



## AGENDA

**August 31, 2023 at 3:00 pm**

Council Chambers, Ojai City Hall

401 South Ventura Street, Ojai, CA 93023

**Phone:** 805.640.1207 **Web site:** [obgma.com](http://obgma.com)

**Email:** [obgma@aol.com](mailto:obgma@aol.com)

### Board of Directors

Richard Hajas, Casitas Municipal Water District

Jim Finch, Ojai Water Conservation District

Peter Theilke, Mutual Water Companies

Bob Daddi, Community Facilities District

Andrew Whitman, City of Ojai

### Zoom Teleconferencing for Public Call in Participation:

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

### For Public Viewing

2. Zoom Meeting

Link: <https://us02web.zoom.us/j/82757127464?pwd=Rm5JenhNUdNvRVovaEUwMzdScnFRdz09>

3. [www.OBGMA.com](http://www.OBGMA.com)

4. City of Ojai YouTube Channel at:

<https://www.youtube.com/channel/UC3DhCB5Z1DynNC7n8qcNeDQ/live> (2 Minute delay of transmission)

5. In Ojai, CA: Spectrum Channel 10.

**Public Comments:** Members of the public may provide public comments under Item 6 or on each agenda item presented herein. Please wait until the Board Chair asks 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](mailto:OBGMA@aol.com) "Attention Board of Directors".

## 1. CALL TO ORDER AND ROLL CALL

## 2. PLEDGE OF ALLEGIANCE

## 3. DIRECTOR ANNOUNCEMENTS/REPORTS/COMMENTS

- Mutual Water Companies
- Ojai Water Conservation District
- City of Ojai
- Casitas Municipal Water District
- Community Facilities District – CMWD Ojai Service Area

#### **4. GENERAL MANAGER COMMENTS**

#### **5. BASIN STATUS REPORTS**

- Current Status of Basin: Input, Output, and Storage

#### **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 AGENDA**

- a. Financial Report for July 2023
- b. Minutes of the July 27, 2023 Meeting
- c. Minutes of the May 26, 2022 Meeting
- d. Minutes of the April 28, 2022 Meeting
- e. Minutes of the February 24, 2022 Meeting
- f. Minutes of the January 27, 2022 Meeting
- g. Minutes of the January 6, 2022 Meeting
- h. Minutes of December 9, 2021 Meeting
- i. Minutes of the October 28, 2021 Meeting
- j. Minutes of the August 26, 2021 Meeting
- k. Minutes of June 9, 2021 Special Meeting

#### **8. ACTION ITEMS**

##### **a. Fiscal Year 2023-24 Budget**

- Approve Fiscal Year 2023-24 Budget

##### **b. Groundwater Sustainability Plan Implementation**

- Approve Groundwater Sustainability Plan Implementation Schedule

##### **c. Proposed Ordinance To Protect the Southwest Upper Saturated Zone (SWUSZ) From Groundwater Extraction and Depletion (Ordinance No. 12)**

- Review draft Ordinance No. 12 and provide comments. The Board welcomes public comment and testimony regarding the proposed ordinance. After receiving public comment

and testimony, the Board will set a date for a public hearing to consider adoption of the ordinance.

## **9. DISCUSSION ITEMS**

- a. Draft Agreement between Casitas Municipal Water District and Ojai Basin Groundwater Management Agency for General Manager Services**

## **10. ADJOURNMENT**

The regular meetings of the Ojai Basin Groundwater Management Agency are scheduled for the last Thursday of each month. The meeting agenda will be posted at Ojai City Hall and the OBGMA website 72 hours prior to the meeting.

The next regular meeting of the Ojai Basin Groundwater Management Agency is scheduled for September 28, 2023, at 3:00 p.m. to be held in the Council Chambers at Ojai City Hall and by Zoom Teleconferencing. Please contact OBGMA by email at [obgma@aol.com](mailto:obgma@aol.com) or by calling 805.640.1207 with any questions.



# Ojai Basin Groundwater Management Agency

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## Memorandum

**To:** Board of Directors  
**From:** Julia Aranda, PE, Interim General Manager  
**Subject:** Financial Report for July 2023  
August 31, 2023

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### **Recommendation**

- Approve Financial Report for July 2023

### **Background and Discussion**

The July 2023 Financial Report is attached for review and approval. Extractions and associated charges were updated from the June 2023 report.

### **Budget Impact**

There is no immediate budget impact related to approval of the Financial Reports.

Attachment: July 2023 Financial Report



**OBGMA**  
Budget Actuals FYTD 22/23

	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23
<b>Beginning Bank Balance</b>								
Checking	14,745.09	74,843.99	85,115.19	82,727.38	114,741.84	121,125.19	70,773.32	73,579.63
Savings	5,021.30	5,021.30	5,021.30	5,021.91	5,021.91	5,021.91	5,022.55	5,022.55
	<b>19,766.39</b>	<b>79,865.29</b>	<b>90,136.49</b>	<b>87,749.29</b>	<b>119,763.75</b>	<b>126,147.10</b>	<b>75,795.87</b>	<b>78,602.18</b>
<b>Income</b>								
Returned Check Charges	-	-	-	-	-	-	-	-
GSP Extraction Fees	27,096.63	9,328.16		21,490.54	1,596.32	395.45	9,987.70	393.84
Well Head Fee	4,759.59	1,509.99		4,897.39	2,465.80	580.74	4,937.95	1,940.15
Interest Charges	-	-	-	-	1.25		2.50	10.00
Recordation Fee	289.35	87.95		303.91	125.00	34.67	284.44	94.24
Extraction Charges	19,214.92	6,428.25		15,314.59	3,616.00	307.21	7,612.35	660.82
Savings Acct Interest	-	-	0.61	-	-	0.64		
<b>Total Income</b>	<b>51,360.49</b>	<b>17,354.35</b>	<b>0.61</b>	<b>42,006.43</b>	<b>7,804.37</b>	<b>1,318.71</b>	<b>22,824.94</b>	<b>3,099.05</b>
<b>Total Income</b>	<b>51,360.49</b>	<b>17,354.35</b>	<b>0.61</b>	<b>42,006.43</b>	<b>7,804.37</b>	<b>1,318.71</b>	<b>22,824.94</b>	<b>3,099.05</b>
<b>Expense</b>								
Equipment Purchased	-	-	-	-	-	-	-	-
Computer Repairs	-	-	-	-	-	-	-	-
Printing and Reproduction	-	-	-	-	-	-	-	-
Liability Insurance	-	1,176.00	-	-	-	2,898.00	-	-
Postage and Delivery	249.99	17.99	17.99	92.49	17.99	67.99	17.99	17.99
Bank Service Charges	-	3.00	-	-	-	-	-	-
Workers Comp Ins	-	-	-	-	-	-	161.08	368.20
Office Supplies	55.68	83.99	-	-	99.99	828.23	-	-
Payroll Expenses	2,874.26	2,422.12	2,422.13	2,471.63	2,471.62	2,767.78	2,841.96	2,745.08
Professional Fees	5,077.78	2,581.25	-	5,201.53	-	13,183.15	12,162.88	9,346.96
Rent	907.10	907.10	107.10	1,707.10	(922.90)	907.10	907.10	907.10
Travel	-	-	-	-	-	-	-	-
Telecommunications	308.28	307.50	239.09	317.48	268.68	552.75	293.77	371.08
<b>Total Expense</b>	<b>9,473.09</b>	<b>7,498.95</b>	<b>2,786.31</b>	<b>9,790.23</b>	<b>1,935.38</b>	<b>21,205.00</b>	<b>16,384.78</b>	<b>13,756.41</b>
<b>Net Ordinary Income</b>	<b>41,887.40</b>	<b>9,855.40</b>	<b>(2,785.70)</b>	<b>32,216.20</b>	<b>5,868.99</b>	<b>(19,886.29)</b>	<b>6,440.16</b>	<b>(10,657.36)</b>
<b>Grant Activity</b>								
WCB Grant Income	16,516.35	-	-	-	-	-	-	-
WCB (WS) Expenses	-	-	-	-	-	-	-	-
GSP Expenses	-	-	-	-	-	30,975.00	2,868.75	-
	<b>16,516.35</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(30,975.00)</b>	<b>(2,868.75)</b>	<b>-</b>
<b>Net Income</b>	<b>58,403.75</b>	<b>9,855.40</b>	<b>(2,785.70)</b>	<b>32,216.20</b>	<b>5,868.99</b>	<b>(50,861.29)</b>	<b>3,571.41</b>	<b>(10,657.36)</b>
<b>Other Adjustments</b>								
Deposit Paid								
Transfer to Savings	-	-	-	-	-	-	-	-
Transfer From Savings	-	-	-	-	-	-	-	-
Deposit Adj from Bank	-	-	-	-	-	-	-	-
Payroll Tax Liab Paymts	1,241.67	-	-	1,345.84	-	-	1,331.80	-
Payroll Liab on hold	527.86	398.48	398.50	431.88	431.86	510.06	491.78	464.25
Customer Overpayments	40.28	17.50	-	724.72	82.50	-	24.92	-
Nominal Over/Short	-	(0.18)	-	-	-	-	-	-
Refund- Work Comp Ins	-	-	-	-	-	-	-	-
Customer Credits Applied	156.32	-	-	12.50	-	-	-	82.50
Refunds	-	-	-	-	-	-	50.00	-
State Comp Fund Dividend	25.00	-	-	-	-	-	-	-
Rent Reimbursement	-	-	-	-	-	-	-	-
Customer Reimbursement	2,500.00	-	-	-	-	-	-	-
<b>Ending Bank Balance</b>								
Checking	74,843.99	85,115.19	82,727.38	114,741.84	121,125.19	70,773.32	73,579.63	63,304.02
Savings	5,021.30	5,021.30	5,021.91	5,021.91	5,021.91	5,022.55	5,022.55	5,022.55
	<b>79,865.29</b>	<b>90,136.49</b>	<b>87,749.29</b>	<b>119,763.75</b>	<b>126,147.10</b>	<b>75,795.87</b>	<b>78,602.18</b>	<b>68,326.57</b>

**OBGMA**  
Budget Actuals FYTD 22/23

	Jun-23	Jul-23	YTD
<b>Beginning Bank Balance</b>			
Checking	63,304.02	46,401.76	
Savings	5,022.55	5,023.17	
	<b>68,326.57</b>	<b>51,424.93</b>	
<b>Income</b>			
Returned Check Charges			-
GSP Extraction Fees	689.31	22,568.03	<b>93,545.98</b>
Well Head Fee	580.81	6,552.91	<b>28,225.33</b>
Interest Charges	6.25	1.25	<b>21.25</b>
Recordation Fee	30.00	156.97	<b>1,406.53</b>
Extraction Charges	577.44	15,989.95	<b>69,721.53</b>
Savings Acct Interest	0.62		<b>1.87</b>
<b>Total Income</b>	1,884.43	45,269.11	<b>192,922.49</b>
<b>Total Income</b>	<b>1,884.43</b>	<b>45,269.11</b>	<b>192,922.49</b>
<b>Expense</b>			
Equipment Purchased			-
Computer Repairs			-
Printing and Reproduction		280.58	<b>280.58</b>
Liability Insurance			<b>4,074.00</b>
Postage and Delivery	17.99	(17.99)	<b>500.42</b>
Bank Service Charges			<b>3.00</b>
Workers Comp Ins			<b>529.28</b>
Office Supplies	14.73		<b>1,082.62</b>
Payroll Expenses	1,938.86	3,207.62	<b>26,163.06</b>
Professional Fees	480.00	22,026.51	<b>70,060.06</b>
Rent	1,044.00	800.00	<b>7,270.80</b>
Travel	923.34		<b>923.34</b>
Telecommunications	380.67	476.34	<b>3,515.64</b>
<b>Total Expense</b>	<b>4,799.59</b>	<b>26,773.06</b>	<b>114,402.80</b>
<b>Net Ordinary Income</b>	<b>(2,915.16)</b>	<b>18,496.05</b>	<b>78,519.69</b>
<b>Grant Activity</b>			
WCB Grant Income			<b>16,516.35</b>
WCB (WS) Expenses			-
GSP Expenses	14,261.25	20,826.25	<b>68,931.25</b>
	<b>(14,261.25)</b>	<b>(20,826.25)</b>	<b>(52,414.90)</b>
<b>Net Income</b>	<b>(17,176.41)</b>	<b>(2,330.20)</b>	<b>26,104.79</b>
<b>Other Adjustments</b>			
Deposit Paid	50.00	(50.00)	
Transfer to Savings			
Transfer From Savings			
Deposit Adj from Bank			
Payroll Tax Liab Paymts		1,270.21	
Payroll Liab on hold	324.77	600.28	
Customer Overpayments		176.16	
Nominal Over/Short			
Refund- Work Comp Ins			
Customer Credits Applied			
Refunds			
State Comp Fund Dividend			
Rent Reimbursement			
Customer Reimbursement			
<b>Ending Bank Balance</b>			
Checking	46,401.76	43,627.79	
Savings	5,023.17	5,023.17	
	<b>51,424.93</b>	<b>48,650.96</b>	



# OBGMA EXTRACTION CHARGES BY PERIOD

**2022/2023**

Oct/Nov/Dec 2022		(1-2023)			(\$25/acre foot)	
	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	280.29	\$7,386.76				
Dom/Land	33.50	\$979.50				
Muni/Indus	2.42	\$60.50				
CMWD	299.00	\$7,475.00				
<b>Totals</b>	<b>615.21</b>	<b>\$15,901.76</b>	<b>\$7,670.00</b>	<b>\$430.00</b>	<b>\$21,421.12</b>	<b>\$45,422.88</b>

Jan/Feb/Mar 2023		(2-2023)			(\$25/acre foot)	
	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	38.55	\$1,059.09				
Dom/Land	30.35	\$823.25				
Muni/Indus	0.83	\$22.25				
CMWD	229.50	\$5,737.50				
<b>Totals</b>	<b>299.23</b>	<b>\$7,642.09</b>	<b>\$6,955.00</b>	<b>\$385.00</b>	<b>\$9,989.43</b>	<b>\$24,971.52</b>

April/May/June 2023		(3-2023)			(\$25/acre foot)	
	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture	282.75	\$7,128.69				
Dom/Land	43.85	\$1,105.85				
Muni/Indus						
CMWD	337.40	\$8,435.00				
<b>Totals</b>	<b>664.00</b>	<b>\$16,669.54</b>	<b>\$4,485.00</b>	<b>\$90.00</b>	<b>\$21,990.05</b>	<b>\$43,234.59</b>

Jul/Aug/Sept 2023		(4-2023)			(\$25/acre foot)	
	Acre Feet	Charges	Well Head	Recordation	GSP Fees	Total Rec'd
Agriculture						
Dom/Land						
Muni/Indus						
CMWD						
<b>Totals</b>	<b>0.00</b>	<b>\$0.00</b>				<b>\$0.00</b>

**Total for water YTD 10/1/22- 9/30/23**

Acre Feet	Charges	Well Head Fee	Recordation Fee	GSP Fees	Total Rec'd
1578.44	\$ 40,213.39	\$19,110.00	\$905.00	\$53,400.60	\$113,628.99

**OBGMA**  
**Cash Flow**  
As of July 31, 2023

**Beginning cash balances as of 6/30/2023**

Bank of the Sierra-Checking	46,487.74
Bank of the Sierra-Savings	5,023.17
	<u>51,510.91</u>

**Inflows**

GSP Extraction	22,568.03
Well Head Fee	6,552.91
Interest Charge On Extraction	1.25
Recordation Fee	156.97
Extraction Charges	15,989.95
Overpayments	176.16
	<u>45,445.27</u>

**Outflows**

Internet	83.46
Postage and Delivery	17.99
Printing and Reproduction	280.58
Payroll Expenses	2,607.34
Payroll Tax	1,270.21
Professional Fees	22,026.51
Rent	800.00
Telephone	392.88
Ground Water Sustainability	20,826.25
<b>Total Expense</b>	<u><b>48,305.22</b></u>

**Ending Cash Balances as of 7/31/2023**

Bank of the Sierra-Checking	43,627.79
Bank of the Sierra-Savings	5,023.17
	<u>48,650.96</u>

<b>Net Change in Financial Position</b>	<u><b>(2,859.95)</b></u>
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# OBGMA Reconciliation Summary

Bank of the Sierra-Checking, Period Ending 07/31/2023

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	Jul 31, 23	
<b>Beginning Balance</b>		63,702.03
<b>Cleared Transactions</b>		
Checks and Payments - 14 items	-55,062.95	
Deposits and Credits - 11 items	44,609.90	
<b>Total Cleared Transactions</b>	-10,453.05	
<b>Cleared Balance</b>		<b>53,248.98</b>
<b>Uncleared Transactions</b>		
Checks and Payments - 12 items	-12,175.37	
Deposits and Credits - 2 items	2,554.18	
<b>Total Uncleared Transactions</b>	-9,621.19	
<b>Register Balance as of 07/31/2023</b>		<b>43,627.79</b>
<b>New Transactions</b>		
Checks and Payments - 2 items	-481.08	
Deposits and Credits - 3 items	14,994.50	
<b>Total New Transactions</b>	14,513.42	
<b>Ending Balance</b>		<b>58,141.21</b>

**OBGMA**  
**02-Disbursements**  
As of July 31, 2023

Date	Num	Name	Split	Amount
07/03/2023	ACH	AT&T	Telecommunications	-392.88
07/25/2023	e	Stamps.com	Postage and Delivery	-17.99
07/17/2023	E-pay	Employment Development Department	Payroll Tax	-120.84
07/17/2023	E-pay	Employment Development Department	Payroll Tax	-28.25
07/20/2023	E-pay	IRS	Payroll Tax	-1,121.12
07/03/2023	3497	Dudek	Ground Water Sustainabili	-19,011.25
07/03/2023	3498	Hollister & Brace, Attorneys at Law	Professional Fees	-6,662.50
07/24/2023	3499	417 Bryant Circle LLC	Rent	-800.00
07/24/2023	3500	AT&T Uverse	Telecommunications	-83.46
07/24/2023	3501	Casitas Municipal Water District	Professional Fees	-1,700.00
07/24/2023	3502	Custom Printing	Printing & Reproduction	-280.58
07/24/2023	3503	Dudek	Ground Water Sustainabili	-1,815.00
07/24/2023	3504	Fanning & Karrh CPAs	Professional Fees	-1,740.00
07/24/2023	3505	Kear Groundwater	Professional Fees	-9,443.01
07/24/2023	3506	Michelle Gaston	Professional Fees	-1,075.00
07/24/2023	3507	Ventura River Watershed Council	Professional Fees	-1,406.00
07/31/2023	3508	VanDerMeer, Cece A	Payroll	-1,564.81
07/31/2023	3509	Ransom, Tara R.	Payroll	-1,042.53
				-48,305.22
<b>TOTAL</b>				<b><u><u>-48,305.22</u></u></b>

OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of July 27, 2023

The Regular Meeting of July 27, 2023, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees were:** Board Members: Richard Hajas, Jim Finch, Bob Daddi and Peter Thielke. Andrew Whitman was absent. Interim General Manager Julia Aranda and Clerk of the Board/Administrator Cece VanDerMeer.

Also in attendance: Jordan Kear, Consultant, Peter Candy, Attorney was present on zoom.

1. **Call to Order and Roll Call:** Chair Hajas called the meeting to order at 3:00pm. VanDerMeer called the roll.
2. **Pledge of Allegiance:** Led by Hajas.

Item 8a was moved to this position on the agenda to accommodate Director Thielke.

**8. ACTION ITEMS:**

**a. Letter to Delinquent Well Owners:**

Julia Aranda presented the proposed Letter to Delinquent Well Owners. Hajas stated that the letter be sent as proposed. Peter Candy also recommended tracking who the letter is being sent to and the well owner's response; either active or abandoned and exempt or destroyed. Daddi motioned to approve sending the letter; Thielke seconded.

Roll call vote:

Ayes: Daddi, Finch, Thielke, Chair Hajas. Whitman was absent

Noes: None

Item 9a was moved to this position on the agenda.

**9. DISCUSSION ITEMS:**

**a. Draft Fiscal Year 23-24 Budget and Groundwater Sustainability Plan Implementation:**

Aranda presented the Draft Fiscal Year 23-24 Budget and Groundwater Sustainability Plan Implementation schedule. The Board discussed how the formation of the GSP and Bulletin 118 could affect the 23-24 budget. The Board discussed the possibility of raising the extraction fee.

**3. Director Announcements/Reports/Comments:**

Mutuals: Thielke stated that Senior Canyon has not needed to purchase water from Casitas Municipal Water District (CMWD) since the rains.

Ojai Water Conservation District: None

City of Ojai: None

Casitas Municipal Water District: None

Community Facilities District Report: None

**4. GENERAL MANAGER COMMENTS:**

Julia Aranda stated that the Draft Ordinance for the perched aquifer will be presented at a later date. Aranda proposed an agreement between OBGMA and CMWD be prepared for her continued role as General Manager.

**5. BASIN STATUS REPORT:**

Jordan Kear had a presentation "Puppy Dog Days". Kear reported the Key Well was 62.45 feet on 7/26/23 and rising and the Basin was about 90% capacity/72,000 acre-feet in the basin.

**6. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**

Bert Handy, on Zoom, requested an updated chart to be put on the website.

**7. CONSENT ITEMS:**

**a. Approve Minutes and Financial Report:**

Finch motioned to approve the consent agenda; Daddi seconded.

Roll call vote:

Ayes: Daddi, Finch, Thielke, Chair Hajas

Noes: None

**10. ADJOURNMENT--** The meeting was adjourned at 3:40 pm. The next regular scheduled meeting will be August 31, 2023, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

**ATTEST:** \_\_\_\_\_

OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of May 26, 2022

The Regular Meeting of May 26, 2022, of the Ojai Basin Groundwater Management Agency was called to order at 3:01 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Bob Daddi, Jim Finch, Peter Thielke, William Weirick, Chair Richard Hajas. General Manager John Mundy, Clerk of the Board Roberta Barbee

Also in attendance: Jordan Kear, Trevor Jones (Dudek)

1. **Call to Order and Roll Call:** 3:01 pm
2. **Pledge of Allegiance:** Led by Chair Hajas
3. **Director Announcements/Reports/Comments:**

Mutuals: None

Ojai Water Conservation District: None

City of Ojai: Weirick reported they are seeking funding for some of the VRF projects.

Casitas Lake Level: Chair Hajas reported Lake Casitas is at 81,000 AF of storage with a possibility of going to a Stage 4 drought condition in 6 to 8 months.

Community Facilities District Report: None

4. **GENERAL MANAGER COMMENTS:** The GM presented an update on the metering of registered wells.
5. **BASIN STATUS REPORTS:** Jordan Kear presented his report, "The Summer, the swales, and the SWUSZ. Ojai Basin Conditions Water Year 2021-22 to date".
6. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**  
None
7. **CONSENT ITEMS:** None
8. **ACTION ITEMS:**

**a. Update on Groundwater Sustainability Plan**

Trevor Jones presented his update on the GSP.

**b. Well Owners Payments Review:**

None

**c. Treasurer's Report for April 2022**

This will be on the next meeting's agenda.

**9. ADJOURNMENT:**

The meeting was adjourned at 4:00 pm. The next regular scheduled meeting will be June 30, 2022, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

**ATTEST:** \_\_\_\_\_



OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of April 28, 2022

The Regular Meeting April 28, 2022, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Bob Daddi, Peter Thielke, William Weirick, Jim Finch, Chair Richard Hajas, and Clerk of the Board Roberta Barbie.

Also in attendance: Jordan Kear, Devin Pritchard (Dudek), and Peter Candy

1. **Call to Order and Roll Call:** 3:02 pm

2. **Pledge of Allegiance:** Led by Chair Hajas

3. **Director Announcements/Reports/Comments:**

Mutuals: None

Ojai Water Conservation District: None

City of Ojai: Bob Daddi reported the start of the Ojai Pipeline replacement project is getting closer.

Casitas Municipal Water District: Chair Hajas gave an adjudication update.

Community Facilities District Report: Council members, Weirick and Haney, Jordan Kear, and City Manager James Vega met with the Department of Water Resources to discuss the role of SGMA and the relationship between surface and groundwater rights.

4. **GENERAL MANAGER COMMENTS:** None

5. **BASIN STATUS REPORTS:** Jordan Kear reported the Basin conditions and flows from San Antonio Creek, Montgomery Creek, and Fox Creek.

6. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**  
None

7. **ACTION ITEMS:**

**a. Update on Groundwater Sustainability Plan Activity**

Devin Pritchard (Dudek) updated the Board on GSP activities for April 2022.

**b. Well Owners Payments Update**

Chair Hajas stated an aging well report will be created to keep track of well status and payments owed.

**c. Treasurer's Report for March 2022**

Thielke motioned to approve; Weirick seconded.

Roll call vote

Ayes: Daddi, Finch, Weirick, Thielke, Chair Hajas

Noes: None

**8. ADJOURNMENT:**

The meeting was adjourned at 3:46 pm. The next regular scheduled meeting will be May 26, 2022, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

**ATTEST:** \_\_\_\_\_

OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of February 24, 2022

The Regular Meeting February 24, 2022, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** William Weirick, Peter Thielke, Bob Daddi, Jim Finch, Chair Hajas  
General Manager John Mundy, Clerk of the Board, Roberta Barbie

**Others:** Jordan Kear, Trey Driscoll (Dudek), Trevor Jones (Dudek)

**1. Call to Order and Roll Call:** 3:00 pm

**2. Pledge of Allegiance:** n/a

**3. Director Announcements/Reports/Comments:**

Mutuals: None

Ojai Water Conservation District: A meeting with Glen Shepard from the County of Ventura was held regarding the spreading grounds.

City of Ojai: None

Casitas Municipal Water District: None

Community Facilities District Report: None

**4. GENERAL MANAGER COMMENTS:**

The Groundwater Sustainability Plan (GSP) was submitted on time. Ventura County Resource Conservation District Grant Reimbursement for Depth Discrete Monitoring Well, Invoice #2. A final invoice due in March for reimbursement of \$20,000 to \$30,000.

**5. BASIN STATUS REPORTS:**

Jordan Kear presented his report, "It's going to be an early spring." Ojai Basin Conditions Water Year 2021-22 to date. Attached to meeting notes.

**6. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**  
None

**7. CONSENT ITEMS:**

**a. Minutes of January 6, 2022-** Will be brought back at next meeting.

**8. ACTION ITEMS:**

**a. Draft Groundwater-Surface Water Model for the Ventura River Watershed**

Dudek discussed California Department of Fish and Wildlife formal comment letter requesting that OBGMA incorporate findings of draft Groundwater-Surface Water Model of Ventura River Watershed into the Final GSP. Dudek completed an initial review of the draft Groundwater-Surface Water Model of Ventura River Watershed and discussed some preliminary conclusions regarding why a regional scale model is likely not an appropriate tool to determine in-stream flow requirements for San Antonio Creek.

Finch motioned to approve; Weirick seconded.

Roll call vote

Ayes: Thielke, Daddi, Weirick, Finch, Chair Hajas

Noes: None

**b. Annual Report for the Ojai Valley Groundwater Basin**

Dudek discussed annual change in storage method and the schedule for review and adoption of the Annual Report due Friday, April 1, 2022.

**c. City of Ojai request to be a member of the Upper Ventura River Groundwater Agency**

Finch motioned to approve; Thielke seconded.

Roll call vote

Ayes: Daddi, Finch, Weirick, Thielke, Chair Hajas

Noes: None

**d. Fiscal Year 2021/2022 Draft Budget**

The Board reviewed the attached Cost of Service Analysis and draft FY 2021/2022 Budget and approved as presented.

Daddi motioned to approve; Finch seconded.

Roll call vote

Ayes: Finch, Daddi, Thielke, Weirick, Chair Hajas

Noes: None

**e. Treasurer's Report for January 2022**

The Board reviewed and approved Treasurers Report for January 2022

Weirick motioned to approve; Thielke seconded

Roll call vote

Ayes: Finch, Thielke, Weirick, Daddi, Hajas

Noes: None

**f. Election of Board Officers**

The Board presented nominations for Board officers.

Weirick motioned to approve; Finch seconded.

Ayes: Finch, Thielke, Weirick, Daddi, Hajas

Noes: None

**9. ADJOURNMENT:**

The meeting was adjourned at 4:49 pm. The next regular scheduled meeting will be March 31, 2022, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

Weirick motioned to approve; Finch seconded.

Roll call vote

Ayes: Daddi, Finch, Weirick, Thielke, Chair Hajas

Noes: None

**ATTEST:** \_\_\_\_\_



OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of January 27, 2022

The Regular Meeting January 27, 2022, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Jim Finch, Peter Thielke, William Weirick, Bob Daddi, Chair Hajas, General Manager John Mundy, Clerk of the Board Roberta Barbee

Others: Jordan Kear, Trey Driscoll (Dudek)

1. **Call to Order and Roll Call:** 3:01 pm

2. **Pledge of Allegiance:** None

3. **Director Announcements/Reports/Comments:**

Mutuals: None

Ojai Water Conservation District: None

City of Ojai: None

Casitas Municipal Water District: Chair Hajas reported Lake Casitas gained about 7,000 Acre-feet from the December storms.

Community Facilities District Report: None

4. **GENERAL MANAGER COMMENTS:** The GM commented on the login in and out information between the regular meeting and the closed session meeting.

5. **BASIN STATUS REPORTS:**

Jordan Kear gave his presentation, "A Perfect Storm(s). Ojai Basin Conditions Water Year 2021-22 to date.

6. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**  
None

7. **CONSENT ITEMS:**

**a. Minutes of June 24 and July 29, 2021**

The Board reviewed and approved the draft minutes as presented.

Weirick motioned; Daddi seconded.

Roll Call

Ayes: Finch, Daddi, Weirick, Thielke, Chair Hajas

Noes: None

**8. ACTION ITEMS:**

**a. Treasurer's Report for December 2021**

Board reviewed and approved the Treasurer's Report for December 2021 as presented.

Weirick motioned; Thielke seconded.

Roll Call

Ayes: Finch, Daddi, Weirick, Thielke, Chair Hajas

Noes: None

**b. Annual Report Scope of Services**

The Board to reviewed and approved the proposed Scope of Services from Dudek to prepare the Annual Report in compliance with SGMA.

Finch motioned; Thielke seconded.

Roll call

Ayes: Finch, Thielke, Daddi, Weirick, Chair Hajas

Noes: None

**9. INFORMATION ITEMS:**

**a. Groundwater Sustainability Plan (GSP) Submittal Update**

The GM reported he is still working on this with Dudek and should be submitted on time.

**b. Fiscal Year 2021-2022 Budget-** The GM gave an overview of estimated expenses and revenue. Draft budget recommendation to be presented at the February 24, 2022, meeting.

**10. CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED:**

Discussion pursuant to Government Code § 54956.9(d)(4), regarding Agency decision whether or not to intervene as a party in the Upper Ventura River Comprehensive Groundwater Adjudication (*Santa Barbara Channelkeeper v. SWRCB, et al., Case No. 19STCP01176*).

**11. RETURN TO OPEN SESSION:**

The Agency Counsel reported no action taken during this meeting.

**10. ADJOURNMENT:**

The meeting was adjourned at 4:18 pm. The next regular scheduled meeting will be February 24, 2022, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

ATTEST: \_\_\_\_\_



OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of January 6, 2022

The Regular Meeting January 6, 2022, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Bob Daddi, Jim Finch, William Weirick, Peter Thielke, Chair Hajas  
General Manager John Mundy, Clerk of the Board Roberta Barbie

Others: Jordan Kear, Trey Driscoll (Dudek)

1. **Call to Order and Roll Call:** 3:01 pm
2. **Pledge of Allegiance:** Led by Chair Hajas
3. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**  
None
4. **ACTION ITEMS:**
  - a. **Approval of Groundwater Sustainability Plan (GSP)**  
Dudek presented to the Board an overview of public comments on the plan and the Board approved the GSP, as presented with added changes communicated by Jordan Kear.  
Daddi motioned; Thielke seconded.  
Roll call  
Ayes: Daddi, Finch, Weirick, Thielke, Chair Hajas  
Noes: None
5. **CLOSED SESSION – CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION:**  
Discussion pursuant to Government Code § 54956.9(d)(4), regarding Agency decision whether or not to intervene as a party in the Upper Ventura River Comprehensive Groundwater Adjudication (*Santa Barbara Channelkeeper v. SWRCB, et al., Case No. 19STCP01176*).
6. **ADJOURNMENT:**

The meeting was adjourned at 3:45 pm. The next regular scheduled meeting will be January 27, 2022, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

**ATTEST:** \_\_\_\_\_



Meeting Date: December 9, 2021  
To: Board of Directors  
From: Roberta Barbee  
Subject: Minutes of the Zoom Teleconference Special Board Meeting of June 9, 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 3:02 pm.

**Attendees were:** Board Members: Jim Finch, 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, Consultant, Peter Candy, Attorney, Betsy Stix, Ojai Mayor, Bruce Kuebler, Kelly Dyer, Brandon Hansen Bill Miley, Virgil Cleary, Mike Flood, and Julie Tumamait, Chumash Elder, Dudek Consultants: Trey Driscoll and Devin Pritchard.

- 1. Call to Order and Roll Call:** Chair Hajas called the meeting to order at 3:02pm. Mundy called the roll.
- 2. Pledge of Allegiance:** not performed.
- 3. Public Comments on Items Not Appearing on the Agenda:** Julie Tumamait-Stenslie Tribal Chair of the Barbareno/Ventureno Band of Mission Indians updated the Board on her visit to the Nested Monitoring Well site. Since the Nested Monitoring Well is in the area for cultural resources the city requires Tumamait-Stenslie to visit the site. She met Jordan Kear on Monday and watched him hand dig down to 5 feet. They saw very dark clay and black soil, that usually comes with artifacts or shells but there wasn't any. She didn't stay at the site very long but came back by for spot checks to view the core materials.
- 4. GSP - Groundwater Model Update:** Trey Driscoll went over the schedule of the plan submittals for review: the first two out of the five chapters will be sent to Mundy for his and the boards' review and comments later in June. In July they will complete those chapters and send them out to the stakeholders. In August they will be identifying projects and management actions. The DWR (Department of Water Resources) requires a 90 day notice of public hearing for all interested parties in preparation and adoption of the Agency's GSP. Daddi voiced concerns of not finishing by the deadline of January 31, 2022. Driscoll confidently stated that Dudek was prepared to meet the deadline and there is no reason to go beyond that date. Mundy noted that there aren't any fines but the State will step in and prepare the plan, most likely the SWCB. Mundy was also confident that we will meet the deadline. If there are any delays, we can notify them and let them know we will have it to them in so many days.

Driscoll said they are prepared to have the drafts of chapters 1 and 2 completed for the June 24 Regular Meeting. Dudek will be ready to meet again before the Regular Meeting in July if needed.

Pritchard showed slides of newly released land subsidence data that confirmed with the Basin not having any subsidence issues for the previous 4 years. He went over the GDEs (Groundwater Dependent Ecosystems) defined under SGMA as ecological communities or species that depend on groundwater emerging from aquifers or on groundwater occurring near the ground surface. They include wetlands, streams, springs, seeps, and vegetation. It is difficult to determine degree of dependency of GDEs on groundwater. Chronic lowering of groundwater levels, degraded water quality, and depletion of interconnected surface water can all threaten a GDE's existence. Dudek used a desktop analysis to begin process of identifying GDEs in the Basin. 33 GDEs were identified totaling 200 acres made up mostly of Coast Live Oak, Riparian Mixed Hardwood, Valley Oak, and Willow. The analysis identified 12 "priority" potential GDEs based on the desktop analysis that are classified as a potential not priority. The focus on potential GDEs is specific to one area in the Basin, primarily the San Antonio Creek and the outlet from the Basin. The potential GDEs that are on the alluvial fans below the Topa Topa Mountains and other areas of the Basin are unlikely to be impacted by any kind of groundwater production. The multi-depth monitoring well being drilled today will produce the information to better understand that habitat. There is not sufficient data at this time to develop any specific sustainable management criteria for the GSP on these GDEs. It is expected they will evolve during the implementation of the plan.

5. **Information Items:** none.
6. **Adjournment:** The meeting was adjourned at 4:03pm. The next regular scheduled meeting will be June 24, 2021 at 3:00pm, 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.

ATTEST \_\_\_\_\_

OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of October 28, 2021

The Regular Meeting October 28, 2021, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Jim Finch, Peter Thielke, Bob Daddi  
General Manager John Mundy, Clerk of the Board Roberta Barbie

Others: Jordan Kear, Trey Driscoll (Dudek)

1. **Call to Order and Roll Call:** 3:03 pm
2. **Pledge of Allegiance:** Led by Director Finch
3. **Director Announcements/Reports/Comments:**

Mutuals: None

Ojai Water Conservation District: None

City of Ojai: None

Casitas Municipal Water District: None

Community Facilities District Report: Daddy reported the CFD received three calls requesting clarification about the Casitas MWD letter that went out.
4. **GENERAL MANAGER COMMENTS:**

The GM said the OBGMA meetings will continue via zoom per the Assembly Bill 361. The GM reported that the Watershed Framework Grant-Monitoring Well – Reimbursement request was filed on October 7.
5. **BASIN STATUS REPORTS:** Jordan Kear gave an update on the Ojai Basin Condition. No attachment.
6. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**

None
7. **CONSENT ITEMS:**
  - a. **Treasurer’s Report for September 2021**

The GM reported they will need to come back and give the Board what they got. They have a lot of minutes to get caught up on.

**8. ACTION ITEMS:**

**a. Treasurer's Report for September 2021**

The Board reviewed and approved.

Daddi motioned; Thielke seconded.

Roll call vote

Ayes: Finch, Daddi, Thielke

Noes: None

**b. Groundwater Sustainability Plan – Status Update**

Dudek reported that the draft GSP is out for comment available on the OBGMA website. From a budget standpoint, they are at 77%.

**9. INFORMATION ITEMS:**

**a. Draft Groundwater Sustainability Plan Public Hearing December 9, 2021- see notice for hearing at OBGMA.com**

**b. Draft Groundwater Sustainability Plan available at OBGMA.com**

**10. ADJOURNMENT:**

The meeting was adjourned at 3:30 pm. The next regular scheduled meeting will be December 9, 2021, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

**ATTEST:** \_\_\_\_\_

OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of August 26, 2021

The Regular Meeting August 26, 2021, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Bob Daddi, Jim Finch, William Weirick, Peter Thielke, Richard Hajas  
General Manager John Mundy, Clerk of the Board Roberta Barbee

Other: Jordan Kear, Devin Pritchard-Peterson (Dudek), Peter Candy

1. **Call to Order and Roll Call:** 3:02 pm
2. **Pledge of Allegiance:** Led by Chair Hajas
3. **Director Announcements/Reports/Comments:**
  - Mutuals: None
  - Ojai Water Conservation District: None
  - City of Ojai: None
  - Casitas Municipal Water District: None
  - Community Facilities District Report: None
4. **GENERAL MANAGER COMMENTS:**

GM Mundy reported that the Governor's Emergency order related to the Brown act is due to expire on September 30, 2021. OBGMA meetings will continue via zoom an open meeting at that time. The GM requested the OBGMA meeting time of 3:00 pm continue. This time coordinates with the City of Ojai, and the Board agreed.
5. **BASIN STATUS REPORTS:**

Jordan Kear presented his report, "The Dog Days of August- Ojai Basin Conditions."
6. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**

None
7. **CONSENT ITEMS:**
  - a. **Approve the Minutes of June 9, June 24, and July 29, 2021**  
GM stated he will have them at the next meeting.

**8. ACTION ITEMS:**

**a. Board to Review and Approve reports for July 2021.**

Weirick motioned; Thielke seconded.

Roll call vote

Ayes: Daddi, Finch, Weirick, Thielke, Chair Hajas

Noes: None

**b. Groundwater Sustainability Plan – Status Update**

Dudek presented a GSP update on chapters 3 through 5.

Attached to meeting notes.

**9. INFORMATION ITEMS:**

a. On September 30, 2021, the OBGMA Board of Directors will consider nominations for appointment to the OBGMA Board and alternate representing Ojai Community Facilities District for the October 2021 through September 2024 term of office. Minimum requirements and directions for consideration are available on the OBGMA website.

Applications must be received no later than September 17, 2021, by email or regular mail. No postmarks accepted. Information available at [obgma.com](http://obgma.com)

b. J. Mundy – Vacation August 30, 2021, through September 27, 2021

**10. ADJOURNMENT:**

The meeting was adjourned at 5:02 pm. The next regular scheduled meeting will be September 30, 2021, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

ATTEST: \_\_\_\_\_



OJAI BASIN GROUNDWATER MANAGEMENT AGENCY  
Minutes of the Regular Board Meeting of June 9, 2021

The Regular Meeting of June 9, 2021, of the Ojai Basin Groundwater Management Agency was called to order at 3:00 PM in the Council Chambers, Ojai City Hall, 401 S. Ventura Street, Ojai, CA 93023.

**Attendees:** Thielke, Daddi, Finch, Weirick, Chair Hajas  
General Manager John Mundy

Others: Trey Driscoll (Dudek)

1. **Call to Order and Roll Call:** 3:02 pm
2. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA:**  
Julie Tumamait-Stenslie, Tribal Chair of the Barbareño/Ventureño Band of Mission Indians shared about her visit to Vista Park to observe Jordan Kear monitoring the groundwater in that area.
3. **ACTION ITEMS:**
  - a. **Groundwater Sustainability Plan Update – Potential Groundwater Dependent Ecosystems**  
  
The Board received an update from Dudek. Dudek will release chapters 1 and 2 to the Board for review on June 18.
  - b. **GSP Outreach & Communication Plan Draft Schedule**  
The Board reviewed and discussed.
4. **ADJOURNMENT:**  
The meeting was adjourned at 4:03 pm. The next regular scheduled meeting will be June 24, 2021, at 3:00 p.m. in the Council Chamber in Ojai City Hall, 401 S. Ventura Street, Ojai.

**ATTEST:** \_\_\_\_\_



# Ojai Basin Groundwater Management Agency

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## Memorandum

**To:** Board of Directors  
**From:** Julia Aranda, PE, Interim General Manager  
**Subject:** Fiscal Year 2023-2024 Budget  
August 31, 2023

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### **Recommendation**

- Adopt Fiscal Year 2023-2024 Budget

### **Background and Discussion**

The Board reviewed a draft budget for Fiscal Year 2023-2024 at their meeting of July 27, 2023. The Final budget is attached herein for adoption by the Board. The only change was an increase in expenses for Outside Services from \$25,400 to \$27,000 to accommodate an increase for General Manager services (\$600) and website overhaul (\$1,000). The fiscal year is from October 1, 2023 to September 30, 2024.

### **Budget Impact**

The FY 2023-24 budget will guide the Board's decision-making process on expenses for the year. Expenses which are expected to exceed the established budget will be brought to the Board's attention.

Attachment:

Fiscal year 2023-2024 Budget



**OJAI BASIN GROUNDWATER MANAGEMENT AGENCY**

**ANNUAL BUDGET FY 2023-24**

October 1 - September 30

FINAL - 08/31/2023

DESCRIPTION	FY 21-22	FY 22-23	FY 22-23	FY 23-24 PROPOSED
	ACTUAL FINAL	ACTUAL AS OF 6/30/23	ESTIMATED ACTUAL AT 9/30/23	
<b>INCOME</b>				
GSP EXTRACTION FEE	\$ 138,935.42	\$ 69,278.66	\$ 120,000.00	\$ 130,000.00
EXTRACTION CHARGES	\$ 99,176.64	\$ 50,667.40	\$ 85,000.00	\$ 100,000.00
WELLHEAD FEE	\$ 44,070.00	\$ 32,825.00	\$ 40,000.00	\$ 40,000.00
RECORDATION FEE	\$ 2,000.00	\$ 1,190.00	\$ 2,000.00	\$ 2,000.00
LATE FEES				\$ -
INTEREST ON EXTRACTION CHARGES	\$ 21.50	\$ 20.00	\$ 20.00	\$ 20.00
GRANT INCOME	\$ 104,708.48		\$ 11,000.00	\$ -
INTEREST INCOME	\$ 5.07	\$ 1.87	\$ 5.00	\$ 5.00
<b>TOTAL INCOME</b>	<b>\$ 388,917.11</b>	<b>\$ 153,982.93</b>	<b>\$ 258,025.00</b>	<b>\$ 272,025.00</b>
<b>EXPENSES</b>				
PAYROLL	\$ 27,846.96	\$ 22,976.44	\$ 30,500.00	\$ 25,000.00
OUTSIDE SERVICES <sup>1</sup>	\$ 11,412.00	\$ 6,279.50	\$ 8,600.00	\$ 27,000.00
PROFESSIONAL FEES <sup>2</sup>	\$ 87,510.88	\$ 51,951.78	\$ 70,000.00	\$ 50,000.00
OFFICE/ADMINISTRATIVE EXPENSES <sup>3</sup>	\$ 7,587.85	\$ 5,999.65	\$ 7,000.00	\$ 7,000.00
INSURANCE	\$ 2,923.67	\$ 4,578.28	\$ 5,000.00	\$ 5,000.00
RENT <sup>4</sup>	\$ 8,937.30	\$ 7,270.80	\$ 10,000.00	\$ 10,000.00
GSP IMPLEMENTATION <sup>5</sup>	\$ 186,547.58	\$ 67,116.25	\$ 100,000.00	\$ 125,100.00
GRANT EXPENSE	\$ 19,752.23			\$ -
<b>TOTAL EXPENSES</b>	<b>\$ 352,518.47</b>	<b>\$ 166,172.70</b>	<b>\$ 231,100.00</b>	<b>\$ 249,100.00</b>
<b>INCOME LESS EXPENSES</b>	<b>\$ 36,398.64</b>	<b>\$ (12,189.77)</b>	<b>\$ 26,925.00</b>	<b>\$ 22,925.00</b>

<sup>1</sup>BOOKKEEPER, GENERAL MANAGER, WEBSITE MANAGER

<sup>2</sup>HYDROGEOLOGIST, AUDITOR, LEGAL

<sup>3</sup>POSTAGE, OFFICE SUPPLIES, BANK CHARGES, INTERNET, TELEPHONE, OFFICE EQUIPMENT

<sup>4</sup>OFFICE, STORAGE UNIT

<sup>5</sup>CONSULTANT SUPPORT



# Ojai Basin Groundwater Management Agency

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## Memorandum

**To:** Board of Directors  
**From:** Julia Aranda, PE, Interim General Manager  
**Subject:** Final Groundwater Sustainability Plan (GSP) Implementation Schedule  
August 31, 2023

---

### **Recommendation**

- Approve Final Groundwater Sustainability Plan (GSP) Implementation Schedule

### **Background and Discussion**

The Board reviewed a draft Groundwater Sustainability Plan (GSP) Implementation Schedule at their meeting of July 27, 2023. No changes were made to the draft presented at that meeting. The Groundwater Sustainability Plan (GSP) Implementation Schedule is attached herein for approval by the Board.

### **Budget Impact**

The Groundwater Sustainability Plan (GSP) Implementation Schedule will guide the Board's decision-making process on GSP activities and budget expenses for the next five fiscal years. Expenses which are expected to exceed the established budget will be brought to the Board's attention.

Attachment:

Final Groundwater Sustainability Plan (GSP) Implementation Schedule









# Ojai Basin Groundwater Management Agency

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## Memorandum

**To:** Board of Directors  
**From:** Julia Aranda, PE, Interim General Manager  
**Subject:** Proposed Ordinance To Protect the Southwest Upper Saturated Zone (SWUSZ)  
From Groundwater Extraction and Depletion (Ordinance No. 12)  
August 31, 2023

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### **Recommendation**

- Review draft Ordinance No. 12 and provide comments. The Board welcomes public comment and testimony regarding the proposed ordinance. After receiving public comment and testimony, the Board will set a date for a public hearing to consider adoption of the ordinance.

### **Background and Discussion**

The Sustainable Groundwater Management Act (Act) authorizes the OBGMA, as the “exclusive local agency” within its statutory boundaries for purposes of implementing the Act within the Ojai Valley Groundwater Basin (OVGB). OBGMA has the authority to control groundwater extractions from the shallow perched aquifer [(aka SWUSZ) Water Code Section 10726.4(a)(2)] by regulating, limiting or suspending extractions from existing groundwater wells and prohibiting the construction of new groundwater wells completed in the perched aquifer system.

The attached Draft Ordinance No. 12 (with any Board requested changes) will be presented for a public hearing and final vote of approval at the regular Board meeting on September 28, 2023.

### **Budget Impact**

There is no budget impact associated with this action.

Attachment:

Proposed Ordinance To Protect the Southwest Upper Saturated Zone (SWUSZ) From Groundwater Extraction and Depletion (Ordinance No. 12)



## ORDINANCE NO. 12

### **AN ORDINANCE OF THE OJAI BASIN GROUNDWATER MANAGEMENT AGENCY TO PROTECT THE SOUTHWEST UPPER SATURATED ZONE (SWUSZ) FROM GROUNDWATER EXTRACTION AND DEPLETION**

**WHEREAS**, the California Legislature has adopted, and the Governor has signed into law, the Sustainable Groundwater Management Act of 2014 ("Act") (Water Code § 10720 et. seq.), which authorizes local agencies to manage groundwater in a sustainable fashion; and

**WHEREAS**, the legislative intent of the Act is to provide for sustainable management of groundwater basins, to enhance local management of groundwater, to establish minimum standards for sustainable groundwater management, and to provide local agencies with the authority to sustainably manage groundwater; and

**WHEREAS**, the California Department of Water Resources (DWR) has designated the 9.2-square-mile Ojai Valley Groundwater Basin (OVGB) (DWR Basin No. 4-002) as a "high-priority" basin pursuant to the Act; and

**WHEREAS**, the Act identifies the Ojai Basin Groundwater Management Agency (Agency) as the "exclusive local agency" within its statutory boundaries for purposes of implementing the requirements of the Act for the OVGB; and

**WHEREAS**, on January 6, 2022, the Agency adopted a Groundwater Sustainability Plan (GSP) for the OVGB consistent with the requirements of the Act; and

**WHEREAS**, the GSP is intended to ensure the OVGB continues to operate within its sustainable yield and does not exhibit "undesirable results" within the GSP's planning and implementation horizon of 50 years; and

**WHEREAS**, the Act defines "undesirable results" as, among other things, depletions of interconnected surface water that have significant and unreasonable adverse impacts on beneficial uses of the surface water; and

**WHEREAS**, the Act considers depletions of interconnected surface water to be significant and unreasonable if such depletions cause a decline or permanent loss of identified Groundwater Dependent Ecosystems (GDEs); and

**WHEREAS**, the Act defines GDEs as "ecological communities or species that depend on groundwater emerging from aquifers or on groundwater occurring near the ground surface" (Title 23 CCR Section 351(m)); and

**WHEREAS**, available lithologic, streamflow, and groundwater level and quality data demonstrate the existence of a shallow perched aquifer in the southern and western portion of the OVGB, commonly known as the Southwest Upper Saturated Zone

(SWUSZ), that is in hydraulic connection with surface water of Lower San Antonio Creek and its tributaries; and

**WHEREAS**, there are potential GDEs in the vicinity of Lower San Antonio Creek and its tributaries which likely rely on groundwater from the SWUSZ for survival; and

**WHEREAS**, the SWUSZ is separated from the deeper confined production aquifers of the OVGB by an extensive clay aquitard (Kear 2005, 2021; OBGMA 2018); and

**WHEREAS**, groundwater levels in the SWUSZ exhibit a stable trend with little seasonal fluctuation or response to groundwater extraction while groundwater levels in the primary production aquifer show the effects of widespread groundwater extraction (Shallow Perched Aquifer and Deep Production Aquifer Groundwater Level Trends; Kear 2021); and

**WHEREAS**, the unique hydrogeologic characteristics of the SWUSZ justify separate management for purposes of protecting potential GDEs reliant on the perched aquifer; and

**WHEREAS**, on March 28, 2022 and February 13, 2023, Governor Newsom signed Executive Orders N-7-22 and N-3-23 (EOs), respectively, directing the County of Ventura, prior to approving a permit for a groundwater well or alteration of an existing well in the OVGB, to obtain written approval from the Agency determining that the proposed well would not be inconsistent with the GSP adopted by the Agency and would not decrease the likelihood of achieving a sustainability goal for the OVGB; and

**WHEREAS**, the Governor's EOs do not apply to permits for wells (i) that will provide less than two acre-feet per year of groundwater for individual domestic users, (ii) that will exclusively provide groundwater to public water supply systems as defined in section 116275 of the Health and Safety Code, or (iii) that are replacing existing, currently permitted wells acquired by eminent domain or under threat of condemnation with new wells that will produce an equivalent quantity of water; and

**WHEREAS**, the Act authorizes the Agency pursuant to the GSP to control groundwater extractions from the SWUSZ (Water Code Section 10726.4(a)(2)) by regulating, limiting or suspending extractions from existing groundwater wells and prohibiting the construction of new groundwater wells completed in the perched aquifer system; and

**NOW, THEREFORE**, given the importance of protecting potential GDEs reliant on the shallow perched aquifer known as the SWUSZ, and minimizing the withdrawal of interconnected groundwater water and surface water, the Board of Directors of the Ojai Basin Groundwater Management Agency do hereby ordain as follows:

## ARTICLE 1. General

### Section 1. Ordinance Name.

This Ordinance shall be known as an “Ordinance of the Ojai Basin Groundwater Management Agency To Protect the Southwest Upper Saturated Zone (SWUSZ) From Groundwater Extraction and Depletion.”

### Section 2. Purpose and Intent.

The purpose and intent of this Ordinance is to preserve and protect potential GDEs reliant on the shallow perched aquifer known as the SWUSZ by prohibiting the withdrawal and depletion of groundwater from the SWUSZ.

### Section 3. Periodic Review Procedure.

The Board will periodically review the effectiveness of this Ordinance toward meeting its purpose and intent. This review shall occur at least once every five years. If necessary, this Ordinance will be amended by the Board to ensure that the goals of the Agency are met.

### Section 4. Definitions.

As used in this Ordinance, the following terms shall have the meanings stated below:

- A. “**Agency**” means the Ojai Basin Groundwater Management Agency.
- B. “**Aquifer**” means a geologic formation or structure that yields water in sufficient quantities to supply pumping wells or springs. A confined aquifer is an aquifer with an overlying less permeable or impermeable layer.
- C. “**Board**” means the Board of Directors of the Ojai Basin Groundwater Management Agency.
- D. “**Extraction**” means the act of obtaining groundwater by pumping or other controlled means.
- E. “**Extraction facility**” means any device or method (e.g., water well) used for extraction of groundwater within a groundwater basin or aquifer.
- F. “**Groundwater**” means water beneath the surface of the earth within the zone below the water table in which the soil is completely saturated with water.
- G. “**Groundwater basin**” means a geologically and hydrologically defined area containing one or more aquifers, which store and transmit water yielding significant quantities of water to extraction facilities.

H. **“Operator”** means a person who either owns or operates a groundwater extraction facility with the written approval of the owner. In the event the Agency is unable to determine who operates a particular extraction facility, then "operator" shall mean the person to whom the extraction facility is assessed by the County Assessor, or, if not separately assessed, the person who owns the extraction facility or the land upon which it is located.

I. **"Person"** includes any state or local governmental agency, private corporation, firm, partnership, individual, group of individuals, or, to the extent authorized by law, any federal agency.

J. **“Shallow perched aquifer”** means the water bearing area that is located between the earth’s surface and the clay aquitard that exists above the deeper confined production aquifers of the OVGB.

K. **“Southwest Upper Saturated Zone”** or **“SWUSZ”** means the shallow perched aquifer located in the in the southern and western portion of the OVGB, the areal extent of which is depicted on Attachment 1, incorporated herein and made a part of this Ordinance by reference.

## **ARTICLE 2. PROHIBITION ON EXTRACTION**

### **Section 1. Prohibition.**

In order to protect the Southwest Upper Saturated Zone (SWUSZ) from groundwater extraction and depletion, no person shall (1) perforate the well casing of any extraction facility in the shallow perched aquifer for the purpose of extracting groundwater from the SWUSZ; and (2) operate any extraction facility that penetrates the shallow perched aquifer in a manner and for the purpose of extracting groundwater from the SWUSZ.

### **Section 2. Exceptions.**

The prohibitions set forth in Article 2, Section 1 of this ordinance shall not apply to:

1. Extraction facilities drilled exclusively for dewatering or remediation which discharge legally to surface waters.
2. Monitoring wells that do not extract more than 500 gallons of water annually for purging and sampling as directed by a public agency having authority over such operations.
3. Dry wells or wells used to direct stormwater into the SWUSZ for the purpose of recharging the shallow perched aquifer.
4. Extraction facilities that function as surface water diversions permitted by and/or registered with the State Water Resources Control Board by extracting water that is flowing in a known and defined channel and not percolating groundwater of the OVGB.



### **Section 3. Hardship Exemption.**

The Board, on a case-by-case basis, shall have the authority, upon a showing of good cause by an applicant or other person with standing, to waive the requirements of this Ordinance. "Good cause" shall mean a factual and evidentiary showing by the applicant that the prohibitive effect of this Ordinance, if not waived, will (1) deprive the applicant of substantially all reasonable use of their property under the Fifth Amendment of the U.S. Constitution or Article I, Section 19 of the California Constitution; or (2) result in a violation of an applicable California state or federal law. Any such request for a waiver shall be filed with the Agency including all supporting materials intended to demonstrate "good cause."

### **ARTICLE 4. WELL SEALING REQUIREMENTS**

Any extraction facility that penetrates the shallow perched aquifer and is completed in the deeper confined production aquifers of the OVGB shall be equipped with an annular seal in accordance with County of Ventura standards to preclude communication between the SWUSZ and the production stream of any well.

### **ARTICLE 5. VIOLATION**

Any person who intentionally violates this Ordinance is guilty of an infraction and may be required to pay a fine not to exceed five hundred dollars (\$500).

Any person who negligently or intentionally violates this Ordinance may also be liable civilly to the Agency for a sum not to exceed one thousand dollars (\$1,000) per day for each violation, in addition to any other penalties that may be prescribed by law.

### **ARTICLE 6. ENFORCEMENT**

The Agency may take any actions authorized by law, to enforce the terms and provisions of this Ordinance.

### **ARTICLE 7. TERMINATION DATE**

This Ordinance shall remain in full force and effect until repealed by action of the Board.

### **ARTICLE 8. APPLICATION**

The provisions of this Ordinance shall be read in conjunction with and complement all other Agency Ordinances and Resolutions and shall apply to all operators within the boundaries of the Agency.

**ARTICLE 9. SEVERABILITY**

If any section, subsection, sentence, clause or phrase of this Ordinance and its implementing rules and regulations are for any reason held to be unconstitutional or invalid, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board hereby declares and determines that it would have passed this Ordinance and its implementing rules and regulations irrespective of the fact that any one or more sections, subsection, sentences, clauses or phrases may be determined to be unconstitutional or invalid.

**ARTICLE 10. EFFECTIVE DATE**

This Ordinance shall become effective on the thirty-first (31<sup>st</sup>) day after adoption.

PASSED, APPROVED AND ADOPTED THIS \_\_\_\_ day of September, 2023.

ATTEST

\_\_\_\_\_  
Richard Hajas, President

\_\_\_\_\_  
Cece VanDerMeer, Secretary

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

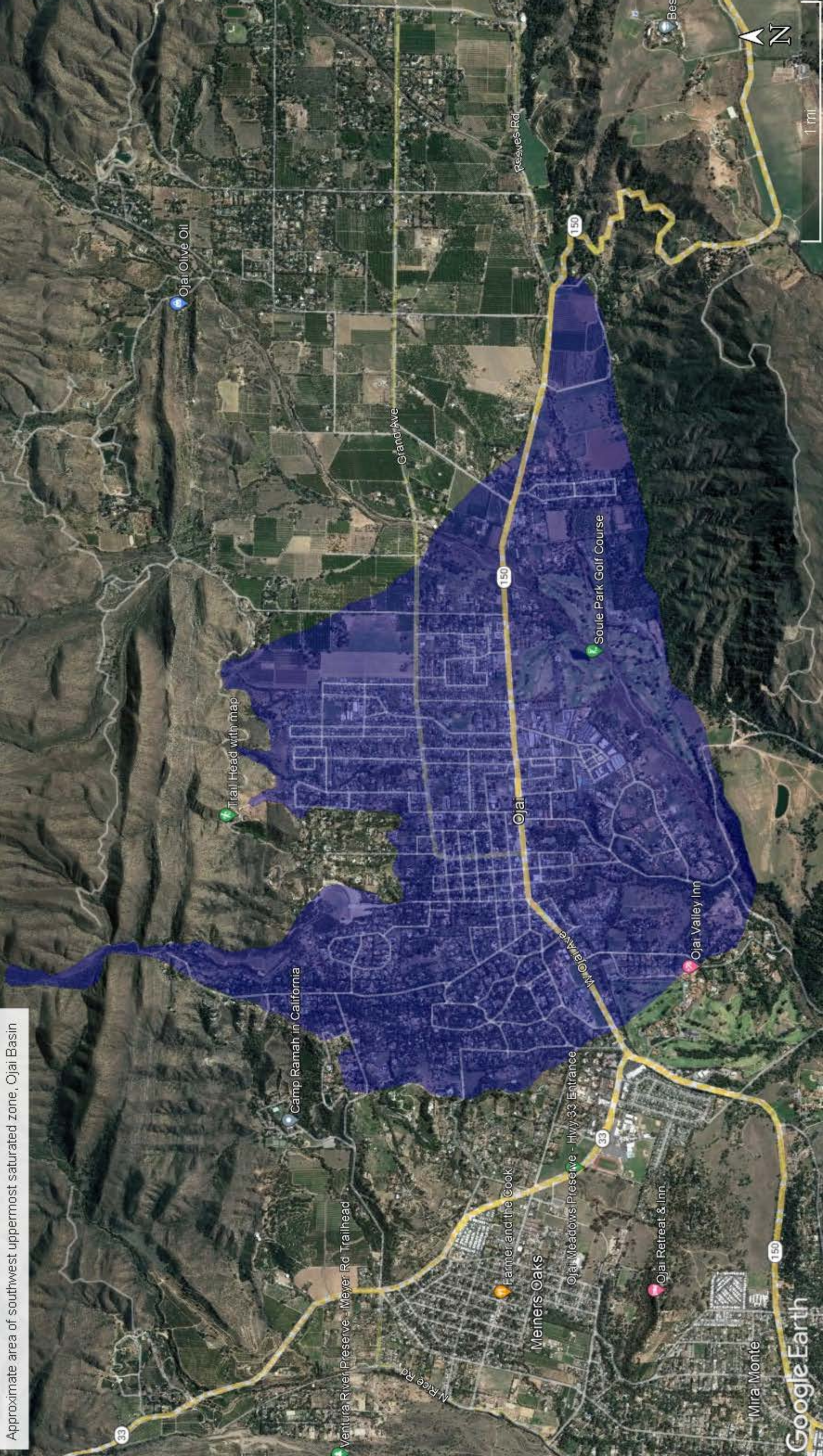
NOTE: Adoption of this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to Guidelines Sections 15307 and 15308 as it is an action taken by a regulatory agency, as authorized by state law, to ensure the maintenance, restoration, or enhancement of natural resources and the environment, for the protection of water resources and GDEs reliant thereon, and does not have the potential for causing a significant effect on the environment, and the County remains responsible for CEQA review of each extraction facility permit as the lead permitting agency.

# **ATTACHMENT 1**



# SWUSZ

Approximate area of southwest uppermost saturated zone, Ojai Basin





# Ojai Basin Groundwater Management Agency

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## Memorandum

**To:** Board of Directors  
**From:** Julia Aranda, PE, Interim General Manager  
**Subject:** Draft Agreement between Casitas Municipal Water District and Ojai Basin Groundwater Management Agency for Manager Services

August 31, 2023

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### **Background and Discussion**

The General Manager of OBGMA is currently being staffed by the Engineering Manager of Casitas Municipal Water District (Casitas), Julia Aranda. This arrangement was for an Interim position of six months, starting April 1, 2023, which will expire September 30, 2023. The attached draft Staffing Agreement was prepared to continue providing these services to OBGMA.

The Manager will remain an employee of Casitas and OBGMA will pay a set monthly fee to Casitas for these services. The Agreement includes an increase of approximately three percent per year, starting October 1, 2023.

OBGMA Board comments will be incorporated into a draft sent to Casitas' General Counsel and presented to the Casitas Board at their meeting of September 13, 2023. A final version will then be presented to OBGMA Board at their meeting of September 28, 2023, and to Casitas' Board on October 11, 2023.

### **Budget Impact**

The fees for the Manager services will be included in the budget for each fiscal year.

Attachment: Draft Staffing Agreement between Ojai Basin Groundwater Management Agency and Casitas Municipal Water District for General Manager Services



## STAFFING AGREEMENT

This Staffing Agreement (the "Agreement") is entered into by and between Casitas Municipal Water District, hereafter referred to as "CMWD" and the Ojai Basin Groundwater Management Agency, hereafter referred to as "OBGMA".

1. Staffing Services.
  - a. Description of Staffing Services. CMWD agrees to provide the services of its Engineering Manager, Julia Aranda, P.E. (hereafter "Manager"), to OBGMA. The responsibilities of the Manager, including the services to be provided by Manager to OBGMA (the "Services") are set forth in Exhibit A hereto. Such terms may be modified in a written amendment executed by both parties. OBGMA has the right to discontinue the use of the Manager's services at any time upon notice to CMWD.
  - b. Status of Manager. The Manager shall have the status of an independent contractor to OBGMA and shall not be an employee of OBGMA. The Manager will remain an exclusive employee of CMWD. Because the Manager is not an employee of OBGMA, the Manager is not entitled to participate in any fringe benefit plans or programs of OBGMA, including, but not limited to, health, sickness, accident or dental coverage, life insurance, disability benefits, severance, accidental death and dismemberment coverage, unemployment insurance coverage, workers' compensation coverage, and pension benefits.
2. CMWD's Obligations. CMWD shall be solely responsible for complying with all employer-related obligations applicable to the Manager, including (without limitation) paying all salary, wages and/or other payments required by law or contract to be made to the Manager, providing all employee benefits coverage for the Manager (including, but not limited to, all legally required benefits such as workers' compensation insurance coverage and sick time), providing any legally required leave benefits, and maintaining all legally required employment records. CMWD shall be solely responsible for all direct and indirect costs and administrative expenses attributable to the Manager's employment by CMWD, including federal, state and/or income tax withholdings, FICA and administration of payroll. CMWD, at its sole cost and expense, will maintain the following insurance coverages to extend to all Services provided by the Manager to OBGMA: (i) worker's compensation insurance in the amount of \_\_\_\_\_, (ii) commercial liability insurance in the amount of \_\_\_\_\_, and (iii) professional liability insurance in the amount of \_\_\_\_\_. CMWD is solely responsible for, and will file, on a timely basis, all tax returns and payments required to be filed with, or made to, any federal, state or local tax authority with respect to payments made to Manager by CMWD.

3. OBGMA's Obligations. OBGMA agrees to pay CMWD a fee for the Manager's Services. The schedule of monthly fees applicable to the Manager's Services is set forth in Exhibit B. The fees are the only amounts that OBGMA will pay for the Manager's Services. CMWD will invoice OBGMA for the Manager's Services on a monthly basis. Payment by OBGMA shall be due within thirty (30) days after OBGMA's receipt of a monthly invoice.
4. Confidentiality. The parties to this Agreement recognize that both CMWD and OBGMA may have access to confidential information concerning the other party and its operations ("Confidential Information") arising out of this Agreement and the Services provided by Manager. The parties agree to maintain the confidentiality of all such Confidential Information. In particular, and without limiting the foregoing, the parties acknowledge and understand that the Confidential Information to which the parties will gain access is the confidential information of OBGMA and CMWD and agree that each party will:
  - a. not disclose any Confidential Information to anyone other than an employee of CMWD or OBGMA who has a need to know such information;
  - b. prevent any unauthorized use or disclosure of the Confidential Information;
  - c. promptly notify the other party of any unauthorized use of Confidential Information of which that party learns;
  - d. use Confidential Information for the sole purpose of performing the Services under this Agreement; and
  - e. return or destroy any and all copies of the Confidential Information, and any portion thereof, or notes that the parties have made relating to or based upon the Confidential Information, promptly upon receipt of notice from either party requesting such return or destruction. The parties acknowledge and agree that its obligations set forth herein regarding the non-disclosure, non-use, return and/or destruction of the Confidential Information will survive any termination of this Agreement or expiration of that party's access to the Confidential Information.
5. Conflicts of Interest.
  - a. When two agencies collaborate on a project, but have differing priorities, goals, and potential biases, conflicts of interest can arise when the interests of one party potentially compromise the ability to act impartially and in the best interests of the other party. This is particularly true when agencies pool resources for a collaborative project, for instance by sharing expenses or key personnel. Conflicts can arise over how joint resources are allocated and utilized. One agency might want to allocate funds or personnel differently from another, causing conflicts over spending priorities and/or staffing responsibilities. Collaborating agencies might also have different levels of willingness to share sensitive or confidential information.
  - b. Given the potential for conflict of interest to arise between CMWD and OBGMA, both parties agree to regularly assess the circumstances that might influence their decision-making with regard to matters involving the



other party. Where it appears the personal, organizational, or professional interests of one party might interfere with that party's ability to act impartially and in the best interests of the other party, both parties agree to acknowledge the existence of a potential conflict of interest in writing. The details of the conflict, including its nature and any relevant circumstances shall be documented. In these situations, both parties agree that, unless the identified conflict is waived by both parties in writing, the Manager will refrain from participating in any discussions, deliberations, or activities related to the matter in question. Both parties agree that, absent a mutual waiver of the conflict in writing, recusal of the Manager is important to prevent any undue influence by one party or the other, and to maintain the integrity of the collaborative process, including the sharing of resources and key personnel.

6. Compliance with All Laws. CMWD represents and warrants that with respect to its performance under this Agreement, it will remain in compliance with all state and federal laws governing employment and all other laws applicable to the Agreement.

7. Term. This Agreement shall become effective on October 1, 2023 ("Effective Date"), and will terminate upon thirty (30) days written notice by either party to the other. In addition, either party may terminate this Agreement immediately upon written notice to the other party due to any material breach of this Agreement.

8. Indemnification. CMWD agrees to indemnify, defend, and hold OBGMA, its elected Board, appointed officers, and employees harmless from and against any and all costs, expenses (including attorneys' fees), liabilities, damages, judgments and settlements arising out of or relating to any actual or alleged failure by CMWD (or its employees, agents or representatives) to comply with any of the terms of this Agreement.

9. Miscellaneous.

- a. Governing Law. This Agreement will be governed by, and construed in accordance with, the laws of the State of California.
- b. Amendments. This Agreement, including Exhibit A, may not be amended or modified except by a written agreement signed by duly authorized officers of both CMWD and OBGMA.
- c. Assignment. Neither party may assign or delegate any of its rights or obligations under this Agreement without the prior written consent of the other party.
- d. Waiver. No waiver by either party of any breach of this Agreement will be a waiver of any preceding or succeeding breach. No waiver by either party of any right under this Agreement will be construed as a waiver of any other right.
- e. Severability. In case any one or more of the provisions contained in this Agreement will, for any reason, be held to be invalid, illegal or

unenforceable in any respect, such invalidity, illegality or unenforceability will not affect the other provisions of this Agreement, and the invalid, illegal or unenforceable provision will be enforced to the extent permitted by law to conform as closely as possible to the intent of the parties.

- f. Notices. Any notices required or permitted hereunder will be given to the appropriate party at the address specified below:

To OBGMA:

Ojai Basin Groundwater Management Agency – Attention: Board President  
P.O. Box 1779  
Ojai CA 92024  
[obgma@aol.com](mailto:obgma@aol.com)

TO CMWD:

Casitas Municipal Water District – Attention: General Manager  
1055 Ventura Avenue  
Oak View CA 93022  
[mflood@casitaswater.com](mailto:mflood@casitaswater.com)

Such notice will be deemed given upon email, upon personal delivery to the appropriate address, or if sent only by overnight mail, three (3) days after the date of mailing.

- g. Entire Agreement. This Agreement, including Exhibit A, sets forth the exclusive and entire understanding and agreement of the parties with respect to the subject matter hereof and supersedes any and all previous agreements between the parties with respect to the subject matter hereof.

The parties hereto have caused this Agreement to be duly executed by its authorized officers.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
President of the Board, OBGMA

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Michael Flood, CMWD General Manager

## EXHIBIT A

### RESPONSIBILITIES AND SERVICES PROVIDED BY THE MANAGER TO THE OJAI BASIN GROUNDWATER MANAGEMENT AGENCY

#### **GENERAL OVERVIEW**

The General Manager (“Manager”) is an executive management position reporting to the Ojai Basin Groundwater Management Agency (OBGMA) Board of Directors. The Manager’s primary focus will be to assist in the development, implementation and management of the Groundwater Sustainability requirements under the Sustainable Groundwater Management Act of 2014 and subsequent legislation; provide leadership and direction to the organization; ensure efficient and effective legislative and regulatory compliance, in accordance with Board directives; collaborate with state and local agencies; and facilitate outreach efforts with stakeholders to strategically comply with goals and objectives. Other responsibilities of the position are outlined under Essential Duties.

#### **ESSENTIAL DUTIES**

- Direct the operations and general administration of the OBGMA including budget development and oversight, short- and long-range planning, and policy development and implementation.
- Assist with the planning and development of Board Meeting agendas.
- Ensure the timely and effective accomplishment of goals and objectives as determined by the Board.
- Develop, implement, and manage the Groundwater Sustainability Plan (GSP); update and/or revise plans as needed.
- Administer various contracts and agreements to ensure compliance.
- Oversee the consultant/contract selection process including determining scope of work, preparing Requests for Proposals (RFPs); negotiation of terms and contract development and review; monitor and evaluate consultant/contract performance.
- Prepare and present a variety of complex administrative and technical reports, recommending appropriate alternatives; follow up on action items as required.
- Actively participate in, review, and interpret analytical work completed by consultants, and present results to the Board and member agencies.
- Identify future funding sources and develop and implement funding strategies.
- Conduct outreach to appropriate stakeholders and other appropriate agencies.
- Develop, plan, and implement compliance measures. Coordinate the activities and meetings of the Board and Committees.
- Make presentations to the Board, governing bodies, and a variety of Boards and commissions; attend and participate in professional group meetings; stay abreast of new trends and innovations in the field.

- Monitor changes in laws, regulations, and technology that may affect OBGMA; implement policy and procedural changes as required.
- Remain current on, review, analyze, and determine impact of legislative developments, State legislation, State and Federal regulations, local ordinances, trends, practices and procedures in the field. Advise and make recommendations to decision makers on appropriate position or action to take in response to changes.
- Work cooperatively with other agencies including other Groundwater Sustainability Agencies, and County, State and Federal agencies to identify and develop programs/projects to advance sustainability of the local groundwater resource.
- Identify stakeholders within the community and conduct public outreach relating to groundwater sustainability; develop and implement educational programs, including printed materials, web site information, and other activities.
- Implement programs and projects established by the Board of Directors.

## **QUALIFICATIONS**

### **DEMONSTRATED KNOWLEDGE OF AND PERFORMANCE IN THE FOLLOWING AREAS:**

- ◀ General operations, functions and purposes of a municipal water district and environmental issues affecting such operations;
- ◀ Modern management practices, including: municipal finance, supervision, and organizational development;
- ◀ Negotiation strategies;
- ◀ Managerial, leadership, and interpersonal skills essential to demanding and visible activities within the OBGMA and the community;
- ◀ Laws and regulations pertaining to a groundwater sustainability;
- ◀ Fiscal management and decision making.

### **ABILITY TO:**

- ◀ Ensure the timely and economic completion of necessary projects, reports, and studies as required by the Board;
- ◀ Plan for future needs of OBGMA;
- ◀ Employ modern management practices to insure the efficient operation of OBGMA;
- ◀ Communicate in an effective manner with the Board and all other interest groups including all governmental agencies;
- ◀ Establish and maintain cooperative working relationships with all such groups including representation of OBGMA's interest with the news media.

### **TRAINING AND EXPERIENCE GUIDELINES**

*Any combination of training and experience, which demonstrates attainment of the required knowledge and ability to perform the required work (with reasonable accommodation, if needed), typically:*

**EDUCATION:** Equivalent to graduation from an accredited college or university with major work in public administration, business administration, civil engineering or a closely related field. An advanced degree from an accredited institution in one of the above areas is highly desirable.

***EXPERIENCE:*** Five (5) years senior-level managerial experience with three (3) years of experience as General Manager or department head of a governmental agency or special district.

***CERTIFICATIONS, LICENSES AND REGISTRATIONS***

A valid California Class C driver's license must be maintained at all times.

**EXHIBIT B**

**COMPENSATION FOR MANAGER SERVICES**

<b>Time Period</b>	<b>Monthly Payment</b>
October 1, 2023 to September 30, 2024	\$1,750
October 1, 2024 to September 30, 2025	\$1,800
October 1, 2025 to September 30, 2026	\$1,850

Future years will be subject to negotiation between the parties.