

Ojai Basin Groundwater Management Agency

Meeting

June 24, 2021

3:00 pm

Council Chambers, Ojai City Hall

401 South Ventura Street, Ojai, CA 93023

(Zoom Teleconference Available)

Agenda Package



Ojai Basin Groundwater Management Agency
A Special District of the State of California

AGENDA
Ojai Basin Groundwater Management Agency
Meeting of June 24, 2021

Meeting Time 3:00 pm

Council Chambers, Ojai City Hall
401 South Ventura Street, Ojai, CA 93023

(Zoom Teleconference Available)

Phone: (805) 640-1207 **Web site:** obgma.com

Email address: obgma@aol.com

In the interest of maintaining appropriate social distancing, this meeting will be held in the Council Chambers, Ojai City Hall and through Zoom Teleconferencing:

For Zoom Public Call In Participation:

1. Zoom Dial In Information: 1-669-900-9128, Meeting ID: 827 5712 7464, Password: 218792.

For Public Viewing

2. The OBGMA.com Website;
3. City of Ojai YouTube Channel at:
<https://www.youtube.com/channel/UC3DhCB5Z1DynNC7n8qcNeDQ/live> (2 Minute delay of transmission)
4. In Ojai, CA: Spectrum Channel 10.

Public Comments: Members of the public who Call In may provide public comment. Please wait until the Board Chair ask if any members of the public wish to comment. This will provide for orderly participation during the meeting.

Members of the public may also submit written public comments in advance via e-mail no later than 12:00 p.m. on the day of the meeting. Public comment e-mails should be sent to OBGMA@aol.com.

1. CALL TO ORDER AND ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. DIRECTOR ANNOUNCEMENTS/REPORTS/COMMENTS

- Mutuals:
- Ojai Water Conservation District:
- City of Ojai:
- Casitas Municipal Water District – Lake Level
- Community Facilities District - CMWD Ojai Service Area:

4. GENERAL MANAGER COMMENTS

5. BASIN STATUS REPORTS

- Current Status of Basin: Input, Output and Storage
- Nested Monitoring Well Project Update

6. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

The board will receive comments from the public at this time. Other than for emergency items, no action can be taken during this period. Matters raised at this time may be briefly discussed by the board and will generally be referred to staff and/or placed on a subsequent agenda.

7. CONSENT ITEMS: Directors may pull an item off of consent items for discussion and action.

- a. Approve the Minutes of May 27, 2021.

8. ACTION ITEMS:

a. Treasurer's Report for May 2021

Board to Review and Approve reports for May 2021.

b. Groundwater Sustainability Plan – Review of draft Chapters 1, 2 & 3

Board to receive update from Dudek, provide feedback and direction on the information presented.

c. OBGMA Regular Meeting Calendar (June-December 2021)

Board review the staff report and provide direction and action as recommended.

d. GSP Schedule

Board to review draft GSP schedule and provide feedback and direction.

e. Auditor Engagement for Fiscal Years 2018 and 2019

Board to review Engagement Letter and authorize approval of Auditor Services.

f. Board Seat – Mutuals

Board to discuss and provide direction on the filling of a regular Director for the Mutuals representation.

9. Information Items

10. ADJOURNMENT: The next regular board meeting is scheduled for **July 29, 2021, 3:00pm**, in the Council Chambers at Ojai City Hall and by Zoom teleconferencing. Details for providing public comment and or observation of the meeting will be posted with the agenda 72 hours prior to the meeting.

OBGMA Board Meeting

June 24, 2021

Cover Page – Minutes

Agenda Item 7

Meeting Date: June 24, 2021
To: Board of Directors
From: Roberta Barbee, Administrative Assistant/Clerk of the Board
Subject: Minutes of the Zoom Teleconference Board Meeting of May 27, 2021

The Regular Meeting of the Board of Directors of the Ojai Groundwater Management Agency, held as a Zoom Teleconference Meeting due to the Covid-19 virus response, called to order at 3:04 pm.

Attendees were: Board Members: Jim Finch (3:08), Bill Weirick, Peter Thielke, Bob Daddi, and Chair Richard Hajas; General Manager John Mundy, and Roberta Barbee, Administrative Assistant/Clerk of the Board. Also in attendance: Jordan Kear, Kear Groundwater, Peter Candy, Attorney, Betsy Stix, Trey Driscoll, and Trevor Jones, Dudek Consultants.

1. **Call to Order and Roll Call:** Chair Hajas called the meeting to order at 3:04 pm. Barbee called the roll.
2. **Pledge of Allegiance:** not performed.
3. **Director Announcements/Reports/Comments:**

Mutuals: Theilke had nothing to report.

City of Ojai: Weirick thought it but be of some interest to OBGMA that the City submitted a query letter regarding the change in the reclaimed final surface plan that the County is considering deleting the need for 97,000 cubic yards of fill for the quarry. The City is joining with Forrest Watch and the Sierra Club objecting to the process the County is using for that approval. This affects the watershed not OBGMA.

Community Facilities District – CMWD Ojai Service Area: Daddi thought it was interesting that over 12 years ago the quarry across the street asked to mine the fines out of Matilija. He thinks that bringing the silt over to the quarry would be better than trucks bringing in outside material. Apparently there are no environmental issues with tearing down Matilija so why don't they use the quarry across the street.

Ojai Water Conservation District: Finch had nothing to report.

Casitas Municipal Water District: Hajas reported Mary Bergen made her formal appointment to the board the previous night. Nice to have her back, she is very supportive of the Ojai Basin and the issues we are dealing with.

4. **General Manager Comments:** Mundy had no comments.

5. **Public Comments On Items Not Appearing on the Agenda:** None
6. **Basin Status Reports:** Kear shared that it is the end of May but June is busting out all over. We are not seeing the effect of winter as we have in previous years. Less than 5 inches on the valley floor, upwards of 7 inches on the ridge top; the lowest since 1947. The last reading Depth to water in the Key Well was 153.71 ft. 70 % of basin capacity. At the discharge side of the Basin at San Antonio Creek daylight is found almost at the same point as last month. Under the bridge near the Montgomery drain the creek is dry, a significant difference from April. There still is water flow from San Antonio Creek coming out of the basin at 0.22 CFS, discharge surface outflow is down to 15 to 45 AF/mo. Kear showed a photo confirming even though conditions are dry you can see fauna enjoying plants near Camp Comfort downstream from basin boundary.

7. **Consent Items:**
a. **Approve Minutes of April 29, 2021 Zoom Teleconference Regular Meeting:**

Weirick motioned to Approve Minutes of April 29, 2021 Zoom Teleconference Regular Meeting. Theilke seconded.

Roll call vote:

Ayes: Finch, Daddi, Weirick, Theilke, and Hajas

Noes: None

8. **Action Items:**
a. **Treasurer's Report for April 2021:** Mundy reported beginning bank balances were \$169,213.00, we had an income a little over \$45,000 and operating expenses were at \$13,791.00. San Antonio Creek Ranch was refunded \$12,775.00 for over payment of extraction charges. After total expenses and revenues received there was an ending balance of \$168,098.00. This resulted in a decline of the bank balance by \$1,114.00 for April. Total expenses for April were \$44,842.00.

Mundy reported that in January Weirick noted an error in the Extraction Charges Report, it was due to a database problem that has been solved and the report corrected.

No changes in the Grant Income at this point, we expect to see more revenue once we submit reimbursement for the Nested Monitoring Well Project.

Finch motioned to approve Treasurer's Report. Daddi seconded.

Roll call vote:

Ayes: Finch, Daddi, Weirick, Theilke, and Hajas

Noes: None

b. Nested Monitoring Well Project Update. Kear reported that drilling is planned to begin June 8. Next time this month he will have cores to share and more information. Welcome to stop by and check it out, it's exciting to see when the cores are laid out. We expect to see fossils.

c. GSP - Groundwater Model Update: Dudek consultant Trey Driscoll reported they were able to collaborate with Daniel B. Stephens & Associates to get the Groundwater Model working. Trevor Jones presented the original analysis by Dudek showing a storage decline of approximately 625 AFY. When they used the output file suggested by DBS&A it resulted in a storage decline of approximately 15 AFY which is telling us the basin is generally in balance.

9. Information Items:

- 10. Adjournment:** The meeting was adjourned at 4:49pm. A Special Meeting for the GSP will be planned for mid-June, meeting date and time will be announced at least 24 hours before. The next regular scheduled meeting will be June 24, 2021 at 3:00 pm, in the Council Chambers, Ojai City Hall, 401 South Ventura Street; Ojai, CA 93023. However, it may continue to be held as a Zoom Teleconferencing Meeting at 3:00 pm that day.

OBGMA Board Meeting

June 24, 2021

Cover Page Treasurer's Report

Agenda Item 8a.

OBGMA

Budget Actuals FYTD 20/21

OBGMA Board Meeting – June 24, 2021 – Agenda Item 8a.

	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21
Beginning Bank Balance							
Checking	47,006.96	52,469.04	96,212.19	20,379.37	26,924.00	49,559.94	44,220.17
Savings	104,956.62	134,956.62	134,956.62	164,976.02	124,976.02	124,976.02	124,992.91
	151,963.58	187,425.66	231,168.81	185,355.39	151,900.02	174,535.96	169,213.08
Income							
Returned Check Charges	-	-	-	-	-	-	-
GSP Extraction Fees	25,256.20	25,953.90	2,517.85	15,957.60	20,958.27	1,579.90	22,266.93
Well Head Fee	3,965.00	4,095.00	585.00	3,900.00	4,485.00	650.00	6,606.36
Interest Charges	-	3.75	1.25	2.50	6.25	-	-
Recordation Fee	250.00	245.00	25.00	250.00	265.00	35.00	417.05
Extraction Charges	17,490.85	17,936.79	1,763.75	11,269.53	14,587.27	1,150.00	15,830.42
Short Payments	(60.34)	(536.51)	(39.50)	(32.98)	(194.35)	(240.50)	-
Savings Acct Interest	-	-	19.40	-	-	16.89	-
Total Income	46,901.71	47,697.93	4,872.75	31,346.65	40,107.44	3,191.29	45,120.76
Total Income	46,901.71	47,697.93	4,872.75	31,346.65	40,107.44	3,191.29	45,120.76
Expense							
Print Advertising	-	-	-	-	-	-	-
Printing and Reproduction	-	-	-	-	-	-	130.83
Liability Insurance	2,131.00	-	-	-	-	-	-
Postage and Delivery	247.97	-	17.99	110.98	17.99	117.99	17.99
Bank Service Charges	3.00	-	-	-	9.99	-	-
Workers Comp Ins	-	-	-	-	-	-	663.46
Office Supplies	150.15	-	-	-	21.61	899.99	94.36
Payroll Expenses	1,453.27	1,243.36	1,130.32	1,285.25	1,417.06	1,680.71	1,647.75
Professional Fees	4,957.60	1,902.13	47,752.00	3,755.50	15,043.96	4,406.25	10,103.50
Rent	800.00	800.00	800.00	800.00	892.00	892.00	892.00
Telecommunications	131.15	129.96	25.00	129.27	284.78	242.02	242.02
Total Expense	9,874.14	4,075.45	49,725.31	6,081.00	17,687.39	8,238.96	13,791.91
Net Ordinary Income	37,027.57	43,622.48	(44,852.56)	25,265.65	22,420.05	(5,047.67)	31,328.85
Grant Activity							
WCB Grant Income	-	-	-	-	-	-	-
WCB (WS) Expenses	-	-	-	-	-	-	-
GSP Expenses	1,130.00	-	1,260.00	58,361.75	125.00	567.00	17,808.75
	(1,130.00)	-	(1,260.00)	(58,361.75)	(125.00)	(567.00)	(17,808.75)
Net Income							
Other Adjustments							
Deposit for Bldg Key	-	-	-	-	-	-	-
Transfer to Savings	30,000.00	-	70,000.00	-	-	-	-
Transfer From Savings	-	-	40,000.00	40,000.00	-	-	-
Deposit Adj from Bank	(0.50)	(82.50)	-	-	-	-	-
Payroll Tax Liab Paymts	(753.15)	-	-	(627.57)	-	-	(752.20)
Payroll Liab on hold	254.16	200.27	173.14	218.80	241.61	291.79	285.51
Customer Overpayments	64.00	2.90	43.50	49.50	99.28	-	143.83
Voided Checks	-	-	-	-	-	-	-
Refund- Work Comp Ins	-	-	-	-	-	-	111.55
Customer Credits Applied	-	-	-	-	-	-	(1,648.42)
Refund to Customer	-	-	-	-	-	-	(12,775.33)
Missing deposit item	-	-	82.50	-	-	-	-
Ending Bank Balance							
Checking	52,469.04	96,212.19	20,379.37	26,924.00	49,559.94	44,220.17	43,105.21
Savings	134,956.62	134,956.62	164,976.02	124,976.02	124,976.02	124,992.91	124,992.91
	187,425.66	231,168.81	185,355.39	151,900.02	174,535.96	169,213.08	168,098.12

OBGMA
Budget Actuals FYTD 20/21

	May-21	YTD
Beginning Bank Balance		
Checking	43,105.21	
Savings	124,992.91	
	168,098.12	
Income		
Returned Check Charges	-	-
GSP Extraction Fees	3,183.82	117,674.47
Well Head Fee	2,211.38	26,497.74
Interest Charges	-	13.75
Recordation Fee	85.59	1,572.64
Extraction Charges	2,826.77	82,855.38
Short Payments	-	(1,104.18)
Savings Acct Interest	-	36.29
Total Income	8,307.56	227,546.09
Total Income	8,307.56	227,546.09
Expense		
Print Advertising	-	-
Printing and Reproduction	-	130.83
Liability Insurance	-	2,131.00
Postage and Delivery	17.99	548.90
Bank Service Charges	-	12.99
Workers Comp Ins	-	663.46
Office Supplies	-	1,166.11
Payroll Expenses	1,548.88	11,406.60
Professional Fees	6,527.01	94,447.95
Rent	905.30	6,781.30
Telecommunications	242.27	1,426.47
Total Expense	9,241.45	118,715.61
Net Ordinary Income	(933.89)	108,830.48
Grant Activity		
WCB Grant Income	-	-
WCB (WS) Expenses	-	-
GSP Expenses	(2,226.00)	77,026.50
	2,226.00	(77,026.50)
Net Income		31,803.98
Other Adjustments		
Deposit for Bldg Key	-	
Transfer to Savings	-	
Transfer From Savings	-	
Deposit Adj from Bank	-	
Payroll Tax Liab Paymts	-	
Payroll Liab on hold	266.69	
Customer Overpayments	799.76	
Voided Checks	-	
Refund- Work Comp Ins	-	
Customer Credits Applied	-	
Refund to Customer	-	
Missing deposit item	-	
Ending Bank Balance		
Checking	41,011.77	
Savings	124,992.91	
	166,004.68	

OBGMA
Cash Flow
May 2021

Beginning Cash Balance May 1, 2021

Bank of the Sierra-Checking	43,105.21
Bank of the Serra-Savings	124,992.91
	<u>\$ 168,098.12</u>

Inflows

GSP Extraction	3,183.82
Well Head Fee	2,211.38
Recordation Fee	85.59
Extraction Charges	2,826.77
	<u>\$ 8,307.56</u>

Adjustments to Inflows

Customer Overpayments	799.76
	<u>\$ 799.76</u>

Outflows

Internet	42.80
Postage and Delivery	17.99
Payroll Expenses	1,282.19
Bookkeeping	446.25
Hydrogeologist	6,681.76
Legal Fees	1,625.00
Rent	905.30
Telephone	199.47
	<u>\$ 11,200.76</u>

Ending Cash Balance May 31, 2021

Bank of the Sierra-Checking	41,011.77
Bank of the Serra-Savings	124,992.91
	<u>\$ 166,004.68</u>

Net Change in Cash Position

	<u>\$ (2,093.44)</u>
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OBGMA
Disbursements Register
May 2021

Date	Num	Name	Description	Amount
05/05/2021	e	AT&T	Telephone	-174.47
05/25/2021	e	Stamps.com	Supplies: postage	-17.99
05/31/2021	e	AT&T Uverse	Internet	-42.80
05/31/2021	3296	417 Bryant Circle LLC	Rent	-800.00
05/31/2021	3297	Condor Self Storage	Voided Check	0.00
05/31/2021	3298	Hollister & Brace, Attorneys at Law	Professional Fees	-1,625.00
05/31/2021	3299	Kear Groundwater	Professional Fees	-6,681.76
05/31/2021	3300	M J Saltis Bookkeeping	Professional Fees	-446.25
05/31/2021	3301	Roberta Barbee	Phone Reimbursement	-25.00
05/31/2021	3302	Barbee, Roberta J	Payroll	-1,282.19
05/31/2021	3303	Condor Self Storage	Storage Rent	-105.30

Total Disbursements May 2021 \$ **(11,200.76)**

OBGMA EXTRACTION CHARGES BY PERIOD

2018/2019 Water Year

October/November/December 2018 (2019/1) (\$25/acre foot)					
2019/1	Acre Feet	Charges	Well Head	Recordation	Total Rec'd
Agriculture	500.00	\$12,800.72			
Dom/Land	63.48	\$1,688.63			
Muni/Indus	28.25	\$706.25			
CMWD	320.70	\$8,017.50			
Totals	912.43	\$23,213.10	\$9,165.00	\$690.00	\$33,068.10

January/February/March 2019 (2019/2) (\$25/acre foot)					
2019/2	Acre Feet	Charges	Well Head	Recordation	Total Rec'd
Agriculture	104.54	\$2,965.06			
Dom/Land	71.07	\$1,693.83			
Muni/Indus	10.66	\$278.75			
CMWD	236.40	\$5,910.00			
Totals	422.67	\$10,847.64	\$10,400.00	\$720.00	\$21,967.64

April/May/June 2019 (2019/3) (\$25/acre foot)					
2019/3	Acre Feet	Charges	Well Head	Recordation	Total Rec'd
Agriculture	668.57	\$16,201.23			
Dom/Land	212.60	\$3,857.05			
Muni/Indus	20.60	\$515.01			
CMWD	410.90	\$10,272.50			
Totals	1312.67	\$30,845.79	\$9,620.00	\$725.00	\$41,190.79

July/August/September 2019 (2019/4) (\$25/acre foot)					
2019/4	Acre Feet	Charges	Well Head	Recordation	Total Rec'd
Agriculture	1264.16	\$22,385.38			
Dom/Land	132.86	\$3,475.73			
Muni/Indus	39.06	\$976.67			
CMWD	524.10	\$13,102.50			
Totals	1960.18	\$39,940.28	\$10,270.00	\$755.00	\$50,965.28

Total for water YTD 10/1/18 - 9/30/19				
Acre Feet	Charges	Well Head Fee	Recordation Fee	Total Rec'd
4607.95	\$104,846.81	\$39,455.00	\$2,890.00	\$147,191.81

2019/2020 Water Year

October/November/December 2019 (2020/1) (\$25/acre foot)						
2020/1	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	431.39	\$10,819.24				
Dom/Land	89.85	\$2,464.89				
Muni/Indus	23.22	\$579.92				
CMWD	378.10	\$9,450.00				
Totals	922.56	\$23,314.05	\$9,880.00	\$740.00	\$0.00	\$33,934.05

Jan/Feb/Mar 2020 (2/2020) (\$25/acre foot)						
2020/2	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	437.80	\$11,012.28				
Dom/Land	84.89	\$2,188.69				
Muni/Indus	7.34	\$183.50				
CMWD	264.80	\$6,620.00				
Totals	794.83	\$20,004.47	\$10,075.00	\$715.00	\$0.00	\$30,794.47

April/May/June (3/2020) (\$25/acre foot)						
2020/3	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	757.64	\$19,001.45				
Dom/Land	85.02	\$2,307.81				
Muni/Indus	0.00	\$0.00				
CMWD	337.80	\$8,445.00				
Totals	1180.46	\$29,754.26	\$9,620.00	\$580.00	\$42,501.18	\$82,455.44

July/August/September 2020 (2020-4) (\$25/acre foot)						
2020/4	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	1029.38	\$25,516.53				
Dom/Land	143.82	\$3,798.20				
Muni/Indus	0.00	\$0.00				
CMWD	359.00	\$8,975.00				
Totals	1532.20	\$38,289.73	\$9,360.00	\$570.00	\$56,206.95	\$104,426.68

Total for water YTD 10/1/19- 9/30/20					
Acre Feet	Charges	Well Head Fee	Recordation Fee	GSP Fees	Total Rec'd
4430.05	\$ 111,362.51	\$ 38,935.00	\$ 2,605.00	\$ 98,708.13	\$ 251,610.64

OBGMA EXTRACTION CHARGES BY PERIOD

2020/2021 Water Year

October/November/December 2020 (2021/1) (\$25/acre foot)

2020/1	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	895.56	\$17,415.39				
Dom/Land	25.12	\$821.27				
Muni/Indus						
CMWD	339.00	\$8,487.50				
Totals	1259.68	\$26,724.16	\$8,905.00	\$535.00	\$38,264.15	\$74,428.31

Jan/Feb/Mar 2021 (2/2021) (\$25/acre foot)

2020/2	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	428.37	\$10,855.90				
Dom/Land	19.91	\$558.69				
Muni/Indus						
CMWD	241.30	\$6,032.50				
Totals	689.58	\$17,447.09	\$7,865.00	\$480.00	\$24,541.40	\$50,333.49

April/May/June (3/2021) (\$25/acre foot)

2020/3	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture						
Dom/Land						
Muni/Indus						
CMWD						
Totals	0.00	\$0.00				\$0.00

July/August/September 2020 (2020-4) (\$25/acre foot)

2020/4	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture						
Dom/Land						
Muni/Indus						
CMWD						
Totals	0.00	\$0.00				\$0.00

Total for water YTD 10/1/20- 9/30/21

Acre Feet	Charges	Well Head Fe	Recordation	GSP Fees	Total Rec'd
1949.26	\$44,171.25	\$ 16,770.00	\$ 1,015.00	\$ 62,805.55	\$ 124,761.80

OBGMA
WCB Grant Budget Update
May 2021

	<u>Actual to Date</u>	<u>Budget</u>	<u>Balance</u>
WCB Grant Income	5,607.00	150,600.00	(144,993.00)
	\$ 5,607.00	\$ 150,600.00	\$ (144,993.00)
WCB Grant Expenses			
1 Task- Project Mgmt	3,238.75	5,200.00	(1,961.25)
2 Task- Water Mgmt Framewk	-	2,000.00	(2,000.00)
3 Task- Plans/Permits/Due D	8,510.00	138,400.00	(129,890.00)
4 Task- Reg Agency Guidance	-	-	-
5 Task- Education & Outreach	-	5,000.00	(5,000.00)
	\$ 11,748.75	\$ 150,600.00	\$ (138,851.25)
WCB Grant Cost Share Expenses	\$ 3,135.00	\$ 29,400.00	\$ (26,265.00)
Total Cost of Project	\$ 14,883.75	\$ 180,000.00	\$ (165,116.25)
Net Cost of Project to Date	\$ 9,276.75		

***Retention of \$623.00 Held by WCB on 1st Progress Invoice

***Expenses recorded through 05/31/21

OBGMA Board Meeting

June 24, 2021

Cover Page – GSP Review – Chapters 1, 2 &3

Agenda Item 8b.

Presentation & Slides by Dudek.

Draft Chapters 1 & 2 available on OBGMA Website @

<https://obgma.com/>

OBGMA Board Meeting

June 24, 2021

Cover Page – OBGMA Regular Meeting Calendar

Agenda Item 8c.

TO: Board of Directors

FROM: John R. Mundy, General Manager - *JRM*

Subject: OBGMA Regular Meeting Calendar (June-December 2021)

Overview

As part of the Groundwater Sustainability Plan (GSP) process OBGMA is required to provide opportunities for the public to provide comment and feedback on the plan prior to adoption by the agency. This can be accomplished through presentations at Regular Board Meeting or holding designated workshops for presentation and public engagement.

To further facilitate this effort I reviewed the City of Ojai Events Calendar to determine if any conflicts were present with OBGMA's Regular Meetings. Based on what the City has provided online it appears there will be no conflicts for the remainder of 2021 with possible exceptions depending on when the OBGMA Board determines its meetings for November and December.

For the last several years the Board has decided to consolidate the November and December Regular Board Meeting due to the holidays in each month. Typically this results in no meeting in November and a rescheduled meeting the first week of December.

The Regular Board Meeting dates for the remainder of the year, which fall on the last Thursday of the month, are as follows:

June 24, July 29, August 26, September 30, October 28, November 25 (Thanksgiving), December 30. No City commissions appear to be in conflict with these dates.

Due to the need for OBGMA to provide outreach to the public and meet the January 2022 deadline for submittal of its GSP it is recommended that no meetings be canceled or consolidated for the remainder of 2021. Therefore, possible dates for November include Monday, November 15, Tuesday, November 16, and Wednesday, November 17 (Planning Commission @ 6:00 p.m.). Thursday, November 18 (Planning Commission @ 5:00 p.m.), Wednesday, December 1 (Streets Subcommittee @ 2:30 p.m. & Planning Commission @ 6:00 p.m., this day not considered available), and Thursday, December 2 (Parks & Recreation Commission @ 6:00 p.m.), December 6, 7 & 8 open. It is recommended to continue with December 30 as scheduled.

Lastly, prior to the Covid restrictions, the Regular Meetings were held at 5:00 p.m. on the last Thursday of each month. Due to closure of Ojai City Hall, having to hold meetings via Zoom and having to accommodate the availability of City staff, OBGMA meetings have been held at 3:00 p.m. In order to have adequate time for public engagement on the GSP and to accommodate the availability of City staff, if needed, it is recommended the Board continue with the 3:00 p.m. time for its regular meetings.

Recommendation

- The Board of Directors review the dates as presented herein and provide direction for the November and December 2021 meetings.
- The Board approve holding Regular Meetings at 3:00 p.m. on the last Thursday of each month.

OBGMA Board Meeting

June 24, 2021

Cover Page – GSP Schedule

Agenda Item 8d.

GSP Development Process

Board Meetings 


Stakeholder Workshops 

Preparation of Alternative

Submittal of Alternative
 Dec 2016

Disapproval of Alternative
 Nov 2019

Start GSP

Data Collection, Review Background Information
 Start: Sep 2020
 Public Outreach & Engagement Plan

Hydrogeologic Conceptual Model

GSP Chapters 4&5
 Aug-2021

Evaluate PMAs and Estimate of Plan Implementation Cost
 Jul 29th-2021

Identification of PMAs and SMCs
 Jul-2021

GSP Chapters 1,2&3
 Jun 24th-2021

GDEs
 Jun-2021

Water Budget (Groundwater Levels/Groundwater in Storage)
 Mar—May-2021

Water Quality
 Feb-2021

Subsidence
 Jan-2021

Evaluate Projects and Management Actions

Develop Long-term Sustainable Yield

Plan Area + Basin Setting

Develop Plan Implementation

Identify Sustainable Management Criteria

Notice of Availability to Review and Comment on Draft GSP
 Aug-2021

Notice of Public Hearing
 Sep 1st-2021

Noticed Public Hearing (90-Days Prior)
 Dec 15th-2021

 Draft GSP (30-day Public Comment)

Revise GSP (Incorporate Stakeholder Input)

Adopt GSP

October 2021

November 2021

December 2021

Chapter 1-5 Key Concepts Slides
 Executive Summary
 Aug 26th -2021

Summarize Comments Received on Draft GSP
 Oct -2021

Provide Response to Comments/ Edits to Draft GSP
 Nov-2021

GSP to DWR
 January 31, 2022

Ongoing GSP Annual Reports and Re-evaluation

OBGMA Board Meeting – June 24, 2021 – Agenda Item 8d.
Prepared by Dudek.

Date*	Location	Start Time	End Time	Topics (Not listed are opening/closing procedures and certain administrative/informational items)	Meeting Type
1/31/2022					
Submittal to DWR					
12/15/2021	TBD	TBD		Public Hearing to Adopt GSP	Special Board Meeting
11/25/2021	TBD	TBD		Provide Summary of RTC/Edits to Draft GSP	Regular Board Meeting
10/28/2021	TBD	TBD		Summarize Comments Received	Regular Board Meeting
9/30/2021	TBD	TBD			Regular Board Meeting
9/15/2021 to 10/15/2021 (tenative)					
9/1/2021					
30-day Public Review					
<i>Notice of Public Hearing (90 Days Prior) and Notice of Public Notice</i>					
<i>Availability to Review and Comment on Draft GSP</i>					
<i>Notice to Pumpers/Newspaper</i>					
August					
8/26/2021	TBD	TBD		Chapter 1-5 Key Concepts Slides Executive Summary	Regular Board Meeting
8/17/2021					
Release Administrative Draft Chapters 4 & 5 (Internal)					
Early August Week of 9th	TBD	TBD		GSP Chapters 4&5	Special Board Meeting
7/29/2021	TBD	TBD		Evaluate PMAs and Estimate of Plan Implementation Cost	Regular Board Meeting
7/23/2021					
Release Administrative Draft Chapter 3 (Internal)					
Early July Week of 12th	TBD	TBD		Identification of Projects and Management Actions and Sustainable Management Criteria	Special Board Meeting
6/24/2021	TBD	TBD		GSP Chapters 1, 2 & 3	Regular Board Meeting
6/18/2021					
Release Administrative Draft Chapters 1 & 2 (Internal)					
6/9/2021	Zoom Meeting	3:00 PM	4:03 PM	Potential Groundwater Dependent Ecosystems Overview	Special Board Meeting
5/27/2021	Zoom Meeting	3:00 PM	4:49 PM	Water Budget Update	Regular Board Meeting
4/29/2021	Zoom Meeting	3:00 PM	Add	Water Budget: Proposed Alternative	Regular Board Meeting
3/25/2021	Zoom Meeting	3:00 PM	4:51 PM	Water Budget	Regular Board Meeting
2/25/2021	Zoom Meeting	3:00 PM	Add	Water Quality	Regular Board Meeting
1/28/2021	Zoom Meeting	3:00 PM	Add	Subsidence	Regular Board Meeting
12/4/2020	Zoom Meeting	3:00 PM	3:23 PM	Basin Status Report and GSP Update	Regular Board Meeting
10/29/2020	Zoom Meeting	3:00 PM	Add	Basin Status Report	Regular Board Meeting
9/24/2020	Zoom Meeting	3:00 PM	Add	Public Outreach and Engagement Plan	Regular Board Meeting

*Exact dates and locations of future meetings subject to change depending on availability of meeting locations, Executive Order N-25-20, and local and state requirements.

OBGMA Board Meeting

June 24, 2021

Cover Page – Auditor Engagement

Agenda Item 8e.



June 14, 2021

To the Board of Directors of
Ojai Basin Groundwater Management Agency:

We are pleased to confirm our understanding of the services we are to provide Ojai Basin Groundwater Management Agency (Agency) for the two-year period ending September 30, 2019.

We will audit the financial statements, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Agency as of and for the two-year periods ended September 30, 2018 and 2019. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A) to supplement the Agency's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Agency's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

Audit Objective

The objective of our audit is the expression of an opinion about whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of the Agency's financial statements. Our report will be addressed to the board of directors of Ojai Basin Groundwater Management Agency. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinion is other than unmodified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or may withdraw from this engagement.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be

examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Agency or to acts by management or employees acting on behalf of the Agency.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include direct confirmation of receivables and certain other assets and liabilities by correspondence with selected funding sources, creditors, and financial institutions. We may also request written representations from the Agency's attorneys as part of the engagement, and they may bill the Agency for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from management about the financial statements and related matters.

Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify significant deficiencies. Accordingly, we will express no opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Agency's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also assist in preparing the financial statements of Ojai Basin Groundwater Management Agency in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, and other confirmations we request and will locate any documents selected by us for testing. The audit documentation for this engagement is the property of Fanning & Karrh and constitutes confidential information.

We expect to begin our audit in August 2021 and to issue our reports no later than September 15, 2021. Cynthia Fanning is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee estimate anticipates keeping our time to a reasonable minimum by maximizing the participation of your personnel in routine aspects of the audit, such as preparation of schedules and analyses. The professional fees for our services described above will be in the range of \$12,000 to \$13,000. You will also be billed for travel and other out-of-pocket costs such as report production, typing, postage, etc. Additional expenses will not exceed \$250 per year.

Estimating the fees for work to be performed is extremely difficult to do; however, we are willing to perform the proposed engagement with the understanding that our fees will not exceed the above maximum

estimate unless unforeseen circumstances arise. If a circumstance such as this arises, we will advise you as soon as possible and obtain agreement on how we should proceed. Should the engagement require less time than is presently anticipated, our fees would be reduced accordingly. Our fees for any additional services you may request will be mutually agreed upon before we commence work.

We appreciate the opportunity to be of service to Ojai Basin Groundwater Management Agency and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Fanning & Karrh



Cynthia L. Fanning

Enclosures

Accepted for Ojai Basin Groundwater Management Agency

By _____

Title _____

Date _____

OBGMA Board Meeting

June 24, 2021

Cover Page – Board Seat - Mutuals

Agenda Item 8f.

TO: Board of Directors

FROM: John R. Mundy, General Manager - *JRM*

Subject: Board Seat – Mutuals Representation

Overview

Director Dan Breen was originally selected and accepted to represent the Mutual water companies in the Basin. Due to personal and work commitments Mr. Breen has not been able to attend the OBGMA Board meetings for over a year. During Mr. Breen’s absence, alternate Peter Thielke, has regularly attended the meetings.

Considering Mr. Breen’s absence it is recommended the Board formally replace Mr. Breen with an appointed regular director.

Recommendation

- Consider appointing Mr. Thielke, if he is interested.