



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
Zack Scrivner 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

June 5, 2019

Agenda for a meeting of the Cuyama Basin Groundwater Sustainability Agency Board of Directors to be held on Wednesday, June 5, 2019 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#.

Teleconference Locations:

Cuyama Valley Family Resource Center 4689 CA-166 New Cuyama, CA 93254	County Government Center 1055 Monterey Street, Room D361 San Luis Obispo, CA 93408
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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 4689 CA-166, New Cuyama, CA 93254. 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. May 1, 2019
5. Report of the Standing Advisory Committee
6. Groundwater Sustainability Plan
 - a. Groundwater Sustainability Plan Update

- b. Discussion on GSP Public Draft
 - i. Summary of Comments
 - ii. Direction on Sustainability Goal Definition
 - iii. Direction on Basin-wide Undesirable Results (30% of Wells Exceeding Thresholds)
 - iv. Direction on Interim Milestones for Representative Wells
 - v. Direction on Adaptive Management Triggers
 - c. Discuss Model Sensitivity Analysis
 - d. Fiscal Year 2019-20 Budget Adoption
 - e. Adopt Funding Structure
 - f. Review GSP Development Cash Flow
 - g. Stakeholder Engagement Update
7. Groundwater Sustainability Agency
- a. Report of the Executive Director
 - b. Progress & Next Steps
 - c. Report of the General Counsel
 - d. Report on Prop 68 Funding Opportunity
8. Financial Report
- a. Financial Management Overview
 - b. Financial Report
 - c. Selection of Audit Firm
 - d. Payment of Bills
9. Reports of the Ad Hoc Committees
10. Directors' Forum
11. 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.*
12. Adjourn

Cuyama Basin Groundwater Sustainability Agency

Acronyms List

ARMA	Autoregression Moving Average
BOD	Board of Directors
CA	California
CASGEM	California Sustainable Groundwater Elevation Monitoring
CB	Cuyama Basin
CBGSA	Cuyama Basin Groundwater Sustainability Agency
CBWD	Cuyama Basin Water District
CCSD	Cuyama Community Services District
CDEC	California Data Exchange Center
CVCA	Cuyama Valley Community Association
CVRD	Cuyama Valley Recreation District
DMS	Data Management System
DWR	California Department of Water Resources
EKI	EKI Environment & Water, Inc.
ET	Evapotranspiration
FRC	Cuyama Valley Family Resource Center
FY	Fiscal Year
GAMA	Groundwater Ambient Monitoring and Assessment Program
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
HG	Hallmark Group (Executive Director)
ITRC	Irrigation Training & Research Center
IWFM	Integrated Water Flow Model
JPA	Joint Exercise Powers Agreement
Kern	County of Kern
NOAA	National Oceanic and Atmospheric Administration
NWIS	National Water Information System
PRISM	Parameter-elevation Regressions on Independent Slopes Model
SAC	Standing Advisory Committee
Santa Barbara	County of Santa Barbara
SBCWA	Santa Barbara County Water Agency
SGMA	Sustainable Groundwater Management Act
SLO	San Luis Obispo County
SWCRB	State Water Resources Control Board
TAF	Thousand Acre Feet
TO	Task Order
USDA	U.S. Department of Agriculture
USGS	U.S. Geological Survey
Ventura	County of Ventura
W&C	Woodard & Curran (GSP Development Consultant)
WMA	Water Management Area
WY	Water Year

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

May 1, 2019

Draft Meeting Minutes

Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254
New Cuyama High School Cafeteria, 4500 CA-166, New Cuyama, CA 93254

PRESENT:

Board of Directors:

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

Standing Advisory Committee:

Jaffe, Roberta – Chair
Kelly, Brenton – Vice Chair
Draucker, Louise
Furstenfeld, Jake
Post, Mike
Valenzuela, Hilda Leticia

ABSENT:

Board of Directors:

None

Standing Advisory Committee:

DeBranch, Brad
Haslett, Joe

1. Call to order

Chair Derek Yurosek called the meeting to order at 3:02 p.m.

2. Roll call

Hallmark Group Project Coordinator Taylor Blakslee called roll (shown above) and Chair Yurosek that there was a quorum of the Board and SAC.

3. Pledge of Allegiance

The pledge of allegiance was led by Chair Yurosek.

4. Approval of Minutes

Chair Yurosek opened the floor for comments on the April 3, 2019 CBGSA Board meeting minutes.

Director Wooster commented that the minutes incorrectly captured her statement on page 5 and corrected it to say, “the suggestion was to create a glide path based on *information...*”

MOTION

Director Lynn Compton made a motion to adopt the April 3, 2019 CBGSA Board meeting minutes pending editorial corrections. The motion was seconded by Director Tom Bracken, a roll call vote was made and the motion passed with a majority vote.

AYES: Directors Albano, Bracken, Cappello, Chounet, Compton, Shephard, Williams, and Wooster
 NOES: None
 ABSTAIN: Director Yurosek
 ABSENT: Directors Bantilan and Christensen

5. Report of the Standing Advisory Committee

CBGSA SAC Chair Roberta Jaffe provided a report on the April 25, 2019 SAC meeting, which is provided in the Board packet.

SAC Chair Jaffe stated that she will provide the SAC’s comments for each agenda item throughout the meeting.

6. Technical Forum Update

Woodard & Curran’s (W&C) Senior Water Resource Engineer Brian Van Lienden provided an overview of the April 22, 2019 technical forum call. A summary of the issues discussed is provided in the Board packet.

Director Byron Albano commented that he has serious concerns with the GSP and feels as though it is not heading in the right direction and will not succeed as contemplated. He said one of his concerns were management areas. He said we are not talking about allocating 60,000 acre-feet (AF), but cutting 40,000 AF of pumping out of the central basin. He said the way we are approaching it is not appropriate and the pathway is much too prescriptive based on the information we currently have. Director Albano commented that there are other ways to accomplish this goal without cutting 40,000 AF out of the basin. He said we need to change the incentives in this plan throughout the valley, so people have an incentive to conserve water, however he does not see that in this plan. He said the way the plan is currently written will assume we will work on a pumping plan in 2021-23, but it does not mention how the rest of the basin is being handled. Director Albano said we are not addressing the basin-wide problems we need to address and believes the plan needs to consider allocations throughout the basin. He said the Sustainable Groundwater Management Act (SGMA) was supposed to address the problems in the basin, however he sees a singular focus to cut off pumping with Grimmway and Bolthouse and does not believe they deserve the ill will they have received. He said he is upset that the Board is rushing forward with approving decisions because of the threat of what the California Department of Water Resources (DWR) will do. He said we need to work on solutions and not punitive actions. He said he does not like that we are using a model to make decisions for us because the model is a tool and a very dull one that may sharpen up in the future. He commented that he does not have a lot of faith in the evapotranspiration (ET) values that we currently have. He said there numerous ideas on how to develop a way to pay for the plan, however he does not believe the group will be able to hand the bill over to a select group in the valley. He said he is very concerned that this plan will not pass after 2 years and \$2 million dollars. He encouraged the Board members to listen to the farmers in the valley.

Director Jane Wooster said the purpose of SGMA is to maintain the level of water and they were doing well, and then felt the plan went off the rails. She commented that monitoring wells are the next step we need to take, and she has not heard much talk on this to-date. She said everything beyond this is fluff and we cannot afford to pay for fluff in this valley. She stressed the need to rely on hard data to reach the goal of SGMA. Director Wooster said we should not be talking about how good the modeling is, because we need to be making decisions based on facts.

Director Compton said she hates SGMA and thinks it is taking away water rights. She said it penalizes agriculture since they are the biggest user of water, and it is an invasion of privacy with monitoring wells. She said we are working with what we have to comply with the mandate that is SGMA. She said the burden is put on agriculture and the benefits are for the public which is not fair.

Director Das Williams said he believes we are in a situation where we have numerous viewpoints and thought that not having pumping restrictions and allocations outside of the main basin would reassure famers. He would be open to modest allocations outside of the main basin that go into effect at a later date. He believes there is a lot of work to be done based on the GSP placeholders that have not been debated yet.

Director Albano said his idea is that an allocation is not a restriction. He clarified that we need to establish a baseline through 2015 and then move from there. He said his point is that we do not need to enact restrictions in areas that are in balance in the basin but develop a baseline for those areas.

Director Alan Christensen arrived at 3:22 pm

a. Discussion on Numerical Model

This item was covered under Item No. 6.

7. Groundwater Sustainability Plan

a. Groundwater Sustainability Plan Update

Mr. Van Lienden provided an update on the GSP development, which is included in the Board packet.

SAC Chair Jaffe commented that “climate change” should have been added to planning roadmap slide.

CBGSA Executive Director Jim Beck commented that there are three opportunities for the public to provide comments: 1) an informal 30-day comment period, 2) an official 90-day comment period culminating in a public hearing, and 3) a 60-day DWR public review period. Mr. Beck said the Board will review any comments received during the 90-day period at the public hearing and the Board will decide if any comments are incorporated.

SAC Chair Robbie commented that there is concern with some of the decisions in the public draft that have not been discussed by the SAC or Board and asked where the Board and SAC have the opportunity to review these. Mr. Gardiner said the public, SAC, and Board have the

opportunity to review these decisions in the public draft currently released.

Director Wooster said what was asked at the SAC was that W&C develop a list of the things that were added to the GSP by staff that did not receive SAC and Board input. Mr. Van Lienden commented that there were no further additions outside of the two items discussed at the SAC meeting and commented that W&C put proposals into the GSP that can be changed based on the SAC and Board input. He said one of the items was the percentage of wells that fall below their minimum threshold for a specified period of time that would trigger State intervention.

Director Compton asked where the percentage number came from. Mr. Van Lienden said the number was based on their professional opinion.

Mr. Van Lienden said the other item identified for SAC and Board review was interim milestones.

Mr. Beck said at the June 5, 2019 CBGSA Board meeting we can discuss these questions such as the 30% trigger and implementation milestones. He said you will have time to weigh in on these newer items.

Director Compton said this is a very significant component because it is defining the GSP and the Board did not have input. Mr. Beck said our expectation is that by the June 5, 2019 Board meeting we will have received your comments on the current version of the plan and we will have a chance to review them with the SAC and Board. Mr. Beck suggested that the Board inform staff of additional new questions and concerns so that they be listed on the agenda.

Chair Yurosek said he would prefer that staff inform the Board of the changes to the GSP that have not been vetted by the SAC and Board. Mr. Beck said W&C will develop a memo that outlines key assumptions or new changes to the GSP that the SAC and Board have not reviewed yet and will get that out by Monday, May 6, 2019.

Cuyama Valley Family Resource Center's (FRC) Executive Director Lynn Carlisle asked how the comments will be addressed during the official 90-day comment period. Mr. Gardiner said it will be the same process as the current review period, which is to send comments to Taylor Blakslee or provide oral comments at the Public Workshops. Mr. Beck also mentioned that the staff will not be involved in the individual Counties review, and he advised to contact the county representatives for their process.

Ms. Carlisle asked if comments submitted during the 90-day comment period will be forwarded to DWR with the GSP when submitted. Mr. Gardiner and Mr. Van Lienden confirmed that the current draft GSP contains an appendix with the comments received this far and will continue to be updated.

Director Compton asked if de minimis users are defined in our plan. Mr. Beck said in the current draft, de minimis users are not defined. He said his assumption is that de minimis users in the central basin will be defined but the plan has not identified the need for de minimis users outside of the central basin in the current plan.

Director Cappello commented that under the California Environmental Quality Act (CEQA),

voluntary restrictions do not require CEQA, but his understanding is that mandatory restrictions will require CEQA in the Central Basin. He asked Joe Hughes if the cuts in 2022-23 will require CEQA. Mr. Hughes said the way CEQA is addressed in SGMA is that the preparation and adoption of the plan are exempt from CEQA, but the actions themselves are subject to CEQA (recharge projects, etc.). Mr. Hughes reported that he will verify CEQA requirements as it relates to the GSP and report back on this.

Committee Member Mike Post asked if during the 60-day DWR public review period, if DWR receives information that makes them to decide to change the plan, what is that process and how does that impact the existence of the plan. DWR regional representative Anita Regmi said a group of reviewers at DWR will investigate every comment and encouraged commenters to include details and facts. DWR will provide three types of written assessments after review: 1) Approved; meaning not subject to water board adjunction, 2) Inadequate; meaning the plan failed and the State Water Resources Control Board will manage the basin, and 3) Incomplete; which is where there is work done and mostly likely the plan will pass but there are several things for the Groundwater Sustainability Agency to address.

Committee Member Louise Draucker asked if the Cuyama Community Services District (CCSD) was defined as a de minimis user. Mr. Beck said we did not get that far but voted to exclude them from the management areas.

b. Discussion on GSP Public Draft

Mr. Van Lienden provided an overview of the chapters in the GSP and the schedule for completing the GSP sections.

Director Compton asked for clarity on exchanges and transfers. Mr. Van Lienden said it would not be done on its own, but in conjunction with the stormwater capture and none of the projects are set in stone. Mr. Beck said all the counties have indicated they do not want to sponsor these projects.

Director Compton asked if there is a provision that states that the water stays in the basin. Mr. Beck and Mr. Van Lienden said we are talking about transfers that occur downstream of the basin.

SAC Chair Jaffe provided the following comments from the SAC report:

SAC Chair Jaffe reported that the executive summary has been released in English and Spanish. She mentioned that there was some concern expressed in that the report made it appear as though the whole basin is in overdraft.

SAC Chair Jaffe reported that there was a concern in Chapter 3 that the 30% trigger was not approved by SAC and Board and there are not enough wells in the management area that would trigger the 30%.

SAC Chair Jaffe reported that there was a concern in Chapter 5 that the interim milestones were not considered in context of the glide path and focused on minimum thresholds versus looking at measurable objectives.

SAC Chair Jaffe mentioned that there was a request to develop a list outlining the key assumptions and new changes to the GSP that the SAC and Board did not review yet.

SAC Vice Chair Brenton Kelly provided the below comments:

To the GSA Directors and fellow SAC.

I am so grateful that this day has come. We have been working together on this for a few years now, and I wish to share my appreciation for the participation of every one of you in this room and for the honor of being given the opportunity to participate along the way. Right now, I speak as a long-term local groundwater dependent stakeholder, a beneficial user, as they say.

The process for the development and review of this GSP has been so rushed and under resourced to the extent that the tolerance threshold for an acceptable plan is unfortunately low. Five whole sections, with significant policy material are being reviewed for the first time in this final review draft. We are not done yet, so I am very interested in how we adapt the Plan by next January.

While this GSP does recognize the many data gaps and the implementation plan addresses filling some of them, the Plan has a few additional issues of considerable concern. I will summarize these issues as follows:

- The Monitoring Network wells in many areas do not adequately represent the groundwater production in those areas. Most wells in the Network have no well log data, and they were not vetted by the owner or local agency expertise.
- Minimum thresholds and the identification of basin wide undesirable results thresholds are not set to effectively avoid significant additional overdraft and loss of groundwater storage.
- All of the interim milestones have been set the same as the minimum thresholds, without any potential for a margin of operational flexibility or a pathway to achieve the measurable objectives.
- Water quality monitoring of only one constituent (TDS) is not protective of the many potential groundwater quality issues caused by continued overdraft. Tracking a wider spectrum of water chemistry will help understand the basin dynamics more clearly. Water has a fingerprint-like identity, but you do have to look for it. We cannot effectively manage what we do not look for and measure.
- This GSP does not adequately recognize or ensure the protection of the remaining groundwater dependent ecosystems that still exist in the basin. Many springs, seeps and wetlands are on the edge of survival like those remaining cottonwoods in the Cottonwood Region.

Thank you for your thoughtful consideration of the monumental document. The future of Cuyama Valley is well worth all of our efforts.

Thank you, Brenton

Chair Yurosek discussed the milestones in the W&C contract that have not been met. He said his main concern is the economic analysis that has not been done. He said he feels like not having this done is a major barrier to supporting and approving the GSP. He said there is also a sensitivity analysis that W&C identified in their scope that he does not believe has been adequately addressed. He said we need to take a breath as a Board and determine what we need to do here. Chair Yurosek asked staff to consider these comments.

Director Christensen mentioned that there was a public comment discussed regarding water quality information from pumping and asked if staff could respond to that. Mr. Beck said we discussed the nexus between water quality of SGMA-required activities. He said there is disagreement on this nexus and we have documented that. He said the Central Coast Regional Water Board requested the CBGSA perform additional water quality monitoring and mitigation, and we will need to address this in the coming period.

(8a) Report of the Executive Director

Mr. Beck said he does not agree with all of the criticism comments on the plan but does respect and recognize that they are all fair and feels some are appropriate. He thanked the Board, SAC and public for their efforts. He said there are items in W&C's scope that were not met due to out-of-scope activities and we will work to find a solution to the deferred tasks from W&C original contract.

c. Fiscal Year 2019-20 Budget Adoption

Mr. Beck presented an overview of the FY 19-20 budget and a cash flow comparison.

Director Wooster asked if there is any work that will not get done before the end of the fiscal year and will show up in the following fiscal year as an expense. Mr. Beck said yes, and he said these will be reviewed later in the presentation.

Director Wooster commented that in the future, if we are in a similar financial problem, it is better to inform the Board first. Mr. Beck agreed and said staff will no longer perform out-of-scope activities without budget authorization. Mr. Beck said there was a request to fill the vacant SAC positions, however due to budget we have not pursued action on this item and asked the Board if they would like to do a contract task order amendment to accommodate this. Director Wooster said this fine and commented that several months ago the Board was told to implement this. Mr. Beck said since this issue was identified in December 2018, we have not performed any additional work that we did not have authorization on.

Chair Yurosek said the \$180,000 W&C overage is really \$280,000 since the economic analysis was deferred.

Mr. Beck presented an overview of Hallmark Group's budget. He reported that the budget was split in seven and five month periods since the current Hallmark task order has been authorized through GSP development which ends January 31, 2020. He reported that the meeting assumptions for the next year include no technical forum meetings, six board and SAC meetings per year, 2 public workshops per year, and 2 newsletters per year, along with the staffing

requirements for Hallmark Group, W&C, and legal. Mr. Beck commented that the budgets presented are placeholder budgets and we do not have authorization to do additional work outside of updated task orders.

Director Wooster asked for Cuyama acres minus the Bureau of Land Management and State lands as one of the factors when looking at allocating costs. Mr. Beck said we will add this to the array of options.

Chair Yurosek asked for clarification regarding Mr. Beck's statement in that the budget could go from \$1.4 million to between \$800,000 and \$1.2 million. Mr. Beck said we have not assessed the absolute minimal budget yet and believes we can get it down to \$1 million.

Chair Yurosek said he believes the Board needs to decide on how the budget is funded and we need to solve that before we pass a budget.

Director Compton asked if we will be receiving grant funding. Ms. Regmi said there will be another round of funding and the Proposal Solicitation Package (PSP) will be coming out in the spring 2019. She said some of the groundwater basins that were not in a critical overdraft basin but were due to basin modification will receive priority funding. She reported that another round of funding will be available in 2020 for implementation costs.

Director Albano said he has a hard time budgeting money when we do not know who is paying for it. Mr. Beck said he would donate 40 hours of his time to figure out a funding structure.

Director Albano said he believes we can whittle the budget down and create solutions that work for everyone and if we do not he fears there will be litigation.

Director Wooster asked Mr. Beck why he thought we could get the budget down to \$1 million. Mr. Beck said he thinks a lower level of technical work being done will get to at \$1 million budget.

Director Albano asked if it would make sense to combine the Board and SAC. Mr. Beck said the Joint Exercise of Powers Agreement (JPA) provides for the SAC to assist in the GSP development and implementation so the Board must have envisioned some role for the SAC going forward, but if you combine them it may diminish the role of the SAC. Director Albano said he feels more of the CBGSA Board members do not benefit from the SAC meetings.

Director Compton asked if the counties can still pursue grant funding on behalf of the CBGSA, and Mr. Beck confirmed they could.

Director Glenn Shephard asked how much of the \$1.4 million is covered by the grant funding and Mr. Beck replied \$195,000.

Chair Yurosek said we need to determine the funding structure and suggested meeting with an ad hoc to accomplish this. Director Wooster asked if Chair Yurosek prefers to have an ad hoc versus having the Board discuss the funding structure at the level being presented currently. Chair Yurosek said he prefers an ad hoc to develop conceptual ideas to then present and discuss with the Board.

Chari Yurosek asked if there were any volunteers on Board to participate in the ad hoc. Director Wooster volunteered and was then appointed to the existing budget ad hoc.

Director Compton asked if the Cuyama Basin Water District (CBWD) disbands can costs ever fall to the counties. Mr. Hughes said in the JPA you can pull out but you are responsible for all costs incurred at withdrawal point.

Committee Member Post asked about the rates that go into performing the administrative and technical components of a meeting. He asked how a SAC meeting could cost \$18,000 and said this high cost is offensive to him.

SAC Chair Jaffe said she is concerned with the underlying assumptions and said she has concerns with the removal of the technical forums. She feels that the technical forum is the place where expertise is shared and debated and is where we gather our valuable information for our plan. She advocates for the continuation of the technical forums. SAC Chair Jaffe asked if a component in the GSP implementation should change, for example in how or what we need to monitor, and we are not budgeted for that, how will this be handled. Mr. Beck said if Ms. Regmi has requirements that we have not budgeted for we will discuss this with the Board.

Local landowner and farmer Jim Wegis said there is no way he can afford the implementation costs and we may be better off to give control of the basin to the State now and farm out the valley until they shut us down.

Director Cory Bantilan asked if Mr. Van Lienden addressed the breakdown in costs that Committee Member Post asked. Mr. Beck suggested staff provide a detailed breakdown of the costs of a SAC and Board meeting at the June 5, 2019 Board meeting.

d. Stakeholder Engagement Update

Nothing to report.

i. Review of Public Draft Comment Period

Nothing to report.

8. Groundwater Sustainability Agency

a. Report of the Executive Director

This item was covered after Item No. 7b.

b. Progress & Next Steps

Mr. Beck provided an update on the near-term GSP schedule and accomplishments and next steps, which are summarized in the Board packet.

c. Report of the General Counsel

Nothing to report.

9. Financial Report

a. Financial Management Overview

Mr. Blakslee provided an overview of the CBGSA’s financial activities. He reported that the Grant Administration documents were submitted for the first invoice and we are in the process of revising the invoice with DWR. We are expecting to send a revised invoice next week. Ms. Regmi said the invoice review process is multi-step and can take approximately 3 months before payment is issued.

b. Financial Report

Mr. Blakslee provided an overview of the March 2019 financial report and is included in the Board packet.

c. Review and Approval of Out-of-Scope Activities

Mr. Blakslee presented an estimated cost from W&C and legal counsel to fill the vacant SAC position. Director Wooster said she believes it is very late in the game to add an additional member to the SAC.

SAC Chair Jaffe reported that the SAC voted to fill the vacancy, and the Board was in support of adding a member at the April Board meeting. She mentioned that they could take on some of the roles to bring on a SAC member.

Chair Yurosek asked if the SAC has identified a person and SAC Chair Jaffe replied yes. Chair Yurosek recommended bringing that candidate’s name forward, along with a funding solution outside of the CBGSA at the next Board meeting.

d. Payment of Bills

Mr. Blakslee reported on the payment of bills for the month of March 2019.

MOTION

A motion was made by Director Bracken and seconded by Director Williams to approve payment of the bills through the month of March 2019 in the amount of \$92,350.86, pending receipt of funds. A roll call vote was made and the motion passed unanimously.

AYES:	Directors Albano, Bantilan, Bracken, Cappello, Chounet, Christensen, Compton, Shephard, Williams, Wooster, and Yurosek
NOES:	None
ABSTAIN:	None
ABSENT:	None

10. Reports of the Ad Hoc Committees

Nothing to report.

11. Directors’ Forum

Nothing to report.

12. Public comment for items not on the Agenda

EKI’s Senior Hydrogeologist Jeff Shaw discussed EKI’s review of the model’s sensitivity and uncertainty. He reported that EKI reviewed the calibration data in the area of the basin, along with the perimeters in the model that are sensitive. He said EKI reviewed the sensitivity of horizontal hydrologic conductivity, or the ability of an aquifer or aquifer materials to transmit water. He said in the central basin there is an area that shows high hydrologic conductivity that does not coincide with the data that we see, and this is a flaw in the model. He said a sensitivity analysis needs to be performed to identify the perimeters effecting these outcomes.

Cuyama stakeholder Ann Myhre said she appreciated the conversation and work being done on the GSP, and that there was a little more honesty today. She commented that we do not have enough data and a lot of the studies we want to do will be deferred. She said good luck and reminded the group that the GSP is a living document.

DWR Representative Jack Tung commented on the DWR process and said the 60-day review period is correct and that the 2-year review process will not be interactive.

13. Adjourn

Chair Yurosek adjourned the meeting to the New Cuyama High School Cafeteria at 6:18 p.m.

At the public workshop, a quorum was lost of both the CBGSA Board and SAC and they were adjourned at 6:40 pm.

Minutes approved by the Board of Directors of the Cuyama Basin Groundwater Sustainability Agency the 5th day of June 2019.

BOARD OF DIRECTORS OF THE
CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY

Chair: _____

ATTEST:

Secretary: _____



TO: Board of Directors
Agenda Item No. 5

FROM: Brenton Kelly, Standing Advisory Committee Vice Chair

DATE: June 5, 2019

SUBJECT: Report of the Standing Advisory Committee

Issue

Report on the Standing Advisory Committee meeting.

Recommended Motion

None – information only.

Discussion

Provided as Attachment 1 is a report on the May 30, 2019 Standing Advisory Committee (SAC) from SAC Chair Roberta Jaffe and Vice Chair Brenton Kelly.

The purpose of this report is to provide the Cuyama Basin Groundwater Sustainability Agency Board of Directors with SAC input on the various Groundwater Sustainability Plan (GSP) components and issues that will better equip the Board when making decisions on GSP-related issues.

Standing Advisory Committee Report

Meeting: May 30, 2019

Submitted to the GSA Board June 3, 2019

By Roberta Jaffe, SAC Chair

Brenton Kelly SAC Vice-Chair

7 of 8 SAC members were present (1 over telephone). While several left before the meeting adjourned, a quorum of 5 members was present throughout. There were approximately 8 people in the audience including GSA Director Jane Wooster.

There were 3 main areas of discussion:

1. Discussion on GSP Public Draft
2. Report on Model Sensitivity Analysis
3. Recommendation on current SAC vacancy

Recommendations to the GSA Board:

The following recommendations related to the GSP Public Draft are being made to the GSA Board:

- To change the Sustainability Goal to read: “To establish and maintain a viable groundwater resource, with the absence of undesirable results, for the beneficial use of the people and the environment of the Cuyama Groundwater Basin now and into the future.” (6 ayes, 0 noes, 1 abstain)
- Direction on Basin-wide Undesirable Results: The SAC reached consensus that the 30% number is appropriate to signal State intervention, but W&C will reference where actions are considered if a representative well is within the Margin of Operational Flexibility, but trending towards Undesirable Results, and within 10 percent of the Minimum Threshold (in the Adaptive Management section).
- The SAC reached consensus on the following Interim Milestones:
 - Central Region
 - 2025 – 25% above the distance between the minimum threshold and measurable objective
 - 2030 – 50% of the Measure of Operational Flexibility
 - 2038 – Measurable Objective
 These targets are conditional on revising the interim milestones in 2025.
 - For All Other Regions
 - Implement a linear progression from 2015 to the measurable objective, conditional on revising the interim milestones in 2025.
- The SAC reached consensus on the following Adaptive Management Triggers and actions:
 1. **Pumping reductions are more than 5 percent off the glide path identified in the pumping allocation plan:** CBGSA would evaluate why pumping allocations are not being met and implement additional outreach or enforcement, as appropriate. ~~If the evaluation determines that the allocation is not feasible for users, the glide path and pumping~~

~~allocation plan would be re-evaluated to confirm baseline water allocations are established correctly.~~

2. **If a representative well ~~the Basin~~ is within the Margin of Operational Flexibility, but trending towards Undesirable Results, and within 10 percent of the Minimum Threshold:** CBGSA will investigate the cause and determine appropriate actions. ~~implement one or more GSP projects that have not yet been implemented, or will reconsider implementation of projects included in the GSP that were found to be less feasible.~~

~~3. **If the Basin is experiencing Undesirable Results and is not demonstrating progress towards achieving Minimum Thresholds:** CBGSA will implement one or more GSP projects that have not yet been implemented, and will reconsider implementation of projects included in the GSP that were found to be less favorable. If this does not result in demonstrable progress towards achieving—(completely deleted.~~

Added to section:

The CBGSA Board may elect to take action based on information provided from stakeholders or produced from monitoring or other data sources.

The following recommendation was voted on regarding the current SAC vacancy:

- The SAC unanimously recommends Jose Valenzuela to be appointed to the SAC to fill the vacancy. Ayes: 5 Noes: 0 Abstain:0 Absent: 3

Key Discussions:

GSP Public Draft:

Detailed discussion took place to develop the above modifications to recommend to the Board. Regarding Undesirable Results (UR) discussion considered having UR established by Threshold Region. The SAC agreed to keeping it Basin-wide when Director Beck informed us that reaching an UR would lead to state control of the GSP and that instead we would use Adaptive Management Triggers to step in with Board management as soon as a Trigger was reached. Interim Milestones was changed to reflect Measurable Objectives rather than Minimum Thresholds with the goal to stay in the MOOF area so that a reserve is in place for times of drought. In addition, the IMs would vary for each 5-year segment. Adaptive Management Triggers were adapted to reflect specific direct actions in relation to Undesirable Results.

In discussing Public Comments, Mr. Beck informed the SAC that comments that contradicted a policy decision already made by the Board would not be considered unless the Board chose to change the specific policy. This was of concern to several SAC members, especially in regard to the lack of constituents being measured for Water Quality.

In addition to general discussion each SAC member was given the opportunity to make a personal statement regarding the Public Draft. All SAC members present except one made a statement and Mike Post had submitted one to be read in his absence. Following is a summary of key points:

- concern regarding the budget and cost of the plan
- lack of public review of line item costs of the budget

- concern for the economic impact on the community, especially the school district
- concern for loss of native habitat and minimal attention to preserving existing Groundwater Dependent Ecosystems
- concern that only measuring TDS for Water Quality was not sufficient in a Basin that naturally has high TDS levels
- concern that there is not a plan for how to develop pumping allocations.

Recommendation on Current SAC Vacancy:

At the May 1st GSA Board meeting, Chair Yurosek ask the SAC to bring forward any applications submitted for the vacant seat on SAC that has been designated as one of two seats to represent the Hispanic community. As a budget savings measure for the GSA, the Family Resource Center assisted in the process so that established protocol would be followed. An announcement was posted at the FRC and Post Office and the same application form was used as in the past. One application was received and reviewed at the SAC meeting. The SAC unanimously recommends to the GSA Board that Jose Valenzuela be approved to fill the current vacancy.

Summary:

This meeting (1) addressed and made recommendations regarding undecided policy items in the Public Draft including Undesirable Results, Interim Milestones and Adaptive Management Triggers and proposed revised wording of the Sustainability Goal. (2) Members of the SAC each made personal statements regarding the Public Draft expressing concerns related to the lack of financial planning and public budget review related to the Plan; the potential economic impact on the community; lack of sufficient measurements related to water quality and GDEs. (3) Ali Taghavi from Woodard and Curran presented a model sensitivity analysis. (4) The SAC unanimously recommended that the vacant seat be filled by the applicant, Jose Valenzuela.



TO: Board of Directors
Agenda Item No. 6a

FROM: Lyndel Melton, Woodard & Curran (W&C)

DATE: June 5, 2019

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.

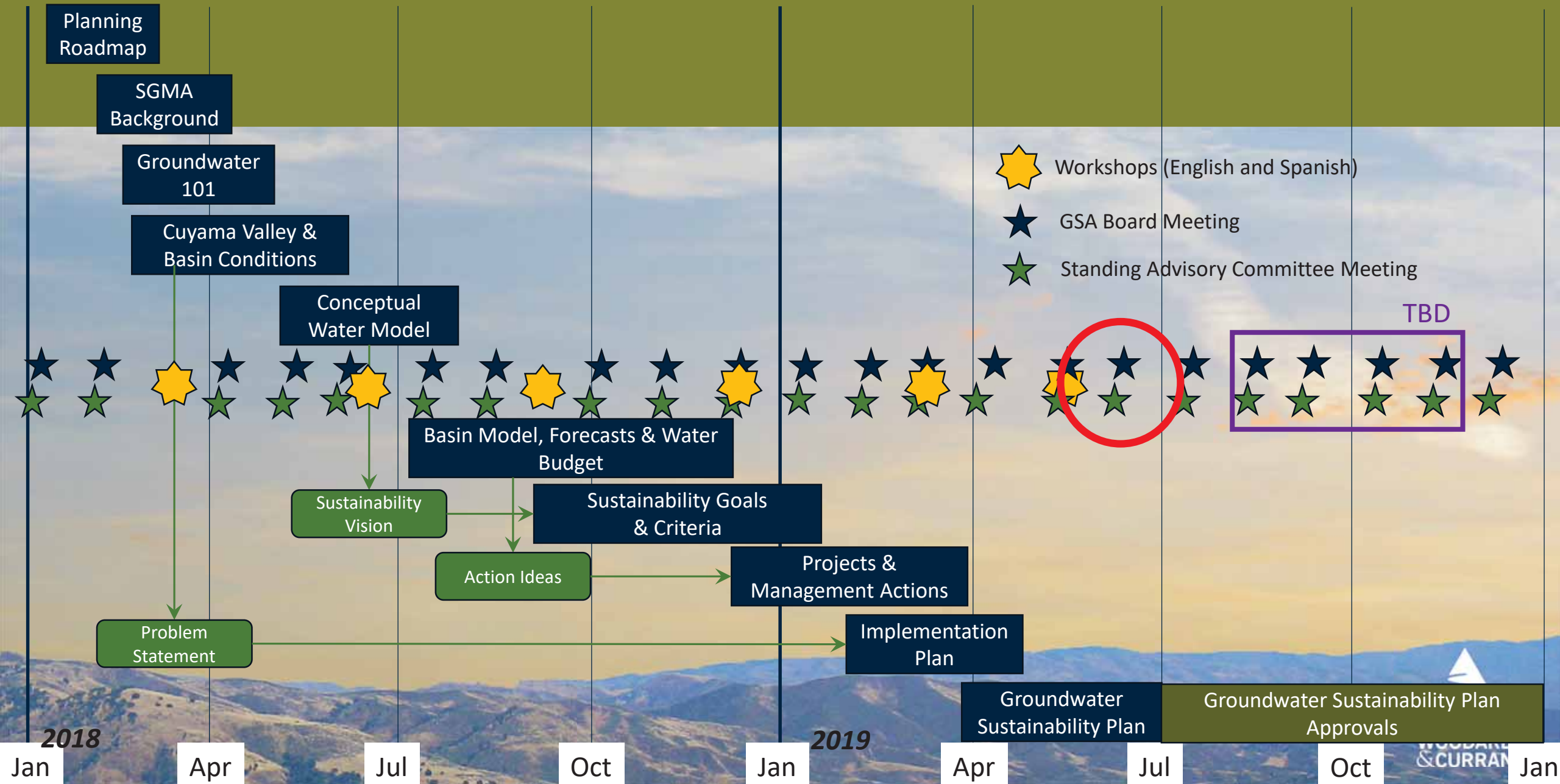
Cuyama Basin Groundwater Sustainability Agency

Groundwater Sustainability Plan Update

June 5, 2019



Cuyama Basin Groundwater Sustainability Plan – Planning Roadmap ¹⁹



May GSP Accomplishments

- ✓ Conducted Cuyama Basin GSP Public Workshops
- ✓ Participate in discussions with Budget Ad-hoc committee
- ✓ Reviewed and developed initial responses to comments on GSP Public Draft
- ✓ Finalized invoice to DWR for payment on SGMA grant



TO: Board of Directors
Agenda Item No. 6b

FROM: Lyndel Melton, Woodard & Curran (W&C)

DATE: June 5, 2019

SUBJECT: Discussion on GSP Public Draft

Issue

Discussion on the GSP public draft.

Recommended Motion

None – information only.

Discussion

Provided as Attachment 1 are the items that W&C is seeking Board direction on to complete the draft GSP. Provided as Attachment 2 is a list of the GSP public draft commenters from the April 22nd through May 22nd 30-day public draft GSP comment period.

Cuyama Basin Groundwater Sustainability Agency

Discussion on GSP Public Draft

June 5, 2019

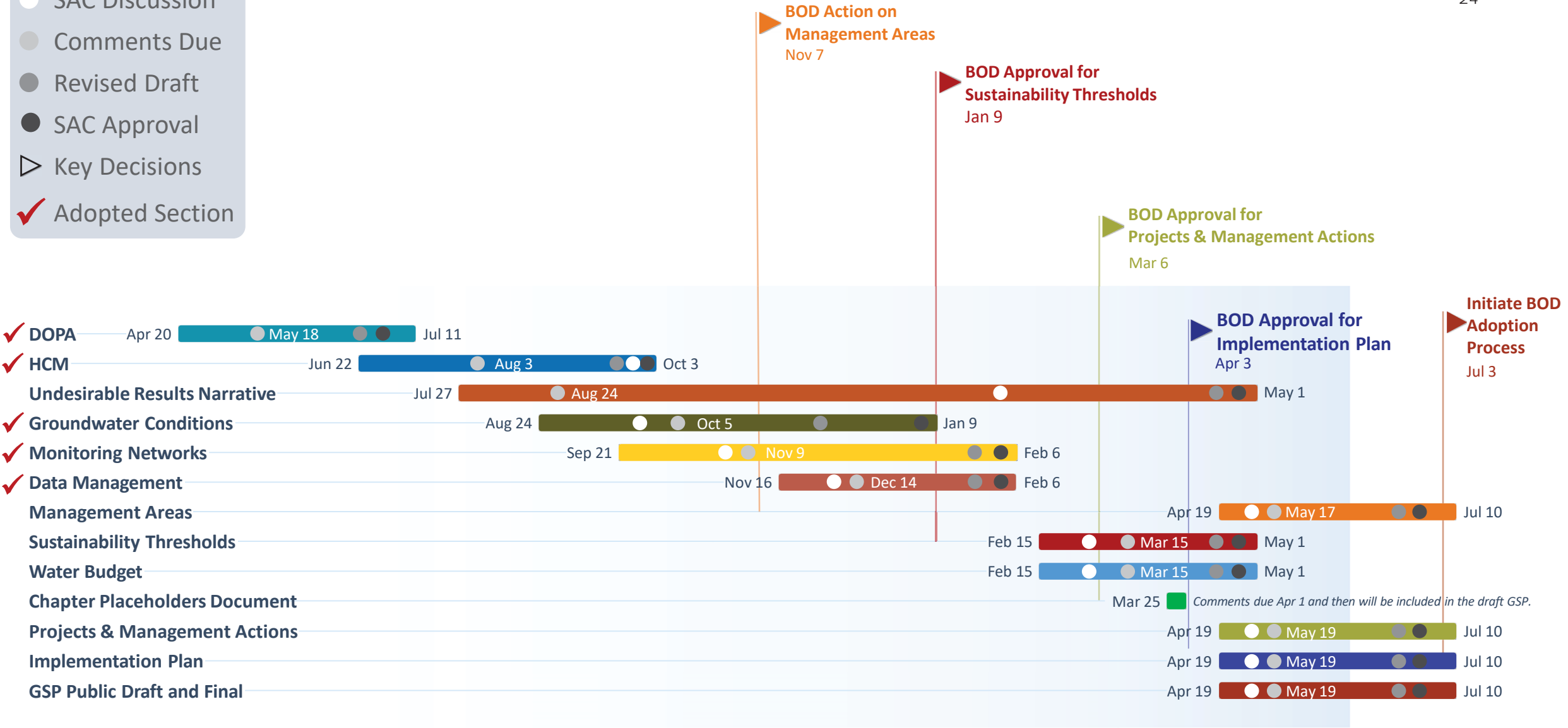
GSP Sections

1. Introduction
 - 1.1 Intro & Agency Information
 - 1.2 Plan Area
 - 1.3 Notice and Communication
2. Basin Settings
 - 2.1 HCM
 - 2.2 GW Conditions
 - 2.3 Water Budget

Appendix: Numerical GW Model Documentation
3. Undesirable Results
 - 3.1 Sustainability Goal
 - 3.2 Undesirable results statements
 - 3.2 ID Current Occurrence
4. Monitoring Networks
 - 4.1 Existing Monitoring Used
 - 4.2 GSP Monitoring Networks
5. Sustainability Thresholds
 - 5.1 Threshold Regions
 - 5.2 Minimum Thresholds, Measurable Objectives, Margin of Operational Flexibility, Interim Milestones
6. Data Management System

Appendix: DMS User Guide
7. Projects & Management Actions
8. Implementation Plan

- SAC Discussion
- Comments Due
- Revised Draft
- SAC Approval
- ▷ Key Decisions
- ✓ Adopted Section



2018

2019



Today

Public Comments on Draft GSP

- Public Comments Received as of May 22
 - May 1 Workshop (40 participants, 70 comments)
 - Written comments from 27 individuals and organizations, including:
 - Central Coast Regional Board
 - CA Department of Fish and Wildlife
 - San Luis Obispo and Santa Barbara Counties
 - Cuyama Basin Water District/EKI
 - Twitchell Management Authority
 - Santa Maria Conservation District
 - The Nature Conservancy
 - Community Environmental Council
 - Cuyama Family Resource Center

Major Comments for Board Discussion and/or Direction

- Sustainability Goal
- Reporting Threshold for Basinwide Undesirable Results
- Interim Milestones for Representative Wells
- Adaptive Management Triggers
- Model Uncertainty

Other Common Public Comments

- Not specific enough about steps to achieve sustainability
- Should be more explicit about undesirable results that existed prior to 2015
- Doesn't achieve measurable objectives or improve conditions
- Should include guidance on water use efficiency
- Should include an economic evaluation
- Valley can't afford the plan
- Sustainability Criteria should be revised
 - Water quality
 - Subsidence
 - Interconnected surface water
- Groundwater Dependent Ecosystems are not documented or protected
- Pumping restrictions/allocation should apply outside Central Area
- Comments on potential impacts of stormwater capture and cloud seeding
- Moratorium on new wells
- An economic analysis should be performed on proposed changes
- Connection between glidepath and potential for undesirable results
- Cost allocation should be based on groundwater use

Sustainability Goal

- April 22 Public Draft says the following (Chapter 3):

3.1 Sustainability Goal

Sustainability Goal 1: To maintain a viable groundwater resource for the beneficial use of the people and the environment of the Cuyama Groundwater Basin now and into the future.

- Is the sustainability goal appropriate? Should anything be changed?

- **SAC Recommendation:**

Sustainability Goal ~~1~~: To **establish and** maintain a viable groundwater resource, **with the absence of undesirable results**, for the beneficial use of the people and the environment of the Cuyama Groundwater Basin now and into the future.

Basin-Wide Undesirable Results (30% of Wells Exceeding Thresholds)

- April 22 Public Draft says the following (Chapter 3):

3.2.1 Chronic Lowering of Groundwater Levels | Identification of Undesirable Results

This result is considered to occur during GSP implementation when 30 percent of representative monitoring wells (i.e., 18 of 60 wells) fall below their minimum groundwater elevation thresholds for two consecutive years.

3.2.4 Degraded Water Quality | Identification of Undesirable Results

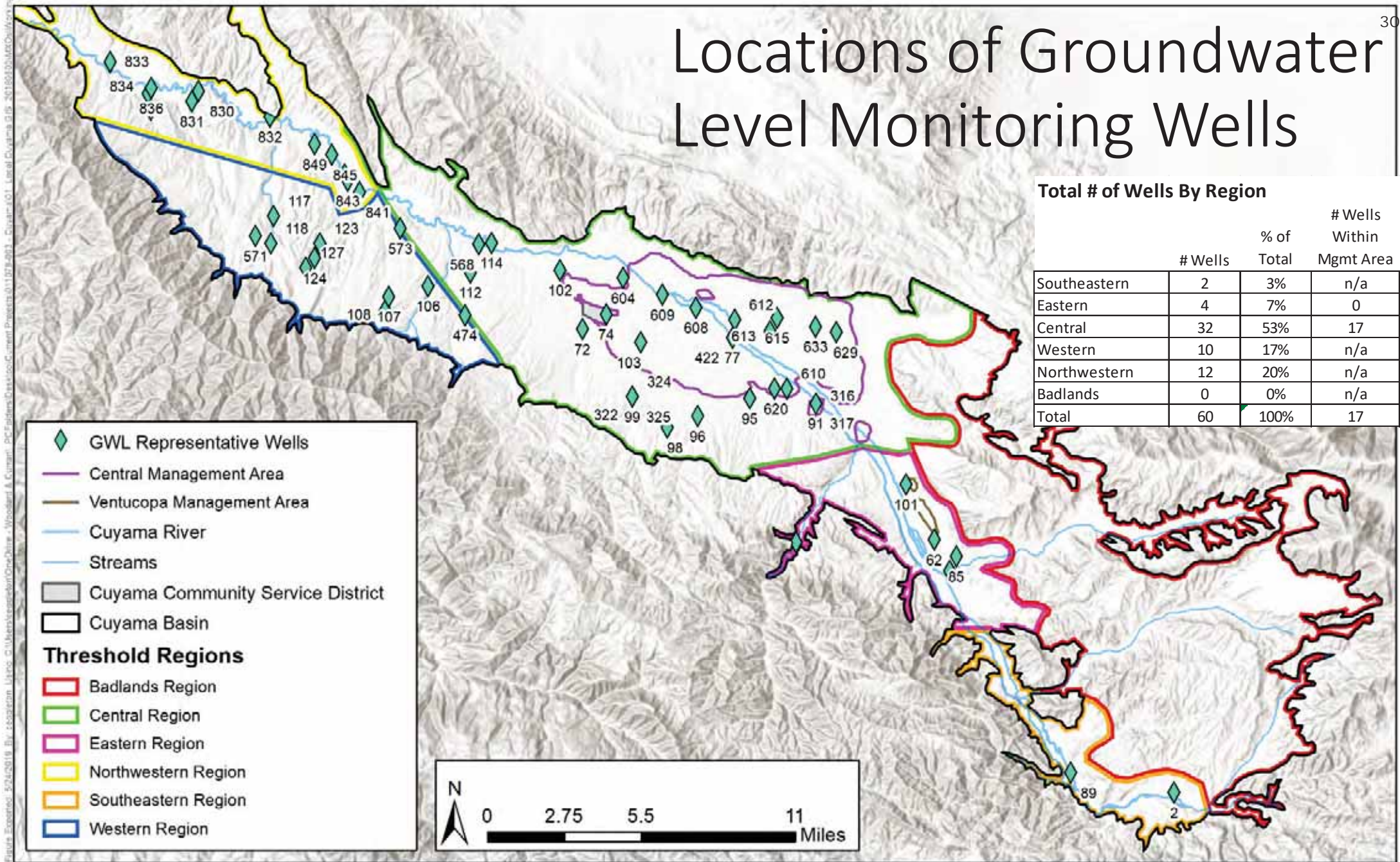
This result is considered to occur during GSP implementation when 30 percent of the representative monitoring points (i.e., 20 of 64 sites) exceed the minimum threshold for a constituent for two consecutive years.

- Is the 30 percent threshold appropriate for groundwater levels and groundwater quality? Should it be increased, decreased, or remain the same?

- **SAC Recommendation:**

Maintain threshold trigger at 30%, but reference where actions are considered if a representative well is within the Margin of Operational Flexibility, but trending towards Undesirable Results, and within 10 percent of the Minimum Threshold (in the Adaptive Management section).

Locations of Groundwater Level Monitoring Wells



Total # of Wells By Region

	# Wells	% of Total	# Wells Within Mgmt Area	% of Total
Southeastern	2	3%	n/a	n/a
Eastern	4	7%	0	0%
Central	32	53%	17	28%
Western	10	17%	n/a	n/a
Northwestern	12	20%	n/a	n/a
Badlands	0	0%	n/a	n/a
Total	60	100%	17	28%

- GWL Representative Wells
 - Central Management Area
 - Ventucopa Management Area
 - Cuyama River
 - Streams
 - Cuyama Community Service District
 - Cuyama Basin
- Threshold Regions**
- Badlands Region
 - Central Region
 - Eastern Region
 - Northwestern Region
 - Southeastern Region
 - Western Region

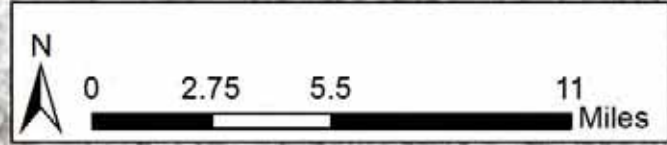
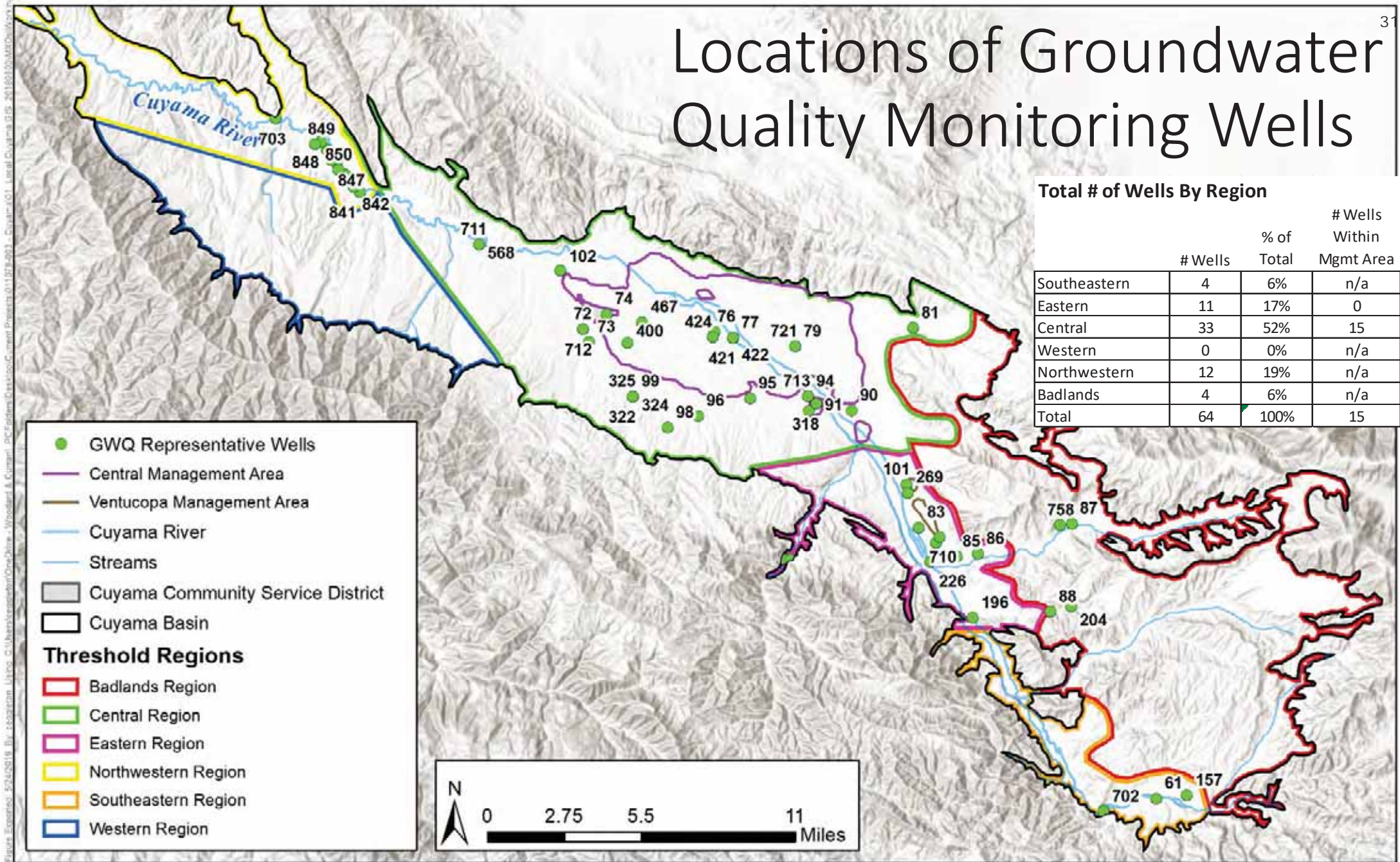


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Locations of Groundwater Quality Monitoring Wells



Total # of Wells By Region

	# Wells	% of Total	# Wells Within Mgmt Area	% of Total
Southeastern	4	6%	n/a	n/a
Eastern	11	17%	0	0%
Central	33	52%	15	23%
Western	0	0%	n/a	n/a
Northwestern	12	19%	n/a	n/a
Badlands	4	6%	n/a	n/a
Total	64	100%	15	23%

- GWQ Representative Wells
- Central Management Area
- Ventucopa Management Area
- Cuyama River
- Streams
- Cuyama Community Service District
- Cuyama Basin

Threshold Regions

- Badlands Region
- Central Region
- Eastern Region
- Northwestern Region
- Southeastern Region
- Western Region

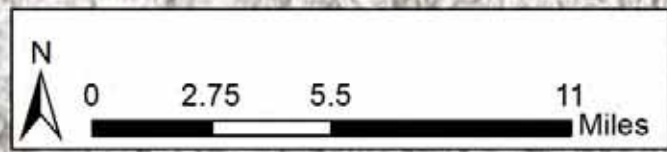


Figure 1: GWQ Representative Wells. C:\Users\krosham\OneDrive - Woodland & Cumant\PC\Folder\Dash\Doc\Current Projects\0110712013 - Cuyama\01 - Lateral Cuyama GIS - 20130105\MapDocs\MapDocs\GWQ

Interim Milestones for Representative Wells

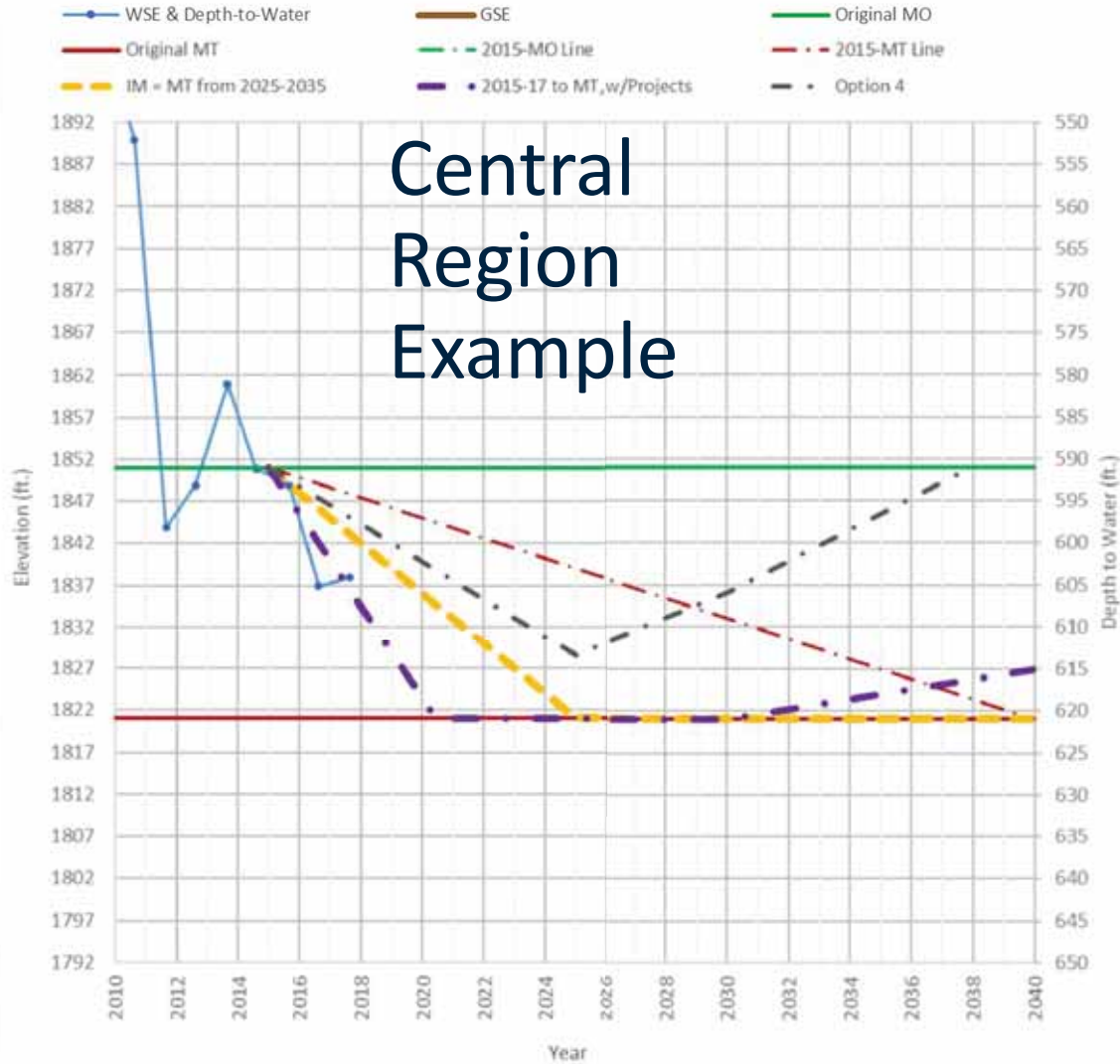
- April 22 Public Draft assumption (Chapter 5, Section 5.2 (GW Levels))
 - Interim Milestones (IMs) were set to equal the Minimum Threshold (MT) in all incremental years between 2025 and 2035.
 - This reflects a policy goal of minimizing the exceedance of MTs between now and 2040.
- Options for IMs:
 1. Linear trend from 2015 to MO in 2040
 2. Linear trend from 2015 to MT in 2040
 3. Set equal to MTs from 2025-2035 (current assumption)
 4. Use 2015-2017 trend line until levels equal MT; assume increased levels from 2030-2040 due to project implementation
- What assumption should be used for each region?
- **SAC Recommendation:**
 - Central Region
 - 2025 – 25% above the distance between the minimum threshold and measurable objective
 - 2030 – 50% of the Measure of Operational Flexibility
 - 2038 – Measurable Objective
 - These targets are conditional on revising the interim milestones in 2025.

For All Other Regions

Implement a linear progression from 2015 to the measurable objective, conditional on revising the interim milestones in 2025

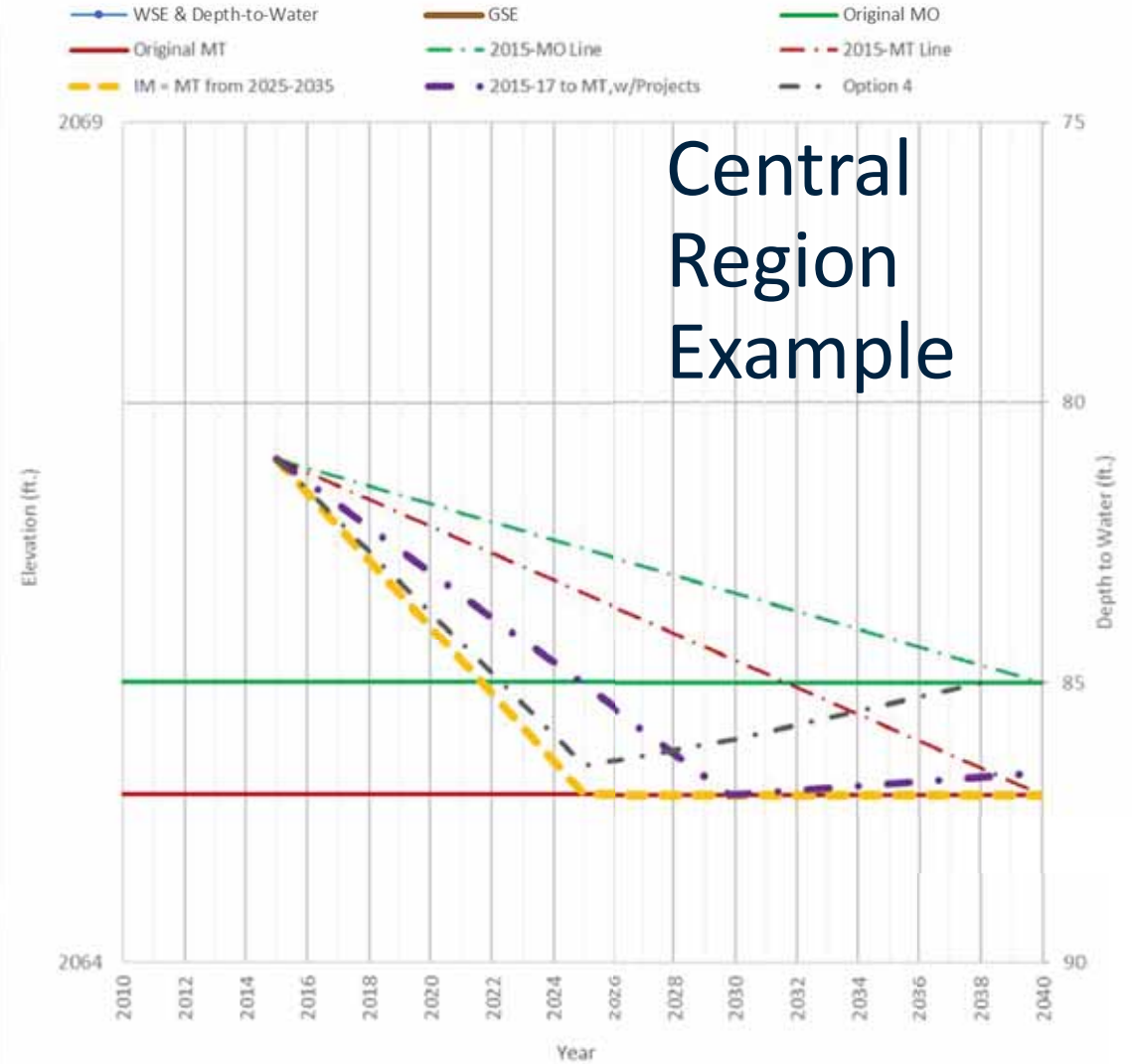
Central Region

OPTI Well 610 Hydrograph



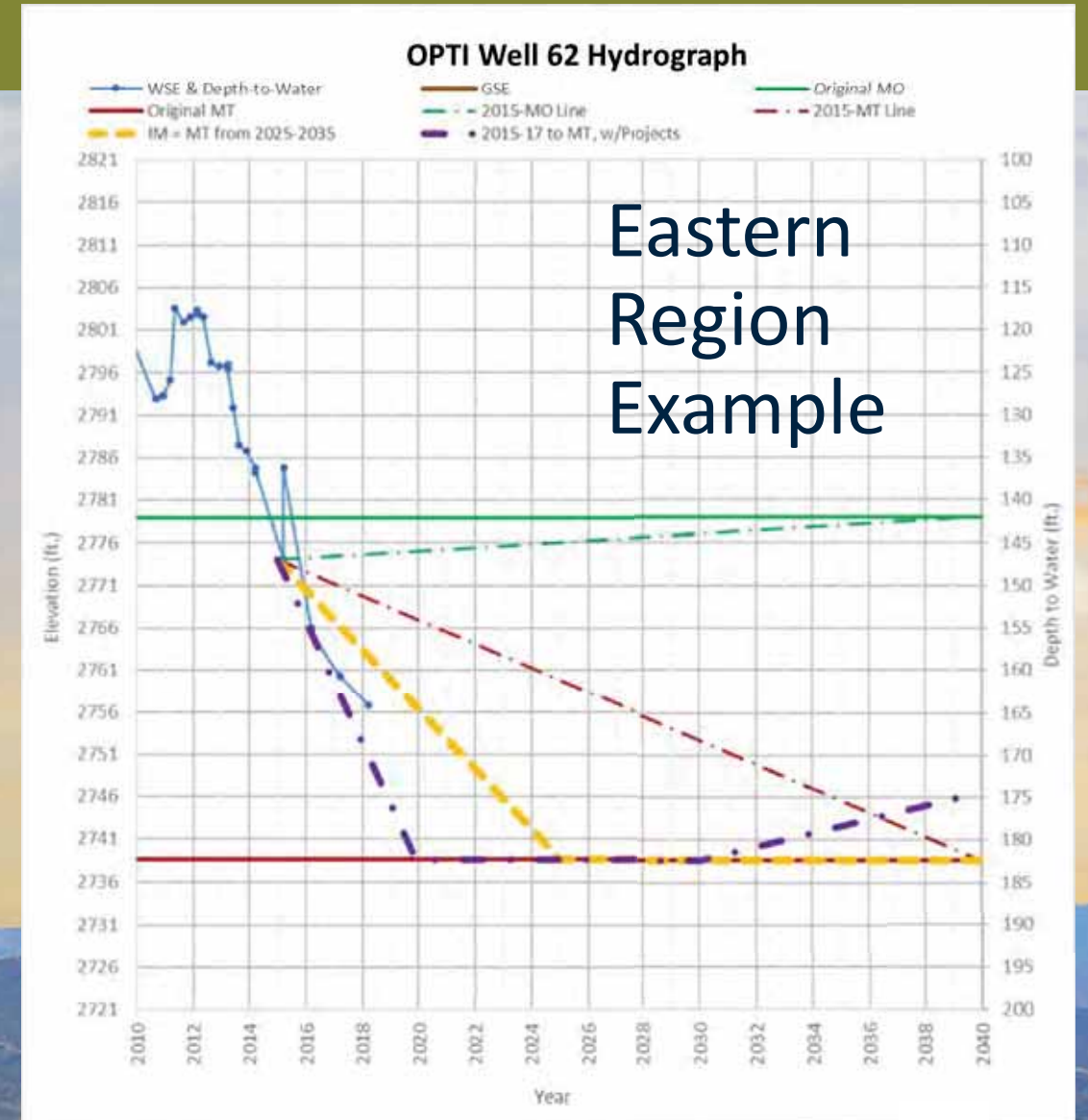
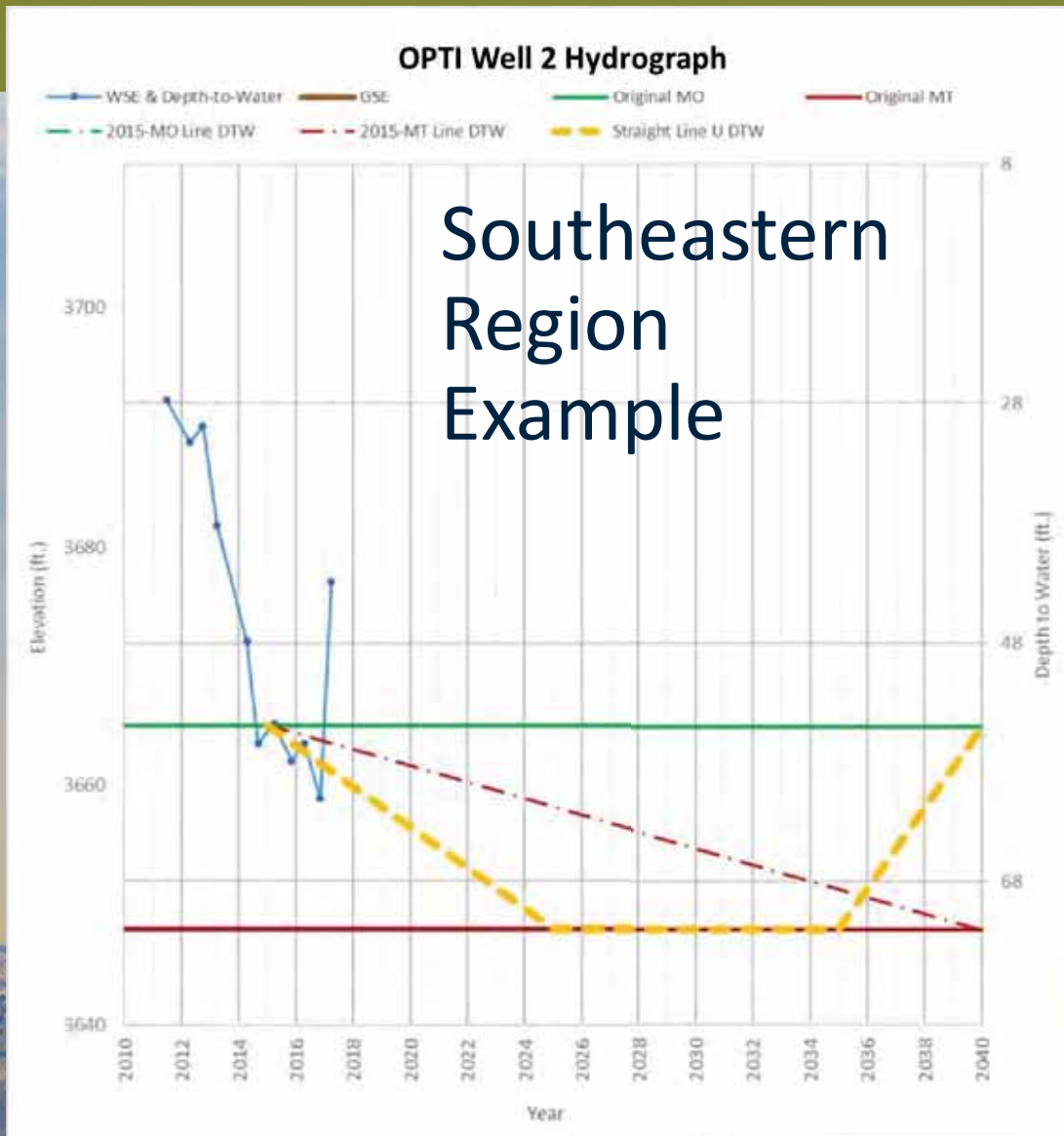
Central
Region
Example

OPTI Well 112 Hydrograph

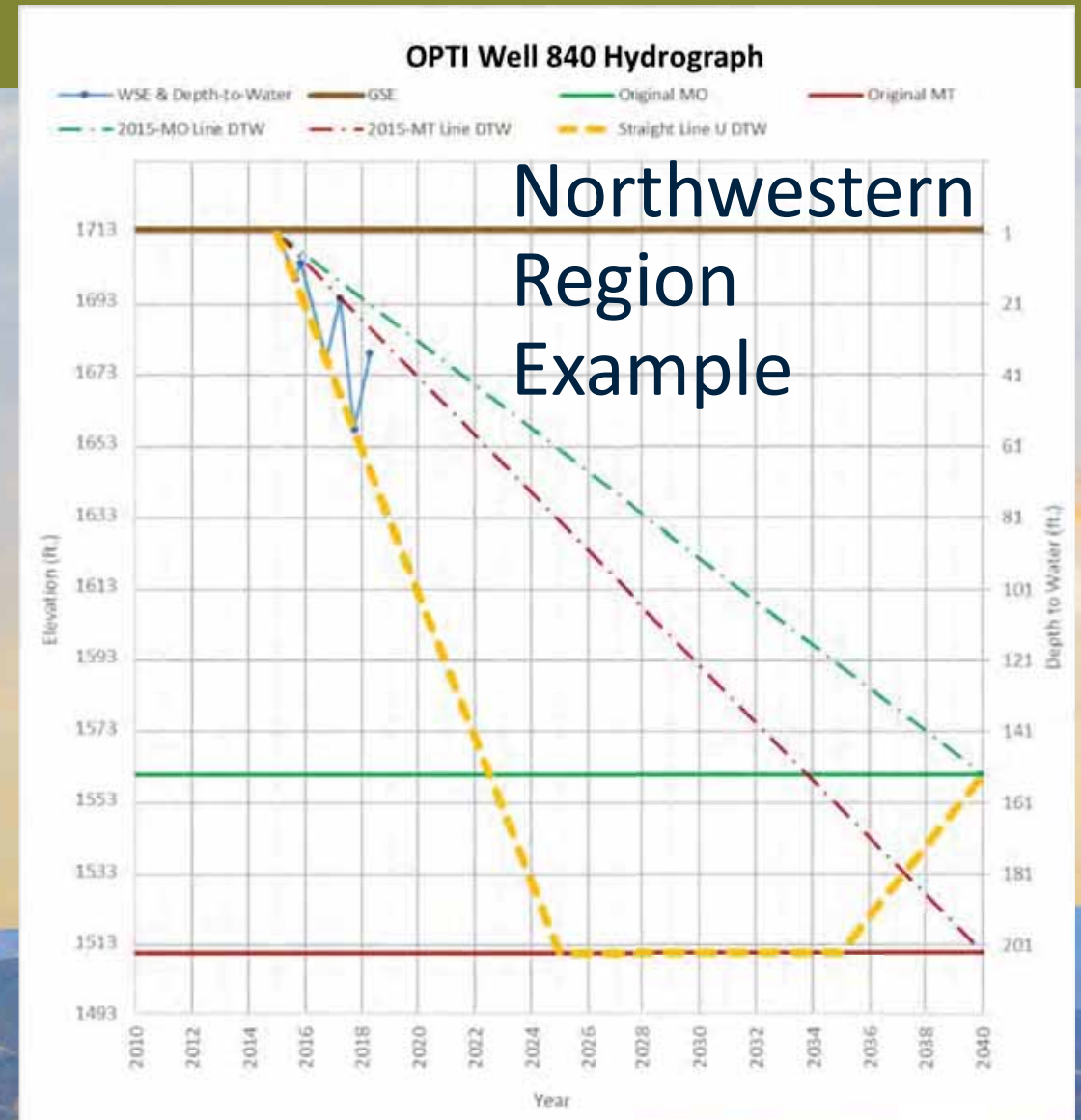
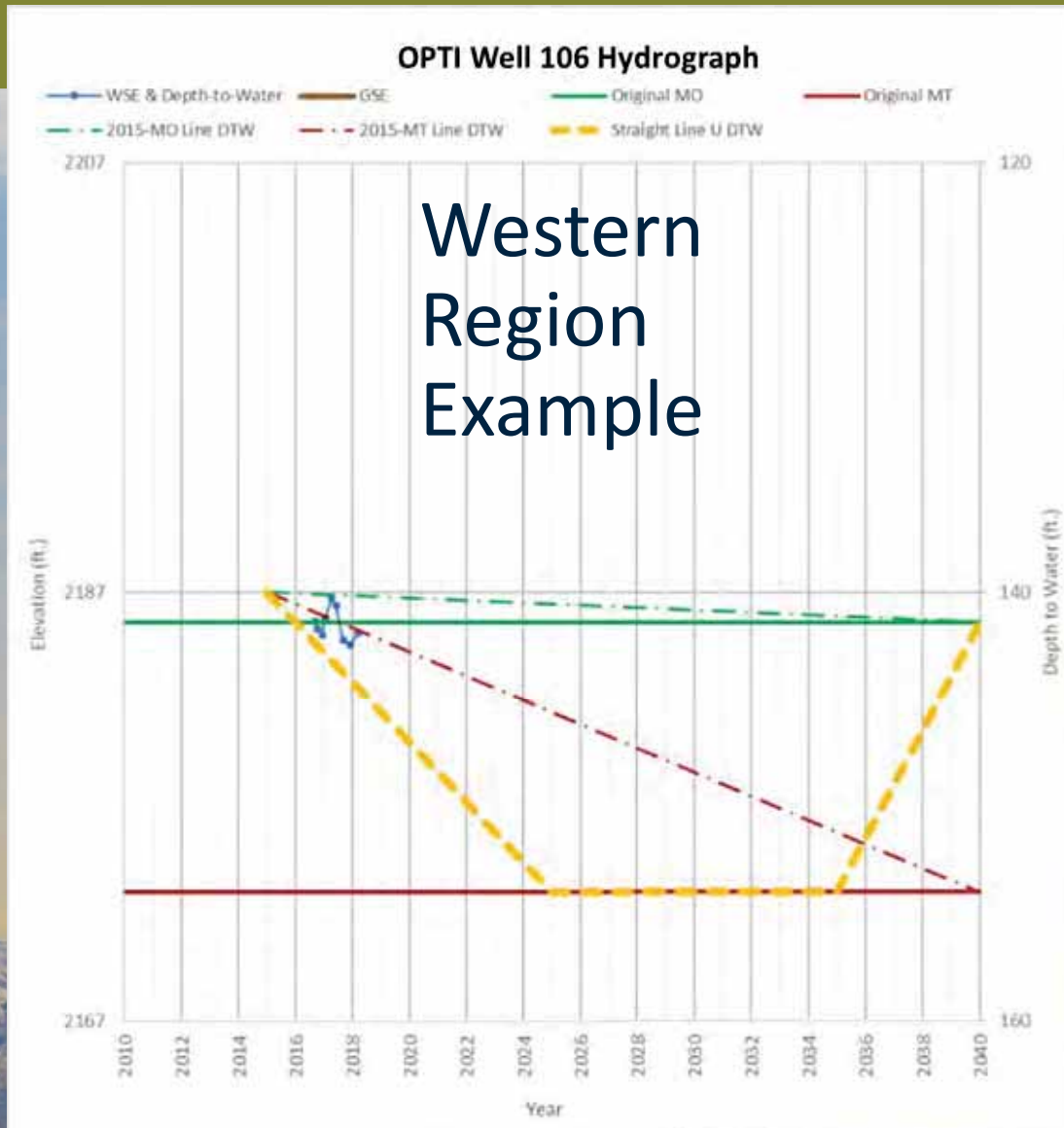


Central
Region
Example

Eastern and Southeastern Regions



Western and Northwestern Regions



Adaptive Management

April 22 Public Draft includes the following triggers (Chapter 7):

- **Pumping reductions are more than 5 percent off the glide path identified in the pumping allocation plan:** CBGSA would evaluate why pumping allocations are not being met and implement additional outreach or enforcement, as appropriate. If the evaluation determines that the allocation is not feasible for users, the glide path and pumping allocation plan would be re-evaluated to confirm baseline water allocations are established correctly.
- **If the Basin is within the Margin of Operational Flexibility, but trending towards Undesirable Results, and within 10 percent of the Minimum Threshold:** CBGSA will implement one or more GSP projects that have not yet been implemented, or will reconsider implementation of projects included in the GSP that were found to be less feasible.
- **If the Basin is experiencing Undesirable Results and is not demonstrating progress towards achieving Minimum Thresholds:** CBGSA will implement one or more GSP projects that have not yet been implemented, and will reconsider implementation of projects included in the GSP that were found to be less favorable. If this does not result in demonstrable progress towards achieving.

Are the above triggers for adaptive management appropriate?

SAC Recommendation:

- **Pumping reductions are more than 5 percent off the glide path identified in the pumping allocation plan:** CBGSA would evaluate why pumping allocations are not being met and implement additional outreach or enforcement, as appropriate. ~~If the evaluation determines that the allocation is not feasible for users, the glide path and pumping allocation plan would be re-evaluated to confirm baseline water allocations are established correctly.~~
- **If a representative well ~~the Basin~~ is within the Margin of Operational Flexibility, but trending towards Undesirable Results, and within 10 percent of the Minimum Threshold:** ~~CBGSA will investigate the cause and determine appropriate actions. implement one or more GSP projects that have not yet been implemented, or will reconsider implementation of projects included in the GSP that were found to be less feasible.~~ CBGSA will investigate the cause and determine appropriate actions.
- ~~If the Basin is experiencing Undesirable Results and is not demonstrating progress towards achieving Minimum Thresholds:~~ CBGSA will implement one or more GSP projects that have not yet been implemented, and will reconsider implementation of projects included in the GSP that were found to be less favorable. ~~If this does not result in demonstrable progress towards achieving.~~

On April 22, 2019 the Cuyama Basin draft GSP was released for public comments. The 30-day public comment period ended May 22, 2019. Please find a link to the GSP public comments and a list of the commenters below.

GSP Public Comments: <https://hgcpm.sharefile.com/d-s108d27a9b62486ea>

1. Central Coast Water Board, James Bishop
2. Public Comments from Stakeholder Workshop on 5/1/19
3. Richard and Susie Snedden, Kern County Landowner
4. John Comstock, New Cuyama Resident
5. Cheryl Tomchin, Cuyama Stakeholder
6. The Nature Conservancy, Sandi Matsumoto
7. Cottonwood Canyon Residents/Landowners
8. Community Environmental Council, Sigrid Wright
9. Jane Wooster, CBGSA Director/Landowner
10. Joshua Bower, Farm Intern at Quail Springs
11. Grapevine Capital, Neil Currie, Cleath Harris
12. Twitchell Management Authority, Michelle Ruiz
13. Brenton Kelly, SAC Vice Chair/Quail Springs Permaculture Center
14. Cuyama Basin Water District, Matt Klinchuch
15. Dept of Fish and Wildlife, Julie Vance
16. Joe Haslett, SAC Member/Landowner
17. John Orcutt, Cuyama Stakeholder
18. Karen Lewis, Cuyama Landowner
19. Kern Ridge Growers, LLC., Bob Giragosian
20. Cuyama Valley Family Resource Center, Lynn Carlisle
21. Meg Brown, Cuyama Stakeholder
22. Robbie Jaffe, SAC Chair; Steve Gliessman, Condor's Hope
23. County of San Luis Obispo, Cathy Martin
24. Santa Barbara County Water Agency, Matt Young
25. Santa Maria Conservation District, Tom Gibbons
26. Sue Blackshear, Cuyama Stakeholder
27. Santa Barbara Pistachio Company, Dennis Gibb
28. Dept of Fish and Wildlife, Erinn Wilson



TO: Board of Directors
Agenda Item No. 6c

FROM: Ali Taghavi, Woodard & Curran (W&C)

DATE: June 5, 2019

SUBJECT: Discuss Model Sensitivity Analysis

Issue

Discussion on the model sensitivity analysis.

Recommended Motion

None – information only.

Discussion

W&C's Senior Technical Practice Leader Ali Taghavi's model sensitivity analysis is provided as Attachment 1.

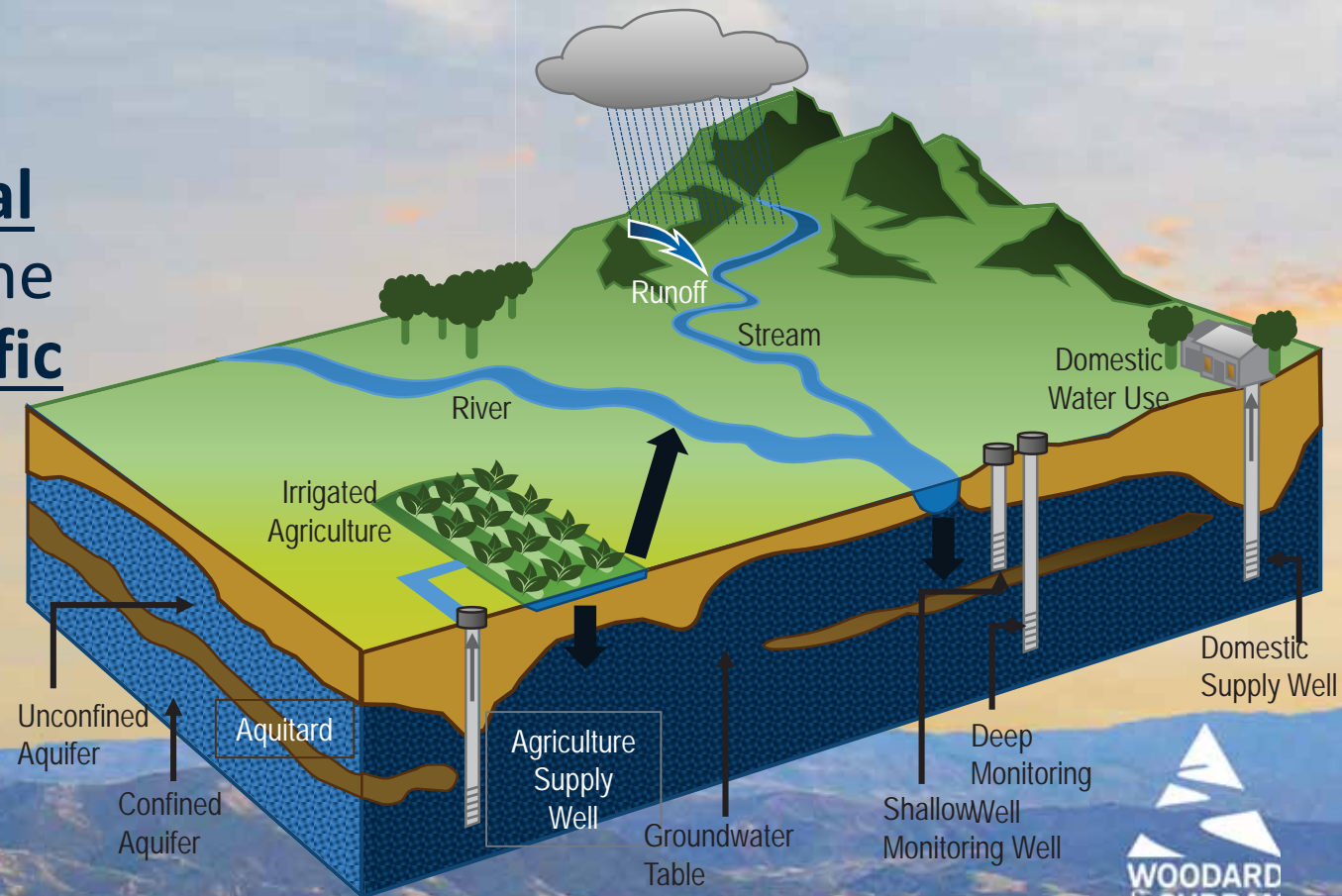
Cuyama Basin Groundwater Sustainability Agency

Cuyama Water Resources Model Uncertainty Analysis

June 5, 2019

Hydrologic Modeling

- Hydrologic modeling is the **Science** and **Art** of understanding the **natural hydrologic system** and analysis of **the effects of natural and anthropogenic forces** on the hydrologic system using **scientific principles and methods**



Model Network

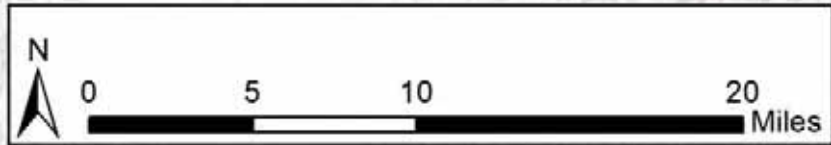
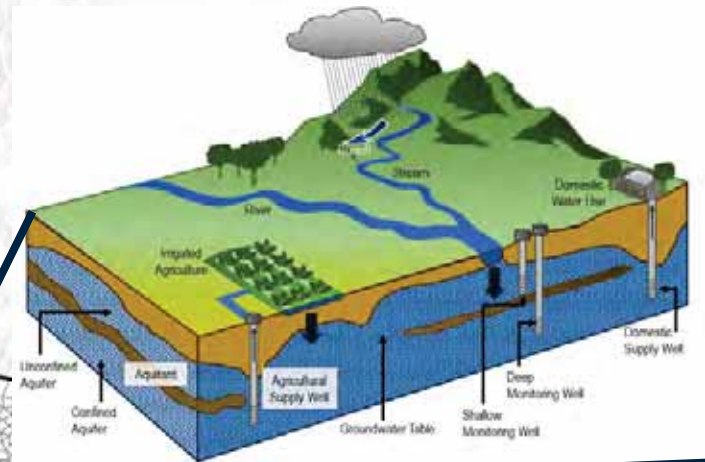
- 6,582 elements
- Avg element size: 36.8 acres
- Includes faults, stream and drainage system, and jurisdictional boundaries

Legend:

- Cuyama Basin
- Model Grid
- Faults Used in Model

Model Features

- Model Period: 1967-2017
- Calibration Period: 1995-2015
- Daily Rainfall Data
- Daily Streamflow Reconstruction
- Geologic & Hydrogeologic Characterization
- Land Use and Cropping Patterns
- Soil Conditions
- Population and Domestic Water Use
- Groundwater Wells
- Irrigation Practices and Operations

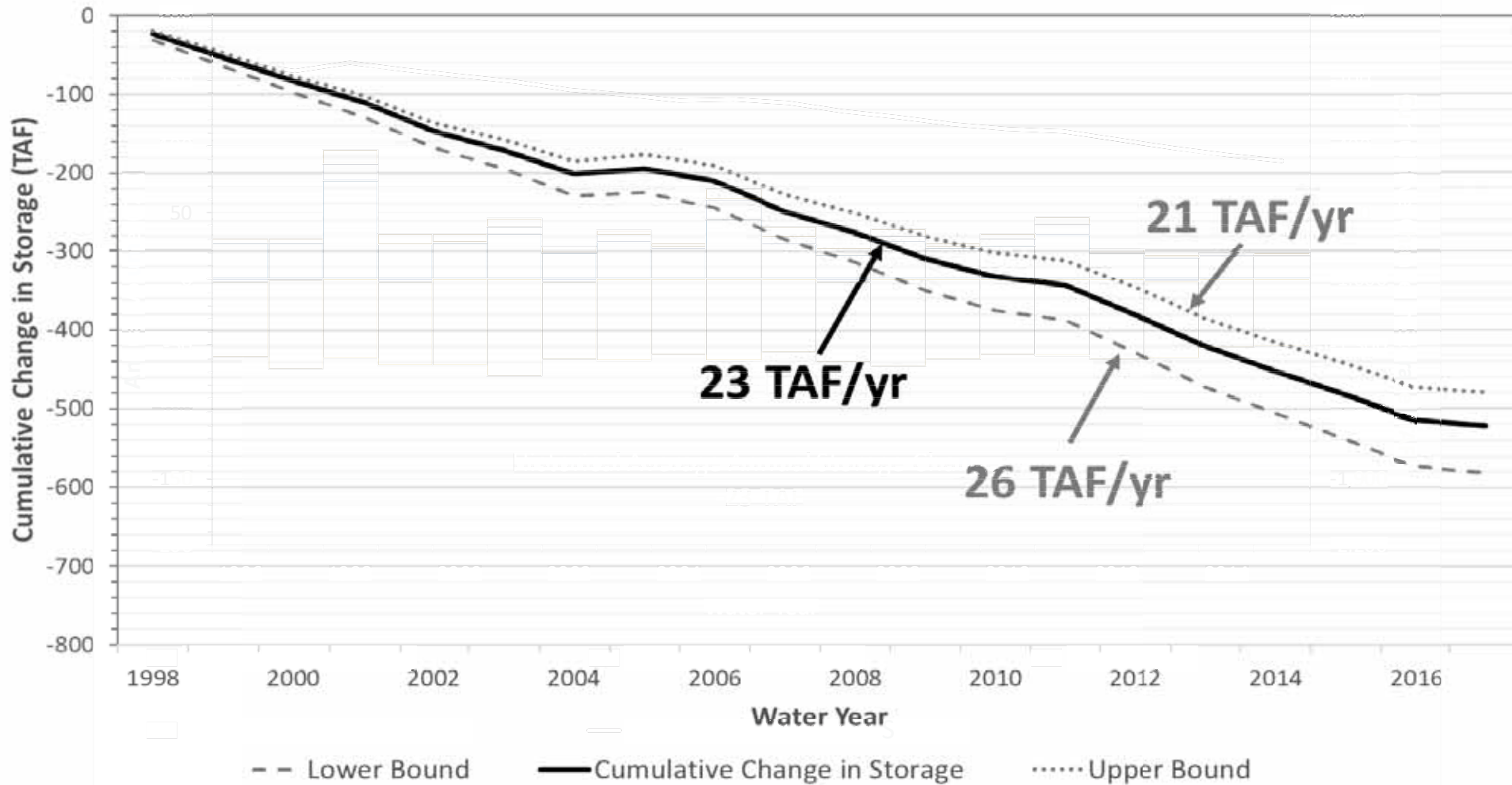


Cuyama Basin Water Resources Model (CBWRM) Status

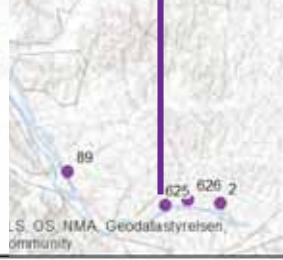
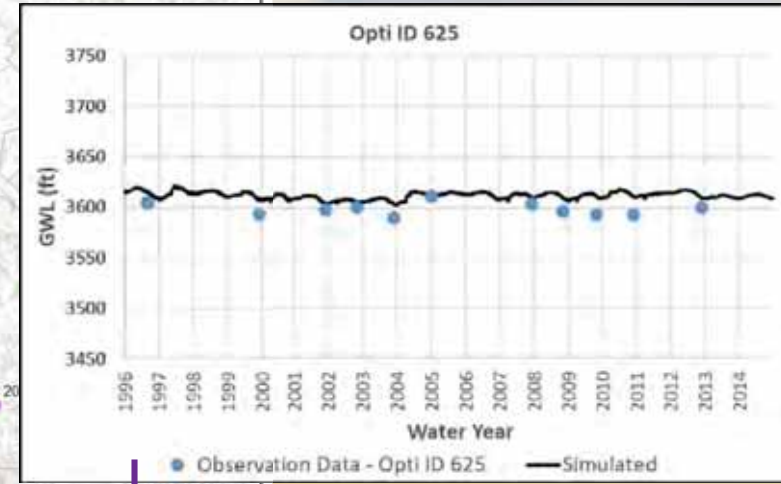
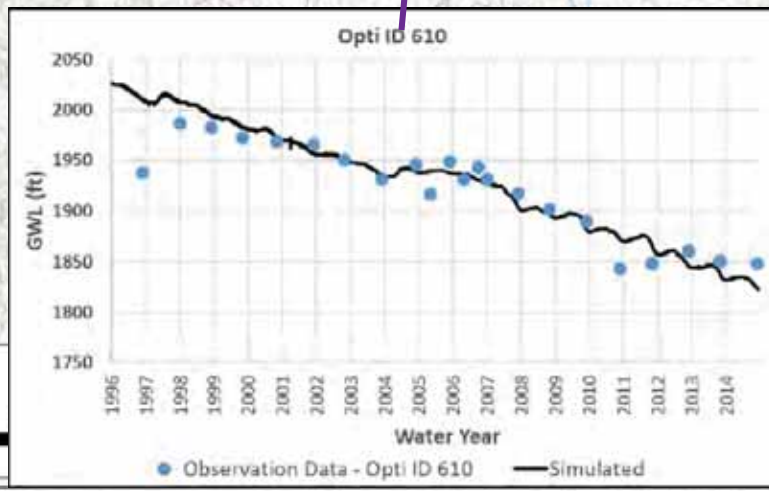
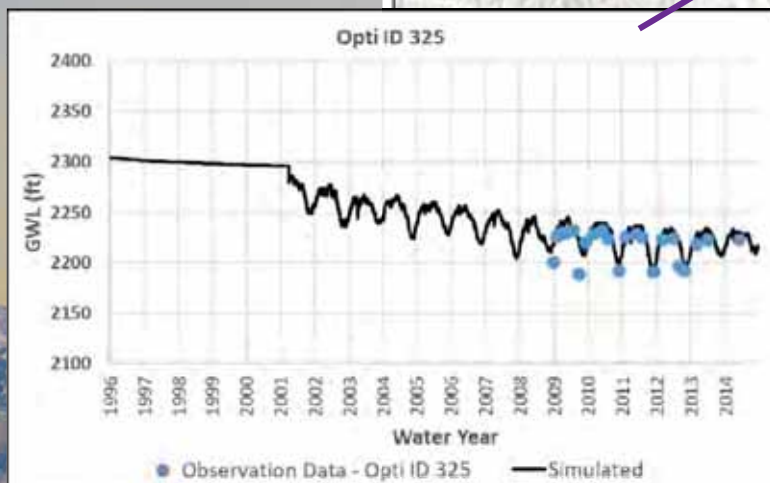
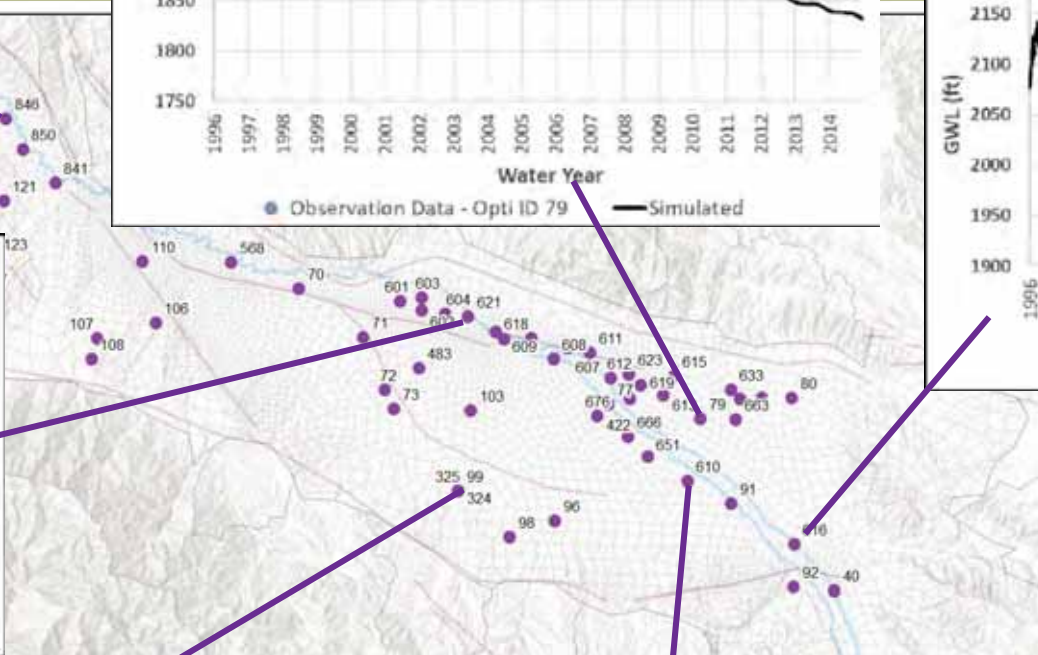
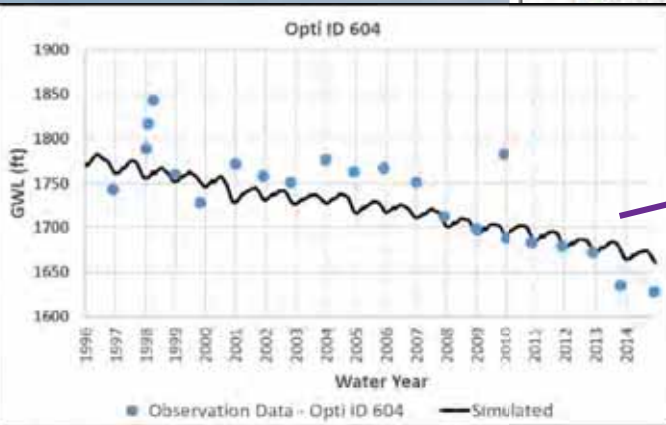
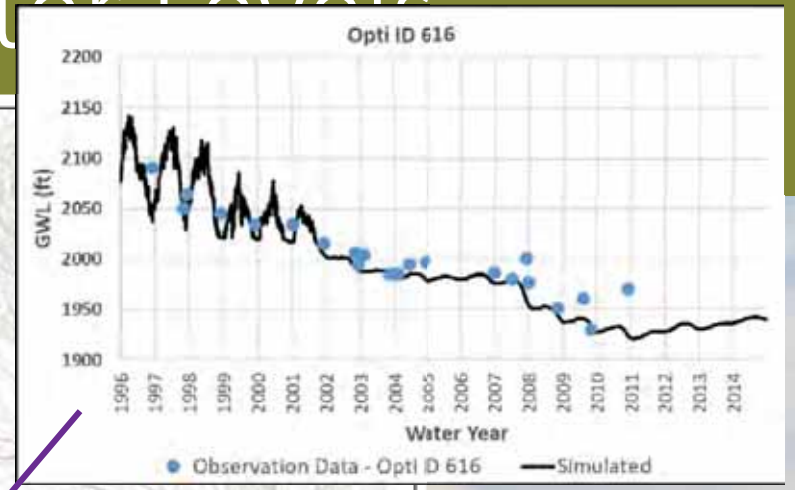
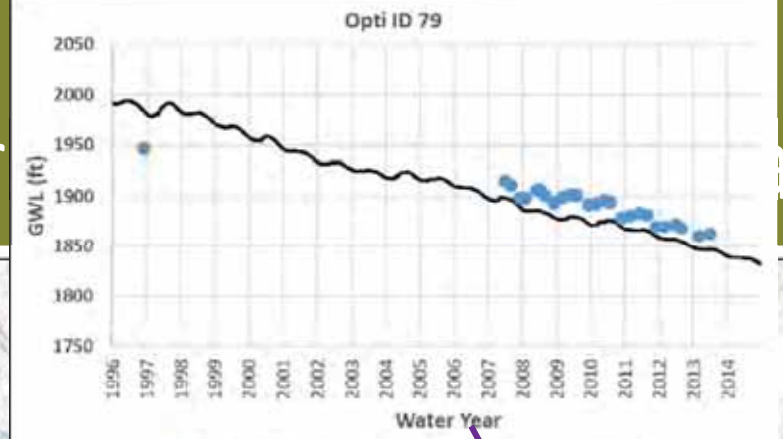
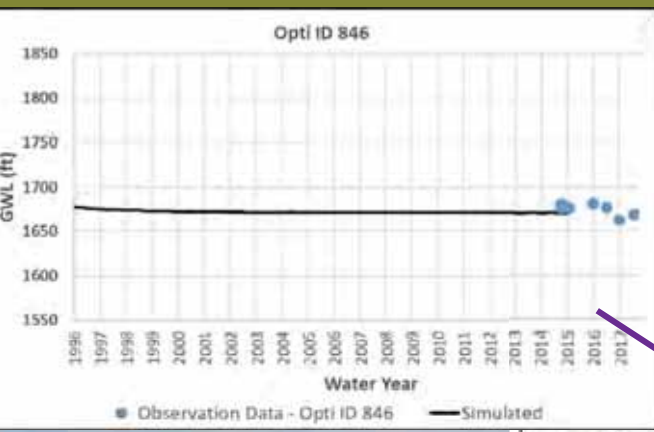
42

- **March 2018:** Cuyama GSA Board decided on using the DWR IWFM
- **Mar-Sep 2018:** Model Development In-Progress
- **Sep. 5, 2018:** Public Workshop- Model development status
- **Dec. 3, 2018:** Public Workshop- Draft model calibration
- **Apr 2018- Apr 2019:** Monthly Technical Forum conf. calls
- **Jan-Mar 2019:** Additional model refinements
- **Feb-Mar 2019:** Model sustainability analysis and evaluation of water supply projects presented to the Cuyama GSA Board
- **June 2019:** Model uncertainty analysis presented to the GSA Board

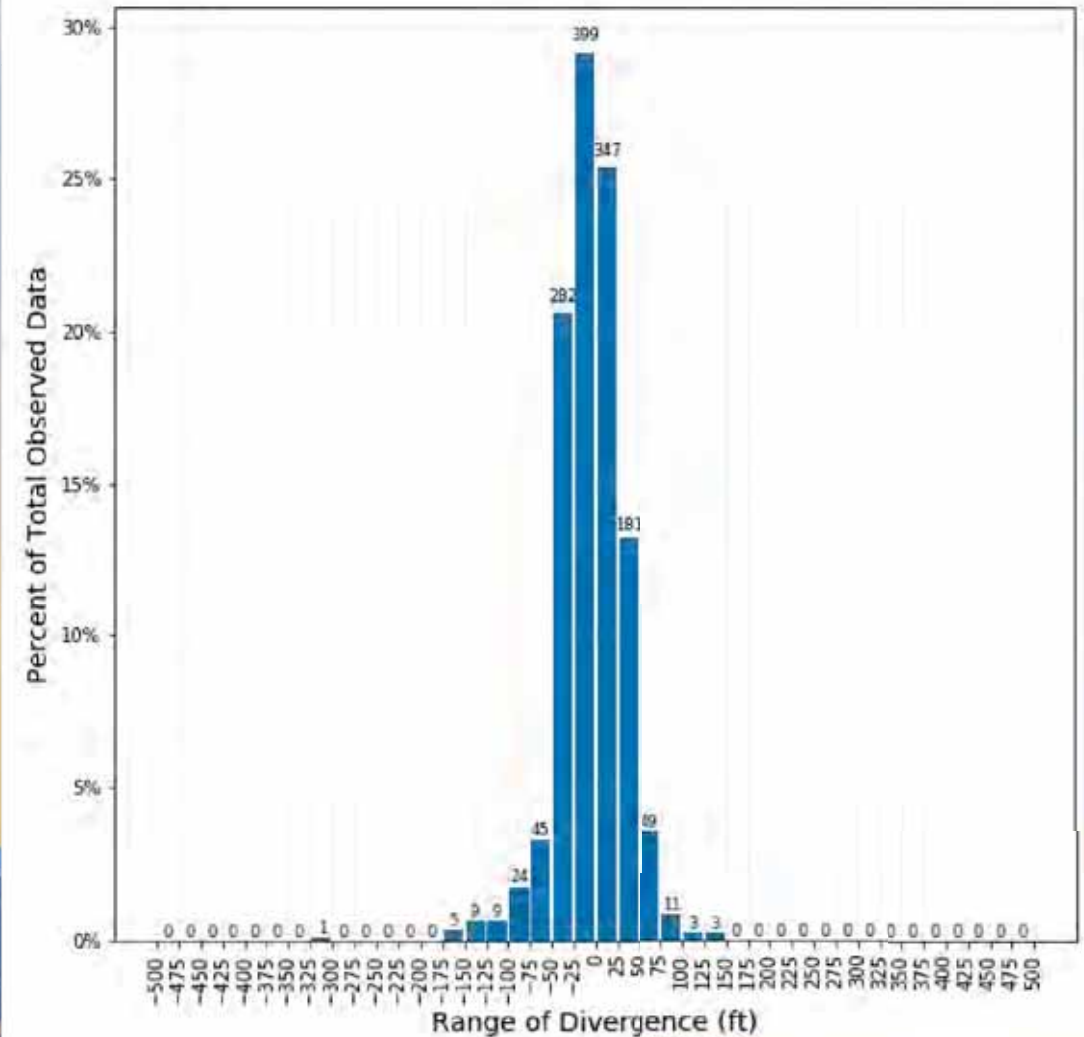
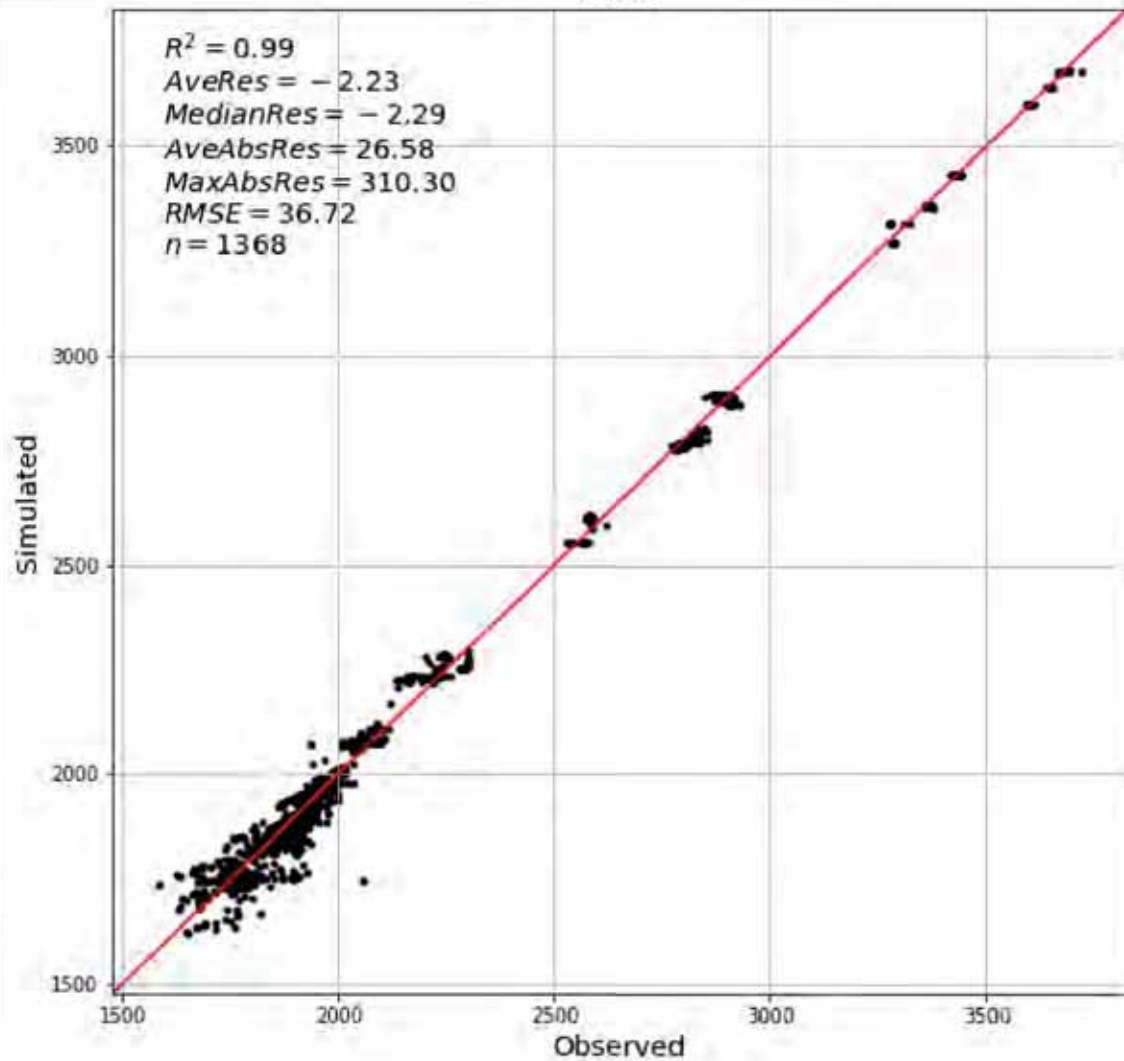
Historical Change in GW Storage



Water Levels



Model Calibration Statistics – Basin Wide



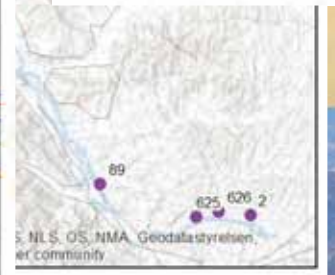
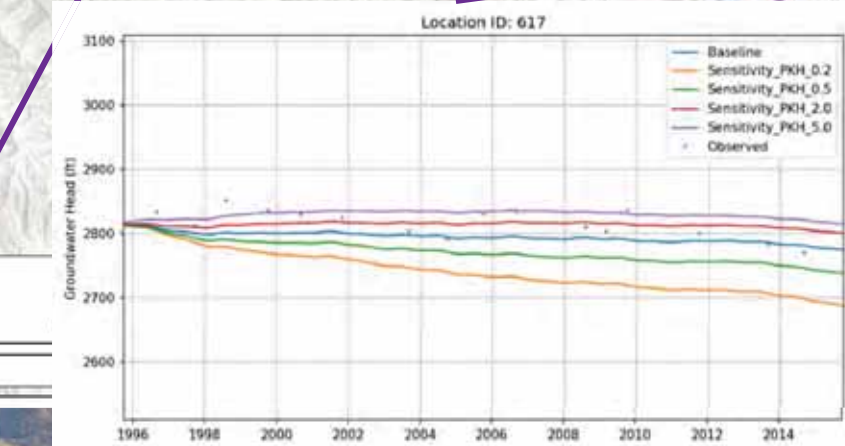
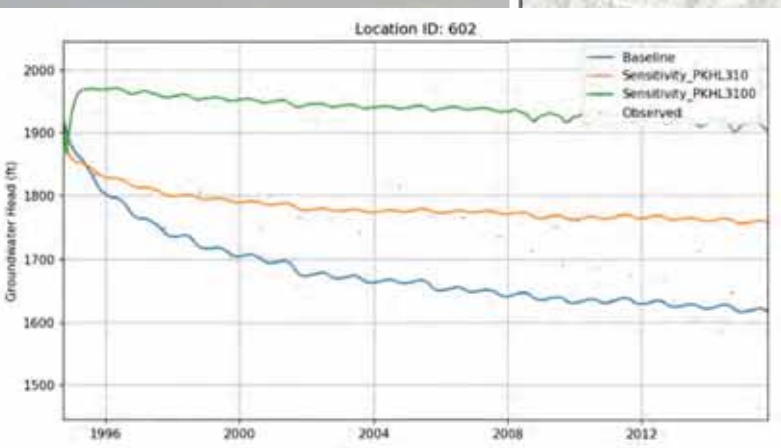
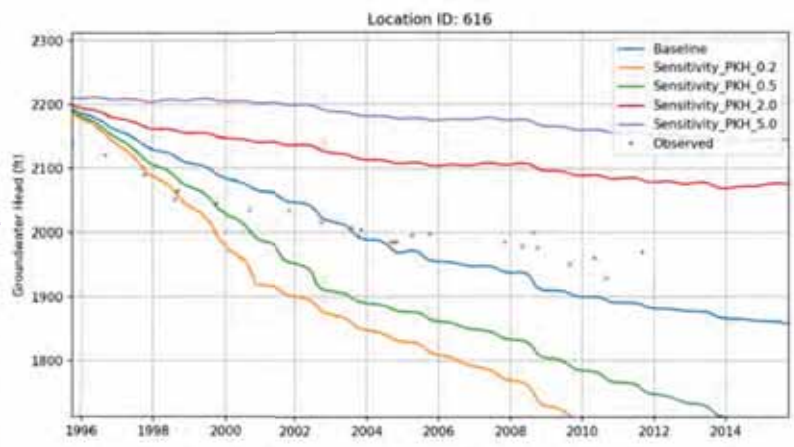
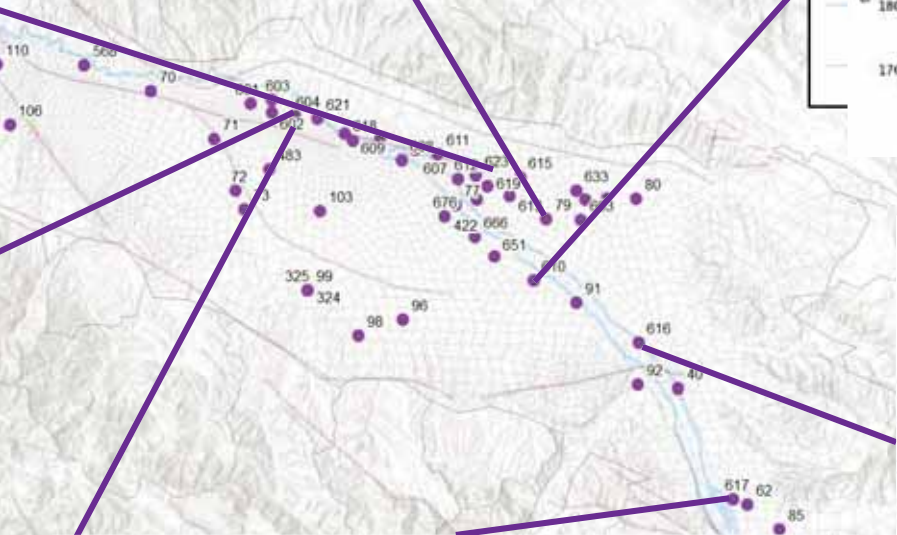
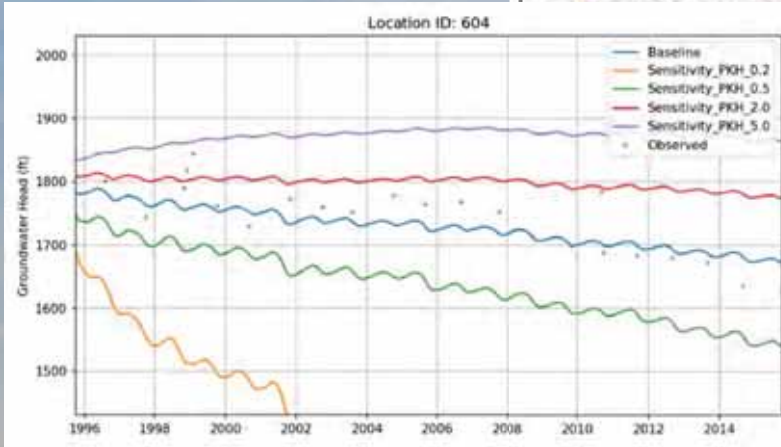
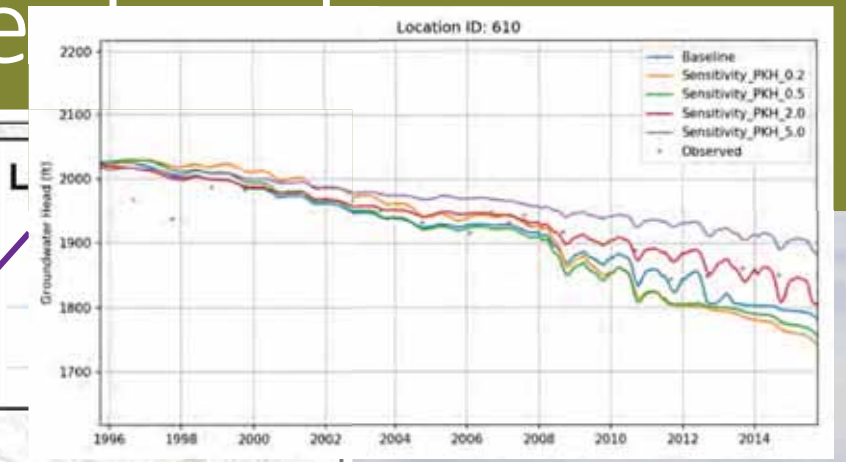
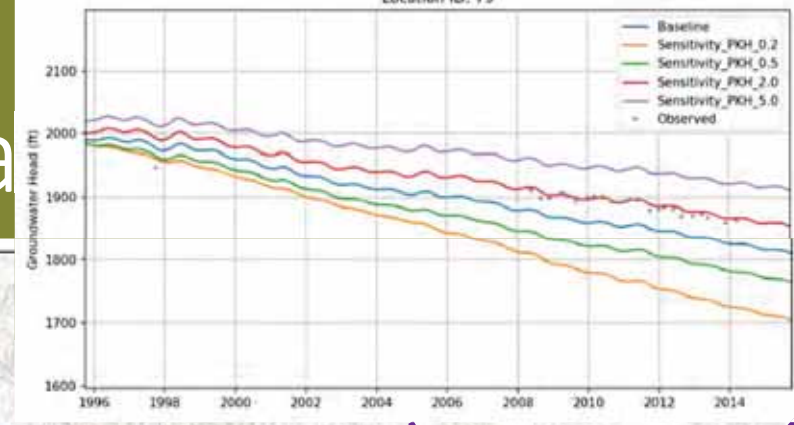
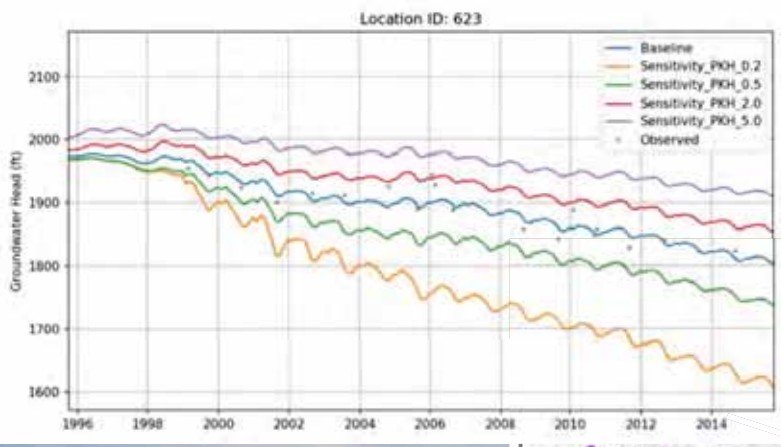
Modeling Uncertainties are Due to Various Factors

- **Structural Uncertainties**
 - Theoretical Concepts and Representation of the Natural and Physical System
 - Formulation, Code Development, Solution Techniques and Assumptions
 - Representation of Physical Features
 - Model Spatial and Temporal Resolution
- **Data Uncertainties**
 - Data and Information Accuracy, Data Gaps and Estimations
 - Data Spatial and Temporal Resolution
- **Calibration Uncertainties**
 - Calibration Approach, Target Characteristics, Accuracy
 - Estimates of Hydrologic and Hydrogeologic Parameters
- **Projection Uncertainties**
 - Primarily due to Data Projections and Forecasting Methods on:
 - Land Use and Population
 - Water Supply Conditions
 - Climatic Conditions

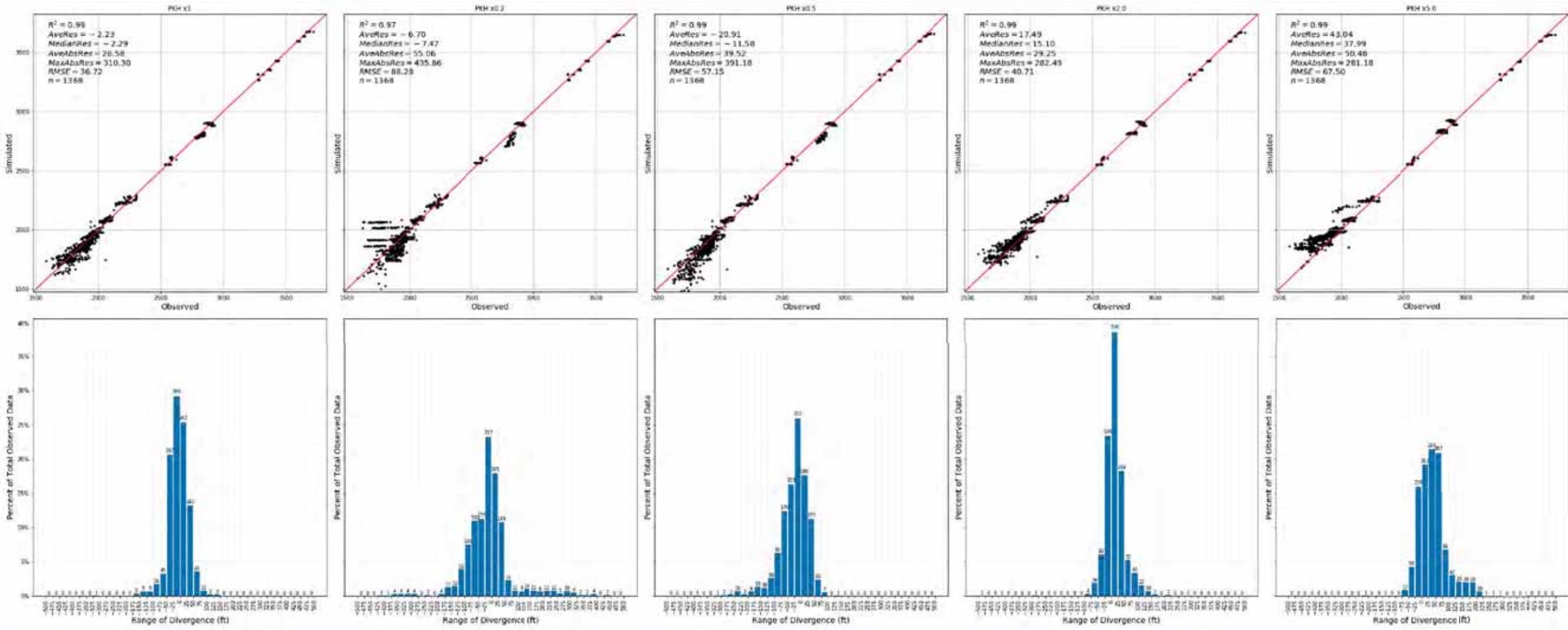
Model Parameters Considered for Uncertainty Analysis

- Model Water Budget Components:
 - Ag Demand & GW Pumping
- Aquifer Hydraulic Parameters:
 - Hydraulic Conductivity
 - Specific Yield
 - Specific Storage
- Other Parameters:
 - Streambed Hydraulic Conductivity
 - Soil K
 - Boundary Flows

Model Scenario	Multiplier
Baseline	1.0
Hydraulic Conductivity	1/5
Hydraulic Conductivity	1/2
Hydraulic Conductivity	2.0
Hydraulic Conductivity	5.0

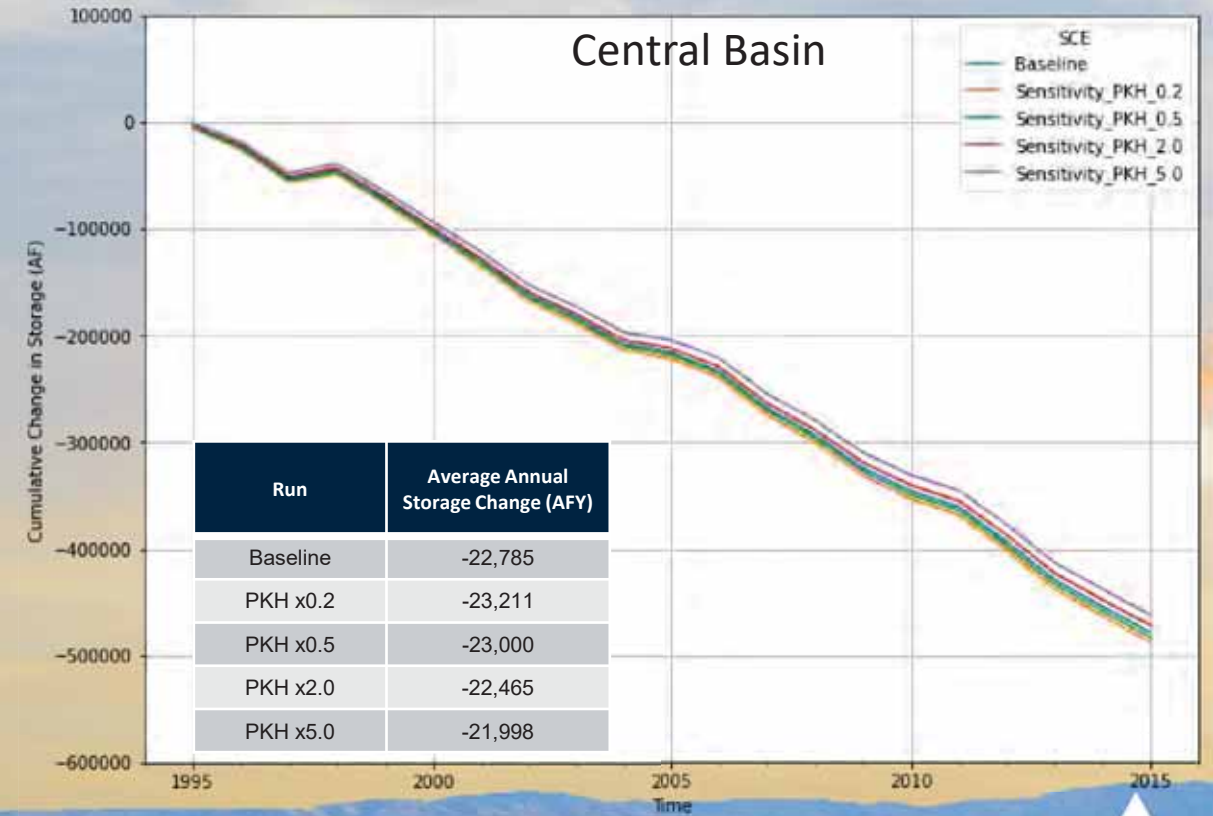
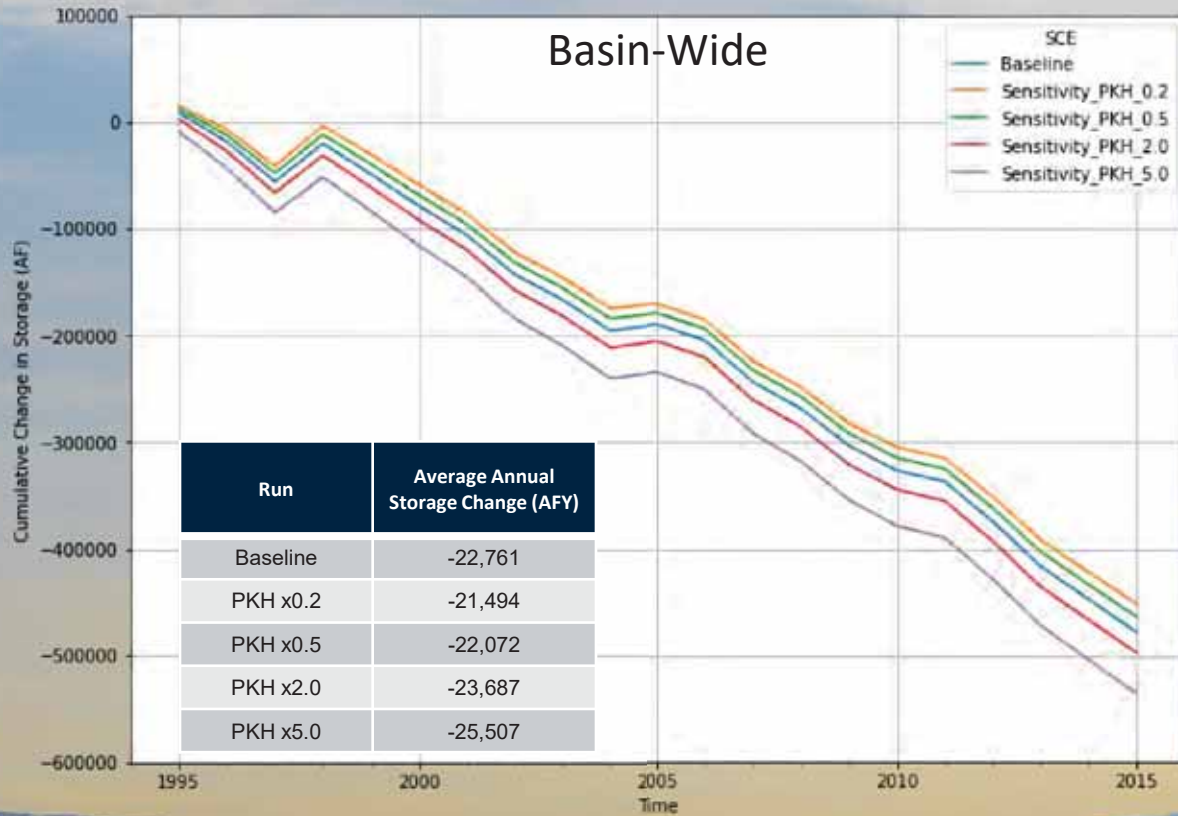


Uncertainty Statistics: Horizontal Hyd. Conductivity



Range of Change in GW Storage

Based on Uncertainties in Aquifer Hydraulic Conductivity



Uncertainty Parameters Ranked

Parameter	Change Factor	Basin Wide					Central Region				
		Max	% Dev. Max	Min	% Dev. Min	% Range of Deviation	Max	% Dev. Max	Min	% Dev. Min	% Range of Deviation
Groundwater Pumping	"± 20%"	33,767	48%	11,670	-49%	97	32,360	42%	13,181	-42%	84
Aquifer Hydraulic Conductivity	x0.2 / x5.0	25,507	12%	21,494	-6%	18	23,211	2%	21,998	-3%	5
Specific Yield for Shallow Aquifer System	x0.2 / x5.0	24,988	10%	22,310	-2%	12	25,943	14%	22,097	-3%	17
Specific Storage for Semi-confined Aquifer Systems	x0.1 / x10.0	22,776	0%	22,695	0%	<1%	22,802	0%	22,755	0%	<1%
Streambed Seepage Potential	x0.2 / x2.0	28,586	26%	18,290	-20%	45	27,377	20%	18,977	-17%	37
Soil Percolation Potential	x0.2 / x5.0	25,702	13%	15,136	-34%	46	24,062	6%	19,689	-14%	19
Tributary Watershed Flows	x0.2 / x5.0	23,824	5%	22,693	0%	5	23,158	2%	22,722	0%	2

CWRM Calibrated GW Deficit is within the Reported Range

Study	Method	Time Period	Annual Net Recharge	Annual Net Usage	Deficit/Surplus	CUVHM Deficit/ Surplus
Singer & Swarzenski, 1970	Mass Balance	1939-1946	16,000 AFY	18,000 AFY	-2,000 AFY	N/A
Singer & Swarzenski, 1970	Mass Balance	1947-1966	12,000 AFY	33,000 AFY	-21,000 AFY	-32,851 AFY ¹
SBCWA, 1977	Mass Balance	1966-1975	13,000 AFY	51,000 AFY	-38,000 AFY	-24,099 AFY
USDA, 1988	Safe Yield	1975-1986	26,500 AFY	56,800 AFY	-30,300 AFY	-39,596 AFY
DWR, 1998	Specific Yield	1982-1993	N/A	N/A	-14,600 AFY	-44,098 AFY
TNC, 2008	Mass Balance	2008	11,500 AFY	42,000 AFY	-30,500 AFY	-9,301 AFY
USGS, 2014 (CUVHM)	Numerical Model	2000-2010	N/A ²	N/A ²	-33,912 AFY	
USGS, 2014 (CUVHM)	Numerical Model	1950-2010	N/A ²	N/A ²	-34,166 AFY	
Cuyama Water Resources Model (W&C)	Numerical Model	1995-2015	~37,400 AFY	~60,200 AFY	-22,761 AFY	

¹ USGS-CUVHM simulation period begins in 1950

² Analogous values for net recharge and net usage cannot be readily extracted from USGS model outputs due to the complex methodology used in deriving water balance estimates

Conclusions & Recommendations

- Cuyama Basin Water Resources Model (CBWRM) has been reasonably calibrated to the available published/reported data
- The CBWRM calibration meets the intended needs to support GSP development
- The uncertainty analysis does NOT warrant additional refinements to the model data & parameters at this point in time
- Given the quality of calibration, the range of uncertainties, and the data available, the Model is a sufficiently robust analytical tool that has been accepted for use for the GSP and the Projected Baseline. The Sustainability analysis performed can be relied on for development of the GSP
- As part of the GSP implementation, additional monitoring is recommended to obtain better understanding of the GW operations in the basin:
 - GW Pumping
 - Annual Cropping including Double Cropping Acreages
 - GW Levels
 - Stream flows
- Additional hydrogeologic exploration and testing are recommended to obtain better information on:
 - Basin hydrogeologic characteristics for the Principal Aquifers
 - Effectiveness of the various faults in movement of GW
 - Stream seepage rates
 - Soil properties
- The CWRM will need to be updated as part of the GSP update process, using the additional data and information obtained as part of the GSP implementation monitoring program

Cuyama Basin Groundwater Sustainability Agency

Technical Forum Update

June 5, 2019



Technical Forum Update

- No Technical Forum meeting was held this month
- No additional Technical Forum meetings are scheduled

Technical Forum Members

- Catherine Martin, San Luis Obispo County
- Matt Young, Santa Barbara County Water Agency
- Matt Scrudato, Santa Barbara County Water Agency
- Matt Klinchuch, Cuyama Basin Water District
- Jeff Shaw, EKI
- Anona Dutton, EKI
- John Fio, EKI
- Dennis Gibbs, Santa Barbara Pistachio Company
- Neil Currie, Cleath-Harris Geologists
- Matt Naftaly, Dudek



TO: Board of Directors
Agenda Item No. 6d

FROM: Taylor Blakslee, Hallmark Group

DATE: June 5, 2019

SUBJECT: Fiscal Year 2019-20 Budget Adoption

Issue

Adoption of the Fiscal Year 2019-20 Budget.

Recommended Motion

Adopt the Fiscal Year 2019-20 Budget.

Discussion

A draft of the Fiscal Year (FY) 2019-20 budget was presented at the May 1, 2019 Cuyama Basin Groundwater Sustainability Agency (CBGSA) Board meeting. During that meeting we received direction from the Board to reduce the proposed \$1.4 million budget to \$1 million. Hallmark Group met with the budget ad hoc on May 13, 2019 to present the revised budget which is provided as Attachment 1.

CBGSA FY 2019-20 BUDGET - DRAFT

	July-Jan	Feb-Jun	Total
HALLMARK GROUP			
HG - CBGSA Board of Directors Meetings	\$ 66,014	\$ 13,300	\$ 79,314
HG - Consultant Management and GSP Development	\$ 16,901	\$ 28,900	\$ 45,801
HG - Financial Information Coordination	\$ 19,240	\$ 13,550	\$ 32,790
HG - Cuyama Basin GSA Outreach	\$ 11,588	\$ 7,150	\$ 18,738
HG - Management Area Admin		\$ 15,000	\$ 15,000
HG - Travel (Mileage)	\$ 848	\$ 270	\$ 1,118
<i>FY 19-20 Total</i>	\$ 114,590	\$ 78,170	\$ 192,760
<i>Monthly Total</i>	\$ 16,370	\$ 15,634	\$ 16,063
LEGAL & ADMIN			
Legal Counsel	\$ 35,000	\$ 25,000	\$ 60,000
Grant Proposals	\$ 40,000		\$ 40,000
Prop 218 - Basin-wide	\$ 60,000		\$ 60,000
Audit	\$ 16,000		\$ 16,000
Insurance		\$ 11,000	\$ 11,000
California Association of Mutual Water Co. Membership	\$ 200		\$ 200
Travel/ Conferences/ Training			\$ -
Other / Miscellaneous			\$ -
Contingency	\$ 20,000		\$ 20,000
<i>FY 19-20 Total</i>	\$ 171,200	\$ 36,000	\$ 207,200
<i>Monthly Total</i>			\$ 17,267
WOODARD & CURRAN & TECHNICAL			
BASIN-WIDE COSTS			
Economic Analysis of Projects and Actions		\$ 59,896	\$ 59,896
Stakeholder/Board Engagement			
SAC meetings (6/year)	\$ 24,411	\$ 24,411	\$ 48,822
Board meetings (6/year)	\$ 25,221	\$ 25,221	\$ 50,442
Board Ad-hoc calls (6/year)	\$ 4,923	\$ 4,923	\$ 9,846
Public Workshops (2/year)	\$ 14,712		\$ 14,712
Outreach			
General, Newsletter development, etc.	\$ 9,904	\$ 9,904	\$ 19,808
<i>Meeting and Outreach Subtotal</i>	\$ 79,171	\$ 64,459	\$ 143,630
Website Updates - Maintenance / Hosting	\$ 2,997	\$ 2,997	\$ 5,994
Finalization of GSP (year 1 only)			
Category 1 (funded) - <i>field work</i>	\$ 180,000		\$ 180,000
Category 2 (funded) - <i>grant admin / document revisions</i>	\$ 14,990		\$ 14,990
Category 2 (unfunded) - <i>additional GSP development costs</i>	\$ 30,030		\$ 30,030
GSP Implementation program management		\$ 20,480	\$ 20,480
Manage satellite Imagery to track water usage		\$ 20,252	\$ 20,252
GW level/quality monitoring network			

	July-Jan	Feb-Jun	Total
Levels		\$ 30,376	\$ 30,376
Quality (TDS only)		\$ 30,376	\$ 30,376
DWR TSS Support	\$ 18,848	\$ 18,848	\$ 37,696
Data management		\$ 18,032	\$ 18,032
Complete Annual Reports		\$ 40,512	\$ 40,512
GSP 5-year Evaluation/Update			\$ -
MANAGEMENT AREA COSTS			\$ -
Development of MA Policies and Guidelines		\$ 49,608	\$ 49,608
Prop 218 - MA			\$ -
Pumping allocation tracking and management			\$ -
Initiate program			\$ -
Annual management			\$ -
Project implementation			\$ -
Water Supply Projects			\$ -
Project Feasibility Studies			\$ -
Design, permitting and construction			\$ -
Annual O&M - Cloud Seeding			\$ -
Annual O&M - Storm Water Capture			\$ -
	<i>FY 19-20 Total</i>	\$ 326,036	\$ 355,836
	<i>Monthly Total</i>	\$ 46,577	\$ 71,167
	TOTAL	\$ 611,826	\$ 470,006
			\$ 1,081,832

ITEM NO. 6E: ADOPT FUNDING STRUCTURE IS NOW A VERBAL REPORT.



TO: Board of Directors
Agenda Item No. 6f

FROM: Jim Beck, Executive Director

DATE: June 5, 2019

SUBJECT: Review GSP Development Cash Flow

Issue

Review GSP development cash flow.

Recommended Motion

None – Information Only.

Discussion

The cash flow for the Cuyama Basin Groundwater Sustainability Agency has been updated with the numbers from the proposed Fiscal Year 2019-20 budget and is provided as Attachment 1. Cash on hand at the conclusion of the Groundwater Sustainability Plan submittal to the State on January 31, 2020 is \$90,000.

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY

Revised Cash Flow Projection - 5/28/2019

Year	Month	Executive Director Task Order 1	Executive Director Task Order 2	Executive Director Task Order 3	Executive Director Task Order 4	Legal Counsel	Grant Proposal	Prop 218 Basinwide	Audit	Insurance & CalMutual Membership	Travel Conference and Other	Contingency	Economic Analysis of Projects and Actions	Unbudgeted Meeting Participation and Outreach for W&C	Website Updates	Category 1 & 2 Grant Tasks	GSP Implementation Tasks (Basin-wide)	
		Expenses																
2017	December-17	26,375	3,875			17,577	39,151			2,451							43,199	
2018	January-18	14,463	4,038			2,889												
	February-18	14,630	2,300			3,727												
	March-18	16,600	2,825			2,376											378,393	
	April-18	11,194	4,450			2,732				9,039								
	May-18	14,301	8,175			4,283												
	June-18	16,547	4,338			2,592											443,978	
	July-18	14,427	2,475			2,417												
	August-18	15,100	4,075			3,366												
	September-18	14,134	3,800			1,778											432,197	
	October-18	14,787	2,875			3,017												
	November-18	20,331	1,750			2,477												
	December-18	15,488	1,525			5,280											329,425	
2019	January-19			21,360		6,224												
	February-19			15,963		3,954				100								
	March-19			20,302		3,769											228,918	
	April-19			21,409		1,635				9,315								
	May-19			16,370		3,500												
	June-19			16,370		3,500											247,682	
	July-19			16,370		5,000	40,000	10,000	16,000						2,997			
	August-19			16,370		5,000		10,000										
	September-19			16,370		5,000		10,000						39,586			82,500	
	October-19			16,370		5,000		10,000										
	November-19			16,370		5,000		10,000										
	December-19			16,370		5,000		10,000						39,586			52,500	
2020	January-20			16,370		5,000				200		20,000						
	February-20				15,634	5,000							11,979		2,997			
	March-20				15,634	5,000							11,979	32,230			45,000	64,011
	April-20				15,634	5,000				11,000			11,979					
	May-20				15,634	5,000							11,979					
	June-20				15,634	5,000							11,979	32,230			45,000	96,017
Total		208,379	46,500	226,363	78,170	137,093	79,151	60,000	16,000	32,105	-	20,000	59,896	143,630	5,994	2,328,792	160,028	

Admin & Support for DWR TSS	GSP Implementation Tasks (MA)	Total	Quarterly Totals	Beginning CBGSA Fund Balance	DWR Reimbursement Received	Proposed Participant Contributions	SBCWA Grant Additional Funds	Fund Balance	New CBGSA Obligations	CBGSA Payments	Shortfall	Ending CBGSA Fund Balance
			Revenues									
		132,629	132,629	-	-	-		-	132,629	-	132,629	(132,629)
		21,389										
		20,656										
		400,193	442,239	(132,629)	-	519,927		387,298	442,239	387,298	54,941	-
		27,415										
		26,759										
		467,455	521,630	-	-	476,881		476,881	521,630	521,630	-	(44,749)
		19,319										
		22,541										
		451,909	493,769	(44,749)	-	-		(44,749)	493,769	493,769	-	(538,518)
		20,680										
		24,559										
		351,718	396,956	(538,518)		-		(538,518)	396,956	(538,518)	935,474	(935,474)
		27,584										
		20,017										
		252,989	300,589	(935,474)	-	-	39,565	(895,909)	300,589	(895,909)	1,196,499	(1,196,499)
		32,359										
		19,870										
		267,552	319,781	(1,196,499)	1,627,192	-		430,693	319,781	319,781	-	110,913
		90,367										
		31,370										
18,848		172,304	294,041	110,913	228,918	-		339,831	294,041	294,041	-	45,790
		31,370										
		31,370										
		123,456	186,196	45,790	247,682	-		293,472	186,196	186,196	-	107,277
18,848		60,418										
		35,610										
	19,843	193,697	289,725	107,277	44,332	-		151,609	289,725	289,725	-	(138,117)
		43,613										
		32,613										
	29,765	235,624	311,851	(138,117)		-		(138,117)	311,851	311,851	-	(449,967)
37,696	49,608	3,689,405	3,689,405		2,148,124	996,808	39,565					



TO: Board of Directors
Agenda Item No. 6g

FROM: Charles Gardiner, Catalyst Group

DATE: June 5, 2019

SUBJECT: Stakeholder Engagement Update

Issue

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

Recommended Motion

None – information only.

Discussion

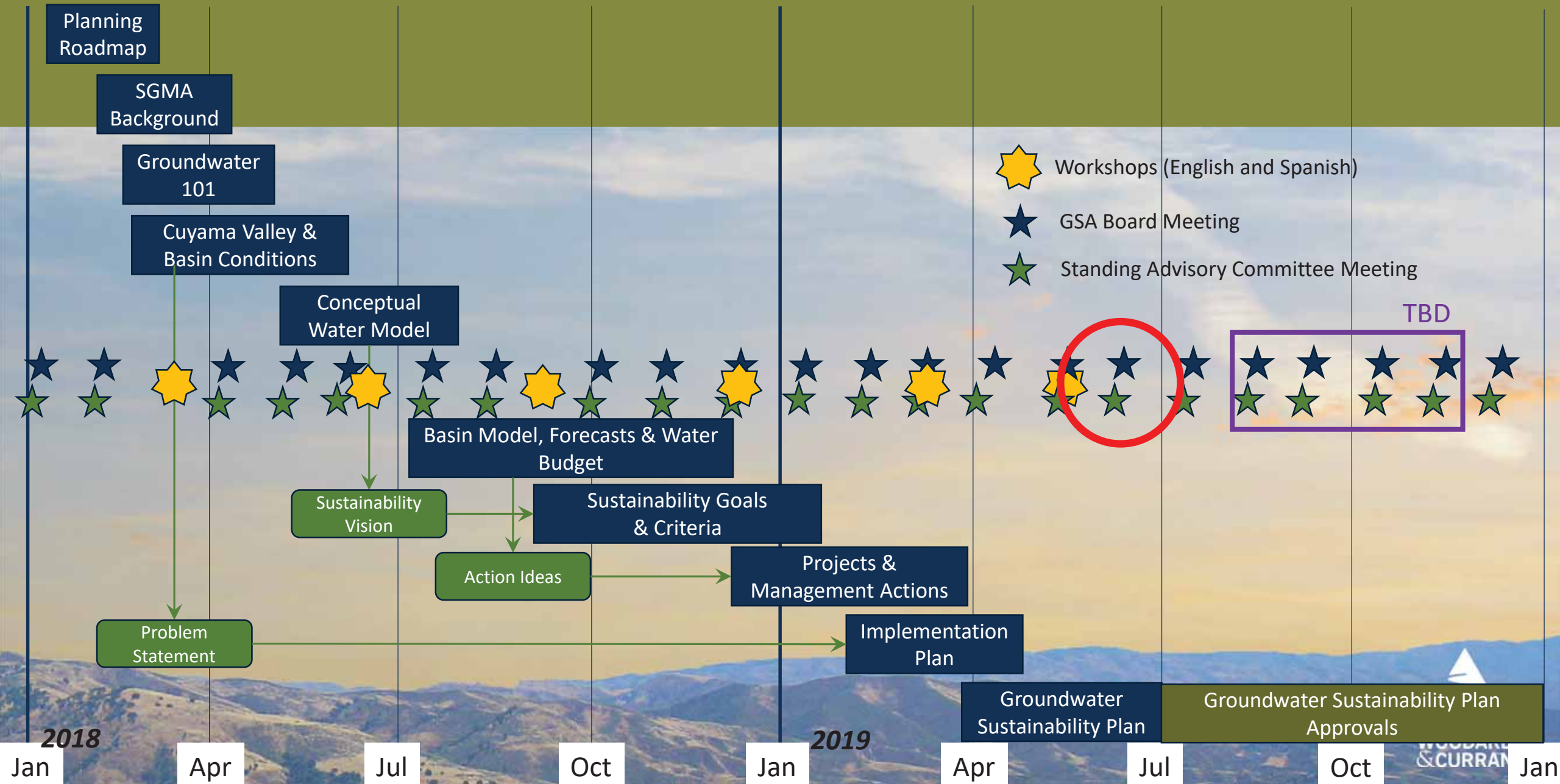
Cuyama Basin Groundwater Sustainability Agency (CBGSA) Groundwater Sustainability Plan (GSP) outreach consultant the Catalyst Group's stakeholder engagement update is provided as Attachment 1.

Cuyama Basin Groundwater Sustainability Agency

Groundwater Sustainability Plan Stakeholder Engagement Update

June 5, 2019

Cuyama Basin Groundwater Sustainability Plan – Planning Roadmap ⁶⁷



GSP Public Review and Adoption Process





TO: Board of Directors
Agenda Item No. 7b

FROM: Jim Beck, Executive Director

DATE: June 5, 2019

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.

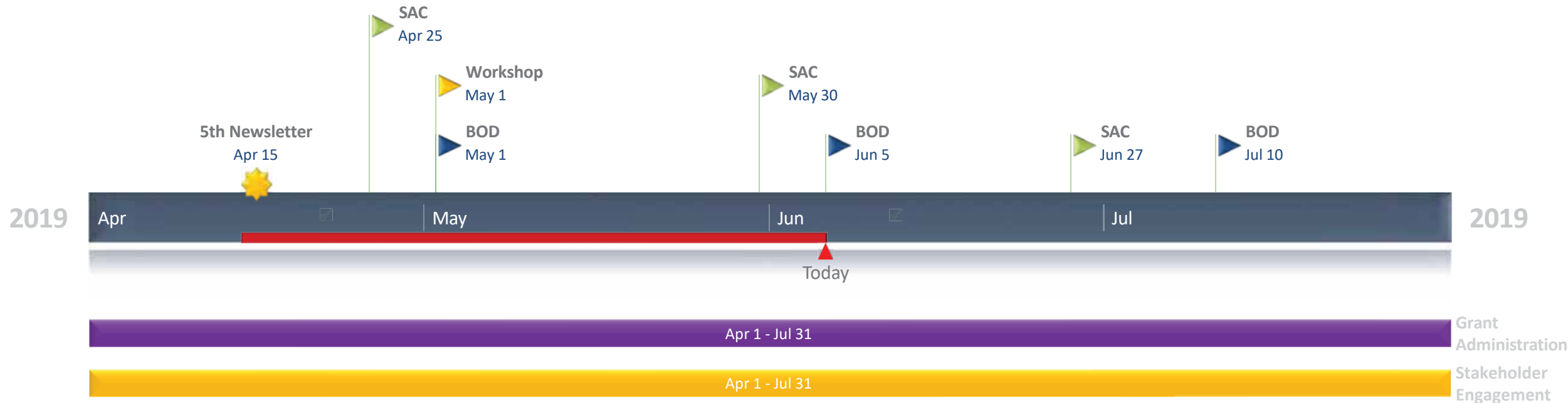
Cuyama Basin Groundwater Sustainability Agency

Progress & Next Steps

June 5, 2019

Cuyama Basin Groundwater Sustainability Agency

Near-Term Schedule



Apr 2019 Accomplishments & Next Steps

Accomplishments

- ✓ Ongoing administration of the CBGSA
- ✓ Submitted Invoice No. 1 to DWR
- ✓ Drafted FY 2019-20 budget, updated cash flow, and reviewed with Budget ad hoc
- ✓ Contacted firms to solicit bids for audit

Next Steps

- Assist in facilitating public workshop on May 1, 2019
- Meet with Budget ad hoc to review revised budget and cashflow, and develop funding structure
- Submit Progress Report No. 2 to DWR
- Coordinate with audit firms to develop proposals





TO: Board of Directors
Agenda Item No. 7d

FROM: Taylor Blakslee, Hallmark Group

DATE: June 5, 2019

SUBJECT: Report on Prop 68 Funding Opportunity

Issue

Report on Prop 68 Funding Opportunity.

Recommended Motion

None – information only.

Discussion

Background

On May 3, 2019, the California Department of Water Resources released the draft Sustainable Groundwater Management Grant Program Proposition 68 2019 Guidelines and Planning Grant – Round 3 Proposal Solicitation Package. This round 3 of funding is for \$47 million and provides funding to basins that were reclassified to medium- and high-priority basins from DWR’s basin reprioritization effort and to provide Groundwater Sustainability Agencies (GSA) with funds to complete their Groundwater Sustainability Plans.

Timeline

The application period is scheduled to open in the summer of 2019 with award announcements in the fall/winter of 2019. A round of Prop 68 funding for implementation activities is expected for the summer of 2020. Reimbursable costs are for those incurred after June 5, 2018.

Maximum Grant Amount

Up to \$2 million is available to a GSA; however, this total includes money received from the round 2 funding which the Cuyama Basin GSA received \$1.5 million. Therefore, the CBGSA would be eligible for up to \$500,000 to complete its GSP under this grant. The minimum grant amount is \$200,000 if awarded.

Eligibility

Priority will be given to GSAs that were recently reclassified as medium- or high-priority as well as GSAs that are predominately in severely disadvantaged community. Since the CBGSA disadvantaged area is over 76%, the local cost share is waived for this grant opportunity.

Other Requirements

The CBGSA must pass a resolution designating an authorized representative to submit the application and execute an agreement with the State of California for a 2019 SGM Planning Grant.

Staff Recommendation for Costs to Submit for Reimbursement

Eligible reimbursable costs are still being determined by DWR, and below are potential activities we have identified for possible reimbursement.

Costs to Complete GSP:

Outreach not anticipated in original submittal	\$180,000
Economic analysis (direct)	\$65,000
Meetings (Jul 2019-Jan 2020)	\$79,000
Additional GSP Development Cost	\$30,000
DWR TSS Support	\$40,000
Grant admin costs (Prop 68) – 15%	\$75,000

Remaining Funds	\$30,000
------------------------	-----------------

Potential Projects:

Subsidence study
 GDE study
 Economic Analysis (indirect)
 Project Planning / Feasibility Study



TO: Board of Directors
Agenda Item No. 8a

FROM: Taylor Blakslee, Hallmark Group

DATE: June 5, 2019

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

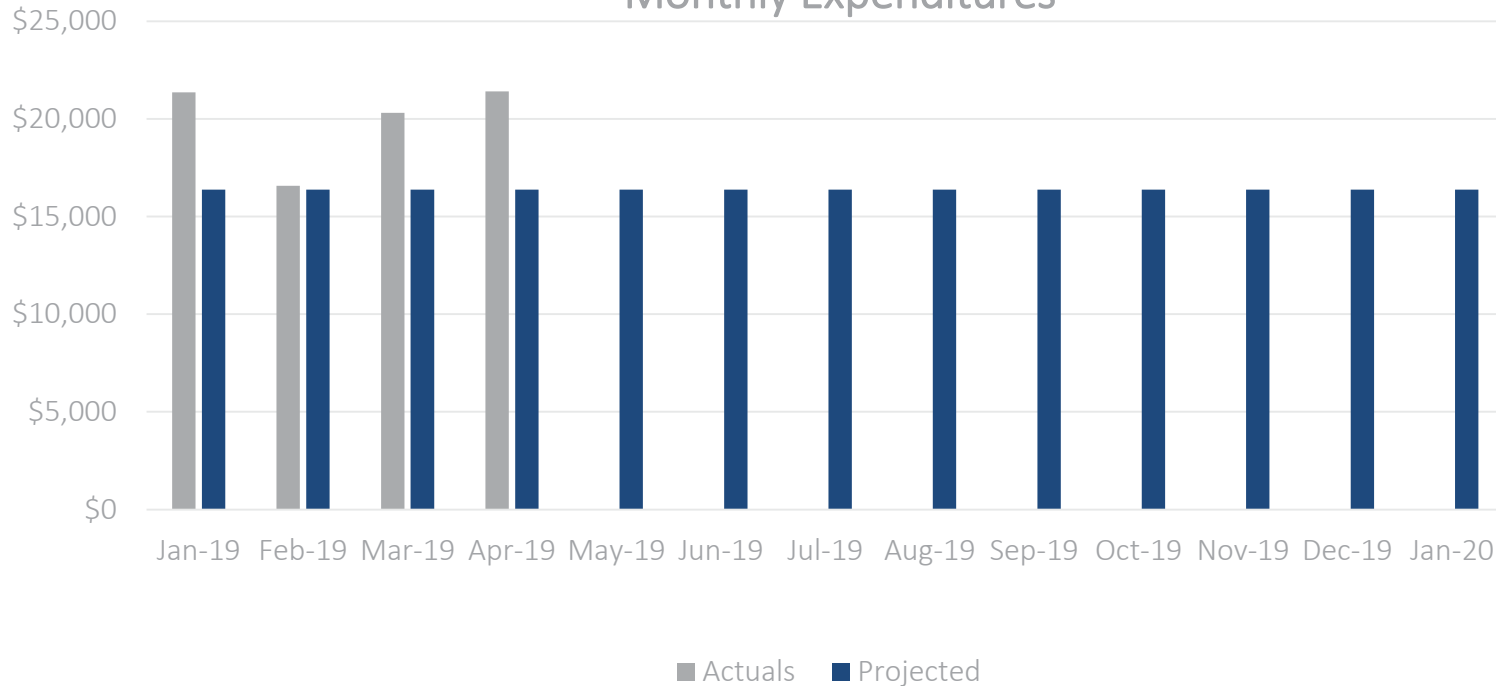
June 5, 2019

CBGSA OUTSTANDING INVOICES

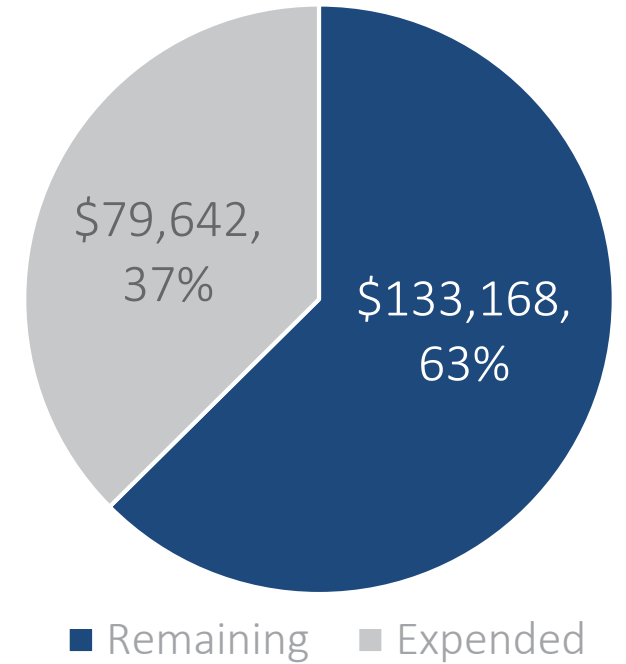
Task	Invoiced Through	Cumulative Total
Legal Counsel	4/18/2019	\$33,993.00
Executive Director	4/30/2019	\$190,895.00
GSP Development	4/26/2019	\$1,247,471.00
TOTAL		\$1,472,359.00

Executive Director Task Order 3

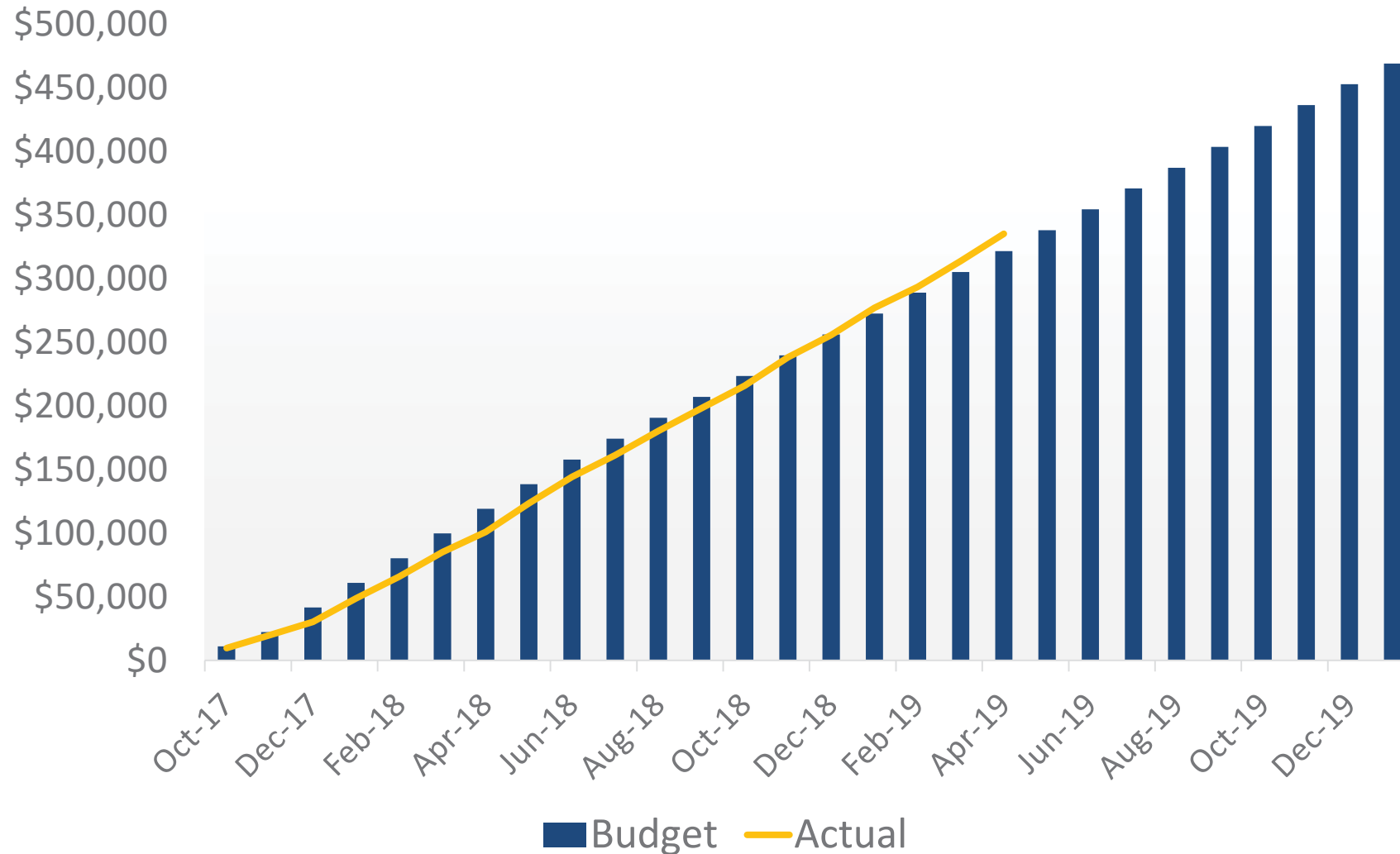
Monthly Expenditures



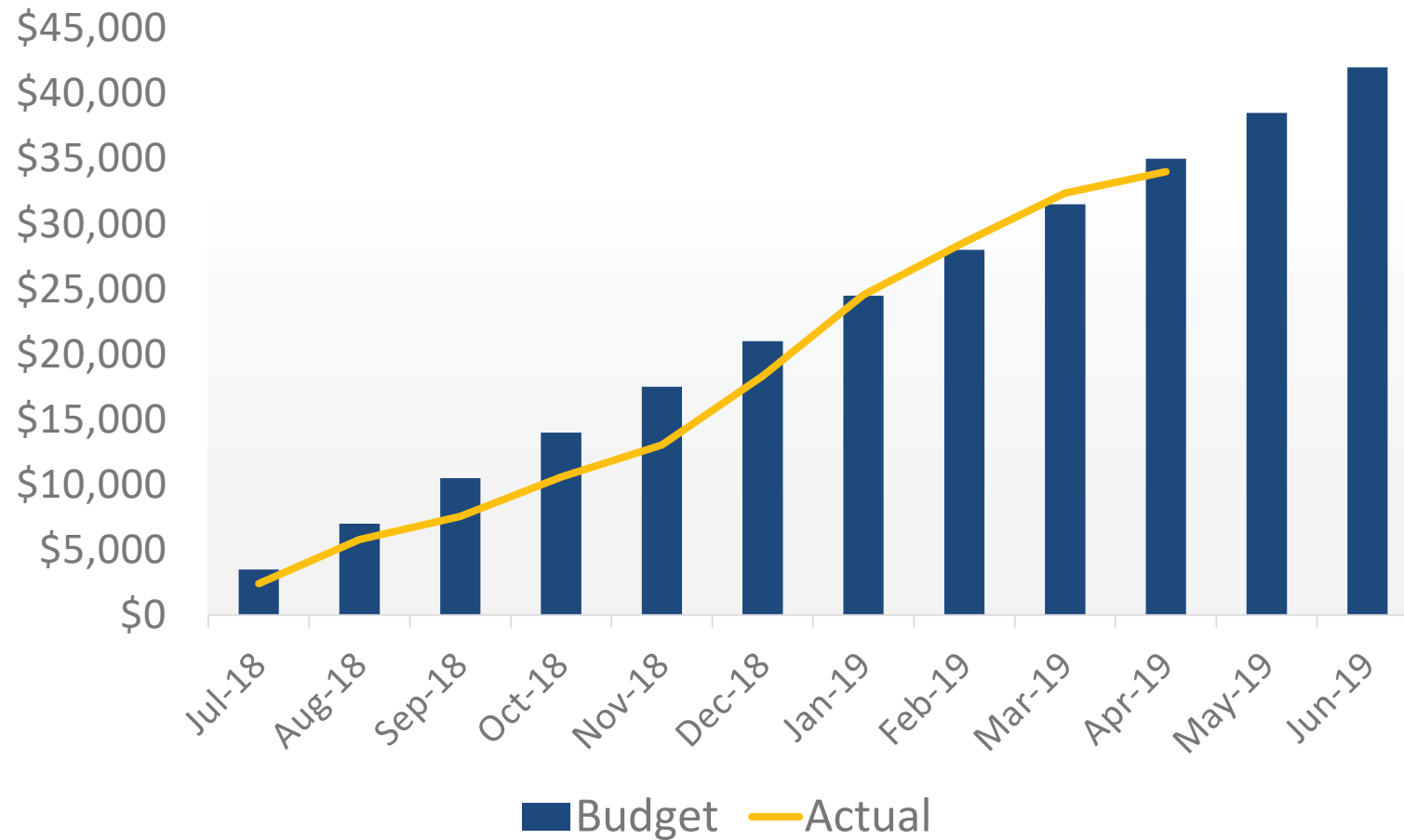
Total Authorized \$212,810
Through 1/31/2020



Task Order Nos. 1-3: Budget to Actual

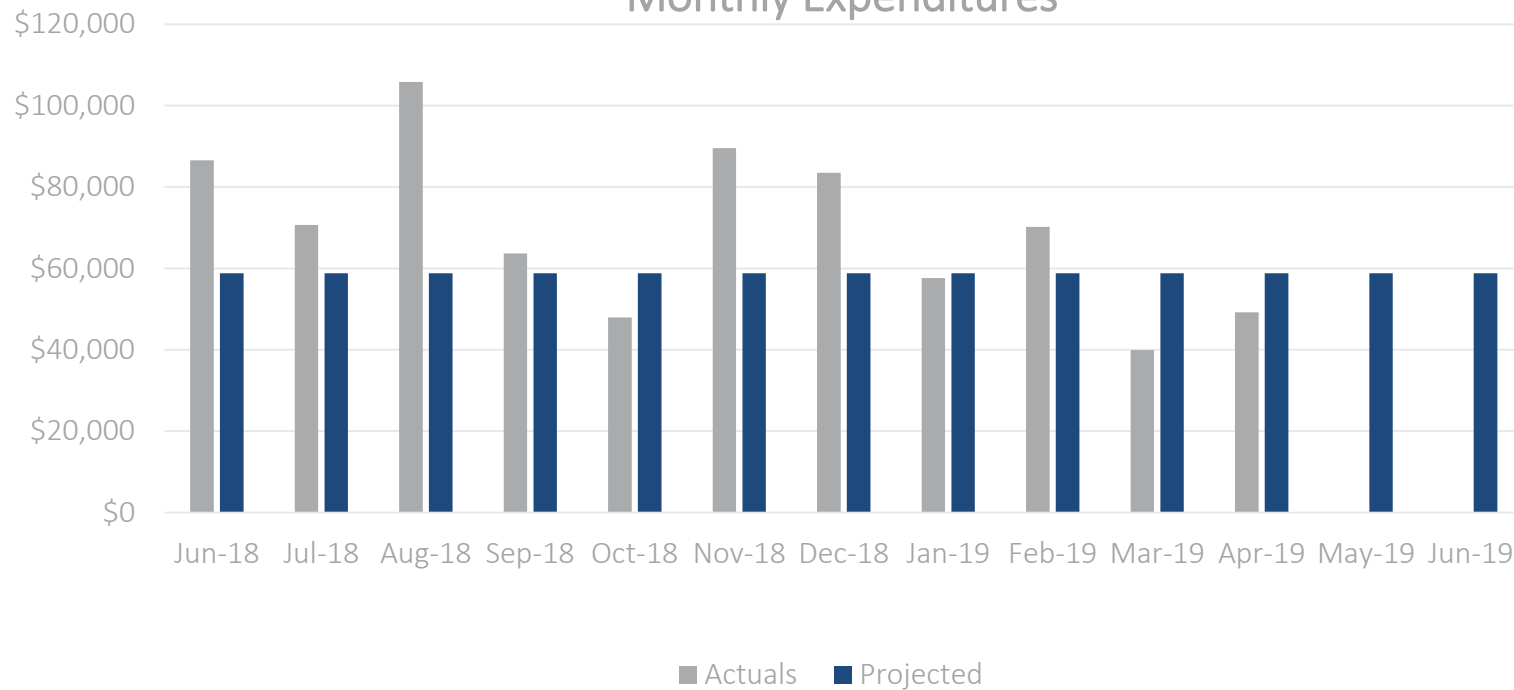


Legal Counsel: Budget to Actual (FY 18-19)

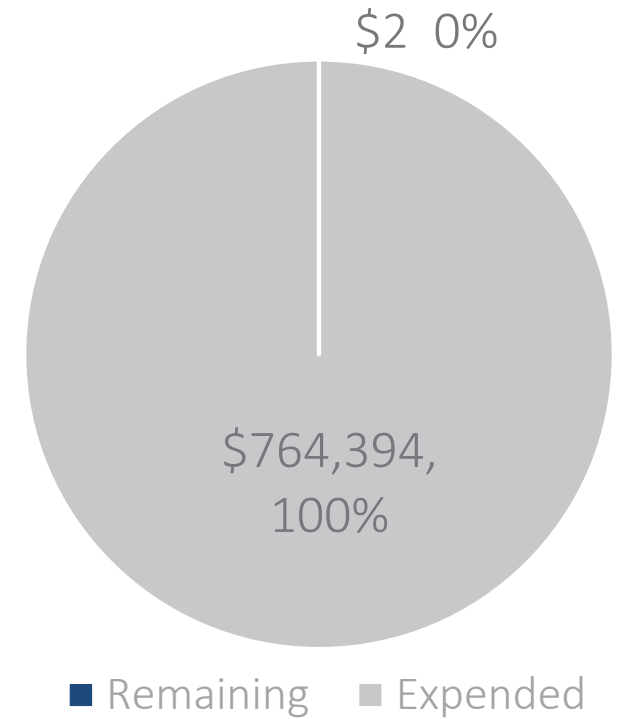


GSP Development Task Order 4

Monthly Expenditures

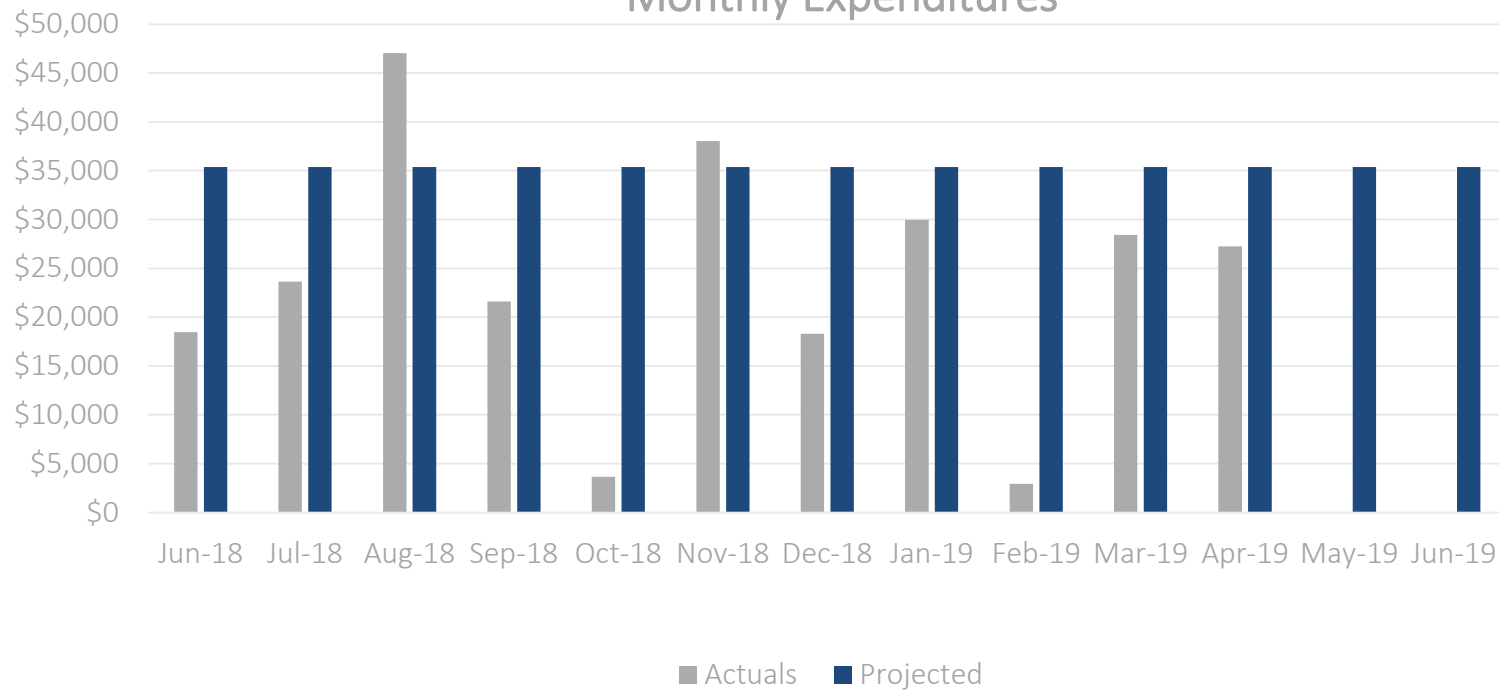


Total Authorized \$764,396
Through 6/30/2019

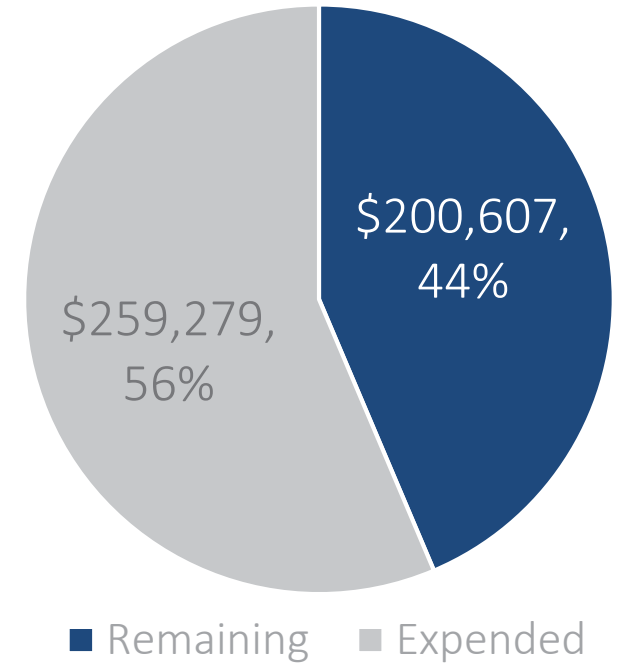


GSP Development Task Order 5

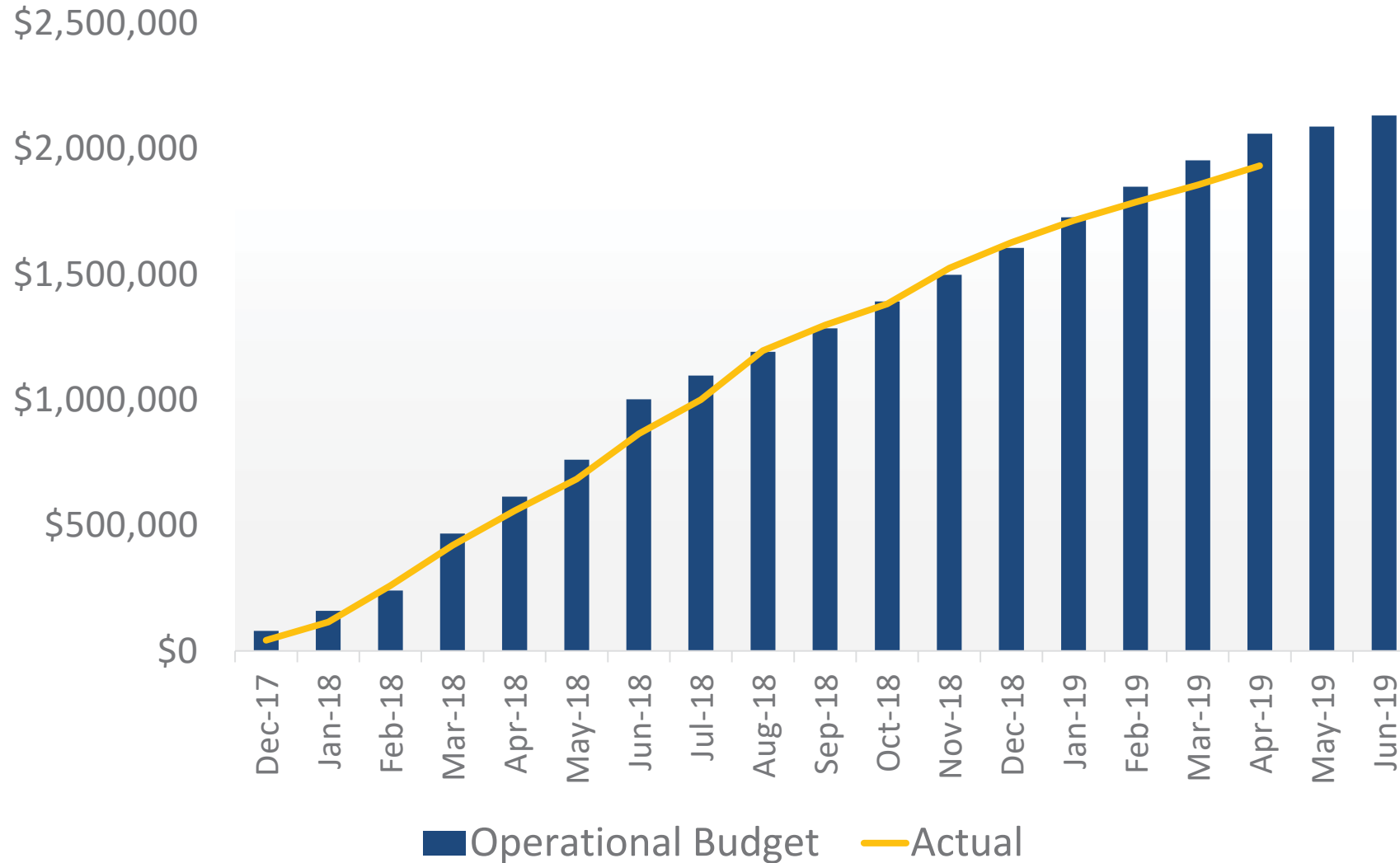
Monthly Expenditures



Total Authorized \$459,886
Through 6/30/2019



W&C Budget - Operational





TO: Board of Directors
Agenda Item No. 8b

FROM: Taylor Blakslee, Hallmark Group

DATE: June 5, 2019

SUBJECT: Financial Report

Issue

Financial Report

Recommended Motion

None – information only.

Discussion

The Cuyama Basin Groundwater Sustainability Agency's financial report is provided as Attachment 1.

The report includes:

- Statement of Financial Position, *as of April 30, 2019*
- Receipts and Disbursements, *as of April 30, 2019*
- A/P Aging Summary, *as of April 30, 2019*
- Statement of Operations with Budget Variance, *July 2018 through April 2019*
- 2018/2019 Operational Budget, *July 2018 through June 2019*



Cuyama Basin GSA

Financial Statements April 2019

CUYAMA BASIN GSA
Statement of Financial Position
As of April 30, 2019

	Apr 30, 19
ASSETS	
Current Assets	
Checking/Savings	
Chase - General Checking	112,490
Total Checking/Savings	112,490
Total Current Assets	112,490
TOTAL ASSETS	112,490
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	1,472,361
Total Accounts Payable	1,472,361
Total Current Liabilities	1,472,361
Total Liabilities	1,472,361
Equity	
Unrestricted Net Assets	-110,130
Net Income	-1,249,740
Total Equity	-1,359,870
TOTAL LIABILITIES & EQUITY	112,490

CUYAMA BASIN GSA
Receipts and Disbursements
As of April 30, 2019

Type	Date	Num	Name	Debit	Credit
Chase - General Checking					
Payment	07/02/2018	11366440	County of Kern	38,567.66	
Payment	07/05/2018	1001819148	County of Ventura	18,451.08	
Payment	07/05/2018	1039	Cuyama Basin Water District	387,307.44	
Payment	07/09/2018	9706702	Santa Barbara County Water Agency	56,306.25	
Payment	07/16/2018	10575	Cuyama Community Services District	3,251.50	
Bill Pmt -Check	07/18/2018	1006	HGCPM, Inc.		80,730.24
Bill Pmt -Check	07/18/2018	1007	Klein, DeNatale, Goldner		18,598.06
Bill Pmt -Check	07/18/2018	1008	Woodard & Curran		394,461.11
Payment	08/31/2018	10615	Cuyama Community Services District	2,982.30	
Check	09/30/2018	Fees	Chase Bank		95.00
Check	10/31/2018	Fees	Chase Bank		95.00
Check	11/30/2018	Fees	Chase Bank		95.00
Check	12/13/2018	1009	Santa Barbara County Water Agency		3,718.75
Check	12/31/2018	Fees	Chase Bank		95.00
Check	01/31/2019	Fees	Chase Bank		95.00
Check	02/05/2019	Fees	Chase Bank		95.00
Payment	02/12/2019	2613575	County of San Luis Obispo	38,567.66	
Check	03/05/2019	Fees	Chase Bank		95.00
Bill Pmt -Check	03/12/2019	1010	Insurica		9,315.00
Bill Pmt -Check	03/12/2019	1011	CA Assoc of Mutual Water Companies		100.00
Check	04/05/2019	Fees	Chase Bank		95.00
Payment	04/09/2019	9723381	Santa Barbara County Water Agency	52,273.13	
Check	04/16/2019	1012	Santa Barbara County Water Agency		3.13
Total Chase - General Checking				<u>597,707.02</u>	<u>507,686.29</u>
TOTAL				<u>597,707.02</u>	<u>507,686.29</u>

CUYAMA BASIN GSA
A/P Aging Summary
As of April 30, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
HGCPM, Inc.	21,409	20,302	16,572	21,360	111,253	190,895
Klein, DeNatale, Goldner	1,635	3,769	4,029	6,224	18,335	33,993
Woodard & Curran	76,407	68,280	73,094	87,544	942,148	1,247,473
TOTAL	<u>99,451</u>	<u>92,351</u>	<u>93,695</u>	<u>115,128</u>	<u>1,071,736</u>	<u>1,472,361</u>

CUYAMA BASIN GSA
Statement of Operations with Budget Variance
 July 2018 through April 2019

	Jul '18 - Apr 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Direct Public Funds				
Grants	0	1,555,427	-1,555,427	0%
Participant Assessments	52,270	0	52,270	100%
Total Direct Public Funds	52,270	1,555,427	-1,503,157	3%
Total Income	52,270	1,555,427	-1,503,157	3%
Cost of Goods Sold				
Program Expenses				
Category/Component 1				
Monitoring/AMP Implementation	323,658	394,886	-71,228	82%
Grant Administration	0	10,192	-10,192	0%
Total Category/Component 1	323,658	405,078	-81,420	80%
Category/Component 2				
GSP Development	743,289	742,272	1,017	100%
Grant Administration	0	19,782	-19,782	0%
Total Category/Component 2	743,289	762,054	-18,765	98%
Total Program Expenses	1,066,947	1,167,132	-100,185	91%
Total COGS	1,066,947	1,167,132	-100,185	91%
Gross Profit	-1,014,677	388,295	-1,402,972	-261%
Expense				
Administration and Operation				
Administrative Overhead				
Bank Service Fees	760	0	760	100%
General Liability Insurance	9,315	12,108	-2,793	77%
Legal	33,993	35,000	-1,007	97%
Other Admin Expense	100	1,665	-1,565	6%
Postage and Mailing Services	0	16,500	-16,500	0%
Travel, Conferences, Trainings	0	4,165	-4,165	0%
Total Administrative Overhead	44,168	69,438	-25,270	64%
Administration of GSA				
Executive Director				
GSA BOD Meetings	106,213	43,500	62,713	244%
Consult Mgmt and GSP Devel	27,638	36,500	-8,863	76%
Financial Information Coord	23,913	8,500	15,413	281%
CBGSA Outreach	10,875	22,000	-11,125	49%
Budget Devel and Admin	125	6,700	-6,575	2%
Outreach Facilitation	7,150	13,500	-6,350	53%
Financial Management	9,225	30,680	-21,455	30%
Travel and Direct Costs	5,758	2,350	3,408	245%
Total Executive Director	190,895	163,730	27,165	117%
Total Administration of GSA	190,895	163,730	27,165	117%
Total Administration and Operation	235,063	233,168	1,895	101%
Total Expense	235,063	233,168	1,895	101%
Net Ordinary Income	-1,249,740	155,127	-1,404,867	-806%
Net Income	-1,249,740	155,127	-1,404,867	-806%

CUYAMA BASIN GSA
2018/2019 Operational Budget
 July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>
Ordinary Income/Expense	
Income	
Direct Public Funds	
Grants	1,966,858
Total Direct Public Funds	<u>1,966,858</u>
Total Income	1,966,858
Cost of Goods Sold	
Program Expenses	
Category/Component 1	
Monitoring/AMP Implementation	472,989
Grant Administration	13,104
Total Category/Component 1	486,093
Category/Component 2	
GSP Development	889,032
Grant Administration	25,434
Total Category/Component 2	<u>914,466</u>
Total Program Expenses	<u>1,400,559</u>
Total COGS	<u>1,400,559</u>
Gross Profit	566,299
Expense	
Administration and Operation	
Administrative Overhead	
General Liability Insurance	12,108
Legal	42,000
Other Admin Expense	2,000
Postage and Mailing Services	20,000
Travel, Conferences, Trainings	5,000
Total Administrative Overhead	<u>81,108</u>
Administration of GSA	
Executive Director	
GSA BOD Meetings	52,200
Consult Mgmt and GSP Devel	43,800
Financial Information Coor	10,200
CBGSA Outreach	26,400
Budget Devel and Admin	6,700
Outreach Facilitation	16,200
Financial Management	38,120
Travel and Direct Costs	2,820
Total Executive Director	<u>196,440</u>
Total Administration of GSA	<u>196,440</u>
Total Administration and Operation	<u>277,548</u>
Total Expense	<u>277,548</u>
Net Ordinary Income	<u>288,751</u>
Net Income	<u><u>288,751</u></u>



TO: Board of Directors
Agenda Item No. 8c

FROM: Taylor Blakslee, Executive Director

DATE: June 5, 2019

SUBJECT: Selection of Audit Firm

Issue

Audit firm selection.

Recommended Motion

Select an audit firm to provide audit services for the Cuyama Basin Groundwater Sustainability Agency.

Discussion

In April 2019, the Cuyama Basin Groundwater Sustainability Agency (CBGSA) Board of Directors directed staff to solicit bids for audit services from the following firms: Daniells Phillips Vaughan & Bock, Brown Armstrong, and Barbich Hooper King Dill Hoffman.

Bids were due on May 30, 2019 and include proposals for the following periods:

- Inception through June 2018 (9 months)
- July 2018 through June 2019 (12 months)

The proposals also include the cost savings of performing a joint audit for both periods together and costs are shown in Attachment 1. The proposals are provided as Attachment 2.

Audit Firms Cost Proposals

	Audit Firm	Inception-Jun 18'	Jul 18'-Jun 19'	Total	Joint Cost Savings	Total with Joint Cost Savings
1)	Daniells Phillips Vaughan & Bock	\$7,700	\$7,700	\$15,400	\$5,500	\$9,900
2)	Brown Armstrong	\$10,000	\$10,000	\$20,000	\$0	\$20,000
3)	Barbich Hooper King Dill Hoffman	\$7,000-\$8,000	\$7,000-\$8,000	\$14,000-\$16,000	\$1,500-\$2,500	\$12,500-\$13,500

PROPOSAL TO PROVIDE PROFESSIONAL SERVICES TO:



MAY 29, 2019

Contact: Patrick W. Paggi, CPA
Patrick@dpyb.com

Daniells Phillips Vaughan and Bock
300 New Stine Road
Bakersfield, California 93309
(661) 834-7411

	<i>Letter of Transmittal</i>	
<i>Section I:</i>	<i>Our Experience and Training</i>	1
	Profile of Daniells Phillips Vaughan & Bock	1-2
	RSM Alliance Affiliation	2
	References/ Experience	3
	Our Quality Control System	4
	The Daniells Phillips Vaughan & Bock Difference	4
	Client Service Team	5
<i>Section II:</i>	<i>Our Service Approach</i>	6
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	Audit Tools	6
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	Coordination and Timing	7
<i>Section III:</i>	<i>Scope of Services and Fees</i>	8
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An independently owned member RSM US Alliance

Member of AICPA Division for Firms
Private Companies Practice Section

May 29, 2019

Cuyama Basin Groundwater Sustainability Agency

Taylor Blakslee
Bakersfield, California

Daniells Phillips Vaughan & Bock is pleased to present our proposal to provide audit services to **Cuyama Basin GSA**. We have prepared a proposal that reflects our understanding of your requirements and demonstrates our capability and commitment to serve. This proposal represents a collaborative effort by an engagement team, and reflects our philosophy that your satisfaction is what matters most.

As we understand the service requirements, you expect timely audit services conducted in a professional manner in accordance with standards specific to not-for-profit entities such as yours. We are committed and are able to meet these requirements. This is a firm, irrevocable offer for 60 days.

DANIELLS PHILLIPS VAUGHAN & BOCK - THE RIGHT CHOICE

Our size, depth of resources and specific governmental experience are substantial, but it is not these factors that set us apart from other firms. Rather, it is the commitment to deploy those resources and experience on behalf of **Cuyama Basin GSA**.

Our approach to the engagement establishes a delivery system for providing a truly exceptional level of service. Each element of that system, including team structure, staffing, audit approach, communication and coordination, will be examined and refined to fit the needs of **Cuyama Basin GSA**.

We certify that the person signing this proposal is entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with **Cuyama Basin GSA**. Furthermore, Daniells Phillips Vaughan & Bock is independent of **Cuyama Basin GSA** and is an equal opportunity employer.

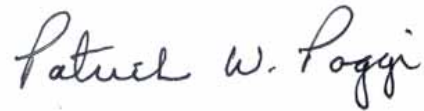
A copy of our most recent peer review report is shown at Appendix A.

We thank you for this opportunity to present our qualifications. We hope this proposal reflects our enthusiasm and desire to serve as your independent auditors. If you have any questions or need additional information, please contact us at the phone number below or at 300 New Stine Road, Bakersfield, California 93309.

We invite you to visit our website at <http://www.dpvb.com>.

Sincerely,

DANIELLS PHILLIPS VAUGHAN & BOCK

A handwritten signature in black ink that reads "Patrick W. Paggi". The signature is written in a cursive, flowing style.

Patrick W. Paggi, Partner
(661) 834-7411
Email: Patrick@dpvb.com

Section**1**

Our Experience and Training

PROFILE OF DANIELLS PHILLIPS VAUGHAN & BOCK

Established in 1956, our office currently has five partners, two directors, four managers, and a total of thirty- five professionals. We meet the independence requirements as defined by our auditing standards. We have no current or past affiliations with the Cuyama Basin GSA or its Governing Board. The Firm and all assigned key professional staff are properly licensed for public practice as Certified Public Accountants in the State of California.

While we serve the traditional accounting, audit and tax needs of numerous businesses, governmental entities and non-profit organizations, we have also developed a complete range of services in the contemporary realm of business advisory services. We consistently seek new and innovative methods to help our clients improve their system of internal controls, accounting, administrative and operating procedures.

Daniells Phillips Vaughan & Bock's collective expertise is organized along both functional and industry lines. Audit and accounting and tax and consulting divisions are led by their respective department heads that spend much of their time ensuring that our practitioners have access to the latest information in their areas of functional specialization. Additional firmwide coordinators direct, oversee and provide leadership in various areas of industry specialization. Functional and industry specialization are intertwined and, because coordinators are active client-serving partners, their knowledge of development in their areas of specialization is based on “real world” experience.

Daniells Phillips Vaughan & Bock has consistently demonstrated leadership abilities, with several partners having served as President of the Bakersfield Chapter of the California Society of Certified Public Accountants. A previous managing partner, Tom Phillips, was past President at the State level of the California Society of Certified Public Accountants.

We serve a diverse client base in industries such as local non-profit organizations, governmental agencies, construction, manufacturing, wholesale and retail trade, and professional practices (medical, legal).

SECTION 1

OUR EXPERIENCE AND TRAINING

Governmental organizations have unique challenges. You should expect your public accounting firm to be knowledgeable about the professional pronouncements affecting your organization. Our industry specific knowledge includes the special accounting treatment affecting grants from various organizations, including private, federal and state grants and awards.

A copy of our most recent peer review report is shown at page 9 in Appendix A. We completed the process of our current year peer review in February 2019. We have been verbally advised that a rating of “pass” is being submitted to the AICPA, however, we are not able to state we have received that rating until the report has gone through the AICPA Peer Review committee approval process.

We have a unique relationship with a national accounting firm that greatly enhances our ability to serve you. This relationship is further explained in the following paragraphs.

RSM ALLIANCE AFFILIATION

Daniells Phillips Vaughan & Bock is proud to have been chosen by the national accounting firm of RSM US, LLP to be the only member of the RSM Alliance in Kern County. As a member of the RSM Alliance, Daniells Phillips Vaughan & Bock has access to the resources and services RSM US, LLP provides its own clients.

RSM has developed a well respected and successful practice of providing diverse accounting and consulting services to all types of governmental entities. RSM serves approximately 800 governmental units encompassing various federal, state and local agencies across the United States making the service of governmental entities the eighth largest economic sector served by their Firm. All of these resources are now part of our organization and therefore, available to our clients.

Daniells Phillips Vaughan & Bock maintains its *name*, its *autonomy* and its *independence* as a locally responsive accounting firm responsible for our own client fee arrangements, our own delivery of services and our own maintenance of client relationships.

In effect, Daniells Phillips Vaughan & Bock offers the advantages of being part of a national and international organization while maintaining the responsive, personalized attention our clients deserve. Our partners and managers are closely involved with our clients throughout the year and are committed to spending the appropriate time with each client. Daniells Phillips Vaughan & Bock can deliver accounting, auditing, consulting and other services to you in a cost efficient manner because we continue to maintain our autonomy as well as our identity as an established and active locally-owned member of the Kern County business community.

SECTION 1**OUR EXPERIENCE AND TRAINING****REFERENCES/EXPERIENCE**

We have the following experience with clients whom you may contact:

Entity	Contact/Title Telephone Number
Kern County Water Agency	Nick Pavletich, Controller (661) 634-1400 npavletich@kcwa.com
Lost Hills Water District	Gnell Babb, Controller (661) 633-9022 gbabb@lhwd.org
Berrenda Mesa Water District	Gnell Babb, Controller (661) 633-9022 gbabb@lhwd.org
Belridge Water Storage District	Gnell Babb, Controller (661) 633-9022 gbabb@lhwd.org
West Side Recreation & Park District	Les Clark, District Administrator (661) 763-4246 Les@wsrpd.com
Buttonwillow County Water District	Regina Houchin, Contract Accountant (661) 589-0900 Agcenter@bak.rr.com
North of River Sanitary District No. 1	Patrick Ostly, General Manager (661) 399-6411 postly@norsd.com

OUR QUALITY CONTROL SYSTEM

Daniells Phillips Vaughan & Bock has a solid reputation in the business and financial communities for providing quality financial information. Peer review is now required by the AICPA for all firms that perform audits. As members of the AICPA Private Companies Practice Section, our Firm has participated in “peer review” for many years and as such is examined every three years. We participated in this program on a voluntary basis prior to peer review being mandatory. The Firm has received unqualified opinions on all reviews.

THE DANIELLS PHILLIPS VAUGHAN & BOCK DIFFERENCE

A number of important factors contribute to good, productive working relationships between clients and their auditors. These factors include the skills and personalities of the persons assigned to an engagement, the quality of the services delivered, experience, cost, and more. However, we have some special qualities which distinguish us from other public accounting and consulting firms.

1. Providing services of the highest quality is a basic tenet for us. We believe this fundamental strength is enhanced by our orientation to help clients anticipate future needs. This approach is part of our basic service to clients.
2. Our staff-to-partner ratio is approximately 4-to-1 and designed to provide clients with prompt and thoughtful partner attention to ensure that experienced counsel is available when it is needed. This enables clients to make important decisions quickly, capitalizing on opportunities as they arise and avoiding costly mistakes. The low staff-to-partner ratio helps maintain continuity on the engagement through the significant involvement of partners in client projects.
3. Frequent partner and manager contact throughout the year is stressed to ensure the client’s desire for proactive involvement is satisfied. This contact is intended to keep clients up-to-date on technical or other issues, as well as to keep us informed of the client’s current situation and concerns.
4. We provide professional services in a cost-efficient manner. We locate the best professionals to better and more efficiently serve you.
5. We have made a solid commitment to using the most advanced computer technology and skills extensively in conducting the audit and in helping solve the management and operational problems of our clients.

SECTION I

OUR EXPERIENCE AND TRAINING

CLIENT SERVICE TEAM

The quality of the service you receive is dependent on the capabilities of the individuals assigned to the engagement and the manner in which those personnel resources are organized to efficiently focus their abilities on providing you with the requested audit services.

We have a team that possesses the capabilities and experience we believe are indispensable for this engagement. This includes a background in:

- A variety of governmental entities;
- Sophisticated computer auditing and statistical sampling techniques;
- Accounting, auditing and financial reporting principles applicable to not-for-profit organizations.

Patrick W. Paggi, CPA is the head of our Financial Reporting Services Group. Patrick will be responsible for all services provided to the **Cuyama Basin GSA**. Patrick has over 30 years of experience providing financial reporting services to various organizations, including not-for-profit organizations, state of California special districts (water and sewer districts), manufacturers, construction contractors, home builders, and retail and service companies. He is a member of the American Institute of Certified Public Accountants and past president of the local chapter of the California Society of Certified Public Accountants. Patrick's community involvement includes having served or currently serving on the board of the Bakersfield Breakfast Rotary Club (President, Treasurer), Bakersfield Breakfast Rotary Foundation (President, Treasurer), Bakersfield Symphony Orchestra (Treasurer), Goodwill Industries of South Central California (Board Chair, Treasurer), Italian Heritage Dante Association (President), American Cancer Society (Secretary), Cal State Bakersfield Roadrunners Club and the Downtown Bakersfield Development Corporation. Patrick's continuing education includes many classes directed toward governmental entities.

Shannon Webster, CPA is a partner in the Financial Reporting Services Group. She will have the role of manager on the audit. Shannon has over 18 years of audit and accounting experience working on a variety of governmental and nonprofit organizations. Shannon is active in the community, having served as president of the Rotaract Club of Bakersfield, a division of East Bakersfield Rotary and Rotary International. Currently she serves as a board member and on the finance committee for CASA (Court Appointed Special Advocates for Children). Her education includes many classes directed toward governmental organizations. Shannon regularly presents educational seminars to the firm's audit department on a variety of audit related topics. In July 2014 and June 2016 she presented 3-hour audit seminars for the Bakersfield Chapter of the California Society of Certified Public Accountants. Shannon is a member of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants.

Section**2*****OUR SERVICE APPROACH***

AUDIT SERVICES APPROACH

The Daniells Phillips Vaughan & Bock audit approach is designed to provide an efficient audit engagement by controlling audit risk at the least possible cost. Our approach involves a step-by-step assessment of audit risks, followed by the selection of those audit strategies best suited to control these risks with the least amount of audit effort. All audit fieldwork is performed on the premises of the audit client, including drafting financial reports. As a result, we are generally able to provide our clients with a draft of their financial reports within two weeks of completing our fieldwork.

Our risk assessment process encompasses (1) the assessment of inherent risks, both at the financial statement and account balance level; (2) the evaluation of the internal control structure at the entity-level as well as significant transaction cycles and the subsequent assessment of control risk; and (3) the assessment of the effectiveness of analytical procedures in controlling detection risk. The principal focus of this approach is cost effectiveness. Accordingly, each source of reliance resulting from our risk assessment is evaluated to determine if it would provide the greatest risk reduction at the least possible cost. The obvious benefit to **Cuyama Basin GSA** is a high quality, efficient audit at less cost.

AUDIT TOOLS

Our audit staff makes extensive use of computers in the audit process. We utilize paperless audit software programs to simplify the various aspects of audit work. This assures that our audit team will spend its time on the relevant substantive audit matters and not on the routine clerical aspects of the audit.

MORE THAN AN AUDIT REPORT

When performing an audit in accordance with auditing standards generally accepted in the United States of America, auditors are required to communicate certain aspects of the audit including material weaknesses to the entity's governing board. Material weaknesses are significant deficiencies in the design or operation of the internal control structure which could adversely affect the organization's ability to record, process or report financial data consistent with the assertions in the financial statements.

We believe that our clients deserve more than the minimum professional requirements. Our professionals make every effort to be sensitive to those areas where we can provide substantive management recommendations to our clients to assist them in more effectively managing their organization or where potential business risks exist. Many of our clients view the management advice letter as the most important part of the audit. After the management letter is drafted, it will be reviewed with the appropriate management groups for accuracy and relevance before it is issued.

COORDINATION AND TIMING

We would expect to coordinate our work as follows:

- We would meet with **Cuyama Basin GSA** personnel as soon as possible after we are engaged to set a timetable for the various phases of the engagement as outlined in the request for proposal.
- We would finalize the audit strategy and communicate with you on coordination of the engagement.
- We would provide draft financial statements and our report to the audit committee by the dates outlined in the request for proposal.
- We would provide final financial statements and meet with the Governing Board by the dates outlined in the request for proposal.

Section**3*****SCOPE OF SERVICES AND FEES***

The engagement will include the following:

- Audit and report on the financial statements of **Cuyama Basin GSA** in accordance with auditing standards generally accepted in the United States of America.
- Preparation of required report to the Audit Committee.
- Preparation of management letter.

Our fees are based on the hours spent on a project times the hourly rate established for the individuals providing the services. We have estimated our fees based on a review of the internal financial statements.

Not to Exceed Maximum Fee for the fiscal years:

Audit of fiscal year ending June 30, 2018:	\$7,700
Audit of fiscal years ending June 30 2019 and 2018 combined:	\$9,900

System Review Report

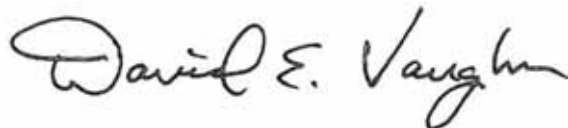
September 4, 2015

To the Partners,
Daniells Phillips Vaughan & Bock,
and the Peer Review Committee of the California Society of CPAs

I have reviewed the system of quality control for the accounting and auditing practice of Daniells Phillips Vaughan & Bock (the firm) in effect for the year ended May 31, 2015. My peer review was conducted in accordance with Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of my peer review, I considered reviews by regulatory entities, if applicable, in determining the nature and extent of my procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review. The nature, objectives, scope, limitations of, and procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In my opinion, the system of quality control for the accounting and auditing practice of Daniells Phillips Vaughan & Bock in effect for the year ended May 31, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Daniells Phillips Vaughan & Bock has received a peer review rating of *pass*.



David E. Vaughn, CPA

BROWN ARMSTRONG

Certified Public Accountants

Technical Proposal

Proposal for Audit Services

**Cuyama Basin Groundwater
Sustainability Agency**

May 30, 2019

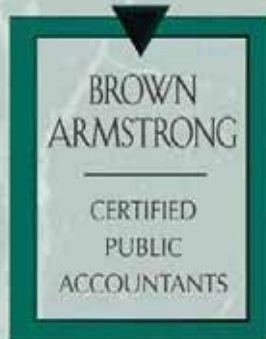
Thomas M. Young, CPA/Partner

**T: (661) 324-4971
E: tyoung@bacpas.com**

**4200 Truxtun Avenue, Suite 300
Bakersfield, CA 93309**

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BROWN ARMSTRONG

Certified Public Accountants

Transmittal Letter

May 30, 2019

Taylor Blakslee
 Cuyama Basin Groundwater Sustainability Agency
 4900 California Ave, Tower B, 2nd Floor
 Bakersfield, CA 93309

Dear Taylor Blakslee,

Brown Armstrong Accountancy Corporation is pleased to provide you with this proposal to provide professional auditing services for the fiscal year ended June 30, 2018 as a stand alone engagement and also a proposal for the two years ended June 30, 2018 and June 30, 2019 as a combined engagement. By submitting our proposal, we commit to provide the requested services in a timely and professional manner as requested in your request for proposal.

Our firm is the best qualified because of our experience providing auditing services to similar entities such as yours, our involvement with professional organizations, our commitment to delivering on time, and our people.

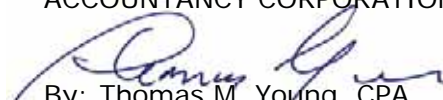
We have thoroughly read your RFP and understand its requests. We are committed to delivery of the required reports on time. We are very proud of our timely audit delivery with all of our other clients throughout California.

I will be the engagement partner and primary liaison responsible for all services to the Cuyama Basin Groundwater Sustainability Agency (Agency), and I am entitled to represent the firm, empowered to submit this bid, and authorized to sign a contract with the Agency. I can be contacted at: 4200 Truxtun Ave, Suite 300, Bakersfield, CA 93309, Tel (661) 324-4971, or e-mail: tyoung@bacpas.com.

I confirm that the information provided in this proposal is accurate and that the terms and conditions of this proposal are a firm and irrevocable offer for ninety (90) days. Please call me if I can clarify or expand on any item contained in this proposal. We appreciate the opportunity to provide you with the outstanding service you expect.

Sincerely,

BROWN ARMSTRONG
 ACCOUNTANCY CORPORATION


 By: Thomas M. Young, CPA
 Principal

**BAKERSFIELD OFFICE
 (MAIN OFFICE)**

4200 TRUXTUN AVENUE
 SUITE 300
 BAKERSFIELD, CA 93309
 TEL 661.324.4971
 FAX 661.324.4997
 EMAIL info@bacpas.com

FRESNO OFFICE

10 RIVER PARK PLACE EAST
 SUITE 208
 FRESNO, CA 93720
 TEL 559.476.3592

LAGUNA HILLS OFFICE

23272 MILL CREEK DRIVE
 SUITE 255
 LAGUNA HILLS, CA 92653
 TEL 949.652.5422

STOCKTON OFFICE

1919 GRAND CANAL BLVD
 SUITE C6
 STOCKTON, CA 95207
 TEL 888.565.1040

WWW.BACPAS.COM

1. GENERAL INFORMATION

This detailed proposal will demonstrate that Brown Armstrong has the qualifications, competence, and capacity to perform the professional audit of Cuyama Basin Groundwater Sustainability Agency (Agency).

Our firm had its roots in the late 1960's when Peter C. Brown and Burton H. Armstrong began their public accounting careers in Denver and San Diego, respectively, with Big Eight international accounting firms. Brown moved to Bakersfield in 1974 to form a local accounting firm, whereas Armstrong returned in 1970 to join another international accounting firm. He joined Brown in 1985 to eventually form one of the largest public accounting firms serving California with 67 employees: Brown Armstrong Accountancy Corporation.

Brown Armstrong is a regional accounting firm providing accounting, auditing, taxation, bookkeeping, business consulting and management services to public and private entities throughout California. We have four (4) offices located throughout the state of California. Our main office is located in Bakersfield, California. We have additional offices in Fresno, Laguna Hills, and Stockton, California.

2. INDEPENDENCE

Our firm and its shareholders and employees are independent of the Agency and its component units, as defined auditing standards generally accepted in the United States of American and by the United States General Accounting Office's *Government Auditing Standards*.

No subcontractors will be used in providing the required services to the Agency.

Brown Armstrong has had no professional relationships with the Agency for the past five (5) years. We do not have a conflict of interest relative to performing the proposed audit. In the event our firm is to enter into any professional relationships during the period of our agreement, we will provide the Agency with written notice of this fact.

3. LICENSE TO PRACTICE IN CALIFORNIA

Our firm and all assigned key professional staff are properly registered or licensed to practice in the State of California.

4. FIRM QUALIFICATIONS AND EXPERIENCE

Brown Armstrong currently employs 67 people as follows:

Our Staff		Governmental Staff*	
Partners	9	Partners	6
Shareholders in Training	2	Shareholders in Training	2
Managers	7	Managers	4
Seniors	4	Seniors	3
Supervisors	6	Supervisors	3
Staff Accountants	18	Staff Accountants	17
Support Staff	21	Support Staff	3
Total	67	Total	38

* Indicates employees involved in providing services to local governments.

Services provided to the Agency would be from our Bakersfield, California office. All assigned personnel will be employed on a full-time basis. We are not proposing as a joint venture or consortium.

Our firm has extensive experience in audits of local governments, having performed over 900 audits of public agencies over the past five (5) years. We have also performed Single Audits for many of these agencies. We are highly experienced in the preparation of the Comprehensive Annual Financial Reporting (CAFR) in conformance with generally accepted auditing standards, and in aiding clients in obtaining the GFOA Certificate of Achievement of Excellence in Financial Reporting. Several of our Partners are pro bono recognized reviewers for the GFOA Certificate of Achievement Award Committee.

As part of our commitment to quality control, our firm is a member of the Center for Public Firms Auditors Section (Center) of the American Institute of Certified Public Accountants (AICPA). We have completed several External Quality Control reviews under the AICPA's guidance, all of which included one or more governmental audits. Exhibit II of this proposal contains a copy of our most recent report. As indicated in that report, our Firm received a peer review rating of a "pass," which is the highest rating available.

Our firm has been subjected to one field review during the past three (3) years. All of our reports are subjected to annual desk reviews by federal and state cognizant agencies. All of our reports for the past three years were accepted by these agencies. We have had no disciplinary action taken against the Firm or any of its members nor do we have any actions pending at the date of this proposal. Single audit reports are filed

annually with the Federal Audit Clearinghouse. All of our reports are desk reviewed by the California State Controller's Office (SCO) every year.

5. AUDIT PARTNER, SUPERVISORY AND STAFF QULIFICATIONS AND EXPERIENCE

When you choose Brown Armstrong for your auditing services, you aren't just choosing an accountant. You're choosing a resource, a friend, and an expert. You don't need to dread your upcoming audit, the audit team assigned to your engagement will not only meet the deadlines you have in place, but will work with you to keep you current on the latest regulations.

All members assigned to your engagement have experience auditing Special District agencies similar to the Agency. This knowledge and background will lead to an efficient, timely, and quality audit that will keep your operation running smoothly.

From our governmental audit staff of thirty-eight (38), we have assembled an audit team consisting of members who are extremely qualified to perform your audit. Team members are as follows:

Engagement Personnel	Engagement Position(s)	Years of Experience
Thomas M. Young, CPA	Engagement Partner & Acting Manager	21
Lindsey B. McGuire, CPA	Technical Review Partner	12
Brooke Baird, CPA	Engagement Manager	14
Elizabeth Whynot, CPA	Engagement Senior	4

All the team members listed above are licensed to practice as a Certified Public Accountant in California.

The Agency requires auditors who can quickly identify and understand the pertinent issues and promptly provide assistance whenever and wherever needed. This cannot be accomplished without a comprehensive knowledge of operations. Brown Armstrong Accountancy Corporation has assembled a key group of professionals that possess a firm grasp of the subject matter, as well as the experience, confidence, and friendliness you deserve. Our staff will be there when you need them, and they will be continually involved in the audit procedures. This will allow you to have access to decision makers and the resources you need at all times.

The engagement partner and senior will be staffed from our Bakersfield office, which will provide you with the best customer experience and quality of service that the engagement deserves.

We emphasize "hands-on" partner involvement and consistency of staff assignments in our audits. We believe this emphasis benefits our clients in two ways:

1. A superior, quality audit is delivered on time; and
2. We reduce the cost of the audit - in audit fees, and in that unseen cost, the "training of an auditor" unfamiliar with the Agency's personnel and procedures.

The audit will be done in accordance with generally accepted auditing standards. We will perform a risk based audit. We will perform initial risk assessment on all significant audit areas and transaction cycles. We will tailor our audit programs for each audit area in accordance with the result of our risk assessment and will concentrate on the audit areas with significant audit risks, including fraud, and non-compliance risks. We will provide a review of the Agency's internal controls over its accounting and financial reporting procedures. We will perform procedures relating to the internal control review producing written procedures to establish safekeeping duties of each office handling cash receipts and disbursements. We will also provide a detailed information request list at least one month before audit field work to maximize the efficiency of the audit.

Resumes for each team member and their continuing professional education for the past three (3) years can be found at Exhibit I of this proposal.

We want to provide the most stable staffing available during our partnership. Excessive personnel turnover can complicate engagements and decrease the efficiency of the audit due to "catch-up" time needed. Our mission to provide stable staffing during the engagement is fundamental to our approach. To ensure the Agency's maximum benefit from their working relationship with Brown Armstrong, we will continue to maintain the highest level of staff continuity throughout the course of the engagement. The engagement partners, managers, other supervisory staff and specialists may be changed if those personnel leave the firm, are promoted, or are assigned to another office. We understand that the Agency staff retains the right to approve or reject replacements. We also understand that other audit personnel may be changed at our discretion, provided that replacements have substantially the same or better qualification or experience. If the Agency wishes to rotate staff members to enhance independence, we are willing to discuss those terms in the engagement.

6. SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

Our audit team is uniquely qualified based on audit experience with the following transit entities and our prior experience with the Agency. You can view a more complete list of our clients in Exhibit III of this proposal.

Following is a list of the most recent significant engagements that we have performed in the last five years that are similar to your engagement:

Client	Partner	Type of Work	Years Served	Hours
Lamont Public Utility District Scott Taylor, General Manager 661-845-1213 staylor@lpud.com	Thomas Young, CPA	Financial & Compliance Audits	2015 to Present	260
Mojave Public Utility District Bee Coy, General Manager (661) 824-4161 beepud@sbcglobal.net	Thomas Young, CPA	Financial & Compliance Audits	1997 to Present	250
Eastern Kern Air Pollution Control District Louise Romen, Office Manager (661) 862-5250 lousier@co.kern.ca.us	Thomas M. Young, CPA	Financial & Compliance Audits	2015 to Present	200
Buena Vista Water Storage District Marinell Duarosan, Senior Accountant (661) 324-1101 mduarosan@bvhd2o.com	Eric H. Xin, CPA/MBA	Financial & Compliance Audits	2014 to Present	200

7. SPECIFIC AUDIT APPROACH

The audit will be done in accordance with audit standards generally accepted in the United States of America, and standards applicable to financial audits contained in Government Auditing Standards, the provisions of the Federal Single Audit Act of 1984 and Amendments of 1996 and the audit requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance), Auditing of State and Local Governments as well as applicable Federal, State, Local, and Revenue Bond Resolution Audit Requirements.

If conditions are discovered which lead to the belief that material errors, defalcations, or other irregularities may exist, or if any other circumstances are encountered that require extended services, we will promptly advise the Agency’s Board President and General Manager. We will not perform extended services unless mutually agreed upon by both parties.

In accordance with Government Auditing Standards, we will perform a compliance audit by selecting necessary procedures for testing to express an opinion regarding compliance with the provisions of any and all Federal, State, and Agency Statutes, Ordinances Administrative Code and rules and regulations.

Following is our detailed audit work plan to be followed to perform the services included in your request for proposal.

We will begin with an entrance conference with Agency Management. During this time, we will begin the following procedures:

Planning

During this phase of the audit, we will:

- < Confer with management to coordinate our efforts with the Agency's efforts in terms of confirmations, schedules to be prepared, and critical dates to be met to ensure a smooth flow of the audit process;
- < Prepare a preliminary assessment of the Agency's internal control structure including controls over federal and state financial assistance programs;
- < Perform review of the Electronic Data Processing (EDP) controls relating to the Agency's computer system;
- < Perform planning analytical procedures consisting of: (1) Comparative analytics (current balances versus budget and prior year); and (2) Predictive analysis (revenues and expenditures/expenses susceptible to such testing based on our expectations);
- < Confer with management regarding the results of our planning;
- < Submit questionnaires and requests for information to management regarding internal control. Our approach will emphasize transaction processing; investments, cash receipts, cash disbursements, payroll, capital assets, and external reporting;
- < Obtain an understanding of general ledger and related reports available for audit; and
- < Obtain basic information from management relating to risk assessment, including fraud risks.

Approach to Determine Applicable Laws and Regulations Subject to Audit Test Work

Our experience with various special districts and municipal audit clients, most with federal or state monies, has created a reservoir of knowledge of many laws and regulations. However, by inquiry and observation, we will determine all major programs participated in by the Agency. We then consult the actual law, the Federal Register, Catalogue of Federal programs, or the California State Controllers guide to State and Federal Compliance to obtain understanding of the requirements of the law. For major programs, we specifically test those requirements by inspection of documents.

Internal Control Evaluation and Audit Risk Assessment

During this phase we will obtain an understanding of and evaluate key components of the Agency’s internal control structure. We will also assess risk factors, including fraud risk relating to significant audit areas and transaction cycles. Procedures will consist of:

- < Reviewing questionnaires and documents obtained from management regarding the internal control structure.
- < Performing walk-throughs and tests of compliance with policies and procedures.
- < Identifying risk factors, including fraud risk, relating to significant audit areas and transaction cycles.
- < Interviewing key management personnel to verify or resolve complicated issues.
- < Summarizing potential significant deficiencies and opportunities for efficiencies and improvements for discussion with management.

Test of Controls and Compliance

Based on our preliminary assessment of the internal control structure and risk factors, we anticipate performing internal control testing in the following areas:

Area	Sample Size
Receipts and revenues;	40-60
Disbursements and accounts payable;	40-60
Payroll and related liabilities; and	40-60
Capital assets additions.	40-60

We will perform internal control testing, with direct supervision by Mr. Young and Ms. Baird. Sample sizes will depend on the extent of reliance placed on the given sample and the volume of transactions involved. Statistical and random sampling will be used to ensure that all samples truly represent the population being tested. We will use audit command language (ACL) software and your on-site automated data system on an "inquiry only" basis for purposes of identifying the postings of items selected for testing. Findings will be discussed with management for accuracy and the process of recommendations immediately started.

Approach for Drawing Audit Samples for Compliance Tests

Compliance test samples will be drawn usually by statistical sampling techniques. The universe from which the sample is drawn begins at the beginning of the year under audit, and ends with the end of that year. If a null is picked, it is replaced in draw sequence until sufficient live items comprise the planned sample size.

We will request the Agency to provide us with all disbursements and payroll data files for the year in spreadsheet format from which to draw our samples.

Analytical Procedures

We will perform analytical procedures during all phases of our audit (audit planning, field work and audit completion). We will build our expectations based on historical experience and known current year factors and will investigate significant departures at the financial statement level to decide if we can reach our comfort level for certain audit areas. We will also perform substantive analytical procedures, where we use analytical procedures as the principal substantive test of a significant financial statement assertion, based on the auditor's judgment and on the expected effectiveness and efficiency of available procedures.

Establishment of Final Audit Plan

Our audit plan will be based on the following:

Results of our compliance and control testing;
Analytical procedures applied to interim financial statements of the Agency;
Results of our risk assessment;
Results of audit brainstorming and team discussions; and
Discussions with management.

Final Field Work

During this phase, we will perform both analytical and substantive procedures such as variance analysis between prior year actual balances vs. current year actual balances and between current year actual balances vs. budget balances, predictive testing, confirming account balances, vouching revenues and expenditures and reviewing estimates for unpaid claims.

At the end of our field work, we will discuss any proposed adjustments with management, and we will request a representation letter from management regarding the audit.

Completion of the Audit

At the completion of all of the above procedures, we will draft the basic financial statements and notes and GAAP compliance at our manager and partner level. We will then issue drafts of all required reports, and discuss these drafts with appropriate Agency personnel. Upon approval by the Agency, we will issue our reports in final form and be available for a presentation to the Agency Board of Directors, if required.

On the following pages, we have detailed our proposed project schedule for the Agency’s engagement. This proposed project schedule includes the number and type of personnel and amount of hours by segment and phase. We will finalize this schedule after initial discussions with Agency personnel by documenting those discussions, proposing a written schedule and gaining agreement.

Detailed Audit Schedule for the Cuyama Basin Groundwater Sustainability Agency		
Phase	Time Period	Audit Tasks
Planning	July	<p>Contract Award</p> <p>Planning and Administration</p> <ul style="list-style-type: none"> • Review and evaluate Agency’s accounting and financial reporting. Prepare an overall memo of recommendations, potential issues, and suggestions for improvements. • Entrance Conference with Management (at the Agency’s discretion) to discuss audit approach, timing, assistance, and other issues. • Prepare audit programs, audit budget and staffing schedule. • Provide information request schedules to the Agency management.
	August	<p>Interim Audit Field Work</p> <ul style="list-style-type: none"> • Obtain and document our understanding of the following key internal control systems through walkthroughs, interviews of staff, and reviews of supporting documentation: <ul style="list-style-type: none"> ➤ Budgeting, ➤ Revenue, billing, accounts receivable and cash collections, ➤ Purchasing, expenditures, accounts payable and cash disbursements, ➤ Capital assets and journal entry procedures, ➤ Payroll, ➤ Inventory, ➤ Self-Insurance • Provide the Agency’s management with a memo concerning management letter points and issues identified, if any.
Internal Control		

Detailed Audit Schedule for the Cuyama Basin Groundwater Sustainability Agency		
Phase	Time Period	Audit Tasks
Compliance	August	<p>Interim Audit Field Work (continued) Laws and Regulations</p> <ul style="list-style-type: none"> • Review and evaluate Agency procedures for maintaining compliance with applicable laws and regulations. • Test a sample of transactions and/or information to determine the Agency's compliance with applicable Government Code and provisions. • We will test Federal Compliance over the U.S. Department of Transportation Federal Aviation Administration and Airport Improvement Program CFDA 20.106 in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in <i>Government Auditing Standards</i>, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. <i>Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards</i> (Uniform Guidance). • We will also test compliance with the <i>Passenger Facility Charge Audit Guide for Public Agencies</i> (the Guide) issued by the Federal Aviation Administration, applicable to its passenger facility charge program for the year ended June 30, 2018 in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in <i>Government Auditing Standards</i>, issued by the Comptroller General of the United States; and the Guide. <p>Other Audit Tasks</p> <ul style="list-style-type: none"> • Review minutes of Board meetings and other key committees. • Coordinate with and assist Agency staff in the preparation of all appropriate confirmation requests including: <ul style="list-style-type: none"> o Cash and investments. o Receivables. o Long-term debt. o Legal. o Others, as required.
	August	<p>Year-end Audit Procedures</p> <ul style="list-style-type: none"> • Reconcile confirmations to the Agency records. • Perform analytical testing on revenues and expenditures and evaluate material variances. • Perform a search for unrecorded liabilities by reviewing disbursements subsequent to June 30, testing terms of contractual obligations, and interviewing staff. • Perform review of subsequent events through discussions with management and review of all minutes of the Board and key committees. • Review final reports for adherence to GAAP. • Other procedures as necessary. • Hold exit conference with the Agency staff.
Financial Audit		

Detailed Audit Schedule for the Cuyama Basin Groundwater Sustainability Agency		
Phase	Time Period	Audit Tasks
Completion of Audit	September /October	Reporting <ul style="list-style-type: none"> • Issue drafts of all required reports. • Issue draft management letter. • Discuss above reports with Agency management.
	November	Final Reports <ul style="list-style-type: none"> • Issue final reports. • Present all reports the Finance Committee and Board. • Submit Single Audit Report to the Federal Audit Clearinghouse.

Information Technology within the Financial Statement Audit

Brown Armstrong utilizes the risk-based audit approach that recognizes the pervasiveness of Information Technology (IT) within business processes and financial transaction cycles. The first step is determining the level of IT sophistication, ranking entities by high, medium and low sophistication. High and Medium sophistication requires the assistance of a subject matter expert to evaluate and test the Information Technology and related controls. Once we have identified the relevant information systems we will test the IT General Controls surrounding the system to determine that the system can be relied upon. We will then test relevant application controls and integrate that control assessment with our manual control testing and risk assessment process. We also may utilize various Computer Assisted Audit Tools to improve both the efficiency and effectiveness of our substantive procedures.

In addition to the procedures noted above, we will provide recommendations to management on how to improve or streamline internal controls as they relate to your deployed Information Technology.

Extent of Electronic Data Processing (EDP) Software in the Engagement

Each staff person has access to a personal computer, and has knowledge of CCH Pfx Engagement software we have purchased for auditing municipalities and report writing. We use this software in the beginning, inputting all prior year actual numbers, and the client current year budget, including amendments. We then input year-to-date numbers and run analytical work at the end of the audit comparing appropriation-expenditure numbers to prior year and budget amounts. All significant differences are investigated. Our software is capable of complete report writing, including combining statements and footnotes.

Identification of Computer Software

Brown Armstrong uses Windows Server 2008 virtual servers in a VMWare environment hosted on redundant Cisco UCS physical servers. We use Microsoft Exchange Server 2010 for our email, and we have a centralized data storage system running on a Netapp disk array. Our network backbone is comprised of Cisco routers and switches and we have WAN connections to our satellite offices. Our servers are on protected power and have redundant drive arrays to eliminate any single points of failure. All of our data is backed up using Zetta.net, which is HIPAA, FINRA, FIRPA, ITAR, SEC 17A-4 and SOX compliant. In addition, our Information technology system is reviewed (peer review) by a third-party IT consulting firm on a bi-annual basis to ensure we are up-to-date on security and efficiency issues.

All key personnel assigned to your audit have computer application skills and experience in auditing computerized accounting systems. In addition, Brown Armstrong contracts with an outside IT consulting firm to perform testing on audit client's EDP and computer logistics on an as-needed basis.

In 2007, Brown Armstrong switched to paperless audits utilizing CCH Pfx Engagement software. Our staff is equipped with portable computer equipment that enables them to work effectively from the field. Our laptops have both hard drive encryption technology and tracking software to help us locate them in the case they are lost or stolen, and client data is regularly cleared off the local drives after jobs are finished. The data on each laptop in our main auditing software (CCH Pfx Engagement) is synched both with the central file room in our office and between each laptop in the field so there are multiple copies of the data available in case a laptop fails.

Additionally, Brian Letlow, our IT Director, provides a wide range of computer support to the Firm and its clients. Mr. Letlow is a Certified Network Engineer (CNE) and Certified Network Administrator (CNA).

8. COST PROPOSAL

PROPOSED RATES:

	Quoted Rate		Standard Rate	
Partner	\$	180	\$	250
Manager	\$	130	\$	200
Senior	\$	90	\$	125
Staff	\$	80	\$	90
Clerical	\$	60	\$	80

PROPOSED FEES FOR STANDALONE ENGAGEMENT:

	Total	
	Hours	Fees
Partner	4	\$ 720
Manager	8	\$ 1,040
Senior	25	\$ 2,250
Staff	65	\$ 5,200
Clerical	5	\$ 300
	107	\$ 9,510
Out of Pocket		\$ 490
Total Fees		\$ 10,000

PROPOSED FEES FOR COMBINED ENGAGEMENT:

	Total		
	Hours	Fees for Year 1	Fees for Year 2
Partner	4	\$ 720	\$ 720
Manager	8	\$ 1,040	\$ 1,040
Senior	25	\$ 2,250	\$ 2,250
Staff	65	\$ 5,200	\$ 5,200
Clerical	5	\$ 300	\$ 300
	107	\$ 9,510	\$ 9,510
Out of Pocket		\$ 490	\$ 490
Total Fees		\$ 10,000	\$ 10,000

EXHIBIT I. RESUMES

Thomas M. Young, CPA
Engagement Partner

Lindsey B. McGuire, CPA
Technical Review Partner

Brooke Baird, CPA
Engagement Manager

Elizabeth Whynot, CPA
Engagement Senior

Thomas M. Young, CPA Engagement Partner



Thomas Young is a partner with over 21 years of experience in governmental accounting. Thomas has grown within the firm serving a diverse client base. His expertise ranges from municipal entities and special districts to retirement systems and nonprofit organizations. He enjoys working "hands-on" with his clients and will never be too far away from audit procedures.

Thomas has always ensured that we have the highest level of audit, tax, and consulting services for all of his clients. He is actively involved in a number of professional organizations such as the American Institute of Certified Public Accountants, the California Society of Certified Public Accountants, and the California Municipal Finance Officers Association.

Education

University of California, Davis, 1994

Bachelor of Science, Degree in
Business and Public Administration
with a Concentration in Economics

Roles and Responsibilities

- Overall responsibility for the audit and delivery of client service.
- Approves the overall audit risk assessment and audit procedures.
- Communicates with executive management, and members of the Agency, regarding audit planning, fieldwork and reporting.
- Available throughout the year to ensure proactive issue identification and service delivery.

Clients Served

*Only chosen clients are listed

Special Districts

Belridge Water Storage District
Kern County Water Agency
Port Hueneme Water Agency
Santa Clara Water District
Fresno Irrigation District
Mojave Public Utility District
Lamont Public Utility District

Counties

County of Kern
County of Fresno
County of Santa Barbara
County of Tulare

Cities

City of Fresno
City of Tulare
City of Hanford
City of Bakersfield
City of Santa Barbara

Lindsey B. McGuire, CPA Technical Review Partner



Lindsey is the technical review partner of the project. She has more than ten (10) years of governmental auditing experience and 12 years of auditing experience. She has been with the firm since August of 2012, joining the firm after 6 years at KPMG Orange County. Her primary business focus is governmental entities audit and accounting. Her audit specialties include counties, cities, special districts, and non-profits. She has presented classes at SACA and CALAPRS.

Not only does she have experience in the audit process, but she will be an integral member of the team when it comes to keeping standards up to date. She is actively involved in a number of professional organizations such as the American Institute of Certified Public Accountants, the California Society of Certified Public Accountants, and the California Municipal Finance Officers Association.

Education

Azusa Pacific University, 2006

Bachelors of Science Degree in Accounting

Roles and Responsibilities

- Responsible for assisting the Engagement Partner in performing the audit risk assessment and design audit procedures.
- Assists in audit documentation review in significant areas.
- Reviews financial statements to ensure they are in conformance with GAAP and GFOA requirements.
- Advises the audit team regarding technical matters and provides concurring approval of financial statements and audit reports.

Clients Served

*Only chosen clients are listed

Special Districts

Buena Vista Water Storage District
Napa Sanitation District
Napa County Housing Authority
Santa Cruz County Sanitation District
Kern Delta Water District
San Joaquin General Hospital

Non-Profits

Buck Owens Crystal Palace
Buck Owens Private Foundation
Inspiring Pathways
New Start Youth Facility
Kern Law Enforcement Association

Counties

County of Riverside
County of Kern
County of Santa Barbara
County of Santa Cruz
County of Napa

Brooke Baird, CPA

Engagement Manager/ Shareholder in Training

Brooke, the proposed manager of the project, has more than 14 years governmental auditing experience. Her auditing and accounting specialties include municipal entities, retirement systems, and commercial entities.

Brooke has always ensured that we have the highest level of audit services for her clients through relationship building. She is active in professional organizations such as the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants. She and the senior accountant will be easily accessible for the Agency at all times. Her ability to manage an audit has become invaluable for Brown Armstrong.

Education

California State University, Fresno,
2004

Bachelor of Science, Business and
Public Administration with a
Concentration in Accounting

Roles and Responsibilities

- Leading fieldwork audit team.
- Reviews, analyzes, and documents client internal controls.
- Completes complex audit procedures.
- Researches and performs tests and analytical reviews on issues under direction of the Engagement Manager.
- Reviews financial statements and workpapers before sending the drafts to Engagement Manager and partners for further review.

Clients Served

*Only chosen clients are listed

Special Districts

Bear Mountain Recreation and Park District
Belridge Water District
North Bakersfield Recreation & Park District
Mojave Public Utility District

Transit Districts

Central Contra Costa Transit Authority
Riverside Transit Agency

Non-Profits

Bakersfield Homeless Center
Community Action Partnership of Kern
Community Action Partnership of San Luis Obispo
Community Action Partnership of Madera County
Greater Bakersfield Legal Assistance
Kern County Bar Association
Community Medical Education & Research
Foundation

Retirement Systems

Kern County Employees' Retirement Association
Los Angeles County Employees' Retirement
Association
Los Angeles Fire and Police Pension System
Merced County Employees' Retirement Association

Elizabeth Whynot, CPA Engagement Senior



Education

Master of Science in Accounting –
Loyola Marymount University;
Bachelor of Science in Business
Administration – California Polytech
State University, San Luis Obispo

Clients Served

*Only chosen clients are listed

Counties

County of Stanislaus
County of Merced
County of Napa
County of San Luis Obispo

Cities

City of Bakersfield
City of Tulare

Nonprofit

Hoffman Hospice of the Valley, Inc.
Bethany Services, Inc.
Community Action Partnership of Madera
County
First 5 Sonoma County
Buck Owens Private Foundation

Special Districts

Mojave Public Utility District
Buena Vista Water Storage District

Elizabeth is an audit senior with over four (4) years of auditing experience. She has shown excellent performance in leading fieldwork, compiling and preparing financial statements, performing tests and analytical reviews, as well as creating strong working relationships with clients. She has executed audits in the past with little issues and is great at maximizing efficiency while performing audit work.

Roles and Responsibilities

- Leading fieldwork audit team
- Reviews, analyzes, and documents client internal controls.
- Completes complex audit procedures.
- Researches and performs tests and analytical reviews on issues under direction of the Engagement Manager.
- Reviews financial statements and workpapers before sending the drafts to Engagement Manager and partners for further review.

Continuing Professional Education

*Relevant Education Listed

Thomas M. Young, CPA

California Ethics and Fraud Case Studies, 2019
GAAP Update, 2019
Spidell's 2018/2019 Federal and California Tax Update, 2018
Avoiding Problems in Conducting Single Audits, 2018
Governmental Accounting and Auditing Update, 2018
2018 GAQC Annual Webcast Update, 2018
Accounting Industry Update, 2018
Ethical Responsibilities for CPAs, 2018
What Every CPA Should Know About Fraud, 2018
Spidell's 2017/18 Federal and California Fall Tax Update Seminar, 2017
Preventing Sexual Harassment for Supervisors, 2017
2017 OMB Compliance Supplement and Single Audit Update, 2017
Common Financial Statement Deficiencies, The Financial Reporting Model Project, and GASB Agenda, 2017
GASB 74/75-OPEB and GASB Update, 2017
GAAP Update - Practical Approach to Prevention and Detection, 2017
Single Audits: A Case Study Approach, 2017

Lindsey B. McGuire, CPA

2018/2019 Federal and California Tax Update - Part I, 2019
2018/2019 Federal and California Tax Update - Part II, 2019
California Ethics and Fraud Case Studies, 2019
Accounting Industry Update, 2018
Ethical Responsibilities for CPAs, 2018
What Every CPA Should Know About Fraud, 2018
Common Financial Statement Deficiencies, The Financial Reporting Model Project, and GASB Agenda, 2017
GASB 74/75 – OPEB and GASB Update, 2017
Annual Conference of the State Association of County Auditors, 2017
GASB 75 OPEB Implementation: Accounting and Auditing Considerations, 2017
GAAP Update and Fraud – Practical Approach to Prevention and Detection, 2017
Single Audits: A Case Study Approach, 2017

Brooke Baird, CPA

Governmental Accounting and Auditing Update, 2019
The New Yellow Book: Government Auditing Standards, 2018 Revision, 2019
California Ethics and Fraud Case Studies, 2019
GAAP Update, 2019
Financial Statement Note Disclosures: Not for Profit Financial Reporting, 2018
Statement of Activities: Not for Profit Financial Reporting, 2018
Statement of Financial Position: Not for Profit Financial Reporting, 2018

Risk Assessment: Not for Profit Governance and Assurance, 2018
Statement of Functional Expenses: Not for Profit Financial Reporting, 2018
Aligning Mission and Strategy: Not for Profit Governance, 2018
Preparing Consolidated Financial Statements: Not for Profit Financial Reporting, 2018
Applying the COSO Enterprise Risk Management Framework: Not-for-Profit Governance and Assurance, 2018
Budgeting Considerations: Not-for-Profit Governance, 2018
Ethical Issues: Not for Profit Governance, 2018
Maintaining Tax Exemption: Not-for-Profit Tax Compliance, 2018
Statement of Cash Flows: Not-for-Profit Financial Reporting, 2018
401(k) Basic Part 4-Investments and Current Topics, 2018
401(k) Basic Part 3-Distribution Testing, Audit Wrap-Up and Notes to Financial Statements, 2018
Avoiding Problems in Conducting Single Audits, 2018
Governmental Accounting and Auditing Update, 2018
Accounting Industry Update, 2018
Ethical Responsibilities for CPAs, 2018
What Every CPA Should Know About Fraud, 2018
New Revenue Recognition Standard's Impact on NFPs, 2018

Elizabeth Whynot, CPA

California Ethics and Fraud Case Studies, 2019
GAAP Update, 2019
Trends in Governmental Accounting, 2018
Accounting for Governmental Assets and Liabilities, 2018
Spidell's 2018/2019 Federal and California Tax Update, 2018
Real Estate Professionals: Do They Really Exist?, 2018
Accounting and Auditing Update Retirements, 2018
Accounting Industry Update, 2018
Ethical Responsibilities for CPAs, 2018
What Every CPA Should Know About Fraud, 2018
Spidell's 2017/18 Federal and California Fall Tax Update Seminar, 2017
2017 Audit Staff Training, 2017
Common Financial Statement Deficiencies, The Financial Reporting Model Project, and GASB Agenda, 2017
GASB 74/75-OPEB and GASB Update, 2017
GAAP Update and Fraud - Practical Approach to Prevention and Detection, 2017
Single Audits: A Case Study Approach, 2017

EXHIBIT II. EXTERNAL QUALITY CONTROL REVIEW REPORT



System Review Report

To the Shareholders of
Brown Armstrong Accountancy Corporation
and the National Peer Review Committee of the AICPA

We have reviewed the system of quality control for the accounting and auditing practice of Brown Armstrong Accountancy Corporation (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended October 31, 2015. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based upon our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Brown Armstrong Accountancy Corporation applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended October 31, 2015, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Brown Armstrong Accountancy Corporation has received a peer review rating of *pass*.

Weaver and Tidwell, LLP
WEAVER AND TIDWELL, L.L.P.

Dallas, Texas
January 29, 2016

AN INDEPENDENT MEMBER OF
BAKER TILLY INTERNATIONAL

WEAVER AND TIDWELL, L.L.P.
CERTIFIED PUBLIC ACCOUNTANTS AND ADVISORS

12221 MERIT DRIVE, SUITE 1400, DALLAS, TX 75251
P: 972.490.1970 F: 972.702.8321

EXHIBIT III. SUMMARY OF AUDIT EXPERIENCE

CITIES	RETIREMENT PLANS	SPECIAL DISTRICTS
City of Bakersfield City of Baldwin Park City of Burlingame City of Delano City of Fresno City of Lindsay City of Modesto City of Pasadena City of Santa Barbara City of Seaside City of Tulare City of Visalia City of Laguna Woods	Contra Costa County Employees' Retirement Association Fresno City Employees' Retirement System Fresno County Employees' Retirement Association Imperial County Employees' Retirement System Kern County Employees' Retirement Association Los Angeles Fire and Police Pension System Los Angeles City Employees' Retirement System Los Angeles County Employees' Retirement Association Marin County Employees' Retirement Association Merced County Employees' Retirement Association Orange County Employees' Retirement System San Diego City Employees' Retirement System San Diego County Employees' Retirement Association San Joaquin County Employees' Retirement Association San Mateo County Employees' Retirement Association Sonoma County Employees' Retirement Association Tulare County Employees' Retirement Association Ventura County Employees' Retirement Association San Francisco Bay Area Rapid Transit District Money Purchase Plan and Deferred Compensation Plan San Luis Obispo County Employees' Pension Trust Pasadena Fire & Police Retirement System Santa Barbara County Employees' Retirement System Fresno Metropolitan Flood Control District Pension Plan and Trust Sacramento County Employees' Retirement System	Bear Mountain Recreation and Park District Delano Mosquito Abatement District Fresno Irrigation District Fresno Metropolitan Flood Control District Kern Tulare Water District Kern Water Bank Authority Kings County Economic Development Corporation Mojave Public Utility District Mother Lode Job Training Agency Riverside County Habitat Conservation Agency Pasadena Center Operating Company Pixley Public Utility District Port Hueneme Water Agency Rosamond Community Services District Rose Bowl Operating Company San Joaquin Area Flood Control Agency San Joaquin Valley Air Pollution Control District Stanislaus County Community Services Agency
TRANSIT DISTRICTS	SCHOOL DISTRICTS	COUNTIES
Central Contra Costa Transit Authority Golden Empire Transit District Kern Council of Governments Napa Valley Transportation Authority Riverside Transit Agency San Joaquin Council of Governments Santa Cruz Metropolitan Transit District Solano County Transit Stanislaus Council of Governments Tulare County Association of Governments	Bakersfield City School District Castaic Union School District Delano Union School District Kern County Superintendent of Schools Richgrove Elementary School District Saugus Union School District Taft Union High School District Tehachapi Unified School District Visalia Unified School District	County of Fresno County of Kern County of Kings County of Merced County of Riverside County of San Joaquin County of San Luis Obispo County of Santa Barbara County of Santa Cruz County of Stanislaus County of Tulare County of Napa
NON-PROFITS		HEALTH CARE
Bakersfield ARC Community Action Partnership of Kern Community Action Partnership of San Luis Obispo Goodwill Industries of South Central California Kern County Bar Association Kern County Library Foundation Missionary Church Western Regional Pasadena Chamber of Commerce Pasadena Community Access Corporation Tranquil Waters Guidance Center Valley Consortium for Medical Education Women's Center – High Desert		Kern Health Systems Kern Medical Liberty Health Advantage Heritage Provider Network Heritage California Medical Group Heritage New York Medical Group Southwest Health Care District West Side Health Care District Riverside County Health System - Medical Center San Joaquin County General Hospital Stanislaus County Health Services Agency

PROPOSAL TO PROVIDE SERVICES
CUYAMA BASIN GROUNDWATER
SUSTAINABILITY AGENCY



May 24, 2019

Cuyama Basin Groundwater Sustainability Agency
Board of Directors
c/o The Hallmark Group
Mr. Taylor Blakslee
4900 California Avenue, Tower B, Second Floor
Bakersfield, CA 93309

We are pleased to respond to your recent request regarding a fee estimate proposal for the audit engagements to be performed for the Cuyama Basin Groundwater Sustainability Agency, (hereafter referred to as "the Agency") for the period of inception through June 30, 2018 and for the year ended June 30, 2019.

There are several reasons we believe our firm is best suited to perform accounting services for your Agency. We believe we can play a vital role in advancing you towards your objectives of maintaining a strong control structure while providing an effective and efficient operating environment. In our opinion, the level of personal service and the quality of the work provided are the key criteria related to us satisfying your needs.

Our client service team will ensure that you receive the highest degree of professional accounting, tax and other consulting services on a timely and efficient basis. In addition to our overall experience, we have previous experience with a number of other Special Agencies in Kern County (See references attached). Geoffrey B. King, audit partner, will have overall responsibility for the audited financial statements and business advisory aspects of your engagement. Danhira B. Millan, partner in the accounting and auditing department, will have responsibility for assisting Mr. King in coordinating all aspects of your engagement.

We have put together an engagement team with the skills, resources and, above all, the commitment to enable us to make a distinct contribution to your success. We offer you the following:

- **Responsive service** - In our business, professional and working relationships, we strive for responsive, quality service. What this means to the Agency is that we can guarantee our work will be timely, of high quality and sensitive to your needs.
- **Pro-active approach** - Our approach is pro-active rather than reactive. We don't just respond to change, we anticipate it. This means we are well equipped to advise you about new opportunities for increasing efficiency and competitiveness.

- 1 -

P.O. BOX 11171 | BAKERSFIELD, CA 93389

5001 E. COMMERCENTER DRIVE | SUITE 350 | BAKERSFIELD, CA 93309

(661) 631-1171 OFFICE | (661) 631-0244 FAX | BHKCPAS.com

Business approach to the engagement - Our professionals have the experience and the industry expertise to meet your business, financial statement, and consulting requirements now and as you continue to grow. Each member of your client engagement team is committed to long-term client service.

Seamless transition - We are experienced in replacing other accountants, and we offer tangible benefits in transition. A fresh look is vital in rethinking the accounting process to achieve cost and productivity improvements. We commit to a rapid and smooth transition.

We subscribe to a review of our practice by our peers every three years. This review includes actual tests of our audit, review and compilation engagements as well as our internal system for maintaining quality control and the continuing education of our staff. This peer review was recently completed in October 2016 at which time our firm received an unqualified report (see attached). Our firm has not been the subject of any disciplinary actions from the California State Board of Accountancy, California Society of Certified Public Accountants, the American Institute of Certified Public Accountants, or any other regulatory body of the accounting profession.

We strive to add value that is greater than the costs of our fees. Our fees and annual services are presented, under specific sections of this proposal.

We are impressed with the Agency and its achievements, and we want to be part of your team. The balance of this proposal details our credentials to serve as your independent accountants and consultants.

BARBICH HOLDING CORPORATION
DILLER FINANCIAL
Accountancy Corporation



By: Geoffrey B. King, CPA



By: Danhira B. Millan, CPA

Barbich Hooper King Dill Hoffman Profile

Barbich Hooper King Dill Hoffman is a central valley accounting and consulting firm located in Bakersfield, California. The firm is an outgrowth of a partnership formed in 1972. The Firm employs 55 professionals and para-professionals.

The range of services provided include:

- Financial Reporting, including audited, reviewed, and compiled financial statements
- Tax Planning and Compliance
- Controllership Services
- Employee Benefits and Pension Plan Administration
- Employee Benefit Plan Audits
- Litigation Support Services
- Outsource Accounting and Bookkeeping Services
- Estate Planning
- Trust Services

Firm industry concentrations:

While the firm practices in a number of industries and disciplines, it does concentrate the bulk of its practice within the following industries.

- Agriculture and wineries
- Governmental special districts
- Not for profit organizations
- Real estate and construction
- Medical and dental professional services
- Services industries
- Distributors
- Employee benefit plans (defined contribution, defined benefit, health and welfare plans)
- Oil and gas industry

Our Understanding of the Scope of Services to be Provided

Based upon our discussions with Mr. Taylor Blakslee, our understanding of the services to be provided is as follows:

- Performance of an audit engagement on the Agency's financial statements for the period from inception through June 30, 2018 and for the year ended June 30, 2019.
- Preparation of the annual the financial statements.

Our services will be performed under the premise of meeting your needs on a timely, effective and efficient basis.

Proposed Timing of the Audit Engagement

Upon approval, we will discuss with you a mutually agreeable schedule for all parties involved. The schedule will be subject to the availability of the Authority's personnel and resources.

Proposed Fees

Our objective is to provide outstanding client service at a reasonable fee. The fee we charge will be commensurate with the level of experience and effort required to complete the work. We keep our fees to a minimum by assigning experienced personnel to the engagement and by involving your accounting staff as much as possible so that our representatives can concentrate on the significant phases of the engagement. We do not believe that fees should be a primary basis for selecting an accounting firm. These decisions should be based on industry experience, commitment to client service and the ability to get the job done in the most efficient manner possible. Therefore, we would be happy to discuss the fees for our proposed services in more detail. Our estimated fee range for the financial statement audit outlined in this proposal are as follows:

Stand-alone engagement

- | | |
|--|--------------------------|
| • Audit engagement for the period of inception through June 30, 2018 | <u>\$7,000 - \$8,000</u> |
| • Audit engagement for the year ended June 30, 2019 | <u>\$7,000 - \$8,000</u> |

Combined engagement

- | | |
|--|--------------------------|
| • Audit engagement for the period of inception through June 30, 2018 | <u>\$7,000 - \$8,000</u> |
| • Audit engagement for year ended June 30, 2019 | <u>\$5,500</u> |

In order to meet these projections we have anticipated maximum assistance from the Agency's management. If during our engagement any extraordinary matters come to our attention, and an extension of our services beyond the scope of our intended engagement as described in this proposal is required, we reserve the right to consult with you regarding an adjustment to the fees quoted for the period noted above. The fee estimates presented herein are developed based upon your current accounting and management systems in place per our discussions with Mr. Blakslee.

For additional services performed, billing for such services would be at the rates in effect at the time services are performed. Rates in effect are as follows, which may increase nominally each year:

Partner	\$ 235 - 275
Senior/Supervisor	100 - 165
Staff Accountant	65 - 90
Administrative Staff	50

Fees for our services are billed on a monthly basis and are due upon presentation.

In addition, we are independent with respect to the Agency.

References
Special Agency Audits and other Government Audits

Arvin-Edison Water Storage Agency – Auditor for 20+ years

Mr. David Nixon, Deputy General Manager; 661-854-5573

Cuyama Basin Water District

Mr. Matt Klinchuch, Manager-Assessor-Collector, 661-616-5900

Kern Groundwater Authority– Auditor for 3 years

Richard Diamond, General Manager for Fiscal Agent; 661-393-2696

North Kern Water Storage Agency – Auditor for 6 years

Mr. Richard Diamond, General Manager; 661-393-2696

Power and Water Resources Pooling Authority – Auditor for 10+ years

Mr. David Nixon, Treasurer; 661-854-5573

Semitropic Water Storage Agency – Auditor for 20+ years

Mr. Luis Salinas, Controller; 661-758-5113

Southern California Water Banking Authority – Auditor for 10 years

Formerly Semitropic-Rosamond Water Banking Authority

Mr. Luis Salinas, Treasurer; 661-758-5113

Wheeler Ridge-Maricopa Water Storage District – Auditor for 10+ years

Mr. Sheridan Nicholas, Engineer-Manager; 661-527-6075

Mr. Robert Kunde, (Former) Engineer-Manager; 661-527-6070

Other governmental agencies can be provided upon request.



TO: Board of Directors
Agenda Item No. 8d

FROM: Taylor Blakslee Hallmark Group

DATE: June 5, 2019

SUBJECT: Payment of Bills

Issue

Consider approving the payment of bills for April 2019.

Recommended Motion

Approve payment of the bills through the month of April 2019 in the amount of \$99,449.41.

Discussion

Consultant invoices for the month of April 2019 are provided as Attachment 1.



1901 Royal Oaks Drive
Suite 200
Sacramento, CA 95815

INVOICE

916.923.1500
hgcpm.com

To: Cuyama Basin GSA
c/o Jim Beck
4900 California Avenue, Ste B
Bakersfield, CA 93309

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

Invoice No.: 2019-CB-T03-04
Task Order: CB-HG-003
Agreement No.: 201709-CB-001
Date: May 13, 2019

For professional services rendered for the month of April 2019

Task Order	Sub Task	Task Description	Billing Classification	Hours	Rate	Amount
CB-HG-003	1	GSA Board of Directors and Advisory Committee Meetings	Executive Director	16.00	\$ 250.00	\$ 4,000.00
			Project Coordinator/Admin	66.25	\$ 100.00	\$ 6,625.00
Total Sub Task 1 Labor						\$ 10,625.00
CB-HG-003	2	Consultant Management and GSP Development	Executive Director	5.25	\$ 250.00	\$ 1,312.50
			Project Coordinator/Admin	6.25	\$ 100.00	\$ 625.00
Total Sub Task 2 Labor						\$ 1,937.50
CB-HG-003	3	Financial Information Coordination	Executive Director	10.50	\$ 250.00	\$ 2,625.00
			Project Controls	2.50	\$ 200.00	\$ 500.00
			Project Coordinator/Admin	30.00	\$ 100.00	\$ 3,000.00
Total Sub Task 3 Labor						\$ 6,125.00
CB-HG-003	4	CBGSA Outreach	Executive Director	4.25	\$ 250.00	\$ 1,062.50
			Project Coordinator/Admin	11.00	\$ 100.00	\$ 1,100.00
Total Sub Task 4 Labor						\$ 2,162.50
Total Labor						\$ 20,850.00
Travel						\$ 135.16
Other Direct Costs: 04/03/19, 04/25/19						\$ 319.15
Conference Calls						\$ 84.40
Printing Costs						\$ 84.40
SubTotal Travel and Other Direct Costs						\$ 538.71
ODC Mark Up						\$ 20.18
Total Travel and Other Direct Costs						\$ 558.89
TOTAL AMOUNT DUE FOR THIS INVOICE						\$ 21,408.89

Task Order	Original Totals	Amendment(s)	Total Committed	Previously Billed	Current Billing	Remaining Balance
CB-HG-003	\$ 212,810.00	\$ -	\$ 212,810.00	\$ 56,325.00	\$ 20,850.00	\$ 135,635.00
Travel and ODC	\$ -	\$ -	\$ -	\$ 1,908.46	\$ 558.89	\$ (2,467.35)
Total	\$ 212,810.00	\$ -	\$ 212,810.00	\$ 58,233.46	\$ 21,408.89	\$ 133,167.65

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY

PROGRESS REPORT FOR TASK ORDER CB-HG-003

Client Name:	Cuyama Basin Groundwater Sustainability Agency	Agreement Number:	201709-CB-001
Company Name:	HGCPM, Inc. DBA The Hallmark Group	Address:	1901 Royal Oaks Drive, Suite 200 Sacramento, CA 95815
Task Order Number:	CB-HG-003	Report Period:	April 1-30, 2019
Progress Report Number:	4	Project Manager:	Jim Beck
Invoice Number:	2019-CB-T03-04	Invoice Date:	May 13, 2019

SUMMARY OF WORK PERFORMED

Task 1: Board and Standing Advisory Committee Meeting Facilitation

- Prepared for and attended monthly Cuyama Basin Groundwater Sustainability Agency (CBGSA) Standing Advisory Committee (SAC) and Board meetings.
- Drafted, prepared, and distributed documents for the CBGSA SAC and Board of Directors meeting packets.
- Drafted CBGSA SAC and Board minutes.
- Drafted, reviewed, and discussed SAC and Board agendas and Board cancellation notice.
- Facilitated Form 700 compliance.
- Discussed April 4, 2019 Board motion language and budget issues with J. Wooster.

Task 2: GSP Consultant Management and GSP Development

- Prepared for, met with, and facilitated CBGSA Program Management Team (PMT) on a weekly basis to discuss Groundwater Sustainability Plan (GSP) section progress and outreach.
- Discussed modeling, glide path, and SAC member appointment with D. Yurosek.
- Discussed glide path with Woodard & Curran (W&C).
- Discussed model uncertainty memorandum and Groundwater Sustainability Plan (GSP) with W&C.
- Facilitated placeholder section comments with W&C.
- Distributed comment response matrices for the Sustainability Thresholds section, Water Budget section, and Placeholder section, and redline-strikeout versions for the Sustainability Thresholds section and Water Budget section.

Task 3: Financial Management

- Drafted and reviewed FY 2019-20 budget and cashflow.

- Prepared for and attended follow up teleconference meeting with the Budget Ad hoc to review the Fiscal Year (FY) 2019-20 budget and cash flow on April 1, 2019.
- Prepared for and attended teleconference meeting with W&C to discuss FY 2019-20 budget on April 11, 2019.
- Researched tax-exempt status for the CBGSA.
- Finalized and submitted Grant Administration documentation.
- Drafted and submitted audit bit letters to three firms.
- Processed accounts payable and prepared financial statements.

Task 4: Stakeholder Outreach Facilitation

- Coordinated the update of the Cuyama Basin Groundwater Sustainability Agency (CBGSA) website with Board and Standing Advisory Committee minutes, agendas, GSP chapters, and GSP presentations.
- Reviewed and provided comments on the GSP Executive Summary document.
- Reviewed and provided comments on the workshop summary of public comments memo.
- Reviewed May 1, 2019 CBGSA Public Workshops presentation.
- Distributed March 6, 2019 CBGSA Public Workshops Summary.
- Reviewed and distributed Newsletter Edition No. 5.
- Distributed May 1, 2019 CBGSA Public Workshops reminder.
- Uploaded CBGSA draft GSP document and Executive Summary to flash drives.
- Updated CBGSA public stakeholder contact list.

DELIVERABLES AND COMPLETED TASKS

- Developed CBGSA Board agenda for April 3, 2019 and SAC agenda for April 25, 2019.
- Attended CBGSA Board meeting on April 3, 2019 and SAC meeting on April 25, 2019.
- Drafted meeting minutes for CBGSA Board meeting on April 3, 2019 and SAC meeting on April 25, 2019.
- Prepared for, met with, and facilitate CBGSA program management team on a weekly basis.

PLANNED OBJECTIVES FOR NEXT REPORTING PERIOD

- Prepare for and attend CBGSA Board meeting and public workshops on May 1, 2019 and SAC meeting on May 30, 2019.

SIGNIFICANT ISSUES OR CHALLENGES (IF ANY) AND POTENTIAL RESOLUTIONS

- N/A


Invoice Date: 5/1/2019
Total: (\$298.21)

Statement# 39392 Customer# 3122729

HGCPM, Inc. - Formerly Advance Education
1901 Royal Oaks Dr
STE 200
Sacramento, CA 95815 -4235

Remit to:
Great America Networks Conferencing
1441 Branding Lane
Suite 200
Downers Grove, IL 60515 0000

CALL US
 1-877-438-4261

Summary

Balance Information	
Previous Balance	2,072.19
Payments Received - Thank you!	(3,170.31)
Balance Forward	(1,098.12)
New Charges	
New Usage Charges	687.20
Recurring Charges	0.00
Taxes and Surcharges	129.18
Adjustments	(16.47)
Total New Charges	799.91
Total Amount Due	(298.21)

Payments

Description	Date	Amount
Payment Received, Thank you!	04/01/19	(1,098.12)
Payment Received, Thank you!	04/23/19	(2,072.19)
Subtotal		(\$3,170.31)

Credits

Description	Start	End	Amount
Late Fee	03/31/19	03/31/19	(16.47)
Subtotal			(\$16.47)

Taxes and Surcharges

Federal Universal Service Fund	129.18
Subtotal	\$129.18

Management Reports

Usage by Category

Description	Calls	Minutes	Charge
Usage - Conference Calling	234	13,744.00	687.20
	234.00	13,744.00	687.20

Long Distance By Line

TN	Calls	Mins	Charge
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234	13,744.00	687.20
234	13,744.00	687.20

Toll-free Usage

Cuyama BDSAC Conference ID: 4779465

#	Date	Time	Other	Location	Mins	Amt
1	04/01/19	02:43P	6613337091	Host	31.00	1.55
2	04/01/19	02:44P	5596361166	Host	30.00	1.50
3	04/01/19	02:44P	6614773385	Host	30.00	1.50
4	04/01/19	02:44P	8056814200	Host	31.00	1.55
5	04/01/19	02:45P	6613638463	Host	30.00	1.50
6	04/01/19	02:45P	8056160470	Host	29.00	1.45
7	04/01/19	02:45P	9169998777	Host	29.00	1.45
8	04/01/19	02:46P	8056802226	Host	28.00	1.40
9	04/01/19	02:47P	9258581340	Host	27.00	1.35
Subtotal			265.00			13.25

Cuyama BDSAC Conference ID: 4783381

#	Date	Time	Other	Location	Mins	Amt
1	04/03/19	04:29P	9258581340	Host	14.00	.70
2	04/03/19	04:30P	9169998777	Host	13.00	.65
3	04/03/19	04:31P	6614773385	Host	13.00	.65
Subtotal			40.00			2.00

Cuyama BDSAC Conference ID: 4783430

#	Date	Time	Other	Location	Mins	Amt
1	04/03/19	05:54P	6617662369	Host	223.00	11.15
2	04/03/19	05:57P	4157938420	Host	201.00	10.05
3	04/03/19	05:57P	6507590535	Participant	1.00	.05
4	04/03/19	05:58P	6507590535	Participant	27.00	1.35
5	04/03/19	05:58P	9169998777	Host	122.00	6.10
6	04/03/19	06:05P	9254872099	Host	205.00	10.25
7	04/03/19	06:25P	6507590535	Participant	182.00	9.10
8	04/03/19	07:59P	5304058800	Host	46.00	2.30
Subtotal			1,007.00			50.35

Cuyama BDSAC Conference ID: 4799956

#	Date	Time	Other	Location	Mins	Amt
1	04/17/19	02:56P	6613337091	Host	52.00	2.60
2	04/17/19	02:57P	8056814200	Host	13.00	.65
3	04/17/19	02:58P	6614773385	Host	50.00	2.50
4	04/17/19	02:58P	9258581340	Host	50.00	2.50
5	04/17/19	02:59P	5596361166	Host	49.00	2.45
6	04/17/19	02:59P	9169998777	Host	49.00	2.45
7	04/17/19	03:00P	8056160470	Host	48.00	2.40
8	04/17/19	03:00P	8056802226	Host	8.00	.40
9	04/17/19	03:03P	6613638463	Host	45.00	2.25
10	04/17/19	03:07P	8056814200	Host	41.00	2.05
Subtotal			405.00			20.25

Cuyama BDSAC Conference ID: 4802102

#	Date	Time	Other	Location	Mins	Amt
1	04/18/19	05:57P	6613337091	Host	30.00	1.50
2	04/18/19	05:58P	8058867239	Host	29.00	1.45
3	04/18/19	05:59P	8318182451	Host	2.00	.10
4	04/18/19	06:00P	6614773385	Host	27.00	1.35
5	04/18/19	06:01P	6613302610	Host	26.00	1.30
6	04/18/19	06:01P	8318182451	Host	26.00	1.30
Subtotal			140.00			7.00

Cuyama BDSAC Conference ID: 4802158

#	Date	Time	Other	Location	Mins	Amt
1	04/18/19	08:54P	6613337091	Host	1.00	.05
Subtotal			1.00			.05

Cuyama BDSAC Conference ID: 4810046

#	Date	Time	Other	Location	Mins	Amt
1	04/25/19	05:56P	8057815275	Host	156.00	7.80
2	04/25/19	05:59P	6613951000	Participant	125.00	6.25
3	04/25/19	05:59P	6617662369	Host	153.00	7.65
4	04/25/19	05:59P	8184814388	Participant	151.00	7.55
5	04/25/19	06:00P	8188826514	Participant	133.00	6.65
6	04/25/19	06:03P	4155242290	Host	149.00	7.45
7	04/25/19	06:05P	6613302610	Host	86.00	4.30
8	04/25/19	06:37P	2133092347	Host	106.00	5.30
9	04/25/19	06:38P	9256274112	Host	96.00	4.80
10	04/25/19	08:22P	6613302610	Host	11.00	.55
Subtotal			1,166.00			58.30

Cuyama BDSAC Conference ID: 4810111

#	Date	Time	Other	Location	Mins	Amt
1	04/25/19	08:38P	8184814388	Participant	1.00	.05
Subtotal			1.00			.05

Cuyama BDSAC Conference ID: 4812825

#	Date	Time	Other	Location	Mins	Amt
1	04/29/19	04:38P	8058293698	Host	1.00	.05
Subtotal			1.00			.05

Cuyama GSA Conference ID: 0

#	Date	Time	Other	Location	Mins	Amt
1	04/01/19	01:19P	6613337091	Host	1.00	.05
Subtotal			1.00			.05

Cuyama GSA Conference ID: 4779278

#	Date	Time	Other	Location	Mins	Amt
1	04/01/19	01:19P	6614773385	Host	27.00	1.35
2	04/01/19	01:19P	9258581340	Host	29.00	1.45
3	04/01/19	01:20P	6613337091	Host	2.00	.10
4	04/01/19	01:24P	6613337091	Host	23.00	1.15
Subtotal			81.00			4.05

Cuyama GSA Conference ID: 4786065

#	Date	Time	Other	Location	Mins	Amt
1	04/05/19	11:54A	4157938420	Host	68.00	3.40
2	04/05/19	11:59A	6614773385	Host	63.00	3.15
3	04/05/19	12:00P	9256274112	Host	63.00	3.15
4	04/05/19	12:01P	6613337091	Host	19.00	.95
5	04/05/19	12:05P	9169998777	Host	58.00	2.90
6	04/05/19	12:20P	6613337091	Host	43.00	2.15
7	04/05/19	12:59P	9258581340	Host	4.00	.20
Subtotal			318.00			15.90

Cuyama GSA Conference ID: 4792751

#	Date	Time	Other	Location	Mins	Amt
1	04/11/19	11:58A	9258581340	Host	56.00	2.80
2	04/11/19	11:59A	5304058800	Host	56.00	2.80
3	04/11/19	12:00P	6614773385	Host	54.00	2.70
4	04/11/19	12:01P	6613337091	Host	53.00	2.65
Subtotal			219.00			10.95

Cuyama GSA Conference ID: 4794440

#	Date	Time	Other	Location	Mins	Amt
1	04/12/19	11:59A	4155242290	Host	50.00	2.50
2	04/12/19	11:59A	6614773385	Host	49.00	2.45
3	04/12/19	12:00P	6613337091	Host	14.00	.70
4	04/12/19	12:01P	9169998777	Host	47.00	2.35
5	04/12/19	12:01P	9256274112	Host	47.00	2.35
6	04/12/19	12:14P	6613337091	Host	34.00	1.70
Subtotal			241.00			12.05

Cuyama GSA Conference ID: 4802784

#	Date	Time	Other	Location	Mins	Amt
1	04/19/19	11:57A	6614773385	Host	73.00	3.65
2	04/19/19	11:58A	6613337091	Host	72.00	3.60
3	04/19/19	11:59A	4157938420	Host	71.00	3.55
4	04/19/19	11:59A	6613951000	Host	69.00	3.45
5	04/19/19	12:00P	9256274112	Host	70.00	3.50
6	04/19/19	12:01P	4155242290	Host	69.00	3.45
7	04/19/19	12:01P	9169998777	Host	69.00	3.45
Subtotal			493.00			24.65

Cuyama GSA Conference ID: 4804663

#	Date	Time	Other	Location	Mins	Amt
1	04/22/19	04:00P	8185492340	Host	32.00	1.60
2	04/22/19	04:01P	4088314817	Host	32.00	1.60
3	04/22/19	04:01P	6614773385	Host	31.00	1.55
4	04/22/19	04:03P	9169998777	Host	29.00	1.45
Subtotal			124.00			6.20

Cuyama GSA Conference ID: 4810764

#	Date	Time	Other	Location	Mins	Amt
1	04/26/19	11:56A	4157938420	Host	73.00	3.65
2	04/26/19	11:57A	9256274112	Host	89.00	4.45
3	04/26/19	11:59A	6613337091	Host	47.00	2.35
4	04/26/19	11:59A	6614773385	Host	88.00	4.40
5	04/26/19	12:00P	6613951000	Host	64.00	3.20
6	04/26/19	12:04P	4155242290	Host	65.00	3.25
7	04/26/19	12:04P	5304058800	Host	11.00	.55
8	04/26/19	12:15P	5304058800	Host	16.00	.80
9	04/26/19	12:32P	5304058800	Host	4.00	.20
10	04/26/19	12:36P	5304058800	Host	1.00	.05
11	04/26/19	12:38P	5304058800	Host	49.00	2.45
Subtotal			507.00			25.35

Cuyama GSA Conference ID: 4812263

#	Date	Time	Other	Location	Mins	Amt
1	04/29/19	12:27P	6613337091	Host	96.00	4.80
2	04/29/19	12:29P	4157938420	Host	94.00	4.70
3	04/29/19	12:30P	9169998777	Host	92.00	4.60
4	04/29/19	12:42P	4155242290	Host	80.00	4.00
Subtotal			362.00			18.10

Cuyama GSA Conference ID: 4812523

#	Date	Time	Other	Location	Mins	Amt
1	04/29/19	02:02P	9169998777	Host	1.00	.05
Subtotal			1.00			.05

A	Cuyama Charges:		
		1-Apr	\$13.25
		1-Apr	\$0.05
		1-Apr	\$4.05
		3-Apr	\$2.00
		3-Apr	\$50.35
		5-Apr	\$15.90
		11-Apr	\$10.95
		12-Apr	\$12.05
		17-Apr	\$20.25
		18-Apr	\$7.00
		18-Apr	\$0.05
		19-Apr	\$24.65
		22-Apr	\$6.20
		25-Apr	\$58.30
		25-Apr	\$0.05
		26-Apr	\$25.35
		29-Apr	\$18.10
		29-Apr	\$0.05
		29-Apr	<u>\$0.05</u>
B	Subtotal		\$268.65
C	Total Conf Line Charge		\$687.20
D	Cuyama % of Total Bill (B/C)		39%
E	Fees		\$129.18
F	Fee Incurred by Cuyama (D*E)		\$50.50
G	Total Cuyama Charge (B+F)		\$319.15

CUYAMA PRINTING COSTS

Board- 4/3/19

Document	B&W, or Color	Pages	Rate	Cost
Agenda (Board)	B&W	30	\$ 0.10	\$ 3.00
Agenda (Public)	B&W	40	\$ 0.10	\$ 4.00
Spanish Presentations	B&W	177	\$ 0.10	\$ 17.70
Sign-in Sheet	B&W	1	\$ 0.10	\$ 0.10
Board Packets	B&W	151	\$ 0.10	\$ 15.10
Total Cost				\$ 39.90

SAC- 4/25/19

Document	B&W, or Color	Pages	Rate	Cost
Agenda (Board)	B&W	30	\$ 0.10	\$ 3.00
Agenda (Public)	B&W	40	\$ 0.10	\$ 4.00
Spanish Presentations	B&W	87	\$ 0.10	\$ 8.70
Sign-in Sheet	B&W	1	\$ 0.10	\$ 0.10
SAC Packets	B&W	85	\$ 0.10	\$ 8.50
Total Cost				\$ 24.30

CUYAMA LANDOWNER PRINTING COSTS

April

Document	B&W, or Color	Pages	Rate	Cost
4/3 Board Packet	B&W	151	\$ 0.10	\$ 15.10
4/25 SAC Packet	B&W	51	\$ 0.10	\$ 5.10
Total Cost				\$ 20.20

Total Cost	\$ 84.40
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Project and Person Summary with Expense Detail

Date Range: 4/1/2019 - 4/30/2019

<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>
Cuyama Basin Water District							
	1708-CBWD	Cuyama Basin					
		Taylor Blakslee					\$538.71
		<i>Mileage</i>				248.00	\$135.16
				4/3/2019	Mileage to Cuyama from Bakersfield (RT) - Board	124.00	\$67.58
				4/25/2019	Mileage to Cuyama from Bakersfield (RT) - SAC	124.00	\$67.58
			<i>Supplies</i>				\$84.40
				4/30/2019	Printing costs for Board packets, etc.		\$84.40
			<i>Telephone</i>				\$319.15
				4/30/2019	Conference line charges.		\$319.15
					Cuyama Basin Subtotal		\$538.71
					Cuyama Basin Water District Subtotal		\$538.71
					Grand Total		\$538.71

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

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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
*****EMAIL INVOICES*****

April 30, 2019
Bill No. 22930-001-143739
JDH

Statement for Period through April 18, 2019

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

Date		Services	Hours	Amount	
03/28/19	JDH	ATTENDED SAC MEETING TELEPHONICALLY.	1.00	270.00	
03/29/19	JDH	WEEKLY PAYMENT CALL.	0.70	189.00	
03/31/19	JDH	REVIEWED AND REPLIED TO E-MAIL FROM T. BLAKSLEE REGARDING AUDIT ITEM MEMORANDUM.	0.10	27.00	
04/05/19	DKK	RESEARCHED FPPC FORM 700 PORTAL.	0.80	152.00	
04/17/19	JVK	LEGAL RESEARCH REGARDING REQUIREMENTS OF AND INTERPLAY BETWEEN OF WATER CODE SECTIONS 10927 AND 10723 ET. SEQ.	1.40	378.00	
04/17/19	JVK	PREPARED ANALYSIS OF 10723.2 REQUIREMENTS.	0.50	135.00	
04/18/19	DKK	RESEARCHED SGMA NOTICE AND PUBLIC COMMENT REQUIREMENTS.	0.70	133.00	
04/18/19	JDH	TELEPHONE CONFERENCE WITH T. BLAKSLEE REGARDING VARIOUS MATTERS.	0.80	216.00	
04/18/19	JDH	TELEPHONE CONFERENCE WITH A. DOUD REGARDING PENDING MATTERS.	0.50	135.00	
			Rate	Hours	Amount
JDH	HUGHES, JOSEPH		270.00	3.10	837.00
JVK	KOMAR, JOHN		270.00	1.90	513.00
DKK	KEY, DARIEN		190.00	1.50	285.00
Total Fees					\$1,635.00

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. 22930-001-143739
Client Ref: 22930 - 001

April 30, 2019

Page 2

Current Charges	\$1,635.00
Prior Statement Balance	32,358.02
Payments/Adjustments Since Last Bill	-0.00
Pay This Amount	\$33,993.02

Any Payments Received After April 30, 2019 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

104
INVOICE

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

May 28, 2019
Project No: 0011078.01
Invoice No: 163339

Project 0011078.01 CUYAMA GSP

Professional Services for the period ending April 26, 2019

Phase 008 Groundwater Sustainability Plan Implementation

Professional Personnel

	Hours	Rate	Amount	
National Practice Leader Melton, Lyndel	4.00	320.00	1,280.00	
Project Manager 2 Ayres, John	4.00	266.00	1,064.00	
Van Lienden, Brian	20.00	266.00	5,320.00	
Totals	28.00		7,664.00	
Labor Total				7,664.00
				Total this Phase
				\$7,664.00

Phase 009 Groundwater Sustainability Plan Document Development

Professional Personnel

	Hours	Rate	Amount
Engineer 3 Ceyhan, Mahmut	14.00	212.00	2,968.00
Lee, Elisa	16.00	212.00	3,392.00
National Practice Leader Melton, Lyndel	4.50	320.00	1,440.00
Planner 1 Honn, Emily	3.50	162.00	567.00
Planner 2 De Anda, Vanessa	.75	187.00	140.25
Eggleton, Charles	3.00	187.00	561.00
Software Engineer 1 Rutaganira, Thierry	3.00	147.00	441.00
Project Manager 2 Ayres, John	7.00	266.00	1,862.00
Van Lienden, Brian	5.00	266.00	1,330.00

Project	0011078.01	CUYAMA GSP	Invoice	163339
Project Planner 1				
Johnson, Sally		14.50	221.00	3,204.50
Senior Project Assistant				
Daugherty, Lisa		73.50	129.00	9,481.50
Senior Technical Manager				
Long, Jeanna		3.50	282.00	987.00
Senior Technical Practice Leader				
Tracy, Kyle		1.00	310.00	310.00
Totals		149.25		26,684.25
Labor Total				26,684.25
Consultant				
Subcontractor Expense				
4/26/2019	The Catalyst Group, Inc.		Inv#399	13,457.26
Consultant Total			1.1 times	13,457.26
				14,802.99
			Total this Phase	\$41,487.24

Phase 012 GW Monitoring Well Network Expansion (Cat 1 – Task 1)

Consultant

Subcontractor Expense				
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-2	262.50
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-3	3,033.75
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-4	2,627.50
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-5	477.50
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-6	6,174.66
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-7	1,162.70
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0747.001-8	1,130.00
4/26/2019	GSI Water Solutions DBA Groundwater Solutions, Inc.		Inv#0474.001-9	3,047.10
Consultant Total			1.1 times	17,915.71
				19,707.28
			Total this Phase	\$19,707.28

Phase 015 Project Management (Cat 1 – Task 4)

Professional Personnel

	Hours	Rate	Amount
National Practice Leader			
Melton, Lyndel	9.00	320.00	2,880.00
Planner 2			
Kidson, Jennifer	15.00	187.00	2,805.00

Project	0011078.01	CUYAMA GSP	Invoice	163339
Project Manager 2				
	Van Lienden, Brian		7.00	266.00
	Totals		31.00	7,547.00
	Labor Total			7,547.00
			Total this Phase	\$7,547.00
			Total this Invoice	\$76,405.52

Outstanding Invoices

Number	Date	Balance
152397	7/19/2018	180,525.65
153619	8/23/2018	135,300.00
154409	9/19/2018	195,124.42
155666	10/23/2018	101,772.20
156545	11/14/2018	84,659.70
157849	12/19/2018	142,959.49
159014	1/24/2019	101,806.18
160067	2/22/2019	87,543.93
161007	3/20/2019	73,093.65
161834	4/16/2019	68,280.03
Total		1,171,065.25

Project Summary	Current Fee	Previous Fee	Total
	76,405.52	1,856,109.56	1,932,515.08

Approved by:



Brian Van Lienden
Project Manager
Woodard & Curran



Progress Report

Cuyama Basin Groundwater Sustainability Plan Development

Subject: April 2019 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: May 28, 2019

Project No.: 0011078.01

This progress report summarizes the work performed and project status for the period of March 30, 2019 through April 26, 2019 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 Orders 4 and 5, issued by the CBGSA on June 6, 2018. Note that Task Order 1, 2 and 3 were already 100% spent as of the beginning of this reporting period.

As of the completion of this work period, Task Order 4 is now 100% spent. However, due to previous and ongoing out of scope work efforts, \$44,857.64 in additional unbilled work has been performed on the Category 2 Tasks authorized in Task Order 4. It is estimated that approximately \$135,000 in additional work will be required beyond the current budgets to complete the remaining scope of work associated with Task Orders 4 and 5.

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 Tables 1 and 2 below. Table 1 shows work performed under Task Orders 2 and 4, which include tasks identified in the forthcoming Category 2 grant from the California Department of Water Resources (DWR). Table 2 shows work performed under Task Orders 3 and 5, which includes tasks identified in the forthcoming Category 1 grant from DWR.

Table 1: Summary of Task/Deliverables Status for Category 2 Tasks (Task Orders 2 and 4)

Task	Work Completed During the Reporting Period	Percent Complete	Work Scheduled for Next Period
Task 1: Initiate Work Plan for GSP and Stakeholder Engagement Strategy Development	<ul style="list-style-type: none"> Task 1 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 1 is completed; no further work is anticipated
Task 2: Data Management System, Data Collection and Analysis, and Plan Review	<ul style="list-style-type: none"> Task 2 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 2 is completed; no further work is anticipated
Task 3: Description of the Plan Area, Hydrogeologic Conceptual Model, and Groundwater Conditions	<ul style="list-style-type: none"> Task 3 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 3 is completed; no further work is anticipated
Task 4: Basin Model and Water Budget	<ul style="list-style-type: none"> Task 4 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 4 is completed; no further work is anticipated
Task 5: Establish Basin Sustainability Criteria	<ul style="list-style-type: none"> Task 5 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 5 is completed; no further work is anticipated
Task 6. Monitoring Networks	<ul style="list-style-type: none"> Task 6 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 6 is completed; no further work is anticipated
Task 7: Projects and Actions for Sustainability Goals	<ul style="list-style-type: none"> Task 7 is completed; no work was undertaken on this task during this reporting period 	100%	<ul style="list-style-type: none"> Task 7 is completed; no further work is anticipated

Task	Work Completed During the Reporting Period	Percent Complete	Work Scheduled for Next Period
Task 8. GSP Implementation	<ul style="list-style-type: none"> Developed updated presentation materials on the implementation plan and presented them for consideration by Technical Forum, SAC and Board A draft GSP Implementation section was developed and included in the GSP Public Draft 	100%	<ul style="list-style-type: none"> Task 8 is completed; no further work is anticipated
Task 9. GSP Development	<ul style="list-style-type: none"> Developed a GSP Public Draft, including all chapters and appendices, and submitted it for review 	78%	<ul style="list-style-type: none"> The GSP Public Draft will be updated in response to comments and Board direction
Task 10: Education, Outreach and Communication	<ul style="list-style-type: none"> Participated in meetings with CBGSA Board and SAC 	61%	<ul style="list-style-type: none"> Continued participation in meetings with CBGSA Board, SAC and local stakeholders
Task 11: Project Management	<ul style="list-style-type: none"> Ongoing project management activities 	100%	<ul style="list-style-type: none"> Task 11 is completed; no further work is anticipated. Further project management activities will be covered in Task 15.

Table 2: Summary of Task/Deliverables Status for Category 1 Tasks (Task Orders 3 and 5)

Task	Work Completed During the Reporting Period	Percent Complete	Work Scheduled for Next Period
Task 12: Groundwater Monitoring Well Network Expansion	<ul style="list-style-type: none"> The draft plan for installing groundwater data sensors as required by the DWR grant was updated 	62%	<ul style="list-style-type: none"> Work will commence to perform the field work required to install the data sensors

Task	Work Completed During the Reporting Period	Percent Complete	Work Scheduled for Next Period
Task 13: Evapotranspiration Evaluation for Cuyama Basin Region	<ul style="list-style-type: none"> Implementation of land use and METRIC ET estimates in Cuyama Basin model was finalized A documentation tech memo was developed that will be included in the GSP Public Draft 	100%	<ul style="list-style-type: none"> Task 13 is completed; no further work is anticipated
Task 14: Surface Water Monitoring Program	<ul style="list-style-type: none"> The draft plan for installing surface flow gages as required by the DWR grant was updated 	41%	<ul style="list-style-type: none"> Work will continue to install the surface flow gages
Task 15: Category 1 Project Management	<ul style="list-style-type: none"> Ongoing project management activities 	89%	<ul style="list-style-type: none"> Ongoing project management activities

2 Budget Status

Table 3 shows the percent spent for each task under Task Order 1. 100% of the available Task Order 1 budget has been expended (\$321,135.00 out of \$321,135).

Table 3: Budget Status for Task Order 1

Task	Total Budget	Spent Previously	Spent this Period	Total Spent to Date	Budget Remaining	% Spent to Date
1	\$ 35,768.00	\$ 35,755.53	\$ -	\$ 35,755.53	\$ 12.47	100%
2	\$ 61,413.00	\$ 61,413.00	\$ -	\$ 61,413.00	\$ -	100%
3	\$ 45,766.00	\$ 45,766.00	\$ -	\$ 45,766.00	\$ -	100%
4	\$ 110,724.00	\$ 110,724.00	\$ -	\$ 110,724.00	\$ -	100%
5	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
6	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
7	\$ 12,120.00	\$ 12,120.00	\$ -	\$ 12,120.00	\$ -	100%
8	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
9	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
10	\$ 45,420.00	\$ 45,432.47	\$ -	\$ 45,432.47	\$ (12.47)	100%
11	\$ 9,924.00	\$ 9,924.00	\$ -	\$ 9,924.00	\$ -	100%
Total	\$ 321,135.00	\$ 321,135.00	\$ -	\$ 321,135.00	\$ -	100%

Table 4 shows the percent spent for each task under Task Order 2. 100% of the available Task Order 2 budget has been expended (\$399,469.00 out of \$399,469).

Table 4: Budget Status for Task Order 2

Task	Total Budget	Spent Previously	Spent this Period	Total Spent to Date	Budget Remaining	% Spent to Date
1	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
2	\$ 48,457.00	\$ 48,458.00	\$ -	\$ 48,458.00	\$ (1.00)	100%
3	\$ 24,182.00	\$ 24,182.00	\$ -	\$ 24,182.00	\$ -	100%
4	\$ 103,880.00	\$ 103,880.00	\$ -	\$ 103,880.00	\$ -	100%
5	\$ 60,676.00	\$ 60,676.00	\$ -	\$ 60,676.00	\$ -	100%
6	\$ 65,256.00	\$ 65,255.00	\$ -	\$ 65,255.00	\$ 1.00	100%
7	\$ 36,402.00	\$ 36,402.00	\$ -	\$ 36,402.00	\$ -	100%
8	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
9	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
10	\$ 45,420.00	\$ 45,420.00	\$ -	\$ 45,420.00	\$ -	100%
11	\$ 15,196.00	\$ 15,196.00	\$ -	\$ 15,196.00	\$ -	100%
Total	\$ 399,469.00	\$ 399,469.00	\$ -	\$ 399,469.00	\$ -	100%

Table 5 shows the percent spent for each task under Task Order 3. 100% of the available Task Order 3 budget has been expended (\$188,238.00 out of \$188,238).

Table 5: Budget Status for Task Order 3

Task	Total Budget	Spent Previously	Spent this Period	Total Spent to Date	Budget Remaining	% Spent to Date
12	\$ 53,244.00	\$ 53,244.00	\$ -	\$ 53,244.00	\$ -	100%
13	\$ 69,706.00	\$ 69,706.00	\$ -	\$ 69,706.00	\$ -	100%
14	\$ 53,342.00	\$ 53,342.00	\$ -	\$ 53,342.00	\$ -	100%
15	\$ 11,946.00	\$ 11,946.00	\$ -	\$ 11,946.00	\$ -	100%
Total	\$ 188,238.00	\$ 188,238.00	\$ -	\$ 188,238.00	\$ -	100%

Table 6 shows the percent spent for each task under Task Order 4 as of April 26, 2019. 100% of the available Task Order 4 budget has been expended (\$764,394.14 out of \$764,396). As shown in the Table, a total of \$93,819.88 was spent this month on project tasks, of which \$49,151.24 has been invoiced, for an excess of \$44,857.64.

Table 6: Budget Status for Task Order 4

Task	Total Budget	Spent Previously	Spent this Period (Total of Invoiced and Withheld)	Amount Invoiced This Month	Total Spent to Date	Budget Remaining	% Spent to Date
1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
2	\$ 24,780.00	\$ 24,793.50	\$ -	\$ -	\$ 24,793.50	\$ (13.50)	100%
3	\$ 26,912.00	\$ 26,894.00	\$ -	\$ -	\$ 26,894.00	\$ 18.00	100%
4	\$ 280,196.00	\$ 280,190.26	\$ -	\$ -	\$ 280,190.26	\$ 5.74	100%
5	\$ 47,698.00	\$ 47,641.88	\$ -	\$ -	\$ 47,641.88	\$ 56.12	100%
6	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	n/a
7	\$ 117,010.00	\$ 117,009.20	\$ -	\$ -	\$ 117,009.20	\$ 0.80	100%
8	\$ 69,780.00	\$ 62,167.25	\$ 7,664.00	\$ 7,664.00	\$ 69,831.25	\$ (51.25)	100%
9	\$ 91,132.00	\$ 50,080.25	\$ 66,051.24	\$ 41,487.24	\$ 91,567.49	\$ (435.49)	100%
10	\$ 70,236.00	\$ 69,766.10	\$ 20,293.64	\$ -	\$ 69,766.10	\$ 469.90	100%
11	\$ 36,652.00	\$ 36,700.46		\$ -	\$ 36,700.46	\$ (48.46)	100%
Total	\$ 764,396.00	\$ 715,242.90	\$ 94,008.88	\$ 49,151.24	\$ 764,394.14	\$ 1.86	100%

Table 7 shows the percent spent for each task under Task Order 5 as of April 26, 2019. 56% of the available Task Order 5 budget has been expended (\$259,278.95 out of \$459,886).

Table 7: Budget Status for Task Order 5

Task	Total Budget	Spent Previously	Spent this Period	Total Spent to Date	Budget Remaining	% Spent to Date
12	\$ 196,208.00	\$ 107,024.23	\$ 19,707.28	\$ 126,731.51	\$ 69,476.49	65%
13	\$ 24,950.00	\$ 24,933.01	\$ -	\$ 24,933.01	\$ 16.99	100%
14	\$ 204,906.00	\$ 80,315.88	\$ -	\$ 80,315.88	\$ 124,590.12	39%
15	\$ 33,822.00	\$ 19,751.55	\$ 7,547.00	\$ 27,298.55	\$ 6,523.45	81%
Total	\$ 459,886.00	\$ 232,024.67	\$ 27,254.28	\$ 259,278.95	\$ 200,607.05	56%

3 Schedule Status

The project is on schedule. Work authorized under Task Orders 1, 2 and 3 are complete.

4 Outstanding Issues to be Coordinated

As noted above, as of the completion of this work period, Task Order 4 is now 100% spent. However, due to previous and ongoing out of scope work efforts, \$44,857.64 in additional unbilled work has been performed on the Category 2 Tasks authorized in Task Order 4. It is estimated that approximately \$135,000 in additional work will be required to complete the remaining scope of work associated with Task Orders 4 and 5.