February 2018 Progress Report

Jim Beck, Executive Director,

**Prepared for:** Cuyama Basin Groundwater Sustainability Agency (CBGSA)

**Prepared by:** Brian Van Lienden, Woodard & Curran

**Reviewed by:** Lyndel Melton, Woodard & Curran

**Date:** March 16, 2018

**Project No.:** 0011078.01

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This progress report summarizes the work performed and project status for the period from January 27, 2018 through February 23, 2018 on the Cuyama Basin Groundwater Sustainability Plan Development project. The work associated with this invoice was performed in accordance with our Consulting Services Agreement dated December 6, 2017, and with Task Order 1, issued by CBGSA on December 6, 2017.

The progress report contains the following sections:

1. Work Performed
2. Budget Status
3. Schedule Status
4. Outstanding Issues to be Coordinated

#### **1 Work Performed**

A summary of work performed on the project during the current reporting period is provided in Table 1 below.

**Table 1: Summary of Task/Deliverables Status**

Task	Work Completed During the Reporting Period	Work Scheduled for Next Period
<b>Task 1: Initiate Work Plan for GSP and Stakeholder Engagement Strategy Development</b>	<ul style="list-style-type: none"> <li>• Confirmed workplan for Category 1 and Category 2 tasks</li> <li>• Developed stakeholder engagement strategy document and provided it to CBGSA board and Advisory Committee members</li> </ul>	<ul style="list-style-type: none"> <li>• Task 1 is completed; no work is anticipated during the next reporting period</li> </ul>
<b>Task 2: Data Management System, Data Collection and Analysis, and Plan Review</b>	<ul style="list-style-type: none"> <li>• Reviewed publicly available data</li> <li>• Sent information request to Cuyama Basin agency representatives and processed data received</li> <li>• Performed analysis of potential data management platforms</li> </ul>	<ul style="list-style-type: none"> <li>• Continued data and information outreach with Cuyama Basin agency representatives and landowners</li> <li>• Develop proposed approach for data management system</li> </ul>
<b>Task 3: Description of the Plan Area, Hydrogeologic Conceptual Model, and Groundwater Conditions</b>	<ul style="list-style-type: none"> <li>• Refined Plan Area maps and draft Plan Area section for GSP</li> <li>• Perform initial work on HCM development</li> </ul>	<ul style="list-style-type: none"> <li>• Submit draft Plan Area section to GSA executive director for review</li> <li>• Develop initial HCM description</li> </ul>
<b>Task 4: Basin Model and Water Budget</b>	<ul style="list-style-type: none"> <li>• Reviewed model options (MODFLOW and IWFEM)</li> <li>• Developed draft model grid and model data sets for proposed IWFEM platform model</li> <li>• Prepared presentation materials for March workshop on modeling approach</li> </ul>	<ul style="list-style-type: none"> <li>• Facilitate discussion of modeling data and approach at March workshop</li> <li>• Begin development of model following workshop</li> </ul>
<b>Task 7: Projects and Actions for Sustainability Goals</b>	<ul style="list-style-type: none"> <li>• No work was completed on this task during this reporting period</li> </ul>	<ul style="list-style-type: none"> <li>• No work is anticipated during the next reporting period</li> </ul>
<b>Task 10: Education, Outreach and Communication</b>	<ul style="list-style-type: none"> <li>• Participated in meetings with CBGSA Board, Advisory Committee and local stakeholders</li> <li>• Developed GSP website</li> </ul>	<ul style="list-style-type: none"> <li>• Continued participation in meetings with CBGSA Board and advisory committee and local stakeholders</li> </ul>
<b>Task 11: Project Management</b>	<ul style="list-style-type: none"> <li>• Ongoing project management activities</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing project management activities</li> </ul>



## 2 Budget Status

As of February 23, 2018, 81% of the available project budget has been expended (\$260,583.20 out of \$321,135). The budget status for each task is shown in Table 2 below.

Table 2: Budget Status

Task	Total Budget	Spent Previously	Spent this Period	Total Spent to Date	Budget Remaining	% Spent to Date
1	\$ 35,768.00	\$ 33,098.13	\$ 2,657.40	\$ 35,755.53	\$ 12.47	100%
2	\$ 61,413.00	\$ 42,996.50	\$ 16,325.50	\$ 59,322.00	\$ 2,091.00	97%
3	\$ 45,766.00	\$ 25,918.00	\$ 15,783.50	\$ 41,701.50	\$ 4,064.50	91%
4	\$ 110,724.00	\$ 5,003.00	\$ 73,107.75	\$ 78,110.75	\$ 32,613.25	71%
5	\$ -	\$ -		\$ -	\$ -	n/a
6	\$ -	\$ -		\$ -	\$ -	n/a
7	\$ 12,120.00	\$ -		\$ -	\$ 12,120.00	0%
8	\$ -	\$ -		\$ -	\$ -	n/a
9	\$ -	\$ -		\$ -	\$ -	n/a
10	\$ 45,420.00	\$ 1,032.00	\$ 35,231.92	\$ 36,263.92	\$ 9,156.08	80%
11	\$ 9,924.00	\$ 7,284.50	\$ 2,145.00	\$ 9,429.50	\$ 494.50	95%
<b>Total</b>	<b>\$ 321,135.00</b>	<b>\$ 115,332.13</b>	<b>\$ 145,251.07</b>	<b>\$ 260,583.20</b>	<b>\$ 60,551.80</b>	<b>81%</b>

## 3 Schedule Status

The project is on schedule. Work under the current Task Order is scheduled to be completed on March 31, 2018.

## 4 Outstanding Issues to be Coordinated

There are no outstanding issues at this time.



**CALIFORNIA ASSOCIATION OF MUTUAL WATER COMPANIES  
JOINT POWERS RISK AND INSURANCE MANAGEMENT AUTHORITY (JPRIMA)**

**COVERAGE PROPOSAL  
Cuyama Basin Groundwater Sustainability Agency**

**COVERAGE PERIOD  
4/1/2018 - 4/1/2019**

**PRESENTED BY:  
Walter Mortensen Insurance**



**Insurance Administrator  
[www.alliedpublicrisk.com](http://www.alliedpublicrisk.com)  
Allied Community Insurance Services, LLC  
CA License Number: 0L01269  
National Producer Number: 17536322**



**PREMIUM SUMMARY**

**NOTE:** This proposal is prepared from information supplied to us on the application submitted by you or insurance broker. It may or may not contain all terms requested on the application. Coverage is provided by the JPRIMA Memorandum of Coverage (MOC) and subject to its terms, exclusions, conditions and limitations. A specimen MOC is available for your review, as is the JPRIMA Member Agreement. Enrollment in the JPRIMA requires execution of the JPRIMA Member Agreement as well as membership in the California Association of Mutual Water Companies (Cal Mutuals).

PAGE	COVERAGE SECTION		PREMIUM
3-7	<b>SECTION 1. PROPERTY</b> (Property, Equipment Breakdown & Mobile Equipment)	\$	N/A
8	<b>SECTION 2. COMMERCIAL CRIME</b>	\$	N/A
9-10	<b>SECTION 3. COMMERCIAL GENERAL LIABILITY</b>	\$	4,022.00
11	<b>SECTION 4. PUBLIC OFFICIALS &amp; MANAGEMENT LIABILITY</b> (Wrongful Acts, Employment Practices & Employee Benefits, Privacy and Network Risk)	\$	2,617.00
12	<b>SECTION 5. BUSINESS AUTO</b>	\$	N/A
13	<b>SECTION 6. COMMERCIAL EXCESS LIABILITY</b>	\$	1,488.00
		<b>MEMBER CONTRIBUTION</b>	\$ 8,127.00
		<b>JPRIMA ADMINISTRATION FEES</b>	\$ 912.00
		<b>TOTAL AMOUNT DUE*</b>	\$ 9,039.00

\*Payment is due within thirty (30) days of binding.

**NOTES:**

The JPRIMA MOC has a common anniversary date of April 1, 2018.

**Terrorism coverage is automatically included for Property and General Liability.**

**Binding is subject to confirmation of no changes in underlying exposure.**

**COVERAGE PROPOSAL FOR MEMBER: Cuyama Basin Groundwater Sustainability Agency**

**EFFECTIVE DATE: 4/1/2018 - 4/1/2019**

**DISCLAIMER:** Actual coverage is subject to the language of the MOC as issued.

**SECTION 1. PROPERTY\***

**\*PROPERTY IS INCLUDED IN THE PROPOSAL: No**

**ISSUER:**

- California Association of Mutual Water Companies  
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

**REINSURER:**

- Allied World Insurance Company or affiliate
- A XV (Excellent) A.M. Best Rating

**FORM:**

- Proprietary & Integrated

**LIMITS:**

<b>Blanket Property:</b> (Real Property & Business Personal Property)	<b>N/A</b>
<b>Blanket Coverage Extension:</b> A separate blanket limit that applies to the following coverages: Business Income, Extended Business Income, Commandeered Property, Civil Authority, Extra Expense, Tenant Leasehold Interest, Electronic Data, Preservation of Property.	<b>N/A</b>
<b>Equipment Breakdown / Boiler &amp; Machinery:</b>	<b>Not Included</b>
<b>Mobile Equipment</b> (scheduled):	<b>N/A</b>
<b>Mobile Equipment</b> (unscheduled, maximum \$10,000 any one item):	<b>N/A</b>
<b>Mobile Equipment</b> (borrowed, rented & leased):	<b>N/A</b>
<b>Flood Zone X:</b> (shaded/unshaded)	<b>N/A</b>

**DEDUCTIBLES:**

- N/A Property
- N/A Mobile Equipment
- N/A Equipment Breakdown (aboveground & less than 50 feet belowground)
- N/A Equipment Breakdown (greater than 50 feet belowground)
- N/A Flood Zone X (per occurrence)

**COVERAGE HIGHLIGHTS:**

- Blanket Property Limits & Blanket Coverage Extension Limits
- No Coinsurance Penalty
- Equipment Breakdown
- Foundations as Covered Property

**VALUATION:**

- Replacement Cost: Real Property & Business Personal Property
- Actual Cash Value: Mobile Equipment
- Actual Loss Sustained: Loss of Income & Expenses
- Market Price: Fine Arts

**KEY EXCLUSIONS:**

- Earthquake & Earth Movement
- Flood (unless coverage is designated above, such coverage would be limited to locations in Zone X only)

**COVERAGE PROPOSAL FOR MEMBER: Cuyama Basin Groundwater Sustainability Agency**

**EFFECTIVE DATE: 4/1/2018 - 4/1/2019**

**DISCLAIMER:** Actual coverage is subject to the language of the MOC as issued.

**SPECIAL COVERAGES:**

- **New Locations or Newly Constructed Property:**  
Pays up to \$1,000,000 for your new real property while being built on or off described premises as well as real property you acquire, lease or operate at locations other than the described premises; and business personal property located at new premises.
- **Utility Services – Direct Damage, Business Income & Expense:**  
Pays up to \$250,000 for covered property damaged by an interruption in utility service to the described premises. The interruption in utility service must result from direct physical loss or damage by a Covered Cause of Loss and does not apply to loss or damage to electronic data, including destruction or corruption of electronic data. Separate limits apply to Direct Damage and Business Income/Expense.
- **Pollution Remediation Expenses:**  
Pays up to \$100,000 or \$250,000 for remediation expenses resulting from a Covered Causes of Loss or Specified Cause of Loss occurring during the coverage period and reported within 180 days. Covered Causes of Loss means risks of direct physical loss unless the loss is excluded or limited by the Property Coverage Form. Specified Cause of Loss means the following: fire; lightning; explosion; windstorm or hail; smoke; aircraft or vehicles; riot or civil commotion; vandalism; leakage from fire extinguishing equipment; sinkhole collapse; volcanic action; falling objects; weight of snow; ice or sleet; water damage; and equipment breakdown.
- **SCADA Upgrades:**  
Pays up to \$100,000 to upgrade your scheduled SCADA system after direct physical loss from a Covered Cause of Loss. The upgrade is in addition to its replacement cost. SCADA means the Supervisory Control and Data Acquisition system used in water and wastewater treatment and distribution to monitor leaks, waterflow, water analysis, and other measurable items necessary to maintain operations.
- **Contract Penalties:**  
Pays up to \$100,000 for contract penalties you are required to pay due to your failure to deliver your product according to contract terms solely as a result of direct physical loss or damage by a Covered Cause of Loss to Covered Property.
- **Contamination:**  
Pays up to \$250,000 for loss or damage to covered property because of contamination as a result of a Covered Cause of Loss. Contamination means direct damage to real property and business personal property caused by contact or mixture with ammonia, chlorine, or any chemical used in the water and / or wastewater treatment process.
- **Property In Transit:**  
Pays up to \$100,000 for direct physical loss or damage to covered property while in transit more than 1000 feet from the described premises. Shipments by mail must be registered for covered to apply. Electronic data processing property and fine arts are excluded.
- **Unintentional Errors:**  
Pays up to \$250,000 for any unintentional error or omission you make in determining or reporting values or in describing the covered property or covered locations.

**KEY DEFINITIONS**

■ **Real Property:**

The buildings, items or structures described in the Declarations that you own or that you have leased or rented from others in which you have an insurable interest. This includes:

- Aboveground piping;
- Aboveground and belowground penstock;
- Additions under construction;
- Alterations and repairs to the buildings or structures;
- Buildings;
- Business personal property owned by you that is used to maintain or service the real property or structure or its premises, including fire-extinguishing equipment; outdoor furniture, floor coverings and appliances used for refrigerating, ventilating, cooking, dishwashing or laundering;
- Completed additions;
- Exterior signs, meaning neon, automatic, mechanical, electric or other signs either attached to the outside of a building or structure, or standing free in the open;
- Fixtures, including outdoor fixtures;
- Foundations;
- Glass which is part of a building or structure;
- Light standards;
- Materials, equipment, supplies and temporary structures you own or for which you are responsible, on the premises or in the open (including property inside vehicles) within 1000 feet of the premises, used for making additions, alterations or repairs to buildings or structures at the premises;
- Paved surfaces such as sidewalks, patios or parking lots;
- Permanently installed machinery and equipment;
- Permanent storage tanks;
- Solar panels;
- Submersible pumps, pump motors and engines;
- Underground piping located on or within 100 feet of premises described in the Declarations;
- Underground vaults and machinery.

■ **Business Personal Property:**

The property you own that is used in your business including:

- Furniture and fixtures;
- Machinery and equipment;
- Computer equipment;
- Communication equipment;
- Labor materials or services furnished or arranged by you on personal property of others;
- Stock;
- Your use interest as tenant in improvements and betterments.
- Leased personal property for which you have a contractual responsibility to insure.

■ **Pollution Conditions:**

The discharge, dispersal, release, seepage, migration, or escape of any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, fumes, acids, alkalis, chemicals, minerals, chemical elements and waste. Waste includes materials to be recycled, reconditioned or reclaimed.

**KEY DEFINITIONS** *(continued)*

■ **Remediation Expenses:**

Expenses incurred for or in connection with the investigation, monitoring, removal, disposal, treatment, or neutralization of pollution conditions to the extent required by: (1) Federal, state or local laws, regulations or statutes, or any subsequent amendments thereof enacted to address pollution conditions; and (2) a legally executed state voluntary program governing the cleanup of "pollution conditions."

■ **Outdoor Property:**

Fixed or permanent structures that are outside covered real property including but not limited to:

- Historical markers or flagpoles;
- Sirens, antennas, towers, satellite dishes, or similar structures and their associated equipment;
- Exterior signs not located at a premises;
- Fences or retaining walls;
- Storage sheds, garages, pavilions or other similar buildings or structures not located at a premises;
- Dumpsters, concrete trash containers, or permanent recycling bins; or
- Hydrants.

■ **Equipment Breakdown:**

Direct damage to mechanical, electrical or pressure systems as follows:

- Mechanical breakdown including rupture or bursting caused by centrifugal force;
- Artificially generated electrical current, including electrical arcing, that disturbs electrical devices, appliances or wires;
- Explosion of steam boilers, steam piping, steam engines or steam turbines owned or leased by you, or operated under your control;
- Loss or damage to steam boilers, steam pipes, steam engines or steam turbines; or
- Loss or damage to hot water boilers or other water heating equipment;
- If covered electrical equipment requires drying out as a result of a flood, we will pay for the direct expenses for such drying out.
- None of the following are covered objects as respects to equipment breakdown:
  - a. Insulating or refractory material;
  - b. Buried vessel or piping;
  - c. Sewer piping, piping forming a part of a fire protection system or water piping other than:
    - (1) Feed water piping between any boiler and its feed pump or injector;
    - (2) Boiler condensate return piping; or
    - (3) Water piping forming a part of refrigerating and air conditioning vessels and piping used for cooling, humidifying or space heating purposes;
  - d. Structure, foundation, cabinet or compartment containing the object;
  - e. Power shovel, dragline, excavator, vehicle, aircraft, floating vessel or structure, penstock, draft tube or well-casing;
  - f. Conveyor, crane, elevator, escalator or hoist, but not excluding any electrical machine or electrical apparatus mounted on or used with this equipment; and
  - g. Felt, wire, screen, die, extrusion, late, swing hammer, grinding disc, cutting blade, cable chain, belt, rope, clutch late, brake pad, non-metallic part or any part or tool subject to frequent, periodic replacement.

**PROPERTY SUBLIMITS:**

Coverage			Limit		
Accounts Receivable	<input type="checkbox"/>	\$500,000	<input type="checkbox"/>	\$1,000,000	\$2,000,000
Valuable Papers and Records	<input type="checkbox"/>	\$500,000	<input type="checkbox"/>	\$1,000,000	\$2,000,000
Contamination	<input type="checkbox"/>	\$250,000			
Tools and Equipment Owned by Your Employees	<input type="checkbox"/>	\$5,000	<input type="checkbox"/>	\$10,000	\$25,000
Personal Effects and Property of Others	<input type="checkbox"/>	\$5,000	<input type="checkbox"/>	\$10,000	\$25,000
New Locations or Newly Constructed Property		\$1,000,000			
Business Personal Property at New Locations		\$1,000,000			
Backup/Overflow of Water from Sewer, Drain, Sump		\$250,000			
Utility Services - Direct Damage		\$250,000			
Utility Services –		\$250,000			
Business Income and Extra Expense					
Dependent Business Premises		\$250,000			
Property at Other Locations		\$250,000			
Pollution Remediation Expense (specified cause of loss)		\$250,000			
Outdoor Property (unscheduled)		\$100,000			
Contract Penalties		\$100,000			
Pollution Remediation Expense (covered cause of loss)		\$100,000			
Property in Transit		\$100,000			
SCADA Upgrades		\$100,000			
Indoor and Outdoor Signs (unscheduled)		\$50,000			
Limited Coverage for “Fungus”, Wet Rot or Dry Rot		\$50,000			
Fine Arts		\$25,000			
Fire Department Service Charge		\$25,000			
Fire Protection Devices		\$25,000			
Key and Lock Replacement Expenses		\$25,000			
Trees, Shrubs & Plants (maximum \$1,000 any one item)		\$25,000			
Arson Reward		\$10,000			
Rental Reimbursement – Mobile Equipment		\$10,000			
Cost of Inventory or Adjustment		\$5,000			
Non-Owned Detached Trailers		\$5,000			
Water Contamination Notification Expenses		\$5,000			
Patterns, Dies, Molds, Forms		\$2,500			
Debris Removal		25% of scheduled limit plus \$250,000			
Ordinance or Law Provision		100% of scheduled limit plus 25%			

**NOTES:**

Contribution is calculated from attached property schedule; review property schedule for coverage and limit adequacy.

**This section of the proposal is excluded. There is no Property coverage afforded to this insured.**

**COVERAGE PROPOSAL FOR MEMBER: Cuyama Basin Groundwater Sustainability Agency**

**EFFECTIVE DATE: 4/1/2018 - 4/1/2019**

**DISCLAIMER:** Actual coverage is subject to the language of the MOC as issued.



**SECTION 2. COMMERCIAL CRIME\***

**\*COMMERCIAL CRIME IS INCLUDED IN THE PROPOSAL: No**

**ISSUER:**

- California Association of Mutual Water Companies  
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

**REINSURER:**

- Allied World Insurance Company or affiliate
- A XV (Excellent) A.M. Best Rating

**FORM:**

- Proprietary & Integrated

**RATING BASIS:**

- On file with underwriter
- Non auditable

**LIMITS:**

COVERAGE GROUP SELECTED	EMPLOYEE THEFT	FORGERY OR ALTERATION	INSIDE THE PREMISES Theft of Money and Securities	INSIDE THE PREMISES Robbery or Safe Burglary or Other Property	OUTSIDE THE PREMISES	COMPUTER FRAUD	FUNDS TRANSFER FRAUD	MONEY ORDERS & COUNTERFEIT PAPER CURRENCY
	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
	\$500,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
	\$1,000,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000
	\$2,000,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000	\$250,000

**DEDUCTIBLE:**

\$0 each claim

**DESIGNATED EMPLOYEE BENEFIT PLAN(S):**

**COVERAGE HIGHLIGHTS:**

- Separate Limits Apply to Each Coverage
- Coverage Extended to Directors and Authorized Volunteers
- Faithful Performance

**NOTES:**

**This section of the proposal is excluded. There is no Commercial Crime coverage afforded to this insured.**



**SECTION 3. GENERAL LIABILITY\***

**\*GENERAL LIABILITY IS INCLUDED IN THE PROPOSAL: Yes**

**ISSUER:**

- California Association of Mutual Water Companies  
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

**REINSURER:**

- Allied World Insurance Company or affiliate
- A XV (Excellent) A.M. Best Rating

**FORM:**

- Occurrence
- Defense Costs Outside the Limit
- Proprietary & Integrated

**RATING BASIS:**

- On file with underwriter
- Non auditable

**LIMITS:**

Per Occurrence	<b>\$ 1,000,000</b>
General Aggregate	<b>\$10,000,000</b>
Products & Completed Operations Aggregate	<b>\$10,000,000</b>
Personal & Advertising Injury Limit	<b>\$ 1,000,000</b>
Damage to Premises Rented to You	<b>\$ 1,000,000</b>
Medical Payments	<b>\$ 10,000</b>

**DEDUCTIBLE:**

**\$5,000 each claim including expenses**

**COVERAGE HIGHLIGHTS:**

- Duty to Defend
- Broad Definition of Enrolled Named Member
- Blanket Additional Enrolled Named Member
- Water & Wastewater Testing Errors & Omissions
- Expanded Pollution Liability
- Failure to Supply (no ISO limitation)
- Lead (potable water)
- Waterborne Asbestos (potable water)
- Product Recall
- Impaired Property
- Fungi & Bacteria

**OPTIONAL COVERAGES:**

- Hired & Non Owned Automobile Liability
- Employee Benefits Liability
- Dam, Levee & Dike Structural Failure

**COVERAGE PROPOSAL FOR MEMBER: Cuyama Basin Groundwater Sustainability Agency**

**EFFECTIVE DATE: 4/1/2018 - 4/1/2019**

**DISCLAIMER:** Actual coverage is subject to the language of the MOC as issued.

## SPECIAL COVERAGES:

- **Water & Wastewater Testing Errors & Omissions:**  
Coverage is provided for damages arising out of an act, error or omission which arises from your water or wastewater testing.
- **Failure To Supply:**  
Coverage is provided for bodily injury or property damage arising out of the failure of any Enrolled Named Member to adequately supply water.
- **Waterborne Asbestos:**  
Coverage is provided for bodily injury or property damage from waterborne asbestos arising out of potable water which is provided by you to others.
- **Contractual Liability - Railroads:**  
Coverage is provided for any contract or agreement that indemnifies a railroad for bodily injury or property damage arising out of construction or demolition operations, within 50 feet of any railroad property and affecting any railroad bridge or trestle, tracks, road-beds, tunnel, underpass or crossing.
- **Pollution:**  
Coverage is provided for bodily injury or property damage which occurs or takes place as a result of your operations and arises out of the following:
  - Potable water which you supply to others;
  - Chemicals you use in your water or wastewater treatment process;
  - Natural gas or propane gas you use in your water or wastewater treatment process;
  - Urgent response for the protection of property, human life, health or safety conducted away from premises owned by or rented to or regularly occupied by you;
  - Your application of pesticide or herbicide chemicals if such application meets all standards of any statute, ordinance, regulation or license requirement of any federal, state or local government;
  - Smoke drift from controlled or prescribed burning that has been authorized and permitted by an appropriate regulatory agency.
  - Fuels, lubricants or other operating fluids needed to perform the normal electrical, hydraulic or mechanical functions necessary for the operation of mobile equipment or its parts
  - Escape or back-up of sewage or waste water from any sewage treatment facility or fixed conduit or piping that you own, operate, lease, control or for which you have the right of way, but only if property damage occurs away from land you own or lease.
  - Sudden and accidental events that are neither expected nor intended by an Enrolled Named Member. However, no coverage is provided under this exception for petroleum underground storage tanks.
- **Damage to Impaired Property or Property Not Physically Injured**  
Coverage is provided for bodily injury or property damage arising from your potable water, nonpotable water, or wastewater as well as any loss of use of other property arising out of sudden and accidental physical injury to “your product” or “your work” after it has been put to its intended use.
- **Fungi or Bacteria**  
Coverage is provided for bodily injury or property damage arising from any “fungi” or bacteria that are, are on, or are contained in a good or product intended for consumption; or to any injury or damage arising out of or caused by your water, irrigation, or wastewater intake, outtake, reclamation, treatment and distribution processes.
- **Recall of Products, Work or Impaired Property**  
Coverage applies to any injury or damage arising out of or caused by your potable water, nonpotable water, or wastewater for the loss of use, withdrawal, recall, inspection, repair, replacement, adjustment, removal or disposal of: “Your product”; “Your work”; or “Impaired property”; if such product, work, or property is withdrawn or recalled from the market or from use by any person or organization because of a known or suspected defect, deficiency, inadequacy or dangerous condition in it.

## NOTES:



**SECTION 4. PUBLIC OFFICIALS & MANAGEMENT LIABILITY\***

**\*PUBLIC OFFICIALS & MANAGEMENT LIABILITY IS INCLUDED IN THE PROPOSAL: Yes**

**ISSUER:**

- California Association of Mutual Water Companies  
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

**REINSURER:**

- Allied World Insurance Company or affiliate
- A XV (Excellent) A.M. Best Rating

**FORM:**

- Proprietary & Integrated
- Occurrence
- Defense Costs Outside the Limits

**RATING BASIS:**

- On file with underwriter
- Non auditable

**LIMITS:**

Wrongful Acts	<b>\$1,000,000</b> per act
Employment Practices (including third party discrimination)	<b>N/A</b> per offense
Employee Benefit Plans	<b>N/A</b> per act
Injunctive Relief	<b>N/A</b> per act
	<b>\$10,000,000</b> aggregate limit

**PRIVACY LIABILITY AND NETWORK RISK<sup>1</sup>:**

Privacy & Network Security Wrongful Acts	<b>N/A</b> per act
Breach Consultation Services	<b>N/A</b> per offense
Breach Response Services	<b>N/A</b> per offense
Public Relations & Data Forensics	<b>N/A</b> per act

<sup>1</sup>Coverage provided for Privacy Liability & Network Risk Coverage is issued on a claims made basis with defense inside the limit of liability. Privacy Retroactive Date:N/A. Privacy Deductible: None.  
 \*\$1,000,000 maximum annual aggregate applies per Enrolled Named Member, with a \$2,000,000 coverage form aggregate applicable to all participating Enrolled Named Members.

**SPECIAL COVERAGE:**

- Inverse Condemnation

**RETROACTIVE DATE:**

N/A

**DEDUCTIBLE:**

**\$5,000 each claim including expenses**

**COVERAGE HIGHLIGHTS:**

- Duty To Defend
- Broad Definition of Enrolled Named Member including Past and Future Employees
- Outside Directorship

**NOTES:**

**Note Privacy Liability Coverage is excluded.**

**COVERAGE PROPOSAL FOR MEMBER: Cuyama Basin Groundwater Sustainability Agency**

**EFFECTIVE DATE: 4/1/2018 - 4/1/2019**

**DISCLAIMER: Actual coverage is subject to the language of the MOC as issued.**

**SECTION 5. BUSINESS AUTO\***

**\*BUSINESS AUTO IS INCLUDED IN THE PROPOSAL: No**

**ISSUER:**

- California Association of Mutual Water Companies  
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

**REINSURER:**

- Allied World Insurance Company or affiliate
- A XV (Excellent) A.M. Best Rating

**FORM:**

- Proprietary & Integrated
- Occurrence
- Defense Costs Outside the Limits

**PORTFOLIO:**

Coverage	Symbol	Limit
Combined Single Limit for Bodily Injury & Property Damage (each accident)	No Coverage	N/A
Hired Auto Liability	No Coverage	N/A
Non-Owned Auto Liability	No Coverage	N/A
Medical Payments	No Coverage	N/A
Uninsured / Underinsured Motorists	No Coverage	N/A
Hired Physical Damage	No Coverage	N/A
Owned Physical Damage – Comprehensive	No Coverage	N/A
Owned Physical Damage – Collision	No Coverage	N/A
Towing & Rental Car Reimbursement (covered accident)		N/A
Fleet Automatic		N/A

**DEDUCTIBLE:**

**Liability: None**  
**Comprehensive: N/A**  
**Collision: N/A**

**NOTES:**

**This section of the proposal is excluded. There is no Business Auto coverage afforded to this insured.**



**SECTION 6. EXCESS LIABILITY\***

**\*EXCESS LIABILITY IS INCLUDED IN THE PROPOSAL: Yes**

**ISSUER:**

- California Association of Mutual Water Companies  
Joint Powers Risk and Insurance Management Authority (JPRIMA)
- No Joint and Several Liability for Members
- 100% Reinsured

**REINSURER:**

- Allied World Insurance Company or affiliate
- A XV (Excellent) A.M. Best Rating

**FORM:**

- Following Form
- Occurrence
- Defense Costs Outside the Limits

**LIMITS:**

**\$2,000,000/\$2,000,000**

**SCHEDULED UNDERLYING POLICIES:**

Commercial General Liability - Yes  
 Hired and Non-Owned Auto Liability - Yes  
 Owned Auto Liability - No  
 Public Officials & Management Liability - Yes  
 Wrongful Acts - Yes  
 Employment Practices - No  
 Employee Benefit Plans - No  
 Employers' Liability: *(minimum underlying limit requirement of \$500,000 / \$500,000 / \$500,000)* - No  
 Other:

**NOTABLE EXCLUSION:**

- Workers' Compensation
- Uninsured Motorists / Underinsured Motorists
- Underlying Limits < \$1,000,000 except for Employers' Liability

**NOTES:**

Employers' Liability subject to JPRIMA security requirements.