



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

August 7, 2019

Agenda for a meeting of the Cuyama Basin Groundwater Sustainability Agency Board of Directors to be held on Wednesday, August 7, 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	4941 Nipomo Drive Carpinteria, CA, 93013
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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. July 10, 2019
5. Groundwater Sustainability Plan
 - a. Groundwater Sustainability Plan Update
 - i. Public Comment Process

- b. Discussion on Extraction Fee Calculation and Collection
 - c. Discussion Regarding Process for Future Adjustment of Pumping Restrictions under GSP
 - d. Principles of Agreement between the Cuyama Basin Groundwater Sustainability Agency (CBGSA) and the Cuyama Basin Water District for the Administration and Management of the Central Region Management Area of the CBGSA
 - e. Notice of Intent to Adopt the GSP
 - f. Set Public Hearing Date
 - g. Revise the CBGSA Meeting Schedule through January 2020
7. Groundwater Sustainability Agency
- a. Report of the Executive Director
 - b. Progress & Next Steps
 - c. Report of the General Counsel
8. Financial Report
- a. Financial Management Overview
 - b. Hallmark Group Task Order
 - c. Woodard & Curran Task Order
 - d. Financial Report
 - e. 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. Correspondence
12. Adjourn

Cuyama Basin Groundwater Sustainability Agency Board of Directors

July 10, 2019

Draft Meeting Minutes

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

PRESENT:

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

ABSENT:

None

1. Call to order

Chair Derek Yurosek called the meeting to order at 4:00 p.m.

2. Roll call

Hallmark Group Administrative Assistant Melissa Ballard called roll (shown above) and Chair Yurosek that there was a quorum of the Board.

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 June 5, 2019 CBGSA Board meeting minutes.

Director Cory Bantilan commented that the minutes incorrectly captured his votes throughout the meeting and corrected them to say that he was absent.

Director Das Williams arrived at 4:06 pm

MOTION

Director Christensen made a motion to adopt the June 5, 2019 CBGSA Board meeting minutes. The motion was seconded by Director Bracken, and the motion passed with a majority vote.

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

5. Report of the Standing Advisory Committee

CBGSA SAC Chair Robbie Jaffe provided a report on the June 27, 2019 SAC meeting, which is provided in the Board packet.

SAC Chair Jaffe provided an overview of the 3 main areas of discussion during the SAC meeting, which included the updated Groundwater Sustainability Plan (GSP) draft and responses to comments, cost allocation for the implementation budget, and the 90-day public comment process and the notification for the intent to adopt the GSP. SAC Chair Jaffe additionally briefed the Board on the recommendations provided by the SAC to the Board.

6. Groundwater Sustainability Plan**a. Groundwater Sustainability Plan Update**

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

b. Funding Structure Decision

Mr. Beck provided a recap of the funding structure discussion that occurred at the June 5, 2019 CBGSA Board meeting. During that meeting Chair Yurosek had asked Board members to consider the funding mechanism presented and to develop thoughts for appropriate strategies to address the ongoing costs of the GSA with completion of the project.

Legal counsel Joe Hughes presented an overview on the funding authority, including Water Code 10730, which is Sustainable Groundwater Management Act (SGMA) specific authority to impose a fee, and Water Code 10730.8, which states that a GSA may impose any tax, assessment, or charge as otherwise provided by law. Mr. Hughes provided an overview on the options and process for the various options including an extraction-based fee, acreage-based fee, or hybrid. He stated that an extraction fee, under Prop 26, would be considered a regulatory fee where the revenue does not exceed the cost of performing the service. He stated that an acreage-based fee is subject to prop 218 through either assessments or fees. The hybrid option is more of the classic water district example and includes a combination of an acreage-based assessment or fee and extraction fee.

Director Byron Albano asked for the difference between assessment and fee. Mr. Hughes said an assessment is area specific whereas fees are costs provided for specific services.

Director Lynn Compton asked if a regulatory fee is for administrative costs and not for projects. Mr. Hughes confirmed. Mr. Hughes commented that through Water Code 10730.2 fees can be adopted for programs, however this Code requires that the GSA comply with Prop 218.

Director Compton asked if there has to be a nexus and Mr. Hughes said the revenue cannot exceed the cost of the service.

Director Jane Wooster commented that in regard to the hybrid approach, if one landowner is using less water than another landowner may be benefiting because there is more water on the water table, and since we do not have anyone bringing water into this district and this can be misleading. Mr. Hughes commented that he intended the hybrid approach to be classic water district.

Director Wooster said she has not seen anything in SGMA with other de minimis users. Hughes confirmed.

Mr. Beck commented he had previously managed a water district that was a hybrid and they had an acreage-based assessment and in addition, if you pumped groundwater, you had to pay an extraction fee.

Director Paul Chounet asked if it is subject to protests if the fee is consistent across all acres and Mr. Hughes confirmed.

Director Arne Anselm asked if a Prop 218 vote would be weighted. Mr. Hughes said yes and there is some latitude on how that it set up.

Hughes provided examples for the extraction fee, acreage-based, and the hybrid approach.

Director Compton asked if the GSAs Mr. Hughes was looking at for extraction fee and acreage-based assessment examples were similar to the Cuyama Basin. Mr. Hughes confirmed.

Director Compton asked who the members are in regard to the flat fee. Hughes said the flat fee is assessed to everyone.

Director Chounet asked if the Community Services District in the Kings River East GSA are required to pay the \$1.45 per acre-foot (AF) or the \$3,250 flat fee. Mr. Hughes said he is unsure but will research and report back.

Director Chounet asked if there are any GSAs that have no surface water and Mr. Hughes replied McMullin Area GSA.

Director Compton asked if the Board will have the time to review the options. Mr. Beck said staff will need to know the basis for the cost allocation so they can move forward with an informed decision, however staff could do a more detailed analysis.

Director Wooster reiterated that Director Compton was asking how this is going to affect the ranchers and farmers. She recommended doing an economic analysis to see if this would be affordable.

Director Yurosek clarified that the economic analysis is not for the funding analysis, but it is an economic analysis from the GSP for the Cuyama Basin.

Mr. Beck said these are the things the Board will need to consider. Staff is not recommending a particular path.

Stakeholder Kathleen March encouraged attendees to review the law, which is included in the Board packet under Correspondence. Ms. March commented that acreage does not involve conserving water and therefore the Board should not assess on acreage. She commented that Prop 218 is required for assessments on acreage.

Director Wooster read the following letter from stakeholder John Caufield:

“Jane,

Due to the earthquake at China Lake I doubt that I will be able to make the meeting on 10 July.

I (and other Division heads) will be reporting back Monday AM with the remainder of my employees returning hopefully mid-week.

Below are my thoughts concerning the fee structure discussed at the board meeting 2 weeks ago.

Note: As per the map dated May 2017, my ranch (BAR 3J) is not located within the Cuyama Basin Water District (CBWD) sphere of influence.

Feel free to use the discussion below as you see fit.

it is my position that the cost recovery schedule for the Cuyama Valley ground water projects should not include non-irrigated land but should be based around irrigated land, wells, and ground water extraction.

I do not believe that it is appropriate to impose a fee, tax, assessment or other charge on non-irrigated land.

The basis for this position is that there are few, if any, actions that could be taken in any given year on non-irrigated land that would impact the valley ground water either positively or negatively.

As such, because there are no meaningful actions to take or monitor; there is nothing to administer. With no administrative costs incurred, there is no basis for cost recovery.

A long-term action that could be taken is the clearing and replacement of natural chaparral with range grass so as to gain the benefit of additional water availability (1) associated with grasses as opposed to native brush.

A cost schedule along these lines would still be problematic:

A. Costs applied to graze lands would be penalizing the landowner for creating the

condition in which more water would be available than if the land were in its natural condition.

- B. Costs applied to chaparral lands would be penalizing the landowner for leaving the land in its natural condition, which is self-regulating and does not require administration.
- C. Bare land is not an acceptable approach (at least away from the valley floor) due to wind and water driven erosion.

Support for my position that cost recovery for the Cuyama Valley ground water projects should be based around irrigated land, wells, and ground water extraction is as follows...

Administering and monitoring of irrigated land and wells is inherent in the ground water plan under consideration. There will be a cost associated with this activity and recovery of that cost is appropriate.

A cost schedule for ground water extract is logical as it incentivizes conservation and specifically ties value to the resource under consideration.

- (1) Aside from being intuitive, several papers from the 1940s-1960s for US Forest Service & California Natural Resources discuss this. Studies were in California and Arizona.

Chair Yurosek asked if less than 2-acre feet is considered a de minimis user and asked how this is evaluated. Mr. Beck confirmed, and Mr. Hughes said it is to the discretion of the Board on the basis of evaluation.

Director Wooster said she has calculated that out of 45,934 acres, a cattle ranch would use approximately 0.006 AF of water per year, and therefore, does not support an acreage-based assessment.

A local Cuyama stakeholder commented that he runs about 150 cattle on approximately 4,000 acres and uses approximately 1.7 AF of water per year.

Cuyama Landowner Ann Myhre commented that Salinas Valley did not consider any type of fee because they could not see how they benefit from SGMA and the fee structure was unbalanced.

Director Chounet commented that the Cuyama Community Services District (CCSD) is a low user with using approximately 3/10ths of 1% of the valley's water.

Director Anselm said there will be an administrative burden whichever way the Board chooses go there.

Director Compton said she believes that the people who are not using the water should not be paying for it and is unsure if the Board should determine this through de minimis or dry land. She expressed concern that this may break the valley.

Director Bantilan asked how self-reporting will be monitored. Mr. Beck said in his previous experience, landowners were responsible for self-reporting with spot checks. Mr. Beck

commented that meters are not always the best answer because they do not always work, someone has to read them, and there is room for errors. He commented that the budget for next year is assuming self-reporting.

Mr. Beck presented an overview of the CBGSA cost allocation options for general administration. He stated the draft budget is strictly administration of GSA, including monitoring and reporting. He said these numbers are tentative and will change but this is the tool that has been developed for evaluation purposes.

Chair Yurosek said there is no good solution and holds the Board accountable for costs. He stated that he does not want to see an escalating amount on the cost for acre-foot of water with a decreasing amount of water. Mr. Beck said this budget also assumes no delinquencies.

Director Compton asked Chair Yurosek why he does not like irrigated acreage. Chair Yurosek said he is unsure if we have qualified that in the GSA an irrigated acreage is inclusive of idle acreage and there is extreme variability and is not an accurate way.

Chair Yurosek stated we need to hold to a budget that we can sustain and need to manage the budget based on what we can afford.

Director Bantilan asked if it is realistic, will the budget get cut over time. Mr. Beck said he believes cost will go down after the first year, however every GSA has implementation costs and model defining/development costs. Mr. Beck said the Board's options are to either pay for the GSP being developed or have the California State Water Resources Control Board (SWRCB) take over. He commented that the fees for the SWRCB are \$55 an acre-foot for non-complying acres.

Director Albano commented that the Board will need to figure out how to allocate water and the fees for pumping. He commented that we will need to respect people's water rights through the basis of allocation. Director Albano commented that a Prop 218 election would be difficult to pass.

Director Compton asked how this would be made an entitlement. Director Albano said we will need legal advice and management in order to figure out what people are entitled to pump and the structure of the pumping fees.

Chair Yurosek agreed that a mechanism will need to be developed down the road on how to structure the pumping fees however that is not currently in the budget.

Director Alan Christensen asked if there is a shortage in the current budget and Mr. Beck replied that there is a shortage after January 2020 in the proposed budget.

Director Christensen commented that the long-term budget may be more painful for everyone. He asked if for the 18-19 million acres of shortage in the basin, could we allow them to pay a premium for exceeding their pumping to offset costs.

Director Compton said she supports a pumping fee and agrees that people exceeding the pumping limit should bear an additional charge. She also supports that non-water users should be exempt.

Director Albano commented that not every landowner uses water annually and this annual fee could theatrically rise.

Director Chounet asked Director Albano why he is just interested in setting allocations in the future. Director Albano said we should structure our extraction fee based on pumping in the future.

Director Wooster asked Director Compton if we should have an extraction fee. Director Compton said the landowners using the water should pay for it, so she supports an extraction fee.

Director Wooster stated that she supports an extraction fee for irrigators and believes in the future we should discuss what we should charge for irrigated acreage.

Directors Anselm, Bantilan, Tom Bracken, George Cappello, Chounet, Christensen, and Das Williams support an extraction fee per-acre foot basin wide.

Director Cappello said he is okay with an extraction fee per-acre basin wide for one year.

Director Albano asked how the fee will be assessed and Chair Yurosek said this fee will be assessed per acre foot.

Mr. Beck stated that the purpose of this conversation today is so that the Board can provide staff with direction on what they support in regard to the allocation of funding.

Director Bantilan asked if administrative costs are included in the budget and Mr. Beck confirmed.

Chair Yurosek said he is comfortable with a per acre foot fee and developing an alternate structure in 2023.

Mr. Beck commented that other basins are having the same discussion in regard to what the mechanism is for non-irrigators to become irrigators.

Director Williams recommended a potential fee for new wells.

Ms. March recommended using electric bills to calculate the amount of water is being pumped. She said she believes self-reporting does not work well where money is involved.

Mr. Hughes commented that all of this discussion is based on the budget and once a fee is established, it is all to support that budget.

Director Bantilan asked if Mr. Beck can respond to this. Mr. Beck said the budget ad hoc has reviewed the budget and there is not currently \$200,000 to cut out however the Board can choose to reduce services.

Stakeholder Stephanie Menzies commented that ranchers who own a business within the Basin

have a budget and that assigning assessments to match the proposed budget is not a sustainable method. She believes there are ways to cut the fluff, so businesses are not impacted as hard.

SAC member Louise Valenzuela said she believes there should be an extractive fee. She commented that a lot of people who are not irrigating live on the outskirts of the basin, which is where a lot of rainfall occurs and contributes to the groundwater supply.

Stakeholder Jubel Russell said cattle ranchers use approximately 2 AF of water per year and he is willing to pay the rate to keep his rights to pump water.

SAC Chair Jaffe said she agrees with the extraction fee and commented that there needs to be incentives to have the cutbacks take place.

Cuyama Valley Family Resources Center Executive Director Lynn Carlisle recommended having a higher rate now and lowering it to offer as an incentive.

MOTION

Director Wooster made a motion that the GSP be funded on a per-acre foot water extraction fee basis for fiscal year budget 2019-20 and that the Board direct staff to come back to the GSA Board with suggestions on how that extraction fee will be calculated and collected, and the Board will address increases in water use on the currently non-irrigated acreage. The motion was seconded by Director Compton, and the motion passed with a 100% vote.

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

c. Fiscal Year 2019-20 Budget Adoption

Mr. Beck presented an overview of the Fiscal Year 2019-20 budget.

Director Albano said he believes that the steps after the GSP is submitted to the California Department of Water Resources (DWR) can be accomplished on a smaller budget. Mr. Beck said the bulk of W&C's work is refinement of the model and data collection moving forward.

Director Compton asked if Kern County was going to participate in paying fees. Mr. Beck said the current assumption is that all counties will leave at the same time.

Director Compton asked if counties are expected to apply for grants. Mr. Beck said we are open to working with counties on the grants, but there is money in the budget supporting grants.

Director Wooster asked if all administrative costs are reflected in this budget and Mr. Beck confirmed.

Director Wooster asked what the \$60,000 budgeted for Prop 218 would be used for. Mr. Beck said this money could possibly be used to handle costs relating to extraction.

Director Wooster asked what is composed of the additional outreach performed by Hallmark Group. Mr. Beck said Hallmark Group is involved in administering outreach which captures all of the individual questions received from stakeholders.

Director Wooster recommended allocating zero funds to W&C's economic analysis of projects and actions. Mr. Melton confirmed.

Chair Yurosek commented that at the CBWD meeting, EKI was asked to review the budget from a technical standpoint, especially in regard to the level of monitoring (levels, quality, and DWR TSS support). Mr. Melton said this is a potential opportunity to reduce costs.

SAC Chair Jaffe said she would like to look at an overview plan of the SACs role moving forward, and she is open to changes but is unsure of what they would be.

Director Wooster commented that she feels that the SACs input is beneficial to the Board and suggested having the Board meeting first and then the SAC meeting after in the future.

SAC Chair Jaffe asked if staff can examine Director Wooster's recommendation.

Mr. Beck said staff's current budget is authorized through the end of January 2020 and if the Board would like to change the budget before then, then the Board can advise staff to change their task order.

Director Chounet said we can look at cutting the cost of the SAC meeting by eliminating the meeting altogether.

Chair Yurosek commented that it may be beneficial to have the SAC meeting before the Board.

Mr. Beck stated that there will not be a lot of information to review post-GSP submittal because the basin will be in the data collection phase.

Director Wooster mentioned that EKI had noticed clusters of wells at the same depth and asked if this was necessary.

Mr. Beck said staff can amend the GSP to include less wells with the Board's approval.

Director Wooster asked if the number of wells would be reduced when moving forward and Mr. Beck confirmed.

Director Wooster commented that if the Board chose to pass the budget, it does not mean that this money will need to be spent. She requested that there be cost reductions in the areas of Prop 218, SAC meetings, and monitoring expenses if possible.

MOTION

Director Chounet made a motion to adopt the Fiscal Year 2019-20 budget and directs staff to reduce Prop 218, SAC meetings, and monitoring expenses if possible. The motion was seconded by Director Bantilan, and the motion passed with a 93.33% vote.

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

d. Discussion on Updated GSP Draft and Response to Comments

Mr. Melton presented an update on the GSP draft and response to comments.

Chair Yurosek asked how the Board will reduce the economic impacts and costs. Mr. Melton said staff will structure it how the Board directs. Mr. Beck said the pumping allocation reductions are limited to the management area.

Chair Yurosek said he believes the CBWD should be responsible for the management areas.

Director Wooster said if the CBWD develops a plan on managing a management area, the Board would need to approve it.

Mr. Hughes said the Board can choose to hand the heavy lifting to the CBWD and come back to the GSA on how that should be managed.

Beck said currently the GSP states that the GSA will manage the management areas however staff can change this language to state that the GSA may delegate appropriately to a third party, which can be voted on by the Board.

Yurosek said he is not comfortable voting on the GSP currently and would like to develop an agreement during the 90-day public comment period that is acceptable by all Board members.

Mr. Hughes said after collecting all the comments prior to and at the public hearing and making the revisions to the GSP, the Sustainable Groundwater Management Act (SGMA) does not say that another public hearing is needed. He stated that he is unsure if the Board should push forward with the October hearing date.

Director Wooster commented that the Board should use the expertise of the CBWD and that she would like to see Chair Yurosek's language in the GSP.

Director Compton requested to modify the language in the GSP to prohibit artificial transfer or sale of groundwater out of the water shed, as recommended in Cathy's below comment. She said Cathy Martin had made this comment numerous times however it has not been addressed.

SAC Chair Jaffe asked if these changes can be addressed in the upcoming 90-day public comment period. Mr. Hughes said the delegation to the CBWD could be a determining factor in approving the GSP.

Mr. Hughes recommended sliding the timeline so staff can have the opportunity to adjust these components.

Director Chounet asked if the Board needs to modify this language now. Mr. Hughes said the way this item is currently set up is that there will be an option there.

Stakeholder Sue Blackshear said she supports the plan with the CBWD serving at an advisory capacity.

Chair Yurosek directed staff to manage the calendar and to develop an agreement on how the district should interact with the GSA during the implementation process.

e. Discussion Regarding Process for Future Adjustment of Pumping Restrictions under GSP

Mr. Hughes said a question that arose during the previous Board meeting was if there is a way to draft around the pumping restrictions that the model dictates after the Board adopts the GSP. Mr. Hughes presented 3 potential options for the Board to consider. Option 1 is to sunset the pumping restriction; however, the major problem is that DWR may not accept this because it is not a long-term plan. Option 2 presenting this as any other kind of agreement, however there may be an evergreen in which someone may backout, or otherwise it would roll forward. He said that option 2 is the opposite of option 1. Option 3 is to provide in the GSP that there will be reasonable adjustments depending on the experience of the model.

Mr. Hughes suggested postponing this item until the August 7, 2019 CBGSA Board meeting.

Director Compton left at 8:31 pm

f. Notice of Intent to Adopt the GSP

This item was postponed to the August 7, 2019 CBGSA Board meeting.

g. Set Public Hearing Date

This item was postponed to the August 7, 2019 CBGSA Board meeting.

h. Set SAC and Board Meetings through January 2020

This item was postponed to the August 7, 2019 CBGSA Board meeting.

i. Stakeholder Engagement Update

This item was postponed to the August 7, 2019 CBGSA Board meeting.

i. 90-Day Public Comment Process

This item was postponed to the August 7, 2019 CBGSA Board meeting.

7. Groundwater Sustainability Agency

a. Report on the Standing Advisory Committee Vacancy

Director Chounet reported that the ad hoc reviewed Jose Valenzuela's application and 2 of the 3 members of the ad hoc were in favor of the approving the application.

Director Cappello said he was against approving the application because there does not appear to be full diversity with this decision and believes that 1 person from the Hispanic community should be sufficient moving forward.

MOTION

Director Chounet made a motion to appointment Mr. Valenzuela as a committee member on the SAC. Director Bantilan seconded. and the motion passed with a 64.45% vote.

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

b. Report of the Executive Director

This item was postponed to the August 7, 2019 CBGSA Board meeting.

c. Progress & Next Steps

This item was postponed to the August 7, 2019 CBGSA Board meeting.

d. Report of the General Counsel

This item was postponed to the August 7, 2019 CBGSA Board meeting.

8. Financial Report**a. Financial Management Overview**

Mr. Beck provided an overview of the CBGSA's financial activities.

b. Financial Report

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

c. Payment of Bills

Mr. Beck reported on the payment of bills for the month of May 2019.

MOTION

A motion was made by Wooster and seconded by Bantilan to approve payment of the bills through the month of May 2019 in the amount of \$27,083.58, pending receipt of funds. A roll call vote was made, and the motion passed unanimously.

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

9. Reports of the Ad Hoc Committees

Nothing to report.

10. Directors' Forum

Director Albano suggested adding a discussion to the August 7, 2019 agenda relating to water districts managing management areas within the Cuyama Basin.

11. Public comment for items not on the Agenda

Nothing to report.

12. Correspondence

Nothing to report.

13. Adjourn

Chair Yurosek adjourned the meeting at 8:44 p.m.

Minutes approved by the Board of Directors of the Cuyama Basin Groundwater Sustainability Agency the 7th day of August 2019.

BOARD OF DIRECTORS OF THE
CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY

Chair: _____

ATTEST:

Secretary: _____



TO: Board of Directors
Agenda Item No. 5a

FROM: Lyndel Melton, Woodard & Curran

DATE: August 7, 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 (CBGSA) Groundwater Sustainability Plan (GSP) consultant Woodard & Curran's (W&C) GSP update is provided as Attachment 1.

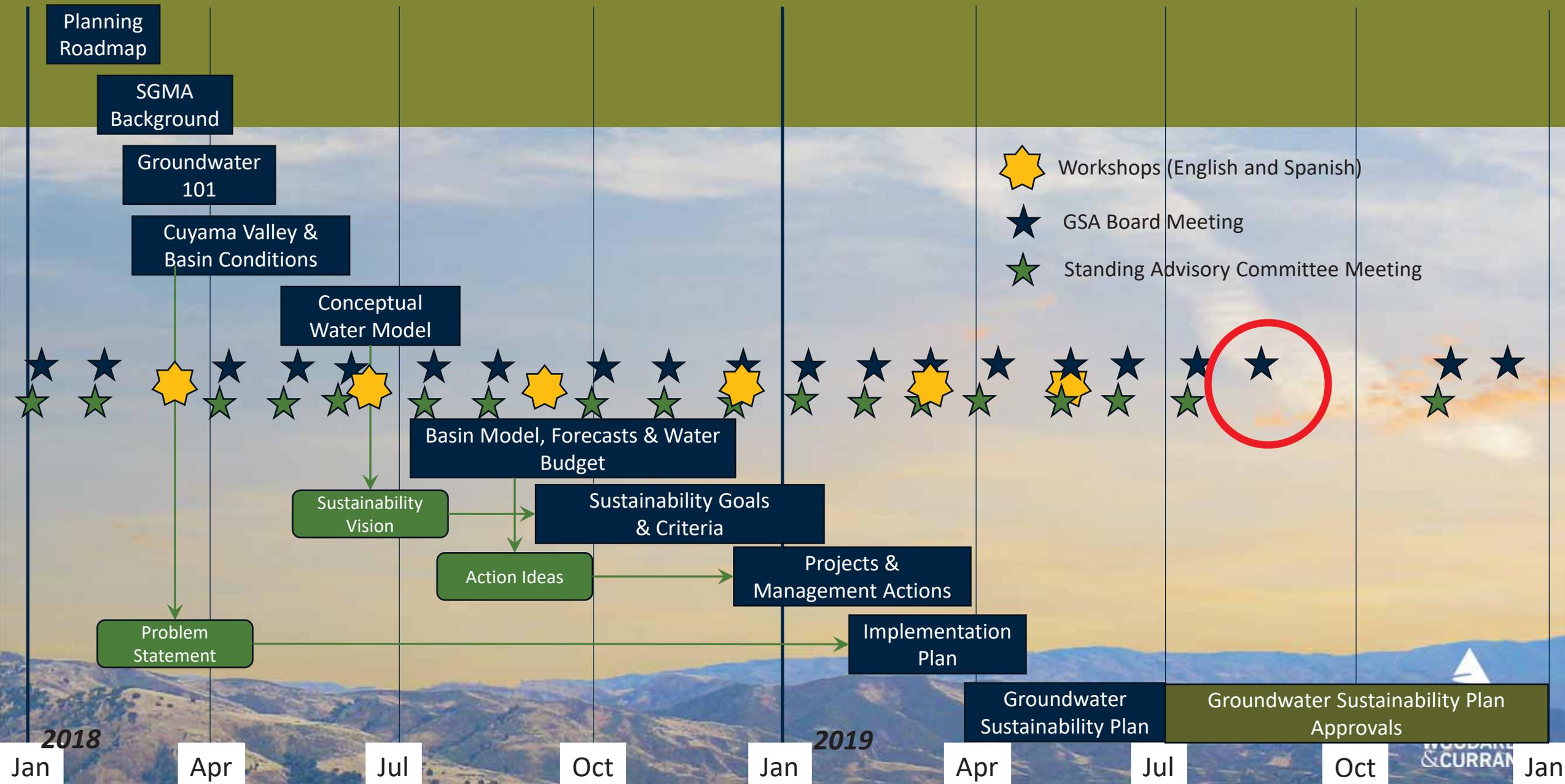
Cuyama Basin Groundwater Sustainability Agency

Groundwater Sustainability Plan Update

August 7, 2019



Cuyama Basin Groundwater Sustainability Plan – Planning Roadmap ¹⁸



July GSP Accomplishments

- ✓ Developed proposed updates to GSP Final Draft in response to Board comments at July Board meeting
- ✓ Submitted 2nd grant invoice and progress report for 3rd grant invoice period to DWR
- ✓ Performed initial work on economic analysis of GSP proposed actions



TO: Board of Directors
Agenda Item No. 5ai

FROM: Lyndel Melton, Woodard & Curran

DATE: August 7, 2019

SUBJECT: Public Comment Process

Issue

Overview of the public comment process.

Recommended Motion

None – information only.

Discussion

The Cuyama Basin Groundwater Sustainability Agency's (CBGSA) Board will consider issuing a Notice of Intent to Adopt the final draft Groundwater Sustainability Plan (GSP) at the August 7, 2019 Board meeting. The Notice Intent to Adopt will start the public comment period and comments will be accepted leading up to and at a public hearing concluding the public comment period.

Attachment 1 describes the public comment process and how to submit comments.

Cuyama Basin Groundwater Sustainability Agency

Public Comment Process

August 7, 2019



Final Draft GSP Public Review & Adoption Process



Next Steps

- **August 7, 2019:** Board accepts Final Draft GSP and issues Notice of Intent to Adopt
- **August 8, 2019:** Public comment period starts
- **November 1, 2019:** Deadline for written comments to be included in Board packet
- **November 6, 2019:** Public comment period ends
- **November 6, 2019:** Public Hearing to receive comments on Final GSP
- **December 4, 2019:** Board adopts Final GSP
- **January 31, 2020:** CBGSA submits Final GSP to DWR

Public Comments on Final Draft GSP

- Public Comments on Final Draft GSP will be accepted throughout the comment period
 - In writing to CBGSA, 4900 California Ave, Tower B, 2nd Floor, Bakersfield, CA 93309
 - Via email to tblakslee@hgcpm.com
 - In writing and orally at Public Hearing
 - Comments are encouraged to be submitted by November 1, 2019 to be included in the Board packet; however, comments can be submitted up to and at the public hearing.

Outreach for Comment Period and Public Hearing on Final Draft GSP

25

- Post card mailing to New Cuyama PO Box holders and Parcel owners
 - Announce public comment period and public hearing date
- Email to CBGSA contact list and post to website
- Flyer for distribution throughout the Cuyama Basin



TO: Board of Directors
Agenda Item No. 5b

FROM: Jim Beck, Executive Director

DATE: August 7, 2019

SUBJECT: Discussion on Extraction Fee Calculation and Collection

Issue

Discuss the process for establishing and collecting the fees and present examples of potential methodologies for determining groundwater extractions by landowners.

Recommended Motion

None. Discussion Only.

Discussion

At the July 10, 2019 meeting of the Cuyama Basin Groundwater Sustainability Agency (CBGSA) Board of Directors the Board decided to use fees placed on groundwater extractions occurring in the basin as the means for funding the ongoing administration and operation of the general activities of the CBGSA.

There are a number of policy and administrative activities that will have to occur in order to establish and collect the groundwater extraction fees. This memo presents the key policy and administrative decisions, and proposed schedule for establishing the fee. Finally, several examples of potential methodologies for determining groundwater extractions by landowners are presented. A recommended approach for achieving a timely and efficient implementation is also presented.

Background

Legal authority for a GSA to impose a groundwater extraction fee is provided under the California Water Code Section 10730, which among other things, allows for the use of such fees to fund the costs of a groundwater sustainability program. The section of the law also specifies that it requires holding a public meeting on the proposed fees and requires that data upon which the fee is based be made available to the public at least 20 days prior to the public meeting.

Key Policy and Administrative Decisions

In discussing the potential implementation of a groundwater extraction fee, CBGSA Board members and stakeholders have already identified a number of key policy issues that will need to be addressed prior to establishing the fee.

A few of those questions are listed below:

Should de minimus users be exempt from a fee? If so, what is a de minimus user?

How will the fee be collected? Who will be responsible for fee collection? How much should be collected? How do you handle delinquencies or non-payment?

These and other questions will have to be addressed by the CBGSA Board in order to implement the fee and develop an administrative procedure for collection of the fee.

Examples of Groundwater Extraction Calculation Methodologies

One of the most important questions that has been raised is “How will groundwater extractions be calculated”. Establishment of an efficient and equitable method for calculating groundwater extractions by landowners is an important first step in the process. Previously, I have discussed alternatives that were utilized by a water district that I managed that had a similar groundwater fee. That district, Improvement District No. 4 of the Kern County Water Agency, established a groundwater extraction fee in the 1970’s and implemented voluntary reporting alternatives for landowners to self-report their water use. All landowners are able to simply provide their water use through use of a meter, if available. However, if a meter is not available, the district provides landowners with worksheets that describe alternative reporting methods that they may use (see attachments). They complete the district provided worksheet and submit it to the district along with their payment. Modifications of these types of approaches may work in the CBGSA service area.

In addition, the CBGSA may consider allowing landowners to use satellite imaging or other industry approved methods for determining groundwater extraction. The Board will have to identify all the appropriate reporting options for landowners prior to adopting the fee.

Schedule

The Groundwater Sustainability Plan for the CBGSA will be submitted to DWR by the end of January 2020 and completes the GSP development phase of the CBGSA. Current cashflow projections estimate that remaining cash at the end of the GSP development phase will be approximately \$150,000. All remaining cash will be distributed to the project participants based on their contributions. Therefore, the CBGSA will need to have received new funds to be generated by the extraction fee, no later than the end of January 2020 to have available operating resources to begin implementing the GSP. Staff estimates that developing invoices, mailing them and receiving payments will take a minimum of 2 months. With a 2-month implementation and collection window, all the actions necessary to implement the extraction fee will have to be completed by the end of November 2019. Given that the current CBGSA schedule has a Public Hearing to receive comments on the GSP scheduled for November 4, 2019, it would seem appropriate to target that same date for a public hearing on adoption of a groundwater extraction fee. That would require that all the policy, administrative and legal issues be addressed by the CBGSA over the next 3 months.

Recommend Next Steps and Approach

Because there are a number of detailed policy and administrative matters for the Board to consider, staff recommends the establishment of an ad hoc committee of the Board to work with staff in developing recommendations for the Board on key policy and administrative decisions. Staff estimates that the ad hoc committee would meet a maximum of 3 times and all meeting would be via telephone.

Well No. _____
 Name _____
 Address _____

Worksheet must be submitted with Water Production Statement

1. POWER METER SERIAL NUMBER: _____

	Column A		Column B	
			(Enter Multiplier Here)	
2. Power Meter Reading – End of Reporting Period				
3. Power Meter Reading – Beginning of Reporting Period				
4. Subtract Line 3 from Line 2		X		= _____ KWH

EFFICIENCY TEST METHOD – If you have an efficiency test report on your water producing facility, you may determine your water production below by using the efficiency test report and filling in the following information:

5. From your efficiency test report enter kilowatt hours per acre-foot of water pumped.....	<u>KWH</u>		AF
6. Divide Line 4 by Line 5.....			AF

POWER METER METHOD – If your water producing facility is equipped with a separate power meter and you have a record of the beginning and ending meter readings, you may determine your water production below by filling in the following information:

7. Enter the total "Head in Feet." (See definition on reverse).....	
8. Divide Line 4 (Total Kilowatt Hours Used) by Line 7	
9. Multiply the result of Line 8 by 0.391 and enter acre-feet of water pumped.....	

TOTAL ELAPSED TIME METHOD – If you have an elapsed time meter recording the time the pump operated and a flow rating giving the gallons per minutes produced, you may determine your production below.

10. Meter's unit of measurement: _____	Flow test made by: _____
11. Meter reading – end of reporting period:	
12. Meter reading – beginning of reporting period:	
13. Subtract Line 12 from Line 11:	
14. If meter registers in hours – convert to minutesTOTAL.....	
15. Pumping Rate (gallons per minute) method	
16. Multiply Line 13 (or Line 14 if meter registers in hours) by Line 15	
17. Divide the number of gallons shown on Line 16 by 325,850.....	

EXAMPLE: Gallons from Line 16
325,850

INSTRUCTIONS FOR WORKSHEET "A"

EFFICIENCY TEST METHOD – The Efficiency Test Method may be used if you have had an efficiency test completed on your well and the same well has a separate power meter. If a double-throw switch, drier or other electrical unit(s) is using the same power meter as your water producing facility, the efficiency test method CANNOT be used. If the only other use is a booster pump motor, it can be included in the pump test. You must have a record of the power meter reading at the beginning and ending of the reporting period. The efficiency test provides a procedure whereby the kilowatt hours (KWH) per acre-feet for water pumped can be used to measure the time element of the formula. Complete Lines 1, 2, 3, 4, 5 and 6.

POWER METER METHOD – This method may be used by persons who have a separate electrical power meter and who have submitted or attached to the Water Production Statement the beginning and ending electrical power readings for the reporting period. If you have a double-throw switch, drier or other electrical equipment using the same electric power meter as your water producing facility, Worksheet "A" MUST NOT be used. If the only other power used is a booster pump motor for irrigation and domestic use, this usage may be calculated and excluded. In addition to the above, the pumping depth to water must be known. If you do not know the pumping depth to water, call the Agency office for determination of the depth in your area during the period of use.

Subtract Line 3 from Line 2 and enter the result in Column A, Line 4. If there is a multiplier, enter the multiplier number on Line 4 in the space provided in Column B. Multiply the amount shown in Column A by the multiplier and enter the result in Column B. If there is NO multiplier, enter the amount shown in Column A in Column B.

Enter the total "Head in Feet" on Line 7. The height in feet from the pumping level to the highest outlet point plus pressure head* = "Head in Feet." Unless your well is equipped with a depth recorder, contact the Agency for depth to water for your immediate area during periods of irrigation. The Agency makes regular well measurements and maintains record files of this data. Complete Lines 8 and 9.

TOTAL ELAPSED TIME METHOD – This method may be used by persons having an elapsed time meter on their water producing facility to record the amount of time the pump was in operation. The rate of gallons pumped must be known, either from an efficiency test report or an approved method of determining the rate or your water production; for example, actual measurement of the water flow in gallons per minute. Complete Lines 10, 11, 12, 13, 14, 15, 16 and 17.

*To change pressure head in psi into head in feet, multiply psi X 2.31

EXAMPLE: 40psi x 2.31 = 92.4 feet

WORKSHEET "B"

Well No. _____

AGRICULTURAL USE ONLY
(See instructions on reverse)

Name _____

Address _____

This worksheet must be completed and returned if you claim agricultural rate.

Group	Column A	Column B		Column C	Column D
	Crop Name	Acres Served by this Well	Acres Cultivated this Period	Crop Factor	Acre-Feet
I. Owner's Water Use					
II. Water Sold or Served to Others					
Total Acre-Feet for Groups I & II					

TABLE OF APPLIED WATER FACTORS

Crop Name	Acre-Feet Per Acre	
	Sprinkler Irrigation	Flood or Row Irrigation
Alfalfa Hay	4.6	5.2
Alfalfa Seed	3.6	3.6
Almonds	3.0	3.4
Barley Wheat	1.2	1.5
Blackeyed Peas	2.1	2.6
Carrots	2.0	N/A
Corn	2.6	3.2
Cotton	3.2	3.9
Citrus	3.1	3.6
Deciduous Fruit	3.8	4.2
Grapes	2.7	3.1
Lettuce	2.2	2.2
Permanent Pasture	4.7	5.8
Potatoes	1.8	2.2
Sorghum Grain	2.1	2.6
Sugar Beets	2.7	3.3
Tomatoes	2.8	3.5
Walnuts	3.9	4.5

INSTRUCTION FOR WORKSHEET "B"

AGRICULTURAL USE ONLY

You may use this worksheet only if your water is "first used on land in the production of plant crops or livestock for market." If the agricultural rate is declared, Worksheet "B" must be completed and filed with your water production statement. If Worksheet "A" is used, only columns A and B need be completed. If this water producing facility SOLD or SERVED water to acreage other than that owned by the well owner, complete Group II of Worksheet "B." To determine your amount of agricultural water use, follow the instructions below:

1. Enter the name of each crop in Column A. Use a separate line for each crop.
2. Enter the number of irrigated acres in Column B for each crop shown in Column A.
3. Locate your crop in the "Table of Applied Water Factors" and find the yearly average water use shown in acre-feet per acre. Since the number of acre-feet shown is for one growing season, estimate for each crop how much of this amount you used during the first six-month reporting period and report the balance of the factors in the second six-month period.
4. In Column C of Worksheet "B," enter for each crop the number of acre-feet of water per acre determined from the "Table of Applied Water Factors."
5. Multiply the number of acres in Column B by the amount shown in Column C and enter the result in Column D.
6. Total Column D, the number of acre-feet, and enter in the box on Line 8. After you have determined the amount on Line 8, enter that amount on Line 5 of the Water Production Statement.

NOTE:

- 1) If you report groundwater production using Worksheet "B" Table of Applied Water Factors, you make an assumption of the amount of groundwater production for the growing season of that crop. The amount of groundwater charge you owe is fixed when you choose the Applied Water Factor method of reporting. That amount may be divided into two installments regardless of which months of the year you pump. The installments are due in January and July each year.
- 2) Applied Water Factors are given on the front of Worksheet "B" for sprinkler irrigation and for flood or row irrigation. Select the factor for the type of irrigation that you use. If you feel that your water application is less than the Applied Water Factor method of reporting, and you wish to use the Applied Water Factor method reporting in lieu of to other methods, please provide supporting data such as power meter readings.

WORKSHEET "C"

Well No. _____

Name _____

Address _____

DOMESTIC WATER USE (See instructions on reverse)

Use this method of determining your domestic use unless you have a water meter, which measures domestic use exclusively, or unless you use the power method and your only use in this period is domestic.

Factors shown are for a six-month period. Proportions and variables of the factors shown in this table are not allowed.

Table A			Table B			
Inside Water Use			Outside Water Use			
No. of Persons	Residence with Avg. Size Lawn & Shrubs (acre-feet)	Residence with No Outside Water Use (acre-feet)	Domestic Livestock		Watered Land	
			No. of Head	Acre-feet	100 sq.ft. Units	Acre-feet
1	0.4	0.1	1	0.02	1	0.02
2	0.5	0.2	2	0.02	2	0.02
3	0.6	0.3	3	0.04	3	0.02
4	0.7	0.4	4	0.04	4	0.04
5	0.8	0.5	5	0.06	5	0.04
6	0.9	0.6	6	0.06	10	0.08
7	1.0	0.7	7	0.08	50	0.38
8	1.1	0.8	8	0.10	100	0.76
9	1.2	0.9	9	0.10	200	1.50
10	1.3	1.0	10	0.12	500	3.76

Type of Use		Column A	Column B
INSIDE WATER USE		No. of Persons	Acre-Feet
1	Residence with Average Size Lawn & Shrubs		
2	Residence with No Outside Water Use		
3	Other		
OUTSIDE WATER USE		No. of Head	Acre-Feet
4	Domestic Livestock		
		(100 sq. ft. units)	Acre-Feet
5	Watered Land		
DOMESTIC WATER USE			
6	Total Column B and enter the result.		

INSTRUCTIONS FOR WORKSHEET "C"

DOMESTIC WATER USE

Domestic water is water used for household purposes, including lawns, family gardens, water-type air conditioning, livestock maintained for personal use, etc.

1. From Table A on the top half of Worksheet "C", locate the average number of persons occupying the dwelling(s) in which the water was used. Opposite this number, and in the column which describes your type of dwelling, determine the acre-feet.
2. On the lower half of Worksheet "C" on the line opposite your type of dwelling(s), (lines 1 through 3), enter the figures determined from Table A. Enter the number of persons in Column A, and the acre-feet in Column B.
3. From Table B on Worksheet "C", locate the number of head of domestic livestock for which the water was used. Opposite this number, in the next column, determine the acre-feet.
4. On the lower half of Worksheet "C", on Line 4, enter the figures determined from Table B. Enter the number of head of livestock in Column A and the acre-feet in Column B.
5. From Table B, locate the number of units (one unit equals 100 square feet) of watered land other than in 2 above, including yards, flowers, small gardens, shrubs, etc., and all other watered land upon which no plant or livestock was raised for market.
6. On the lower half of Worksheet "C", Line 5, enter the figures determined from Table B. Enter the units of square feet in Column A and the acre-feet in Column B.
7. Total the number of acre-feet in Column B and place the result in the box on Line 6.
8. After you have determined the amount of domestic water use, add it to any other non-agricultural water use and place that amount on Line 4 of the Water Production Statement.

Well No. _____

MUNICIPAL & INDUSTRIAL USE ONLY
(See instructions on reverse)
Non-Agricultural Use
Unit Consumption Method

Name _____

Address _____

_____ Type of Business _____

**If this worksheet is used, it must be submitted with your water production statement.
Variations of the factors shown in this table are not allowed. Factors cover six-month period.**

TYPE OF USE		Column A	Column B		Column C
		Units Used	Water Consumption Factor		Gallons
1	Chicken Ranches	No. of Units	X	1,766	=
2	Livestock Drinking Water	No. of Head	X	5,520	=
3	Hotels	No. of Rooms	X	23,000	=
4	Laundromats	No. of Washing Machines	X	46,000	=
5	Milk Processing Plants	Avg. Gals Milk Produced per Day	X	1,700	=
6	Motels	No. of Units	X	32,000	=
7	Office Buildings (including Churches)	No. of Offices	X	19,300	=
8	Restaurants	Seating Capacity	X	5,700	=
9	Service Stations	No. of Service Stations	X	175,000	=
10	Stores	Sq. Ft. of Building Space	X	25	=
11	Trailer Courts	Average No. of People	X	18,400	=
12	Elementary Schools	No. of Students	No. of School Days	Result	X 40 =
13	Junior & Senior High Schools, Colleges & Churches	No. of Students	No. of School Days	Result	X 80 =
14	Manufacturing Plants	No. of Employees	No. of Working Days	Results	X 100 =
15	ENTER TOTAL NUMBER OF GALLONS HERE →				
16	CONVERT THE TOTAL NUMBER OF GALLONS ON LINE 15 TO ACRE-FEET (Divide Gallons by 325,850)			No. of Gals. 325,850	AF
17	Artificial Ponds, Lakes Streams or Swimming Pools	CAPACITY IN ACRE-FEET			=
18	Parks and Golf Courses	Gross Acreage Or	No. of Acres	X 2.50 (for 6 mos.)	=
		Net Water Area	No. of Acres		
19	Watered Land (non-agricultural)	No. of Acres		X 2.50 (for 6 mos.)	=

INSTRUCTIONS FOR WORKSHEET "D"
FACTOR CONSUMPTION METHOD FOR MUNICIPAL AND INDUSTRIAL USE ONLY

If your well is metered, do not use this worksheet unless there was a combination of uses and the least use was in the non-agricultural category.

Worksheet "D" is provided for computing NON-AGRICULTURAL WATER USE for the specified uses only, on a unit consumption basis. It cannot be used to compute agricultural water use. Each type of use is assigned a unit of measurement and water consumption factor. It is based on the amount of water used by person or employees occupying or using a typical business activity of the types indicated. To correctly use Worksheet "D," it is necessary to ENTER THE NUMBER OF UNITS IN COLUMN A on the same line as your type of use. MULTIPLY COLUMN A BY COLUMN B (factor for specific use) and enter the result in Column C. Specific instructions follow for each type of water use listed below.

- Line 1 Chicken Ranches. Enter the average number of units of 100 chickens on hand for the reporting period.
- Line 2 Livestock Drinking Water. Enter the average number of cattle on hand for the reporting period. This factor is for drinking water only. If milk is processed with water from this well, complete Line. 5.
- Line 3 Hotels. Enter the total number of rooms.
- Line 4 Laundromats. Enter the number of installed washing machines.
- Line 5 Milk Processing Plants. Enter, IN GALLONS, the average daily quantity of milk processed.
- Line 6 Motels. Enter the total number of units serviced, including that of the owner or manager.
- Line 7 Office Buildings (including churches). This factor is for office space only. Enter the total number of offices in the building or total offices served. If there is a warehouse or manufacturing plant in conjunction with the office, show other employees' water use on Line 14.
- Line 8 Restaurants. Enter the total number of seats including seats at the counter, and chairs, stools, or benches.
- Line 9 Service Stations. Enter the number of stations served. If there is use other than that of a service station, show the number of employees for the other use on Line 14.
- Line 10 Stores. Determine the area in square feet of any store, supermarket and/or shop. The factor shown is the gallons per square feet of building area, and includes employee and customer use, as well as maintenance of the building.
- Line 11 Trailer Courts. Enter the average number of persons occupying the trailer homes (mobile homes) for the reporting period. If there was a laundromat or laundry facilities, complete Line 4. If there was a store or service station in conjunction with the trailer court complete the applicable lines above or below.
- Line 12 Elementary Schools. Enter in Column A the total number of elementary school students, faculty, custodians, and maintenance personnel. Enter in the next box the number of school days in this reporting period. Multiply the result by 40 and enter the answer in Column C. If there was non-agricultural watered land, enter that at Line 19.
- Line 13 Junior and Senior High Schools, Colleges and Churches. Enter in Column A the number of students, faculty, custodians, and maintenance personnel. Enter in the next box the number of school days in this reporting period. (For churches, figure total hours and divide by 8 to determine number of "school days.") Multiply the result by 80 and enter the answer in Column C. If there was non-agricultural watered land, enter that at Line 19.
- Line 14 Manufacturing Plants. This category includes only employees and/or plant water use where no water is used in the product or during processing the product. Enter the total number of employees for a 24-hour period in Column A. Enter in the next box the number of days of plant operation during the reporting period. Multiply the number of days by the amount shown in Column A and enter the result in the result box. Multiply the result by 100 and enter the answer in Column C (for example: 75 employees x 2 shifts = 150x100 days of operation = 15,000 x 100 = 1,500,000 gallons).
- Line 15 Total all of Column C.
- Line 16 To convert the number of gallons shown on Line 15 to acre-feet, divide the total number of gallons by 325,850.
- Line 17 Artificial Ponds, Lakes, Streams, or Non-Residential Swimming Pools. Enter the capacity in acre-feet plus any water used to replenish the pond, lake, stream, or pool during the reporting period.
- Line 18 Parks and Golf Courses. There are two acceptable methods for reporting. You may report the gross acreage in the total parcel, and use the factor shown in Column B, or you may determine actual (net) watered area, and use the higher factor shown in Column B.
- Line 19 Watered Land (Non-Agricultural). Enter here all the lands, ornamental plants, shrubs, etc., watered but not qualifying for the agricultural rate.
- Line 20 Total lines 16, 17, 18, and 19 and enter the result in Column C. After you have determined the amount on Line 20, total this and any other non-agricultural water use from any other worksheets or meters at Line 4, Column A of the Water Production Statement.



TO: Board of Directors
Agenda Item No. 6d

FROM: Joe Hughes, Legal Counsel

DATE: August 7, 2019

SUBJECT: Principles of Agreement between the Cuyama Basin Groundwater Sustainability Agency (CBGSA) and the Cuyama Basin Water District for the Administration and Management of the Central Region Management Area of the CBGSA

Issue

Principles of Agreement between the Cuyama Basin Groundwater Sustainability Agency (CBGSA) and the Cuyama Basin Water District for the Administration and Management of the Central Region Management Area of the CBGSA.

Recommended Motion

Adopt the Principles of Agreement between the Cuyama Basin Groundwater Sustainability Agency (CBGSA) and the Cuyama Basin Water District for the Administration and Management of the Central Region Management Area of the CBGSA as outlined in the August 7, 2019 memo to the CBGSA Board, item No. 6d.

Discussion

There was discussion at the July 10, 2019 CBGSA meeting of the Board of Directors regarding possible delegation to the Cuyama Basin Water District (CBWD) of responsibility for implementation of the Groundwater Sustainability Plan (GSP) within some or all of the CBWD's boundaries following adoption of that Plan. The Board directed CBGSA staff to develop principles governing such a delegation for review and discussion by the Board at the August 7, 2019 regular Board meeting. A concern was that a possible delegation and potential governing principles should be described in the draft GSP that will be circulated for public comment shortly.

Attached to this memorandum as Attachment 1 is an initial draft set of principles. Legal Counsel drafted these principles in consultation with the CBGSA Executive Director. Provided as Attachment 2 are suggested revisions to the draft GSP addressing potential delegation.

The usual process would be for the draft principles to be first presented to the CBGSA Board for review, discussion, and direction before providing a draft to the CBWD. However, given the limited time available before the draft GSP must be circulated, Legal Counsel sent the initial draft of the principles to the CBWD's legal counsel on July 30, 2019 so that the CBWD could review and discuss them at the CBWD's regular Board meeting on July 31, 2019.

We understand from discussions with the CBWD's legal counsel and Board President that the CBWD has identified a few proposed revisions to the principles, which will be provided to the CBGSA in the form of a redlined set of principles. We expect to have the redlined principles by August 5, 2019 and will distribute them to the Board and post them on the CBGSA's website upon receipt so the CBWD's proposed revisions are available for review before the August 7 CBGSA Board meeting.

If there is ultimately general agreement on the principles, Legal Counsel would work with the CBWD to develop a formal agreement, which would be brought back to the CBGSA Board for approval at some future date.

Adoption of GSP	GSA is solely responsible for adoption and administration of Cuyama Basin GSP as provided in JPA Agreement
Responsibilities of Water District	<ol style="list-style-type: none"> 1. Implementation of GSP within Water District portion of Central Basin Management Area <ul style="list-style-type: none"> • Comply with and implement adopted GSP within Water District portion of Central Basin Management Area • Reporting to GSA <ul style="list-style-type: none"> ○ Regular status reports for GSA board meetings ○ Other reporting to allow GSA to comply with reporting duties under SGMA ○ Notification to GSA regarding any proposed discretionary actions taken under GSP 2. Financial <ul style="list-style-type: none"> • Direct payment of all implementation costs incurred by Water District to implement GSP within its portion of Central Basin Management Area <ul style="list-style-type: none"> ○ Direct retention of separate personnel and consultants • Payment to GSA of Water District's allocable share of general GSA administration costs • Reimbursement to GSA for any incremental costs attributable to separate management of Water District portion of Central Basin • No competition with GSA for grant funding unless pursued jointly with GSA 3. Indemnification of GSA for Water District activities implementing GSP

<p>Responsibilities of GSA</p>	<ol style="list-style-type: none"> 1. Administration of the GSA 2. Coordination with other Management Areas 3. Approval of proposed discretionary actions taken under GSP by the Water District in Water District's portion of Central Basin Management Area 4. All other duties and obligations under SGMA, including: <ul style="list-style-type: none"> • Collection and maintenance of water extraction information and other technical data, unless performed by Water District and shared with GSA • Carrying out studies and other technical investigations, unless performed by District and shared with GSA • Requiring permitting of water extraction facilities • Requiring installation of meters
<p>Termination of Delegation</p>	<ol style="list-style-type: none"> 1. Remaining member agencies may terminate delegation upon weighted majority vote of SA directors excluding Water District directors 2. Water District may terminate delegation in its sole and absolute discretion <ul style="list-style-type: none"> • Must pay or reimburse for any costs attributable to termination and transition to GSA

Proposed Updates to Final Draft GSP

The following text (in red) would be changed in response to Board action on the management of the Central Basin Management Area.

Executive Summary (bottom of page ES-13)

~~Both Management Areas will be administered by the CBGSA. However, the CBGSA may elect to delegate administrative responsibility to another party. Management actions and projects within these Management Areas will be managed by the Cuyama Basin Water District pursuant to the principles of agreement agreed to by the CBGSA Board.~~

7.1 Management Areas

The CBGSA has designated two areas in the Basin as management areas: the Central Basin Management Area and the Ventucopa Management Area, which are both defined as regions with modeled overdraft conditions greater than 2 feet per year that are projected by the model to drop below minimum threshold levels before 2040 (see Figure 7 1). ~~Management actions and projects within these management areas will be managed by the Cuyama Basin Water District pursuant to the principles of agreement contained in Appendix A.~~ Future changes in management area boundaries will be considered based on updates to numerical modeling as additional information is collected.



TO: Board of Directors
Agenda Item No. 6e

FROM: Lyndel Melton, Woodard & Curran

DATE: August 7, 2019

SUBJECT: Notice of Intent to Adopt the GSP

Issue

Authorize issuance of the Notice of Intent to Adopt a Groundwater Sustainability Plan.

Recommended Motion

Authorizing issuance of the Notice of Intent to Adopt a Groundwater Sustainability Plan.

Discussion

Provided as Attachment 1 is the draft Notice of Intent to Adopt a Groundwater Sustainability Plan (GSP). A change to Section 7.4.3 Water Supply Transfers/Exchanges was suggested by the Board at the July 10, 2019 Cuyama Basin Groundwater Sustainability Agency (CBGSA) Board meeting and those changes are reflected in Attachment 2 for Board consideration.



Directors:

August 8, 2019

Derek Yurosek
Chair

//

Lynn Compton
Vice Chair

//

//

//

Byron Albano

Re: Notification of Intent to Adopt a Groundwater Sustainability Plan
Under the Sustainable Groundwater Management Act

Cory Bantilan

Tom Bracken

Dear ____:

George Cappello

The purpose of this letter is to provide you with notice pursuant to Water Code section 10728.4 that the Cuyama Basin Groundwater Sustainability Agency (CBGSA) intends to adopt a groundwater sustainability plan (GSP) following a public hearing which will be held on November 6, 2019 at 6 p.m. at New Cuyama High School Cafeteria, 4500 CA Highway 166, New Cuyama, CA 93254.

Paul Chounet

Zack Scrivner

Glenn Shephard

Das Williams

Please note that section 10728.4 allows you 30 days from the date you receive this notice to request consultation with CBGSA about the GSP.

Jane Wooster

If you have any questions, please contact Taylor Blakslee at (661) 477-3385, or tblakslee@hgcpm.com.

James M. Beck
Executive Director

Sincerely,

Joseph D. Hughes
Legal Counsel

Jim Beck
Executive Director

Proposed Updates to Final Draft GSP

The following text (in red) would be added to the water supply transfers/exchanges action.

7.4.3 Water Supply Transfers/Exchanges

This project would evaluate the feasibility of purchasing transferred water and exchanging it with downstream users (downstream of Lake Twitchell) to allow for additional stormwater and floodwater capture in the Basin to protect water rights of downstream users. **Because this action is intended only as a complement to a potential stormwater or floodwater capture project, all potential transfer water would originate outside of the Cuyama River watershed, and this action would not include the transfer or sale of existing groundwater out of the watershed.** The study would be coordinated with the floodwater and stormwater capture in Section 7.3.1, as the feasibility of such an exchange would affect the maximum volumes of stormwater that would be captured under that project. If the feasibility study finds there is limited interest from downstream users, implementation would not be pursued.



TO: Board of Directors
Agenda Item No. 6f

FROM: Joe Hughes, Legal Counsel

DATE: August 7, 2019

SUBJECT: Set Public Hearing Date

Issue

Set the public hearing date.

Recommended Motion

Set the public hearing date for the conclusion of the public comment period to November 6, 2019.

Discussion

At the conclusion of the public comment period for the Cuyama Basin Groundwater Sustainability Agency's (CBGSA) draft Groundwater Sustainability Plan (GSP) there will be a formal public hearing to receive public comments on the final draft GSP. The Notice of Intent to Adopt the GSP will be issued on August 8, 2019, pending Board approval, and consultants recommend the public hearing following the public comment period be set to November 6, 2019.



TO: Board of Directors
Agenda Item No. 6g

FROM: Jim Beck, Executive Director

DATE: August 7, 2019

SUBJECT: Revise the CBGSA Meeting Schedule through January 2020

Issue

Revise the Board of Directors and Standing Advisory Committee meetings through January 2020.

Recommended Motion

Set the remaining Groundwater Sustainability Agency Board of Directors and Standing Advisory Committee meetings through January 2020 according to the schedule provided in Agenda Item No. 6g.

Discussion

The proposed Cuyama Basin Groundwater Sustainability Agency (CBGSA) Board of Directors and Standing Advisory Committee (SAC) meeting calendar through January 2020 is provided as Attachment 1 for consideration of approval.

Cuyama Basin Groundwater Sustainability Agency Draft 2019 Meeting Calendar

BOD

SAC

Holiday

August						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	



TO: Board of Directors
Agenda Item No. 7b

FROM: Jim Beck, Executive Director

DATE: August 7, 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.

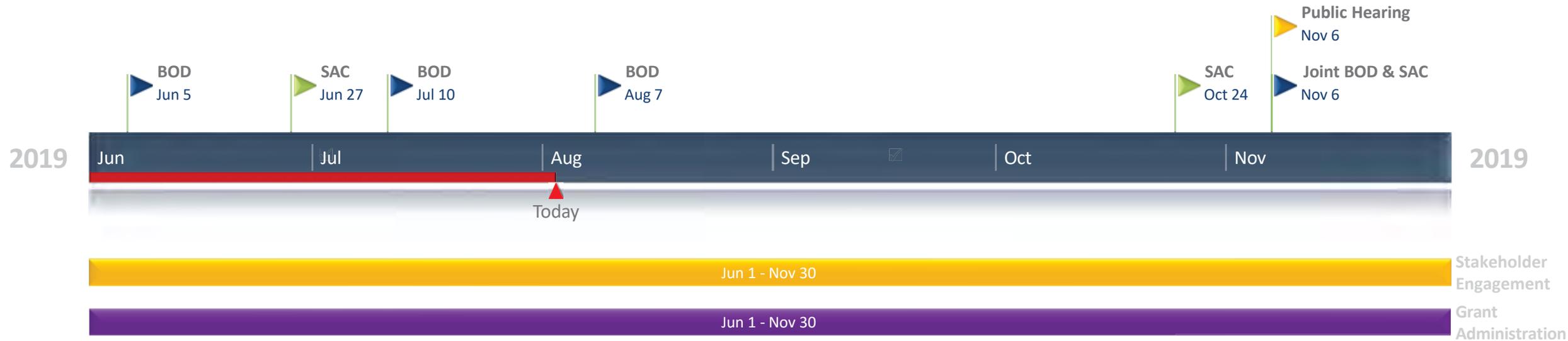
Cuyama Basin Groundwater Sustainability Agency

Progress & Next Steps

August 7, 2019

Cuyama Basin Groundwater Sustainability Agency

Near-Term Schedule



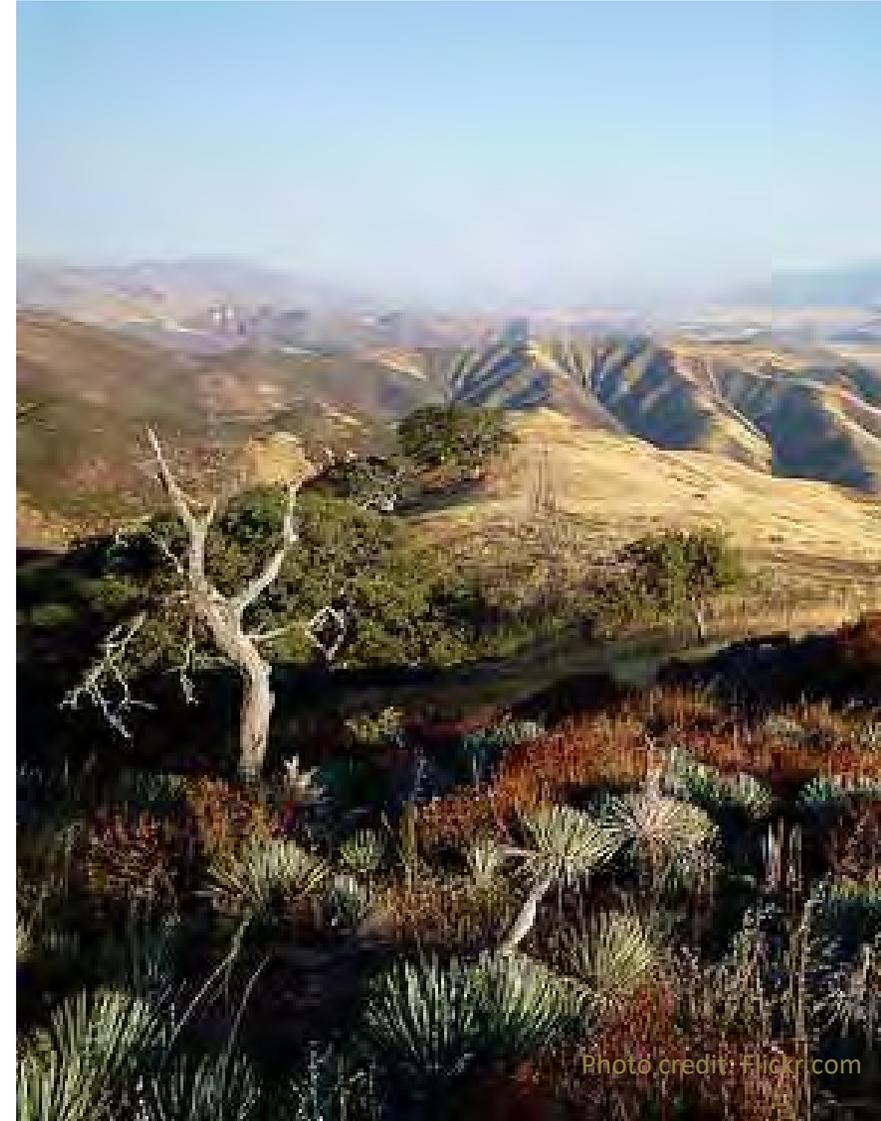
June 2019 Accomplishments & Next Steps

Accomplishments

- ✓ Ongoing administration of the CBGSA
- ✓ Ongoing administration of DWR Grant
- ✓ Reviewed 30-day public comments
- ✓ Continued engagement with Audit firm

Next Steps

- Distribute and Post GSP Public Draft
- Administer Public Draft Comments
- Prepare for Public Comments





TO: Board of Directors
Agenda Item No. 8a

FROM: Jim Beck, Executive Director

DATE: August 7, 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

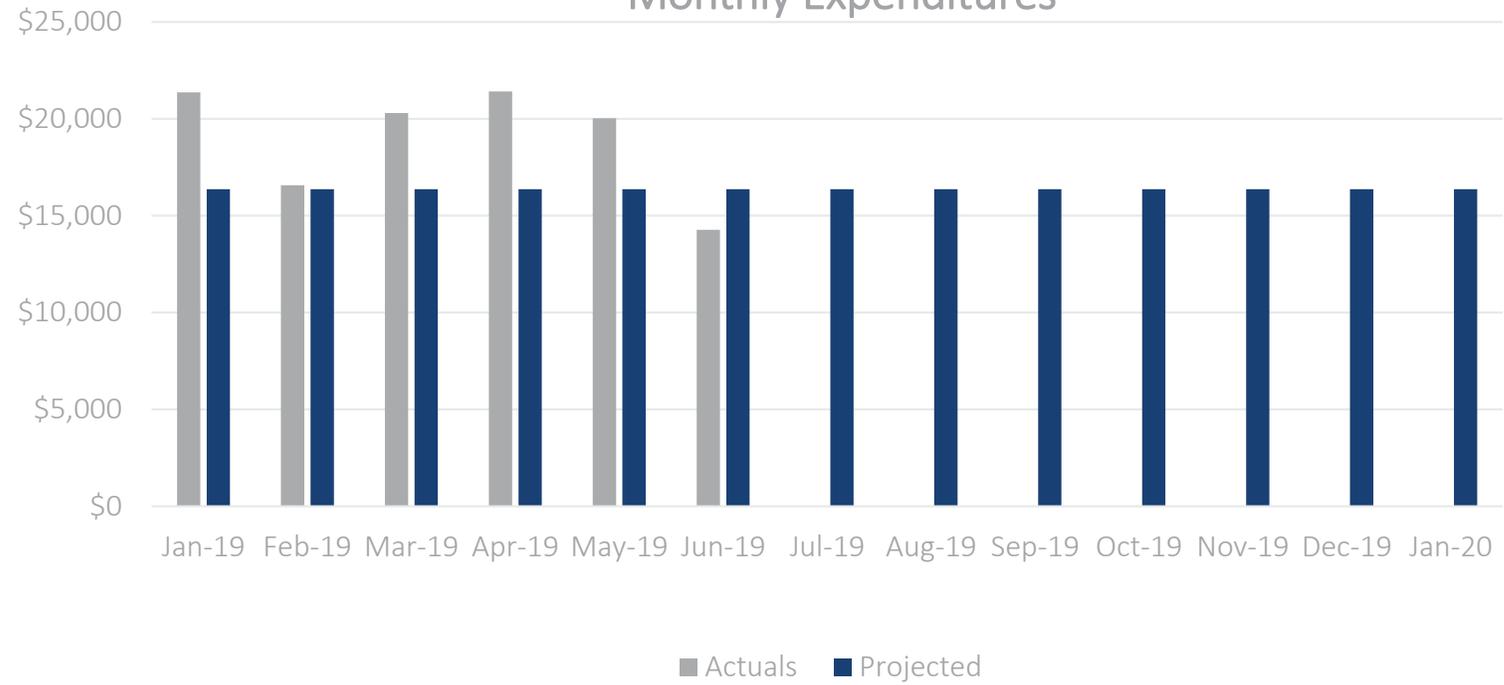
August 7, 2019

CBGSA OUTSTANDING INVOICES

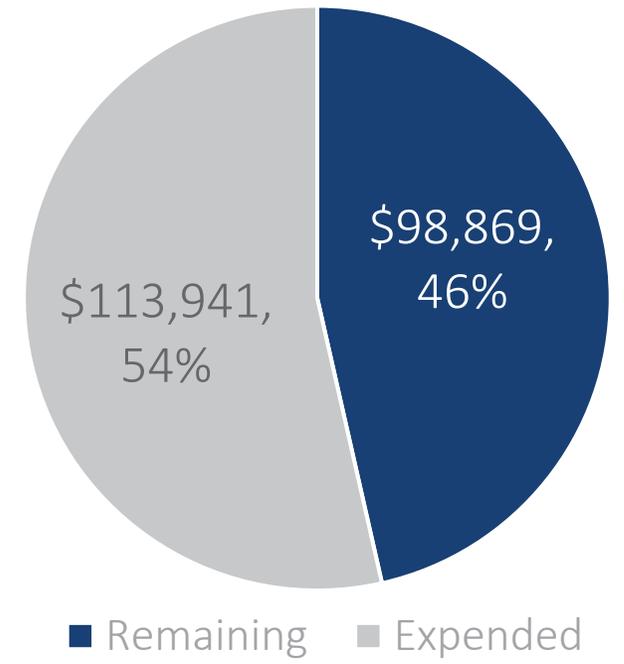
Task	Invoiced Through	Cumulative Total
Legal Counsel	6/19/2019	\$16,444.00
Executive Director	6/30/2019	\$225,194.00
GSP Development	5/31/2019	\$1,249,973.00
TOTAL		\$1,491,611.00

Executive Director Task Order 3

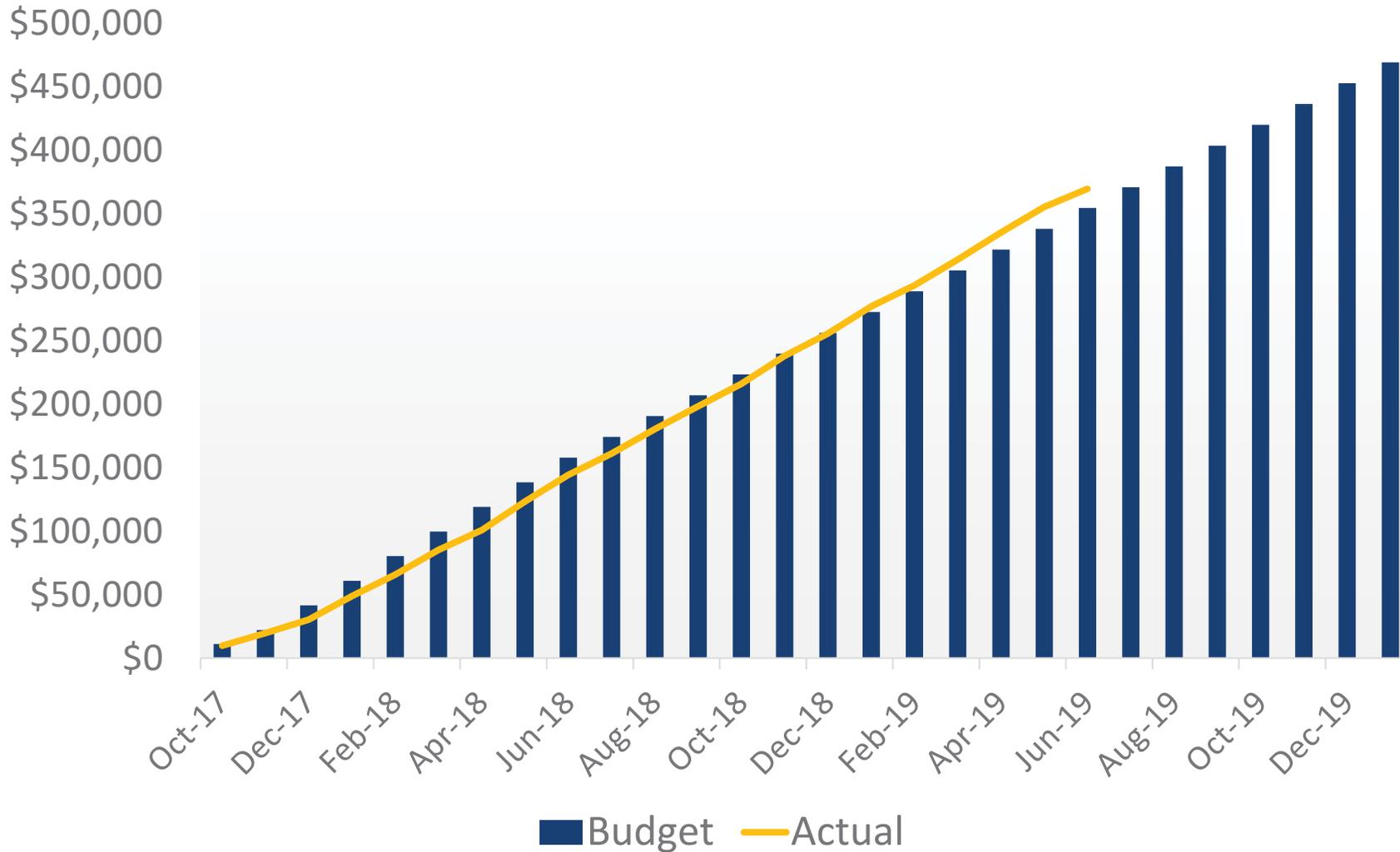
Monthly Expenditures



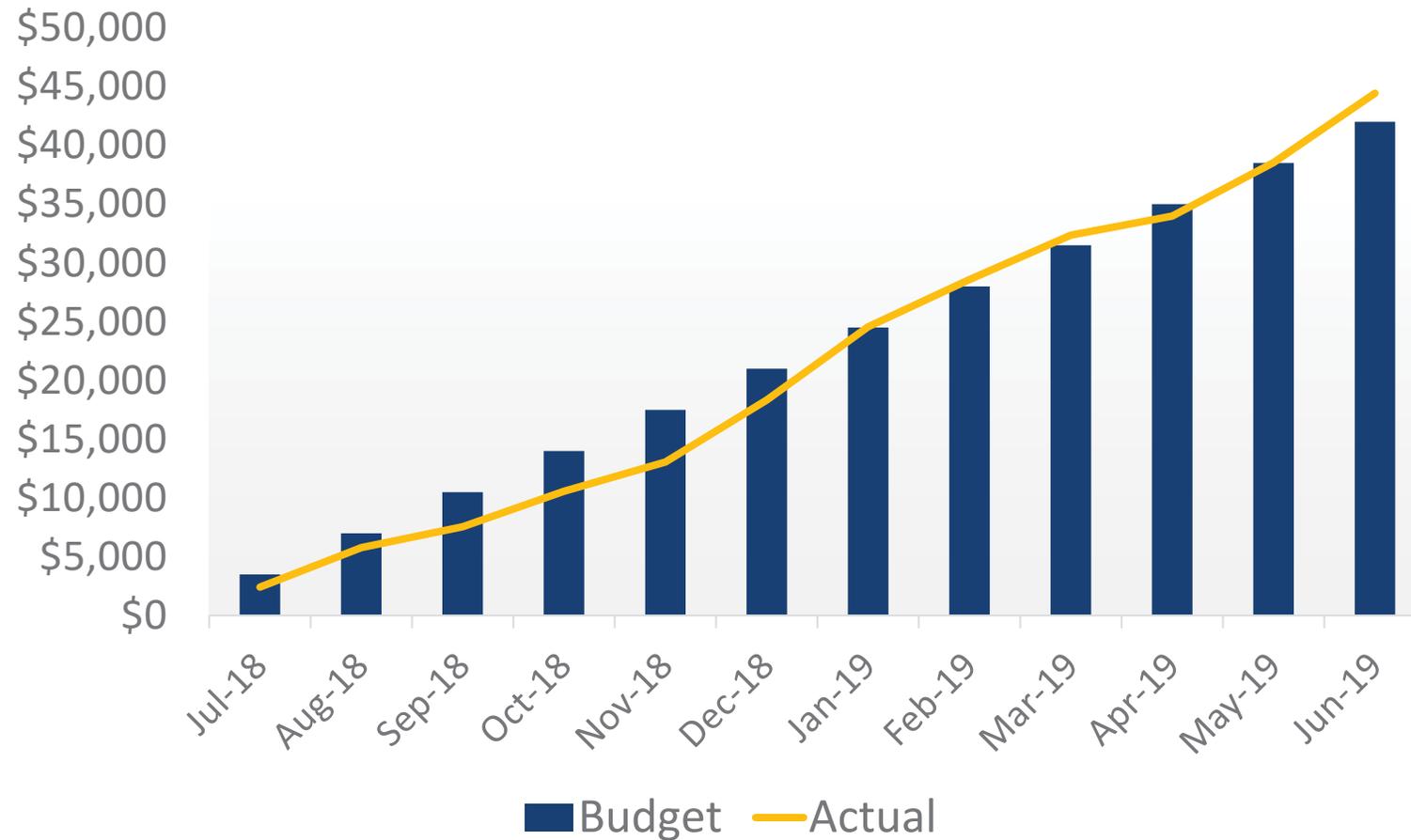
Total Authorized \$212,810
Through 1/31/2020



Task Order Nos. 1-3: Budget to Actual



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





TO: Board of Directors
Agenda Item No. 8b

FROM: Jim Beck, Executive Director

DATE: August 7, 2019

SUBJECT: Hallmark Group Task Order

Issue

Recommend adoption of the Hallmark Group Task Order No. 4.

Recommended Motion

Adopt Hallmark Group's Task Order No. 4.

Discussion

The Cuyama Basin Groundwater Sustainability Agency (CBGSA) adopted the Fiscal Year 2019-20 budget on July 10, 2019. There was one task identified in the FY 19-20 budget that is outside the scope of Hallmark Group's current Task Order No. 3. Provided as Attachment 1 is Hallmark Group's Task Order No. 4 that details the task not covered under Task Order No. 3 for CBGSA Board consideration.

TASK ORDER CB-HG-004

TASK ORDER NO. CB-HG-004

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY EXECUTIVE DIRECTOR

Task Order No.:	CB-HG-004
Contractor:	The Hallmark Group
Request for Services:	Executive Director
Agreement Number:	201709-CB-001
Amount:	\$22,500.00
Contract Period:	July 1, 2019 – January 31, 2020

DESCRIPTION OF TASK

The Hallmark Group currently serves as the Cuyama Basin Groundwater Sustainability Agency (CBGSA) Executive Director whose services are identified and authorized under Task Order No. 3 through January 2020. As part of the CBGSA Fiscal Year 2019-20 budget adoption, the CBGSA Board requested the Hallmark Group perform additional tasks that are outside the scope of the Hallmark Group's current task order and are described below.

SCOPE OF WORK FOR CBGSA EXECUTIVE DIRECTOR

TASK 1 – DEVELOPMENT OF GROUNDWATER EXTRACTION FEE (FORMERLY TITLED PROP 218 IN THE FY 19-20 BUDGET)

Consultant will perform the following meeting management services:

- 1.1 Develop Groundwater Extraction Fee Policy.
- 1.2 Attend Ad hoc Meetings to Review and Modify Groundwater Extraction Fee Policy (budgeted 8 calls).
- 1.3 Facilitate a Hearing on the Groundwater Extraction Fee.
- 1.4 Develop a Groundwater Extraction Fee Policy Report.
- 1.5 Facilitate Public Outreach and Noticing.
- 1.6 Set Up and Collect Annual Fees.

TASK NUMBER	DELIVERABLE	TARGET DATE
1.1	Draft groundwater extraction fee policy	Aug-Oct
1.2	Attend Ad hoc calls (budgeted 8 calls)	Aug-Oct
1.3	Facilitate a hearing on the groundwater extraction fee	Nov
1.4	Groundwater Extraction Fee Policy Report	Nov

TERM

The term of this Task Order is July 1, 2019 through January 31, 2020.

DETAILED COSTS

Contractor shall invoice all services according to the Agreement. The total amount of this Task Order shall not exceed \$22,500.00.

CONTACT PERSONS

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY	HALLMARK GROUP
Representative: Derek Yurosek	Representative: Charles R. Gardner Jr.
P.O. Box 20157	1901 Royal Oaks Drive, Suite 200
Bakersfield, CA 93390	Sacramento, CA 95815
Phone: (661) 323-4005	Phone: (916) 923-1500
Email: dyurosek@bolthouseproperties.com	Email: cgardner@hgcpm.com

AUTHORIZED SIGNATURES

Contractor and the Cuyama Basin Groundwater Sustainability Agency agree that these services will be performed in accordance with the terms and conditions of Standard Agreement Number 201709-CB-001.

**CUYAMA BASIN GROUNDWATER
SUSTAINABILITY AGENCY**

HALLMARK GROUP

Derek Yurosek
Board Chairman

Charles R. Gardner Jr.
President

Date

Date



TO: Board of Directors
Agenda Item No. 8c

FROM: Lyndel Melton, Woodard & Curran

DATE: August 7, 2019

SUBJECT: Woodard & Curran Task Order

Issue

Recommend adoption of the Woodard & Curran's Task Order No. 6.

Recommended Motion

Adopt Woodard & Curran's Task Order No. 6.

Discussion

The Cuyama Basin Groundwater Sustainability Agency (CBGSA) adopted the Fiscal Year 2019-20 budget on July 10, 2019. There were several tasks identified in the FY 19-20 budget that are outside the scope of Woodard & Curran's current Task Order No.'s 4 and 5. Provided as Attachment 1 is Woodard & Curran's Task Order No. 6 for CBGSA Board consideration.

TASK ORDER NUMBER 6

Issued Pursuant to the Consulting Services Agreement Between Woodard & Curran, Inc. and Cuyama Basin Groundwater Sustainability Agency, dated as of August 7, 2019.

This Task Order is issued pursuant to, and in accordance with the Agreement, the terms and conditions of which are incorporated herein by this reference. Unless otherwise specified, all capitalized terms used in this Task Order shall have the same meaning as used in the Agreement. This Task Order will not be deemed valid and binding upon the Parties until both Consultant and Client have both signed below.

Scope of Services:

Consultant agrees to provide the Services described in the attached Task Order No. 6 – Scope of Services.

Schedule:

Consultant shall perform the services under this Task Order No. 6 according to the schedule included in Exhibit A of the Agreement and Table 1 and 2 below.

Compensation:

For all Services duly rendered hereunder, Client shall pay Consultant in accordance with the Rate Table; and for Reimbursable Expenses. Compensation for Task Order No. 6 shall not exceed \$357,405, as detailed in the attached budget.

Designated Project Representative

Client: Jim Beck

Consultant: Lyndel Melton

Effective date: August 7, 2019

IN WITNESS WHEREOF, the undersigned have caused this Task Order to be duly executed by their authorized representatives set forth below.

Woodard & Curran, Inc.

Cuyama Basin Groundwater Sustainability Agency

Signed_____

Signed_____

Name_____

Name_____

Title_____

Title_____

Table 1. Task Order 6 Deliverables

Task		Sub-task	Deliverables	Deliverable Date
1	Finalize GSP Development	1.1	<ul style="list-style-type: none"> • Presentation materials and other handouts developed for SAC and Board meetings and workshops 	July 2019
		1.2	<ul style="list-style-type: none"> • Electronic copies of updated draft GSP sections 	Jan 2020
		1.2	<ul style="list-style-type: none"> • Quarterly grant progress reports and invoices 	Jan 2020
2	FY 2019/20 Stakeholder and Board Engagement	2.1	<ul style="list-style-type: none"> • Presentation materials and other handouts developed for SAC and Board meetings and workshops 	Jan 2020
3	FY 2019/20 Outreach Support	3.1	<ul style="list-style-type: none"> • Newsletters and other outreach materials that are developed 	Jan 2020
4	Support for DWR Technical Support Services	4.1	<ul style="list-style-type: none"> • Completed application forms and other documents required by DWR 	Jan 2020
5	Preparation of SGM Grant Program Planning Grant Application	5.2	<ul style="list-style-type: none"> • Draft and final electronic (Word and PDF) files of the Round 3 Grant Application 	Jan 2020
6	Support for Development of a CBGSA Fee Structure	6.1	<ul style="list-style-type: none"> • Technical memorandum describing CBGSA fee structure 	Jan 2020

Table 2. Anticipated Task Order 6 Meetings

Month	Type	Participants	Meeting Topics
July 2019	In-Person	<ul style="list-style-type: none"> • CGBSA Board Members 	<ul style="list-style-type: none"> • Notice of Intent to Adopt GSP Final Draft
Aug 2019	In-Person	<ul style="list-style-type: none"> • CGBSA Board Members 	<ul style="list-style-type: none"> • Notice of Intent to Adopt GSP Final Draft
Nov 2019	In-Person	<ul style="list-style-type: none"> • CGBSA Board Members • CBGSA Advisory Committee 	<ul style="list-style-type: none"> • Receive comments on Final GSP
Dec 2019	In-Person	<ul style="list-style-type: none"> • CGBSA Board Members 	<ul style="list-style-type: none"> • Adoption of Final GSP

This task order includes the following support for the Cuyama Basin Groundwater Sustainability Agency (CBGSA):

- Finalization and submittal of the Groundwater Sustainability Plan (GSP), including work efforts covered by the California Department of Water Resources (DWR) Sustainable Groundwater Plans and Projects Grant and additional work efforts performed between December 1, 2017 and January 31, 2020. (Task 1)
- Additional activities during the period from July 1, 2019 and January 31, 2020, including stakeholder and CBGSA Board engagement, outreach support, support for DWR Technical Support Services (TSS), preparation of a new Sustainable Groundwater Management (SGM) grant program planning grant application, and support for development of the CBGSA fee structure. (Tasks 2 through 6)

These activities are described in the scope of work below.

Scope of Work

Task 1: Finalize GSP Development

Subtask 1.1 Additional Work Efforts to Develop Public Draft and Final Draft GSP Documents

This task includes additional work efforts required to complete the public draft and final draft GSP documents and support for additional stakeholder and CBGSA Board engagement during the period of development of the Final Draft GSP. This effort is in addition to what was included in the Category 2 grant application approved by DWR and prior task authorizations. This task covers additional work effort that occurred between December 1, 2017 and issue of a Notice of Intent to adopt the GSP by the CBGSA Board. Under this task, the consultant will provide the following services:

- Preparation of presentation materials and other handouts and documents needed for additional SAC and Board meetings and public workshops
- Participation in additional CBGSA Board and SAC meetings and public workshops (either in-person or by conference call)
- Facilitation and participation in Technical Forum conference calls
- Reviewing and responding to comments on draft GSP sections and developing updated draft GSP sections

Subtask 1.2 FY 2019/20 Grant Administration and GSP Update Support

Under this subtask, the consultant will make updates to the GSP final draft as directed by the CBGSA Board. It is anticipated that this will include updates made in advance of a Notice of Intent to issue the draft GSP, and additional updates made following the 90-day review period. Once the Board has approved the final version of the GSP, the consultant will also assist in submitting the final version to DWR.

In addition, the consultant will perform grant administration activities related to the Category 1 and Category 2 grants issued to the CBGSA by DWR. This will include processing of quarterly reports throughout the extent of the funding agreement as well as a project completion report upon submittal of the Final GSP to DWR. Grant management also includes regular communication with DWR's grant manager.

Task 1 Deliverables

- Presentation materials and other handouts developed for SAC and Board meetings and workshops
- Electronic copies of updated draft GSP sections

- Quarterly grant progress reports and invoices
- Coordination activities as needed

Task 2: FY 2019/20 Stakeholder and Board Engagement

This task includes support for stakeholder and CBGSA Board engagement during the period of July 1, 2019 through January 31, 2020. Under this task, the consultant will provide the following services for up to one meeting of the Stakeholder Advisory Committee (SAC) and up to four meetings of the CBGSA Board:

- Prepare presentation materials and other handouts and documents needed for each SAC and Board meeting
- Participation in each SAC meeting (one in-person consultant team staff, with the remainder participating by conference call)
- Participation in each CBGSA Board meeting (one in-person consultant team staff, with the remainder participating by conference call)

In addition, the consultant will provide support for one (1) additional public workshop. This will include preparation of presentation materials, facilitation support during the workshop in both English and Spanish, and support with meeting logistics.

Finally, the consultant will participate in conference calls at up to 4 meetings of CBGSA Board Ad-hoc committees.

Task 2 Deliverables

- Presentation materials and other handouts developed for SAC and Board meetings and workshops

Task 3: FY 2019/20 Outreach Support

This task includes the following activities to be performed during the period from July 1, 2019 through January 31, 2020:

- As needed stakeholder outreach support, including development of newsletters and other outreach materials, coordination with CBGSA Board and SAC members, and planning and facilitation for stakeholder outreach meetings.
- Maintenance of the CBGSA website, including hosting services and uploading of website content as needed.

Task 3 Deliverables

- Newsletters and other outreach materials that are developed
- Continued maintenance of the CBGSA website

Task 4: Support for DWR Technical Support Services

In this task, the consultant will assist the CBGSA in obtaining support from the Department of Water Resources (DWR) Technical Support Services (TSS), which DWR is offering to assist Groundwater Sustainability Agencies (GSAs) develop new monitoring wells. This task includes the following activities to be performed during the period from July 1, 2019 through January 31, 2020:

- Coordination calls with DWR representatives, CBGSA Ad-hoc committee and Cuyama Basin stakeholders

- Completion of application forms and other documents required by DWR to facilitate the TSS process
- Working with the CBGSA Ad-hoc committee to contact local landowners to complete necessary permission forms and to obtain specific well site information and needed to determine the exact locations for well installation

Task 4 Deliverables

- Completed application forms and other documents required by DWR

Task 5: Preparation of SGM Grant Program Planning Grant Application

Consultant will prepare an application for grant funding under the DWR Proposition 68 (Prop 68) SGM Grant Program. The task includes the following subtasks.

Subtask 5.1 – Coordination with Cuyama Basin Stakeholders

Consultant will coordinate with the CBGSA Board and/or ad-hoc committee to review the work plans, budgets, and schedules to be included in the Round 3 Grant Application. Consultant will confirm that the information submitted to DWR both meets standards required by DWR for the SGM Grant Program and PSP for Round 3 and is in alignment with the expectations of the CBGSA Board.

Subtask 5.2 – Grant Application Development and Submittal

A draft grant application will be prepared to address the various requirements for Round 3 funding as documented in DWR's draft PSP and to track completion of the required attachments. Work items to be conducted in preparing the application include the following:

- Review of GRanTS checklist – the contractor will compile the required information for DWR's GRanTS Checklist.
- Review of final grant solicitation materials, including project qualification requirements, authorization and eligibility requirements, and preparation of grant application outline and list of data needs.
- Preparation of Authorization and Eligibility – the Contractor will draft the required authorizing resolution and compile the required eligibility documentation, including documentation of compliance with the required state programs.
- Preparation of the Work Plan attachment - The Work Plan attachment will be consistent with and support the Budget and Schedule attachments and be prepared using the Work Plan template provided on DWR's SGM webpage.
- Preparation of the Budget attachment - The Budget attachment will include the estimated costs for the project with a written description of how costs were derived and use templates for tables provided by DWR in the PSP.
- Preparation of Schedule attachment - Two schedules for (1) each component showing the sequence and timing of each task as well as (2) a schedule for the implementation of the proposal showing the sequence and timing of each of the proposed components will be prepared.
- Preparation of the Severely Disadvantaged Community (SDAC), Disadvantaged Community (DAC), and Economically Distressed Area (EDA) attachment

Once the required GRanTS information has been compiled and the required attachments drafted, a draft application will be prepared and submitted to the CBGSA ad-hoc committee for review and comment. Following review and comment on the draft attachments of the grant application listed above, the

contractor will finalize all documents. The application will then be submitted to DWR via the GRanTS website.

Task 5 Deliverables

- Draft and final electronic (Word and PDF) files of the Round 3 Grant Application

Task 6: Support for Development of a CBGSA Fee Structure

This task includes the following activities to be performed during the period from July 1, 2019 through January 31, 2020:

- Assist with development of a fee structure for the CBGSA
- Participate in conference calls with a CBGSA Ad-hoc committee (assume 8 calls)
- Assist with development of a technical memorandum describing the fee structure

Task 6 Deliverables

- Technical memorandum describing the CBGSA fee structure

Cuyama Groundwater Sustainability Agency

Fee Estimate

Woodard & Curran Task Order 6 - Finalize GSP Development and July 2019 - January 2020 Tasks

Tasks		Lyndel	Brian/John	Catalyst	Labor			ODCs		Total	
Task #	Task	Project Manager	Senior Engineer/ Hydrogeologist	Outreach	Junior Engineer	Website Maint.	Total Hours	Total Labor Costs (1)	ODCs	Total ODCs (3)	Total Fee
Task #		\$320	\$266	\$205	\$203	\$118					
1	Finalize GSP Development										
1.1	Additional GSP Development Support (FY 2018/19)	160	216	116	56		548	\$143,804	\$ 6,213	\$6,834	\$150,638
1.1	Additional GSP Development Support (FY 2019/20)	16	40	30	40		126	\$30,030		\$0	\$30,030
1.2	FY 2019/20 Grant Administration & GSP Update Support	8	24	16	12		60	\$14,660	\$300	\$330	\$14,990
	Subtotal Task 1:	184	280	162	108	0	734	\$188,494	\$6,513	\$7,164	\$195,658
2	Stakeholder/Board Engagement										
2.1	SAC/Board meeting preparation (4 from Jul-Jan)	8	32	16	8		64	\$15,976		\$0	\$15,976
2.2	SAC meeting participation (1 from Jul-Jan)	3	8	3			14	\$3,703	\$400	\$440	\$4,143
2.3	Board meeting participation (4 from Jul-Jan)	32	12	12			56	\$15,892	\$1,600	\$1,760	\$17,652
2.3	Board Ad-hoc calls (4 from Jul-Jan)	6	9		3		18	\$4,923		\$0	\$4,923
2.4	Public Workshops (assume 1 from Jul-Jan)	8	24	8	16		56	\$13,832	\$800	\$880	\$14,712
	Subtotal Task 2:	57	85	39	27	0	208	\$54,326	\$2,800	\$3,080	\$57,406
3	Outreach										
3.1	General, Newsletter development, etc.	2	4	40			46	\$9,904		\$0	\$9,904
3.2	Website Updates - Maintenance / Hosting					24	24	\$2,832	\$150	\$165	\$2,997
	Subtotal Task 3:	2	4	40	0	24	70	\$12,736	\$150	\$165	\$12,901
4	Support for DWR Technical Support Services										
4.1	DWR TSS Support	12	32		32		76	\$18,848		\$0	\$18,848
	Subtotal Task 4:	12	32	0	32	0	76	\$18,848	\$0	\$0	\$18,848
5	Preparation of SGM Grant Program Planning Grant Application										
5.1	Coordination	8	16				24	\$6,816		\$0	\$6,816
5.2	Grant Application Development and Submittal	10	64		64		138	\$33,216		\$0	\$33,216
	Subtotal Task 5:	18	80	0	64	0	162	\$40,032	\$0	\$0	\$40,032
6	Support for Development of CBGSA Fee Structure										
6.1	Preliminary Development of Fee Structure	10	40		16		66	\$17,088		\$0	\$17,088
6.2	Ad-hoc calls (assume 8)	16	24		8		48	\$13,128		\$0	\$13,128
6.3	Develop tech memo	4	4		0		8	\$2,344		\$0	\$2,344
	Subtotal Task 6:	30	68	0	24	0	122	\$32,560	\$0	\$0	\$32,560
	TOTAL	303	549	241	255	24	1372	\$346,996	\$9,463	\$10,409	\$357,405



2019 Standard Rates	
Labor Category	Hourly Rate
Engineer 1 (E1) Scientist 1 (S1) Geologist 1 (G1) Planner 1 (P1) Technical Specialist 1 (TS1)	162
Engineer 2 (E2) Scientist 2 (S2) Geologist 2 (G2) Planner 2 (P2) Technical Specialist 2 (TS2)	187
Engineer 3 (E3) Scientist 3 (S3) Geologist 3 (G3) Planner 3 (P3) Technical Specialist 3 (TS3)	212
Project Engineer 1 (PE1) Project Specialist 1 (PS1) Project Geologist 1 (PG1) Project Planner 1 (PP1) Project Technical Specialist 1 (PTS1)	221
Project Engineer 2 (PE2) Project Specialist 2 (PS2) Project Geologist 2 (PG2) Project Planner 2 (PP2) Project Technical Specialist 2 (TS2)	236
Project Manager 1 (PM1) Technical Manager 1 (TM1)	251
Project Manager 2 (PM2) Technical Manager 2 (TM2)	266
Senior Project Manager (SPM) Senior Technical Manager (STM)	282
Senior Technical Practice Leader (STPL)	310
National Practice Leader (NPL) Strategic Business Unit Leader (SBUL)	320
Designer 1 (D1)	125
Designer 2 (D2)	155
Designer 3 (D3)	160
Senior Designer (SD)	165
Project Assistant (PA)	110

Note: The individual hourly rates include salary, overhead and profit. Other direct costs (ODCs) such as reproduction, delivery, mileage (as allowed by IRS guidelines), and travel expenses will be billed at actual cost plus 10%. Subconsultants will be billed as actual cost plus 10%.



TO: Board of Directors
Agenda Item No. 8d

FROM: Jim Beck, Executive Director

DATE: August 7, 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 June 30, 2019*
- Receipts and Disbursements, *as of June 30, 2019*
- A/R Aging Summary, *as of June 30, 2019*
- A/P Aging Summary, *as of June 30, 2019*
- Statement of Operations with Budget Variance, *July 2018 through June 2019*
- Statement of Financial Position with Prior Year Comparison, *July 2018 through June 2019*



Cuyama Basin GSA

Financial Statements June 2019

**To The Board of Directors
Cuyama Basin GSA**

The enclosed financial report for the fiscal year ended June 30, 2019 includes an adjustment to previously issued financial reports. A grant invoice to the Department of Water Resources totaling \$1,458,723.17 dated May 15, 2019 was recorded in May 2019. The final submission of the grant draw package occurred in June 2019.

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

	<u>Jun 30, 19</u>	<u>Jun 30, 18</u>	<u>\$ Change</u>
ASSETS			
Current Assets			
Checking/Savings			
Chase - General Checking	28,395	22,470	5,926
Total Checking/Savings	28,395	22,470	5,926
Accounts Receivable			
Accounts Receivable	1,458,723	541,715	917,008
Total Accounts Receivable	1,458,723	541,715	917,008
Total Current Assets	1,487,119	564,185	922,934
TOTAL ASSETS	1,487,119	564,185	922,934
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	1,435,610	674,315	761,295
Total Accounts Payable	1,435,610	674,315	761,295
Total Current Liabilities	1,435,610	674,315	761,295
Total Liabilities	1,435,610	674,315	761,295
Equity			
Unrestricted Net Assets	-110,130	0	-110,130
Net Income	161,639	-110,130	271,769
Total Equity	51,508	-110,130	161,639
TOTAL LIABILITIES & EQUITY	1,487,119	564,185	922,934

CUYAMA BASIN GSA
Receipts and Disbursements
As of June 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
Check	05/03/2019	Fees	Chase Bank		95.00
Bill Pmt -Check	05/22/2019	1013	HGCPM, Inc.		28,000.00
Bill Pmt -Check	05/22/2019	1014	Klein, DeNatale, Goldner		28,000.00
Bill Pmt -Check	05/22/2019	1015	Woodard & Curran		28,000.00
Total Chase - General Checking				<u>597,707.02</u>	<u>591,781.29</u>
TOTAL				<u>597,707.02</u>	<u>591,781.29</u>

CUYAMA BASIN GSA
A/R Aging Summary
As of June 30, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>> 90</u>	<u>TOTAL</u>
Department of Water Resources	<u>1,458,723</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,458,723</u>
TOTAL	<u>1,458,723</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,458,723</u>

CUYAMA BASIN GSA
A/P Aging Summary
As of June 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.	14,269	20,029	21,409	20,302	121,184	197,194
Klein, DeNatale, Goldner	5,898	4,552	1,635	3,769	589	16,444
Woodard & Curran	0	2,502	76,406	68,280	1,074,785	1,221,973
TOTAL	<u>20,168</u>	<u>27,084</u>	<u>99,449</u>	<u>92,351</u>	<u>1,196,559</u>	<u>1,435,610</u>

CUYAMA BASIN GSA

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Statement of Operations with Budget Variance

July 2018 through June 2019

	Jul '18 - Jun 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Direct Public Funds				
Grants	1,458,723	1,966,858	-508,135	74%
Participant Assessments	52,270	0	52,270	100%
Total Direct Public Funds	1,510,993	1,966,858	-455,865	77%
Total Income	1,510,993	1,966,858	-455,865	77%
Cost of Goods Sold				
Program Expenses				
Category/Component 1				
Monitoring/AMP Implementation	326,160	472,989	-146,829	69%
Grant Administration	0	13,104	-13,104	0%
Total Category/Component 1	326,160	486,093	-159,933	67%
Category/Component 2				
GSP Development	743,288	889,032	-145,744	84%
Grant Administration	0	25,434	-25,434	0%
Total Category/Component 2	743,288	914,466	-171,178	81%
Total Program Expenses	1,069,447	1,400,559	-331,112	76%
Total COGS	1,069,447	1,400,559	-331,112	76%
Gross Profit	441,546	566,299	-124,753	78%
Expense				
Administration and Operation				
Administrative Overhead				
Bank Service Fees	855	0	855	100%
General Liability Insurance	9,315	12,108	-2,793	77%
Legal	44,444	42,000	2,444	106%
Other Admin Expense	100	2,000	-1,900	5%
Postage and Mailing Services	0	20,000	-20,000	0%
Travel, Conferences, Trainings	0	5,000	-5,000	0%
Total Administrative Overhead	54,714	81,108	-26,394	67%
Administration of GSA				
Executive Director				
GSA BOD Meetings	121,963	52,200	69,763	234%
Consult Mgmt and GSP Devel	33,213	43,800	-10,588	76%
Financial Information Coor	32,425	10,200	22,225	318%
CBGSA Outreach	14,075	26,400	-12,325	53%
Budget Devel and Admin	125	6,700	-6,575	2%
Outreach Facilitation	7,150	16,200	-9,050	44%
Financial Management	9,225	38,120	-28,895	24%
Travel and Direct Costs	7,019	2,820	4,199	249%
Total Executive Director	225,194	196,440	28,754	115%
Total Administration of GSA	225,194	196,440	28,754	115%
Total Administration and Operation	279,908	277,548	2,360	101%
Total Expense	279,908	277,548	2,360	101%
Net Ordinary Income	161,639	288,751	-127,112	56%
Net Income	161,639	288,751	-127,112	56%

CUYAMA BASIN GSA

Statement of Financial Position With Prior Year Comparison

July 2018 through June 2019

	<u>Jul '18 - Jun 19</u>	<u>Jul '17 - Jun 18</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
Direct Public Funds				
Grants	1,458,723.17	0.00	1,458,723.17	100.0%
Participant Assessments	52,270.00	984,099.74	-931,829.74	-94.7%
Total Direct Public Funds	<u>1,510,993.17</u>	<u>984,099.74</u>	<u>526,893.43</u>	<u>53.5%</u>
Total Income	<u>1,510,993.17</u>	<u>984,099.74</u>	<u>526,893.43</u>	<u>53.5%</u>
Cost of Goods Sold				
Program Expenses				
Cat 1 - Technical Assistance				
Direct Project Admin	0.00	16,563.00	-16,563.00	-100.0%
Technical Assistance	0.00	107,296.35	-107,296.35	-100.0%
Total Cat 1 - Technical Assistance	<u>0.00</u>	<u>123,859.35</u>	<u>-123,859.35</u>	<u>-100.0%</u>
Cat 2 - GSP Development				
Direct Project Admin	0.00	28,681.00	-28,681.00	-100.0%
Plan Development	0.00	604,096.05	-604,096.05	-100.0%
Stakeholder Engagement	0.00	108,933.56	-108,933.56	-100.0%
Total Cat 2 - GSP Development	<u>0.00</u>	<u>741,710.61</u>	<u>-741,710.61</u>	<u>-100.0%</u>
Category/Component 1				
Monitoring/AMP Implementation	326,159.59	0.00	326,159.59	100.0%
Total Category/Component 1	<u>326,159.59</u>	<u>0.00</u>	<u>326,159.59</u>	<u>100.0%</u>
Category/Component 2				
GSP Development	743,287.53	0.00	743,287.53	100.0%
Total Category/Component 2	<u>743,287.53</u>	<u>0.00</u>	<u>743,287.53</u>	<u>100.0%</u>
Total Program Expenses	<u>1,069,447.12</u>	<u>865,569.96</u>	<u>203,877.16</u>	<u>23.6%</u>
Total COGS	<u>1,069,447.12</u>	<u>865,569.96</u>	<u>203,877.16</u>	<u>23.6%</u>
Gross Profit	441,546.05	118,529.78	323,016.27	272.5%
Expense				
Administration and Operation				
Administrative Overhead				
Bank Service Fees	855.00	0.00	855.00	100.0%
General Liability Insurance	9,315.00	11,490.00	-2,175.00	-18.9%
Grant Proposals	0.00	39,151.25	-39,151.25	-100.0%
Legal	44,443.82	36,175.39	8,268.43	22.9%
Other Admin Expense	100.00	184.02	-84.02	-45.7%
Total Administrative Overhead	<u>54,713.82</u>	<u>87,000.66</u>	<u>-32,286.84</u>	<u>-37.1%</u>
Administration of GSA				
Executive Director				
GSA BOD Meetings	121,962.50	71,187.50	50,775.00	71.3%
Consult Mgmt and GSP Devel	33,212.50	28,037.50	5,175.00	18.5%
Financial Information Coor	32,425.00	7,237.50	25,187.50	348.0%
CBGSA Outreach	14,075.00	2,700.00	11,375.00	421.3%
Budget Devel and Admin	125.00	8,450.00	-8,325.00	-98.5%
Outreach Facilitation	7,150.00	6,187.50	962.50	15.6%
Financial Management	9,225.00	15,362.50	-6,137.50	-40.0%
Travel and Direct Costs	7,018.71	2,496.94	4,521.77	181.1%
Total Executive Director	<u>225,193.71</u>	<u>141,659.44</u>	<u>83,534.27</u>	<u>59.0%</u>
Total Administration of GSA	<u>225,193.71</u>	<u>141,659.44</u>	<u>83,534.27</u>	<u>59.0%</u>
Total Administration and Operation	<u>279,907.53</u>	<u>228,660.10</u>	<u>51,247.43</u>	<u>22.4%</u>
Total Expense	<u>279,907.53</u>	<u>228,660.10</u>	<u>51,247.43</u>	<u>22.4%</u>
Net Ordinary Income	<u>161,638.52</u>	<u>-110,130.32</u>	<u>271,768.84</u>	<u>246.8%</u>
Net Income	<u>161,638.52</u>	<u>-110,130.32</u>	<u>271,768.84</u>	<u>246.8%</u>



TO: Board of Directors
Agenda Item No. 8e

FROM: Jim Beck, Executive Director

DATE: August 7, 2019

SUBJECT: Payment of Bills

Issue

Consider approving the payment of bills for June 2019.

Recommended Motion

Approve payment of the bills through the month of June 2019 in the amount of \$20,167.78.

Discussion

Consultant invoices for the month of June 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-T03-06
Task Order: CB-HG-003
Agreement No.: 201709-CB-001
Date: July 18, 2019

For professional services rendered for the month of June 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	14.00	\$ 250.00	\$ 3,500.00
			Project Coordinator/Admin	37.50	\$ 100.00	\$ 3,750.00
Total Sub Task 1 Labor						\$ 7,250.00
CB-HG-003	2	Consultant Management and GSP Development	Executive Director	6.00	\$ 250.00	\$ 1,500.00
			Project Coordinator/Admin	16.00	\$ 100.00	\$ 1,600.00
Total Sub Task 2 Labor						\$ 3,100.00
CB-HG-003	3	Financial Information Coordination	Executive Director	2.00	\$ 250.00	\$ 500.00
			Project Controls	3.50	\$ 200.00	\$ 700.00
			Project Coordinator/Admin	8.75	\$ 100.00	\$ 875.00
Total Sub Task 3 Labor						\$ 2,075.00
CB-HG-003	4	CBGSA Outreach	Executive Director	2.50	\$ 250.00	\$ 625.00
			Project Coordinator/Admin	6.25	\$ 100.00	\$ 625.00
Total Sub Task 4 Labor						\$ 1,250.00
Total Labor						\$ 13,675.00
		Travel	06/05/19, 06/27/19			\$ 135.16
		Other Direct Costs:	Conference Calls			\$ 365.55
			Printing Costs			\$ 71.80
SubTotal Travel and Other Direct Costs						\$ 572.51
ODC Mark Up					5%	\$ 21.87
Total Travel and Other Direct Costs						\$ 594.38
TOTAL AMOUNT DUE FOR THIS INVOICE						\$ 14,269.38

Task Order	Original Totals	Amendment(s)	Total Committed	Previously Billed	Current Billing	Remaining Balance
CB-HG-003	\$ 212,810.00	\$ -	\$ 212,810.00	\$ 96,537.50	\$ 13,675.00	\$ 102,597.50
Travel and ODC	\$ -	\$ -	\$ -	\$ 3,134.03	\$ 594.38	\$ (3,728.41)
Total	\$ 212,810.00	\$ -	\$ 212,810.00	\$ 99,671.53	\$ 14,269.38	\$ 98,869.09

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:	June 1-30, 2019
Progress Report Number:	6	Project Manager:	Jim Beck
Invoice Number:	2019-CB-TO3-06	Invoice Date:	July 18, 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.
- Researched and drafted Notice of Intent to Adopt the Groundwater Sustainability Plan (GSP).

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 GSP section progress and outreach.
- Discussed GSP comment process and changes with Woodard & Curran (W&C).
- Reviewed the 30-day GSP comments and executive summary with W&C.

Task 3: Financial Management

- Coordinated, prepared for, and attended Cuyama Audit Planning meeting with Daniells Phillips Vaughan & Bock's P. Paggi.
- Input and submitted financial data to the State Controller's Local Government Reporting Systems.
- Discussed Grant Admin progress report updates with the California Department of Water Resource's (DWR) A. Regmi.
- General accounting and preparation of monthly 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.
- Updated CBGSA public stakeholder contact list.
- Responded to multiple inquiries from Kathleen Marsh regarding cost allocations.

DELIVERABLES AND COMPLETED TASKS

- Developed CBGSA Board agenda for June 5, 2019 and SAC agenda for June 27, 2019.
- Attended CBGSA Board meeting on June 5, 2019 and SAC meeting on June 27, 2019.
- Drafted meeting minutes for CBGSA Board meeting on June 5, 2019 and SAC meeting on June 27, 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 on July 10, 2019.

SIGNIFICANT ISSUES OR CHALLENGES (IF ANY) AND POTENTIAL RESOLUTIONS

- N/A

Project and Person Summary with Expense Detail

Date Range: 6/1/2019 - 6/30/2019

<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 Groundwater Sustainability Agency							
	1708-CBGSA ED		CBGSA Executive Director Services				
		<i>Taylor Blakslee</i>					\$206.96
			<i>Mileage</i>			248.00	\$135.16
				6/5/2019	Mileage to Cuyama from Bakersfield (RT) - Board	124.00	\$67.58
				6/27/2019	Mileage to Cuyama from Bakersfield (RT) - SAC	124.00	\$67.58
			<i>Supplies</i>				\$71.80
				6/30/2019	Printing costs for Board packets, etc.		\$71.80
					CBGSA Executive Director Services Subtotal		\$206.96
					Cuyama Basin Groundwater Sustainability Agency Subtotal		\$206.96
					Grand Total		\$206.96


Invoice Date: 7/1/2019
Total: \$1,023.31

Statement# 40237 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	713.97
Payments Received - Thank you!	(713.97)
Balance Forward	
New Charges	
New Usage Charges	822.40
Recurring Charges	0.00
Non-recurring Charges	.25
Taxes and Surcharges	200.66
Total New Charges	1,023.31
Total Amount Due	1,023.31

Payments

Description	Date	Amount
Payment Received, Thank you!	06/25/19	(713.97)
Subtotal		(\$713.97)

Non-recurring Charges

Description	Start	End	Amount
Late Fee	07/01/19	07/01/19	.25
Subtotal			\$.25

Taxes and Surcharges

Federal Universal Service Fund	200.66
Subtotal	\$200.66

Management Reports

Usage by Category

Description	Calls	Minutes	Charge
Usage - Conference Calling	293	16,448.00	822.40
	293.00	16,448.00	822.40

Long Distance By Line

TN	Calls	Mins	Charge
	293	16,448.00	822.40
	293	16,448.00	822.40

Toll-free Usage

Cuyama BDSAC Conference ID: 4854216

#	Date	Time	Other	Location	Mins	Amt
1	06/05/19	12:29P	6613337091	Host	35.00	1.75
2	06/05/19	12:29P	6614773385	Host	34.00	1.70
3	06/05/19	12:30P	6613302610	Host	45.00	2.25
Subtotal			114.00			5.70

Cuyama BDSAC Conference ID: 4854903

#	Date	Time	Other	Location	Mins	Amt
1	06/05/19	05:12P	8057814109	Host	349.00	17.45
2	06/05/19	05:56P	5595158868	Participant	6.00	.30
3	06/05/19	05:57P	8184814388	Participant	302.00	15.10
4	06/05/19	05:58P	6614734022	Participant	138.00	6.90
5	06/05/19	06:00P	4155242290	Host	140.00	7.00
6	06/05/19	06:00P	6507590535	Participant	198.00	9.90
7	06/05/19	06:00P	8057484033	Host	66.00	3.30
8	06/05/19	06:00P	8318182451	Host	133.00	6.65
9	06/05/19	06:00P	8318186722	Host	70.00	3.50
10	06/05/19	06:00P	9099643870	Host	300.00	15.00
11	06/05/19	06:00P	9169998777	Host	184.00	9.20
12	06/05/19	06:02P	6617662369	Host	299.00	14.95
13	06/05/19	06:02P	8454588233	Participant	241.00	12.05
14	06/05/19	07:10P	8318186722	Host	2.00	.10
15	06/05/19	07:12P	8057484033	Host	17.00	.85
16	06/05/19	07:13P	8318186722	Host	228.00	11.40
17	06/05/19	07:32P	4152798069	Participant	198.00	9.90
18	06/05/19	08:14P	8318182451	Host	14.00	.70
19	06/05/19	08:27P	8318182451	Host	146.00	7.30
20	06/05/19	09:03P	5304058800	Host	110.00	5.50
Subtotal			3,141.00			157.05

Cuyama BDSAC Conference ID: 4859383

#	Date	Time	Other	Location	Mins	Amt
1	06/10/19	04:58P	6613302610	Host	33.00	1.65
2	06/10/19	04:59P	6614773385	Host	33.00	1.65
Subtotal					66.00	3.30

Cuyama BDSAC Conference ID: 4869538

#	Date	Time	Other	Location	Mins	Amt
1	06/19/19	11:00A	6613337091	Host	32.00	1.60
2	06/19/19	11:00A	6614773385	Host	32.00	1.60
3	06/19/19	11:02A	8318182451	Host	30.00	1.50
Subtotal					94.00	4.70

Cuyama BDSAC Conference ID: 4880271

#	Date	Time	Other	Location	Mins	Amt
1	06/27/19	05:57P	6613951000	Host	138.00	6.90
2	06/27/19	05:57P	6617662369	Host	138.00	6.90
3	06/27/19	06:00P	8184814388	Participant	135.00	6.75
4	06/27/19	06:06P	8057220509	Participant	119.00	5.95
5	06/27/19	06:07P	4157938420	Host	98.00	4.90
6	06/27/19	06:11P	8188826514	Participant	124.00	6.20
7	06/27/19	07:19P	4159990316	Host	36.00	1.80
8	06/27/19	07:55P	4159990316	Host	20.00	1.00
Subtotal					808.00	40.40

Cuyama GSA Conference ID: 4857320

#	Date	Time	Other	Location	Mins	Amt
1	06/07/19	11:59A	6613337091	Host	59.00	2.95
2	06/07/19	11:59A	6614773385	Host	59.00	2.95
3	06/07/19	12:00P	4155242290	Host	58.00	2.90
4	06/07/19	12:01P	9169998777	Host	4.00	.20
5	06/07/19	12:03P	9256274112	Host	39.00	1.95
6	06/07/19	12:06P	9169998777	Host	53.00	2.65
7	06/07/19	12:42P	9256274112	Host	16.00	.80
Subtotal					288.00	14.40

Cuyama GSA Conference ID: 4859344

#	Date	Time	Other	Location	Mins	Amt
1	06/10/19	03:59P	6614773385	Host	30.00	1.50
2	06/10/19	04:00P	6618347411	Host	29.00	1.45
3	06/10/19	04:00P	9169475031	Host	30.00	1.50
Subtotal					89.00	4.45

Cuyama GSA Conference ID: 4864743

#	Date	Time	Other	Location	Mins	Amt
1	06/14/19	11:56A	6613337091	Host	91.00	4.55
2	06/14/19	12:00P	4159990316	Host	88.00	4.40
3	06/14/19	12:00P	6613196477	Host	29.00	1.45
4	06/14/19	12:00P	6614773385	Host	87.00	4.35
5	06/14/19	12:02P	9169998777	Host	85.00	4.25
Subtotal					380.00	19.00

Cuyama GSA Conference ID: 4873075

#	Date	Time	Other	Location	Mins	Amt
1	06/21/19	11:57A	6613337091	Host	18.00	.90
2	06/21/19	11:59A	4155242290	Host	66.00	3.30
3	06/21/19	11:59A	6613951000	Host	65.00	3.25
4	06/21/19	12:00P	6613340233	Host	13.00	.65
5	06/21/19	12:00P	6614773385	Host	61.00	3.05
6	06/21/19	12:00P	9169998777	Host	65.00	3.25
7	06/21/19	12:00P	9256274112	Host	65.00	3.25
8	06/21/19	12:15P	6613337091	Host	50.00	2.50
Subtotal					403.00	20.15

Cuyama GSA Conference ID: 4873225

#	Date	Time	Other	Location	Mins	Amt
1	06/21/19	01:08P	6614773385	Host	1.00	.05
Subtotal					1.00	.05

Cuyama GSA Conference ID: 4881223

#	Date	Time	Other	Location	Mins	Amt
1	06/28/19	11:56A	4157938420	Host	75.00	3.75
2	06/28/19	11:56A	9258581340	Host	75.00	3.75
3	06/28/19	11:58A	6613337091	Host	9.00	.45
4	06/28/19	12:00P	6614773385	Host	71.00	3.55
5	06/28/19	12:01P	4155242290	Host	70.00	3.50
6	06/28/19	12:01P	6613951000	Host	70.00	3.50

7	06/28/19	12:02P	5304058800	Host	51.00	2.55
8	06/28/19	12:06P	6613337091	Host	53.00	2.65
9	06/28/19	12:53P	5304058800	Host	19.00	.95
Subtotal					493.00	24.65

A Cuyama Charges:

5-Jun	\$5.70
5-Jun	\$157.05
7-Jun	\$14.40
10-Jun	\$4.45
10-Jun	\$3.30
14-Jun	\$19.00
19-Jun	\$4.70
21-Jun	\$20.15
21-Jun	\$0.05
27-Jun	\$40.40
28-Jun	\$24.65

B	Subtotal	\$293.85
C	Total Conf Line Charge	\$822.40
D	Total Taxes and Surcharges	\$200.66
E	Tax and Surcharges Rate (D/C)	24.4%
F	Tax and Surcharges Incurred by Cuyama (B*E)	\$71.70
G	Total Cuyama Charge (B+F)	\$365.55

CUYAMA PRINTING COSTS

Board- 6/5/19

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	141	\$ 0.10	\$ 14.10
Sign-in Sheet	B&W	1	\$ 0.10	\$ 0.10
Board Packets	B&W	114	\$ 0.10	\$ 11.40
Total Cost				\$ 32.60

SAC- 6/27/19

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	48	\$ 0.10	\$ 4.80
Sign-in Sheet	B&W	1	\$ 0.10	\$ 0.10
SAC Packets	B&W	99	\$ 0.10	\$ 9.90
Total Cost				\$ 21.80

CUYAMA LANDOWNER PRINTING COSTS

June

Document	B&W, or Color	Pages	Rate	Cost
6/5 Board Packet	B&W	114	\$ 0.10	\$ 11.40
6/27 SAC Packet	B&W	60	\$ 0.10	\$ 6.00
Total Cost				\$ 17.40

Total Cost	\$ 71.80
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**KLEIN, DENATALE, GOLDNER
COOPER, ROSENLIEB & KIMBALL, LLP**

89

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*****

June 28, 2019
Bill No. 22930-001-146241
JDH

Statement for Period through June 19, 2019

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

Date		Services	Hours	Amount
05/30/19	JDH	TELEPHONE CONFERENCE WITH T. BLAKSLEE.	0.20	54.00
05/30/19	JVK	CONFERENCE WITH J. HUGHES REGARDING CEQA APPLICABILITY TO GROUNDWATER PUMPING RESTRICTIONS; RESEARCHED SAME; PREPARED MEMORANDUM OF FINDINGS.	3.20	864.00
05/31/19	AND	RESEARCHED PROPOSITION 26 AND 218.	0.30	45.00
05/31/19	JDH	WEEKLY PMT CALL.	1.10	297.00
06/05/19	JLE	LEGAL RESEARCH REGARDING BROWN ACT ISSUE; TELEPHONE CONFERENCE WITH T. BLAKSLEE REGARDING BROWN ACT ISSUE.	0.40	108.00
06/05/19	JDH	ATTENDED JUNE REGULAR BOARD MEETING.	7.20	1,944.00
06/05/19	JVK	RESEARCHED SGMA OUTREACH REQUIREMENTS POST IMPLEMENTATION; CONFERENCE WITH J. HUGHES REGARDING SAME.	0.30	81.00
06/05/19	JVK	LEGAL RESEARCH REGARDING ABILITY OF GSA TO IMPOSE MORATORIUM ON WELLS; DRAFTED MEMORANDUM REGARDING SAME.	3.90	1,053.00
06/11/19	JDH	TELEPHONE CONFERENCE WITH A. DOUD.	0.50	135.00
06/11/19	JDH	TELEPHONE CONFERENCE WITH T. BLAKSLEE REGARDING PENDING MATTERS.	1.30	351.00
06/11/19	JVK	CONFERENCE CALL WITH T. BLAKSLEE REGARDING SGMA ISSUES; RECEIVED AND REVIEWED E-MAIL FROM T. BLAKSLEE WITH TO-DO LIST; REVIEWED LETTER FROM WALKING U RANCH.	2.30	0.00
06/13/19	JDH	REVIEWED CORRESPONDENCE FROM K. MARCH REGARDING ASSESSMENT; RESEARCHED SAME.	2.00	540.00

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**

Bill No. 22930-001-146241
Client Ref: 22930 - 001

June 28, 2019

Page 2

Date	Services	Hours	Amount
06/14/19	JDH WEEKLY PMT CALL; TELEPHONE CONFERENCE WITH T. BLAKSLEE; REVIEWED CORRESPONDENCE FROM K. MARCH.	1.00	270.00
06/17/19	JDH TELEPHONE CONFERENCE WITH T. BLAKSLEE REGARDING ASSESSMENT ISSUES.	0.30	81.00
		Rate	Hours
AND	DOMINGUEZ, ALEX	150.00	0.30
JLE	EATON, JACOB L.	270.00	0.40
JDH	HUGHES, JOSEPH	270.00	13.60
JVK	KOMAR, JOHN	0.00	2.30
JVK	KOMAR, JOHN	270.00	7.40
Total Fees			\$5,823.00

Costs and Expenses

Date	Expenses	Amount
06/06/19	TRAVEL EXPENSES 6/5 ROUND TRIP TRAVEL FOR JUNE BOARD MEETING - JOSEPH D. HUGHES	75.40
Total Costs and Expenses		\$75.40

Current Charges	\$5,898.40
Prior Statement Balance	10,545.42
Payments/Adjustments Since Last Bill	-0.00
Pay This Amount	\$16,443.82

Any Payments Received After June 28, 2019 Will Appear on Your Next Statement



Progress Report

Cuyama Basin Groundwater Sustainability Plan Development

Subject: June 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: August 2, 2019

Project No.: 0011078.01

This progress report summarizes the work performed and project status for the period of June 1, 2019 through June 28, 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, \$29,728.75 in additional unbilled work has been performed this month on the Category 2 Tasks authorized in Task Order 4, for a total of \$153,690.81 in unbilled work on these tasks. It is estimated that approximately \$27,000 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"> Task 8 is completed; no work was undertaken on this task during this reporting period 	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"> Updated GSP Public Draft, chapters and appendices in response to comments and Board direction Provided a GSP Final Draft for consideration by CBGSA Board 	94%	<ul style="list-style-type: none"> The GSP Final 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 	84%	<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"> Task 8 is completed; no work was undertaken on this task during this reporting period 	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"> No work was performed on Task 12 during this period. 	62%	<ul style="list-style-type: none"> Work will commence to perform the field work required to install the data sensors
Task 13: Evapotranspiration Evaluation for Cuyama Basin Region	<ul style="list-style-type: none"> No work was performed on Task 13 during this period. 	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"> No work was performed on Task 14 during this period. 	41%	<ul style="list-style-type: none"> Work will continue to install the surface flow gages

Task	Work Completed During the Reporting Period	Percent Complete	Work Scheduled for Next Period
Task 15: Category 1 Project Management	<ul style="list-style-type: none"> Ongoing project management and grant administration activities 	91%	<ul style="list-style-type: none"> Ongoing project management and grant administration 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 June 28, 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 \$29,728.75 was spent this month on project tasks. None of this amount has been billed on the invoice. Adding this amount to unbilled work in previous months, a total of \$153,690.81 in project work on these tasks has not yet been billed.

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	\$ 69,831.25	\$ -	\$ -	\$ 69,831.25	\$ (51.25)	100%
9	\$ 91,132.00	\$ 91,567.49	\$ 16,612.50	\$ -	\$ 91,567.49	\$ (435.49)	100%
10	\$ 70,236.00	\$ 69,766.10	\$ 13,116.25	\$ -	\$ 69,766.10	\$ 469.90	100%
11	\$ 36,652.00	\$ 36,700.46	\$ -	\$ -	\$ 36,700.46	\$ (48.46)	100%
Total	\$ 764,396.00	\$ 764,394.14	\$ 29,728.75	\$ -	\$ 764,394.14	\$ 1.86	100%

Table 7 shows the percent spent for each task under Task Order 5 as of June 28, 2019. 57% 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	\$ 126,731.51	\$ -	\$ 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	\$ 29,800.55	\$ -	\$ 29,800.55	\$ 4,021.45	88%
Total	\$ 459,886.00	\$ 259,278.95	\$ -	\$ 261,780.95	\$ 198,105.05	57%

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, \$153,690.81 in additional unbilled work has been performed on the Category 2 Tasks authorized in Task Order 4. It is estimated that approximately \$27,000 in additional work will be required to complete the remaining scope of work associated with Task Orders 4 and 5.