

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## BOARD OF DIRECTORS

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**Arne Anselm**

## NOTICE OF MEETING

**NOTICE IS HEREBY GIVEN** that the Fox Canyon Groundwater Management Agency (FCGMA), also sitting as watermaster for the Las Posas Valley Basin (LPV) and the groundwater sustainability agency for the Las Posas Valley Basin, the Pleasant Valley Basin, and the Oxnard Subbasin, will hold a **Fiscal Committee Meeting** at **9:00 A.M.** on **Thursday, February 27, 2025** in the **Atlantic Conference Room**, at the Ventura County Government Center, Hall of Administration at 800 South Victoria Avenue, Ventura, California.

## FISCAL COMMITTEE MEETING AGENDA

**February 27, 2025  
9:00 A.M.**

**Members:** Chair Eugene West  
Vice Chair Kelly Long

- A. Call to Order**
- B. Introductions**
- C. Public Comments** – Audience members may speak about matters not on today's Agenda.
- D. LPV Watermaster Fiscal Year 2025-2026 Budget Development Study Session** – Proposed LPV Watermaster Fiscal Year (FY) 2025-26 Work Plan and Draft Budget evaluation; opportunity to provide feedback or discuss recommendations for modifications prior to submittal to the Board.
- E. Future Agenda Items and Next Meeting Date**
- F. Adjourn Meeting.**

## **STANDING NOTICES**

The FCGMA Board and its less-than-a-quorum advisory committees strive to conduct accessible, orderly, and fair meetings where everyone can be heard on the issues. The Committee Chair will conduct the meeting and establish appropriate rules and time limitations for each item.

**Public Comments** – Public comment is the opportunity for members of the public to participate in meetings by addressing the Fox Canyon Executive Committee in connection with one or more agenda or non-agenda items.

If you wish to make a written comment, please follow the steps below.

1. If you wish to make a written comment on a specific agenda item, please submit your comment via email by 5:00 p.m. on the Monday prior to the Fiscal Committee Special Meeting. Please submit your comment to the Clerk of the Board at [FCGMA@ventura.org](mailto:FCGMA@ventura.org). Please indicate in the subject line of your email the agenda item number (e.g., Item No. 9). Your email will be read by the Committee members and placed in the record.
2. If you would like to make a general public comment (Item 4) for items not on the day's agenda or to comment on a specific agenda item as it is being heard, please submit your comment via email, limited to 250 words or less, to the Clerk of the Board at [FCGMA@ventura.org](mailto:FCGMA@ventura.org). Every effort will be made to read your comment into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

**Administrative Record:** Material presented as part of testimony will be made part of the Agency's record, and 10 copies should be left with the Board Clerk. This includes any memos, presentations, maps, etc. If possible, in advance of the meeting, email a PDF of your materials to [FCGMA@ventura.org](mailto:FCGMA@ventura.org).

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**ADA Accommodations:** Persons who require accommodation for any audio, visual, or other disability in order to review an agenda or to participate in the Committee meeting per the Americans with Disabilities Act (ADA), may request such accommodation in writing addressed to the Clerk of the FCGMA Board, 800 So. Victoria Avenue, Location #1610, Ventura, CA 93009-1610, via emailing [FCGMA@ventura.org](mailto:FCGMA@ventura.org) or via telephone by calling (805) 654-2014. Any such request should be made at least 24 hours prior to the meeting so staff can make the necessary arrangements.

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**Continuance of Items:** The Committee will endeavor to consider all matters listed on this agenda. However, time may not allow the Committee to hear all matters listed. Matters not heard at this meeting may be carried over to the next Committee meeting or to a future Committee meeting. Participating individuals or parties will be notified of the rescheduling of their item prior to the meeting. Please contact the Agency Clerk to find out about rescheduled items.

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**The Ralph M. Brown Act:** It is the intent of the law that the actions of this Board and its Committees be taken openly and that their deliberations be conducted openly. Read about the Ralph M. Brown Act via this link: [https://leginfo.legislature.ca.gov/faces/codes\\_displayText.xhtml?chapter=9.&division=2.&lawCode=GOV&part=1.&title=5](https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?chapter=9.&division=2.&lawCode=GOV&part=1.&title=5).

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**Agency Information and Updates:** Our website address is <https://fcgma.org/>. Information available online includes the Board's meeting schedule, a list of the Board members and staff, general information, and various Agency forms. To learn more about the Committee, please visit <https://fcgma.org/committee-meetings/>. If you would like to be added to our email notification list or speak to a staff member, please contact the FCGMA Clerk of the Board at (805) 654-2014 or via email at [FCGMA@ventura.org](mailto:FCGMA@ventura.org).

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

## LAS POSAS VALLEY WATERMASTER

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### MEMORANDUM

**Date:** February 27, 2025  
**To:** Fiscal Committee, Las Posas Valley Watermaster  
**From:** Farai Kaseke, Assistant Groundwater Manager, Acting Interim Executive Officer  
**Subject:** Item D – LPV Watermaster Fiscal Year 2025-26 Budget Development

#### **ABOUT TODAY'S WORKSTUDY SESSION**

The Posas Valley Watermaster has developed a draft Budget and Work Plan for Fiscal Year (FY) 2025-2026. The judgment entered in Las Posas Valley Water Rights Coalition v. Fox Canyon Groundwater Management Agency VENCI00509700 (Judgment) requires that Watermaster develop a budget following Committee Consultation (Judgment, §7.5).

The draft budget documents were initially discussed by the Las Posas Valley Basin (LPV) Policy Advisory Committee (PAC) at their February 20, 2025, regular meeting. The Fiscal Committee meets today to discuss PAC feedback and recommendations.

#### Attachments:

- Attachment D1 – [FY 2025-26 Draft Watermaster Budget](#)
- Attachment D2 – [FY 2025-26 Draft Watermaster Work Plan](#)
- Attachment D3 – [Watermaster Memo to PAC dated February 11, 2025](#)

**Las Posas Valley Basin Watermaster Budget  
Fiscal Year 2025-2026**

Watermaster Account	FY 2023-24 Actuals	FY 2024-25 YTD Actuals	FY 2025-26 Estimate <sup>a</sup>	FY 2025-26 Estimate <sup>b</sup>
1 Beginning Year Account Balance	-	\$ 1,127,505		
2 Basin Assessment Fee	\$ 1,259,607	\$ 972,177	\$ 3,020,541	\$ 5,020,541
3 Basin Assessment Interest	\$ 20,026	\$ 16,283	-	-
4 Investment Income <sup>c</sup>	\$ 9,846	\$ 6,167	-	-
5 <b>TOTAL REVENUES</b>	<b>\$ 1,289,479</b>	<b>\$ 994,627</b>	<b>\$ 3,020,541</b>	<b>\$ 5,020,541</b>
6 <b>Total Expenditures</b>	<b>\$ 161,974</b>	<b>\$ 931,991</b>		
7 <b>Net Operating Results</b>	<b>\$ 1,127,505</b>	<b>\$ 56,468</b>		
8 <b>Operating Reserve<sup>d</sup></b>		<b>\$ 214,827</b>		
9 <b>Watermaster Balance</b> <i>(Excludes Operating Reserve)</i>		<b>\$ 969,146</b>		

Task	Reference <sup>2</sup>	2024-25 Labor Hours Estimate <sup>3</sup> - Adopted Budget	2024-25 Labor Cost Estimate <sup>4</sup> - Adopted Budget	2024-25 YTD Actuals (through Jan. 31, 2025)	2025-26 Labor Hours Estimate <sup>3</sup>	2025-26 Labor Cost Estimate <sup>4</sup>	Contract Cost Estimate <sup>5</sup> - Adopted Budget	FY 2024-25 YTD Actuals (through Jan. 31, 2025)	FY 2025-26 Contract Cost Estimate
<b>Watermaster Administration</b>									
10 Watermaster Meetings and Notice	Ex A 2.5	384	\$ 81,408		590	\$ 118,184			
11 Review of Records	Ex A 2.4	96	\$ 20,352		70	\$ 13,868			
12 Website	Ex A 2.4.1	24	\$ 5,088		140	\$ 25,137			
13 Administration (customer inquiries and data requests, emails, staff meetings)		-			530	\$ 91,868			
14 <b>Subtotal - Watermaster Administration</b>		<b>504</b>	<b>\$ 106,848</b>	<b>\$ 77,421</b>	<b>1,330</b>	<b>\$ 249,057</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Allocations &amp; Record Keeping</b>									
15 Annual Allocations & Allocation Schedule	4.2, 4.3	40	\$ 8,480		25	\$ 4,093			
16 New Uses / Subscription Projects	4.6	40	\$ 8,480		50	\$ 9,518			
17 Carryover	4.11	192	\$ 40,704		80	\$ 12,148			
18 Transfers	4.12	96	\$ 20,352		120	\$ 22,962			
19 Change of Point of Extraction	4.13	96	\$ 20,352		95	\$ 17,551			
20 New or Replacement Well	4.14	96	\$ 20,352		95	\$ 17,551			
21 Overuse	4.15	80	\$ 16,960		70	\$ 11,815			
22 Extraction and use Monitoring and Reporting <sup>6</sup>	Ex A, Article V	384	\$ 81,408	\$ 16,708	360	\$ 53,771	\$ 20,000	\$ 19,557	\$ 61,800
23 Enforcement		-			410	\$ 56,947			
24 <b>Subtotal - Allocations &amp; Record Keeping</b>		<b>1,216</b>	<b>\$ 257,792</b>	<b>\$ 16,708</b>	<b>1,305</b>	<b>\$ 206,355</b>	<b>\$ 20,000</b>	<b>\$ 19,557</b>	<b>\$ 61,800</b>
<b>Basin Management</b>									
25 GSP Update (Periodic Evaluation) <sup>8</sup>	4.9.1	220	\$ 38,160		180	\$ 38,160	\$ 43,440	\$ 6,579	\$ -
26 2025 Basin Optimization Yield Study <sup>8</sup>	4.10	220	\$ 34,346		170	\$ 34,346	\$ 122,000	\$ -	\$ 125,000
27 Annual Report <sup>8</sup>	5.2.3, Ex A 2.7.10	120	\$ 42,530		220	\$ 42,530	\$ 48,860	\$ -	\$ 50,326
28 Initial Basin Optimization Plan <sup>8</sup>	5.3	175	\$ 35,649		175	\$ 35,649	\$ 76,000	\$ 19,399	\$ 58,000

	Task	Reference <sup>2</sup>	2024-25 Labor Hours Estimate <sup>3</sup> - Adopted Budget	2024-25 Labor Cost Estimate <sup>4</sup> - Adopted Budget	2024-25 YTD Actuals (through Jan. 31, 2025)	2025-26 Labor Hours Estimate <sup>3</sup>	2025-26 Labor Cost Estimate <sup>4</sup>	Contract Cost Estimate <sup>5</sup> - Adopted Budget	FY 2024-25 YTD Actuals (through Jan. 31, 2025)	FY 2025-26 Contract Cost Estimate
29	<b>Subtotal - Basin Management</b>		735	\$ 150,684	\$ 20,487	745	\$ 150,684	\$ 290,300	\$ 25,978	\$ 233,326
<b>Committee Coordination and Consultations</b>										
30	Policy Advisory Committee	6.1, Ex A Article III	288	\$ 61,056		260	\$ 56,549			
31	PAC Administrator <sup>9</sup>							\$170,000	\$5,865	\$ 175,100
32	Technical Advisory Committee <sup>10</sup>	6.11, Ex A Article IV	48	\$ 10,176		30	\$ 6,370	\$ 97,440	\$ 27,129	\$ 100,363
33	TAC Member Cost <sup>11</sup>							\$ 259,200	\$ 70,830	\$ 266,770
34	Insurance <sup>12</sup>							\$ 5,000	\$ -	\$ 7,000
35	<b>Subtotal - Committee Coordination and Consultations</b>		336	\$ 71,232	\$ 19,272	290	\$ 62,919	\$ 531,640	\$ 103,824	\$ 549,233
<b>Budget and Assessments</b>										
36	Watermaster Budget	7.5, Ex A 2.7.6	80	\$ 16,960		135	\$ 27,805			
37	Basin Assessments	7.1-7.3, 7.6, Ex A 2.8	192	\$ 40,704		261	\$ 35,441	\$ 25,000	-	-
38	Processing Fees	7.4	192	\$ 40,704		190	\$ 43,742			
39	Audits	7.7	180	\$ 38,160		32	\$ 6,063	\$ 20,000	\$ -	\$ 15,000
40	CSD Fiscal Services Staff <sup>13</sup>		-				\$ -		\$ 16,950	\$ 37,290
41	<b>Subtotal - Budget and Assessments</b>		644	\$ 136,528	\$ 6,238	618	\$ 113,051	\$ 45,000	\$ -	\$ 52,290
<b>IT Services and Support</b>										
42	Data Management and Support <sup>7</sup>		192	\$ 40,704	\$ 14,404	300	\$ 49,079	\$ 200,000	\$ 45,100	\$ 200,000
43	<b>Subtotal - IT Services and Support</b>		192	\$ 40,704	\$ 14,404	300	\$ 49,079	\$ 200,000	\$ 45,100	\$ 200,000
<b>Calleguas Aquifer Storage &amp; Recovery Project</b>										
44	Calleguas ASR Project Operations Study	8.4	384	\$ 81,408		388	\$ 76,608			
45	<b>Subtotal - Calleguas Aquifer Storage &amp; Recovery Project</b>		384	\$ 81,408	\$ -	388	\$ 76,608	\$ -	\$ -	\$ -
<b>Legal Services<sup>14</sup></b>										
46	Advisory (Implementation, administration, Board meetings, Staff reports)		576	\$ 149,184					\$ 67,567	\$ 125,000
47	Staff Time (ongoing or anticipated litigation)					380	\$ 79,045			
48	Judicial Review (county counsel)	9.2	384	\$ 99,456						\$ 37,500
49	Judicial review (outside counsel)								\$ 298,485	\$ 500,000
50	LPV Water Rules Appeal <sup>15</sup>	9.2	-	\$ -		-	\$ -	\$ 200,000	\$ 200,000	\$ -
51	<b>Subtotal - Legal Services<sup>14</sup></b>		960	\$ 248,640		380	\$ 79,045	\$ 200,000	\$ 566,052	\$ 662,500
52	<b>TOTALS:</b>		4,779	\$ 1,053,132	\$ 154,530	5,356	\$ 986,797	\$ 1,286,940	\$ 777,461	\$ 1,759,149
53	<b>Total:</b>									\$ 2,745,946
54	Operating Reserves <sup>16</sup>									\$ 274,595
55	<b>Grand Total:</b>									\$ 3,020,541
56	<b>Total Annual Allocation (AF):</b>									40,000
57	<b>Basin Assessment per AF:</b>									75.51
58	<b>Quarterly Assessment</b>									\$ 18.88

Task									FY 2025-26 Cost Estimate
59	<b>BOP project implementation reserve at \$50 AF<sup>17</sup></b>								<b>\$ 2,000,000.00</b>
60	<b>2024 Calleguas Tier 2 water rates, \$1929 AF</b>								<b>AF 1,036.81</b>
61	<b>Annual Basin Assesment per AF with BOP project</b>								<b>Annual \$ 125.51</b>
62	<b>Quarterly Basin Assesment per AF with BOP project</b>								<b>Quarterly \$ 31.38</b>

**Footnotes**

- a\* FY2025-26 Estimate Budget without project implementation
- b\* FY2025-26 Estimate Budget with project implementation <sup>17</sup>
- c\* Investment income from County-Pooled Investment Fund; non-operating revenue
- d\* Operating Reserve is calculated at 10% of adopted Budget
- 1 The FY 2025-26 Budget is for estimated Watermaster administration expenses. It is anticipated that the Basin Assessment may need to be adjusted with addition of Basin Optimization Projects costs following Committee Consultation.
- 2 Reference to LPV Adjudication Judgment section, "Ex A" is Exhibit A of the Judgment.
- 3 Estimated annual hours for Ventura County staff.
- 4 Labor cost estimate based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates, assuming a 10% increase.
- 5 Contract cost estimate for outside services.
- 6 Contract costs for Regional Government Services assisting
- 7 IT Services and Support costs are split evenly between FCGMA and Watermaster. Increasing FTEs to 0.875 from 0.5
- 8 Contract costs for Dudek for assisting with Response Reports (approved 5/22). Assumes one TAC meeting and response reports.
- 9 PAC 5/3/2024 Letter requested \$170,000 for PAC administrator and administrative assistant.
- 10 Contract cost estimate for Dudek for assisting as Watermaster TAC member. Assumes two meetings per month.
- 11 Contract cost estimate for three TAC members including preparation of Recommendation Reports. Assumes two meetings per month.
- 12 PAC request for PAC and TAC members insurance
- 13 CSD Fiscal services is an annual allocatio. Costs are allocated quarterly between FCGMA and Watermaster
- 14 Legal Services labor costs based on Ventura County Counsel providing LPV Watermaster legal services; Judicial Review includes outside counsel costs.
- 15 Share of legal expenses approved by Board on 9/13/24 for LPV Watermaster Rules Appeal.
- 16 Operating reserves are calculated to be maintained at 10% of annual budget.
- 17 Least Cost Acquisition Program per PAC suggestion, February 7, 2025





ITEM D2 - 2/27/2025 FISCAL COMMITTEE MEETING

LPV WATERMASTER FISCAL YEAR 2025 26 ANNUAL WORK PLAN DRAFT						1 2 3 4 5 6 7 8 9 10 11 12																																		
LPV - Services and Support Subtotal						EO-Dep Dir	PWA Mgr III	PWA Mgr I	Eng II	Hydro IV	Hydro III	WRS III	WRS II	WRS I	S/S Spec I	AA II	AA III	AA I	MA III	MA II	SW III	Hydro IV-EH	EO-Dep Dir	PWA Mgr III	PWA Mgr I	Eng II	Hydro IV	Hydro III	WRS II	WRS I	S/S Spec I	AA II	AA III	AA I	MA II	SW III	Hydro IV-EH			
\$49,079						\$200,000	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Budgets and Assessments						Budgets and Assessments																																		
Task	Project ID	Description	Labor Hours Estimate	Labor Cost Estimate	FY2025-26 Contract Cost Estimate	Labor Cost by Position																Labor Hours by Position																		
Watermaster Budget	P6020664	Preparation and adoption of Annual Work Plan Budget, Proposed Budget Report; analysis and performance reports; see Section 7.5 of the Judgment and Exh A sections 2.7.4 - 2.7.6 regarding Watermaster accounts, investment, and budget	135	\$ 27,805		\$ 5,934	\$ 1,303	\$ 14,783	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,517	\$ -	\$ 4,267	\$ -	\$ -	\$ -	\$ -	\$ -	20	5	70	0	0	0	0	0	0	0	10	0	30	0	0	0	0	
CSD Fiscal Staff Services	P6020664	Submit 13-Monthly AP FSRs (incl. APIAR) to the Agency; provide APIAR and cash-flow management services; provide fiscal reports	Fixed Cost		\$37,290	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Audits, Review Engagements, Budget-related Reports	P6020664	Preparation of scope of work; selection process; assist auditor with inquiries; QA/QC draft audit report; FY 2025-26 Budget is reflective of active Financial Review Engagement	32	\$ 6,063	\$14,150	\$ 2,374	\$ -	\$ 845	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,845	\$ -	\$ -	\$ -	\$ -	\$ -	8	0	4	0	0	0	0	0	0	0	0	0	0	20	0	0	0	0
Processing fees	P6020664	Judgment 7.4	190	\$ 43,742	\$18,001	\$ 20,770	\$ 7,819	\$ 6,336	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,550	\$ -	\$ 4,267	\$ -	\$ -	\$ -	\$ -	\$ -	70	30	30	0	0	0	0	0	0	0	30	0	30	0	0	0	0	
Basin Assessments	P6020664	Calculation, processing time, generating receipts, daily transmittal to Fiscal, delinquencies, post to Watermaster	261	\$ 35,441		\$ -	\$ -	\$ 1,056	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,493	\$ 12,946	\$ -	\$ 12,946	\$ -	\$ -	\$ -	\$ -	0	0	5	0	0	0	0	0	0	56	100	0	100	0	0	0	0	
Subtotal Special Expenditures			618	\$113,051	\$69,441	\$ 29,078	\$ 9,122	\$ 23,020	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,560	\$ 12,946	\$ 11,379	\$ 12,946	\$ -	\$ -	\$ -	\$ -	98	35	109	0	0	0	0	0	0	96	100	80	100	0	0	0		
<b>GRAND TOTAL - Annual Operations and Special Expenditures:</b>			<b>5,406</b>	<b>\$ 984,274</b>	<b>\$ 1,776,300</b>																																			



**FOX CANYON GROUNDWATER MANAGEMENT AGENCY**  
**LAS POSAS VALLEY WATERMASTER**



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**MEMORANDUM**

**Date:** February 11, 2025  
**To:** Las Posas Valley Watermaster Policy Advisory Committee  
**From:** Kudzai F. Kaseke, Assistant Groundwater Manager  
**Subject:** Draft Las Posas Valley Watermaster Budget FY25-26.

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Dear Las Posas Valley Watermaster Policy Advisory Committee (PAC):

Attached for your review is a draft budget and workplan for Watermaster for Fiscal Year 25-26. The judgment entered in Las Posas Valley Water Rights Coalition v. Fox Canyon Groundwater Management Agency VENCI00509700 (Judgment) requires that Watermaster develop a budget following Committee Consultation (Judgment, §7.5).

To foster a collaborative effort in development of the budget, the FCGMA Fiscal Committee will be holding a Las Posas Valley budgetary meeting on February 27, 2025. Please provide feedback to Watermaster either in writing or at the Fiscal Committee on February 27, 2025.

Please contact me at 805 654 2010 or [LPV.Watermaster@ventura.org](mailto:LPV.Watermaster@ventura.org) with any questions or concerns.