

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



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## BOARD OF DIRECTORS

**Eugene F. West**, Chair, Director, Camrosa Water District  
**Kelly Long**, Vice Chair, Supervisor, County of Ventura  
**Michael Craviotto**, Farmer, Agricultural Representative  
**Lynn Maulhardt**, Director, United Water Conservation District  
**Tony Trembley**, Councilmember, City of Camarillo

## INTERIM EXECUTIVE OFFICER

**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 10:00 A.M.** on **Tuesday, April 15, 2025** in the **Multi-Purpose Room**, at the Ventura County Government Center, Hall of Administration at 800 South Victoria Avenue, Ventura, California.

## FISCAL COMMITTEE MEETING AGENDA

**April 15, 2025  
10:00 A.M.**

**Members:** Chair Eugene West  
Vice Chair Tony Trembley

- 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. FCGMA Fiscal Year 2025-2026 Budget Development Study Session** – Discussing Board priorities for the FCGMA Fiscal Year (FY) 2025-26 Work Plan and Draft Budget; opportunity to provide feedback or discuss recommendations for draft documents.
- F. Loan Policy Development Priority** – As recommended in the March 18, 2025, meeting, one policy development item will be prioritized in every subsequent Fiscal Committee Agenda. Guidance should be developed on when loans are granted and how repayment is structured.

**G. Future Agenda Items and Next Meeting Date**

Tuesday, May 6, 2025, at 10:00 AM in the Multi-Purpose Room.

**H. 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).



DRAFT

Las Posas Valley Watermaster  
Budget FY 2025-26

Footnotes

- 1 The FY 2025-26 Budget is for estimated Watermaster administration expenses.
- 2 Labor cost estimate based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates for FY24-25.  
For FY25-26, Labor cost estimates are based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates, assuming a 10% increase.  
See Labor Cost Support Data (attached as Exhibit D2)
- 3 Contract costs for Regional Government Services assisting Extraction Monitoring and Reporting (approved 09/25/2024)
- 4 Reference to LPV Adjudication Judgment section, "Ex A" is Exhibit A of the Judgment.
- 5 Contract costs for Dudek for assisting with preparation of BOP \$76,025 (approved 01/12/2024)
- 6 Contract costs for Dudek for assisting with BOYS \$212,500 (approved 10/23/2024)
- 7 Contract estimates for Dudek assisting with GSP Update (5-year evaluation)
- 8 Contract estimates for Dudek assisting with Annual Report
- 9 PAC Administrator contract \$170,000 (approved 09/25/2024)
- 10 Contract cost estimate for Dudek for assisting as Watermaster TAC member \$97,440. Assumes two meetings per month. (approved 05/22/2024)
- 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; covered under FCGMA
- 13 CSD Fiscal services is an annual allocation. Costs are allocated quarterly between FCGMA and Watermaster
- 14 IT Services and Support costs are split evenly between FCGMA and Watermaster. Increasing FTEs to 0.825 from 0.5
- 15 Calleguas to provide estimate
  - \* Agency Counsel and Special Counsel FY25-26 budget estimates are best estimates based on LPV WM legal work/services to date, current status of LPV ADJ, and experience in other similar matters. Estimates do include costs for work/services related to uncertainties/variables such as whether LPV ADJ overturned, and remand for further trial court proceedings.
  - \*\* Agency Counsel services include advising on LPV ADJ implementation, administration, compliance, and enforcement; LPV WM Board, PAC, TAC meetings, staff reports, presentations; coordination with LPV WM Special Counsel.
  - \*\*\* Special Counsel services include representing LPV WM in post-judgment trial court proceedings, appellate proceedings, discussions with opposing counsel; initiation of compliance, enforcement actions; interpretation of LPV ADJ; coordination with Agency Counsel.
- 16 Share of legal expenses approved by Board on 9/13/24 for LPV Watermaster Rules Appeal.
- 17 Operating reserves are calculated at 10% of annual budget and are cumulative.

Exhibit D2 – LPV Watermaster FY 2025-26 Labor Cost Support

Labor Cost Support, as of February 2025

	Budget FY 2024-25 Labor Hours	Budget FY 2024-25 Labor Cost	Actuals YTD FY 2024-25 (through Feb.28, 2025) Labor Hours	Actuals YTD FY 2024-25 (through Feb. 28, 2025) Labor Cost	Projections FY 2024-25 Labor Hours	Projections FY 2024-25 Labor Cost	Budget FY 2025-26 Labor Hours Estimate <sup>3</sup>	Budget FY 2025-26 Labor Cost Estimate <sup>4</sup>	Increase/ Decrease over PY Labor Cost	% Change over PY Labor Cost
<b>OPERATING EXPENSES</b> <i>(Reference<sup>2)</sup>)</i>										
<b>PWA LABOR COST</b>										
<b>1</b>										
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<b>3</b>										
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Exhibit D2 – LPV Watermaster FY 2025-26 Labor Cost Support, p. 2

	<b>OPERATING EXPENSES</b> <i>(Reference<sup>2)</sup></i>	<b>Budget</b> <b>FY 2024-25</b> <b>Labor</b> <b>Hours</b>	<b>Budget</b> <b>FY 2024-25</b> <b>Labor Cost</b>	<b>Actuals YTD</b> <b>FY 2024-25 (through</b> <b>Feb.28, 2025)</b> <b>Labor Hours</b>	<b>Actuals YTD</b> <b>FY 2024-25 (through</b> <b>Feb. 28, 2025)</b> <b>Labor Cost</b>	<b>Projections</b> <b>FY 2024-25</b> <b>Labor Hours</b>	<b>Projections</b> <b>FY 2024-25</b> <b>Labor Cost</b>	<b>Budget</b> <b>FY 2025-26</b> <b>Labor Hours</b> <b>Estimate<sup>3</sup></b>	<b>Budget</b> <b>FY 2025-26</b> <b>Labor Cost</b> <b>Estimate<sup>4</sup></b>	<b>Increase/</b> <b>Decrease</b> <b>over PY Labor Cost</b>	<b>% Change</b> <b>over PY</b> <b>Labor Cost</b>
1	<b>PWA LABOR COST</b>										
36	Processing Fees (7.4)	192	\$ 40,704	0	\$ -	-	\$ -	19	\$ 4,055	\$ (36,649)	-90%
37	Audits (7.7)	180	\$ 38,160	39	\$ 6,321	66	\$ 9,482	32	\$ 6,063	\$ (32,097)	-84%
38	CSD Fiscal Services Staff	-				-	\$ -		\$ -	\$ -	
39	<b>Subtotal - Budget and Assessments</b>	<b>644</b>	<b>\$ 136,528</b>	<b>172.5</b>	<b>\$9,227 (\$25,688)</b>	<b>296</b>	<b>\$ 38,532</b>	<b>192</b>	<b>\$ 33,355</b>	<b>\$ (103,173)</b>	<b>-76%</b>
40	<b>IT Services and Support</b>										
41	Data Management and Support	192	\$ 40,704	50	\$ 8,788	86	\$ 13,182	74	\$ 12,876	\$ (27,828)	-68%
42	<b>Subtotal - IT Services and Support</b>	<b>192</b>	<b>\$ 40,704</b>	<b>50</b>	<b>\$14,766 (\$8,788)</b>	<b>86</b>	<b>\$ 13,182</b>	<b>74</b>	<b>\$ 12,876</b>	<b>\$ (27,828)</b>	<b>-68%</b>
43	<b>Calleguas Aquifer Storage &amp; Recovery Project</b>										
44	Calleguas ASR Project Operations Study (8.4)	384	\$ 81,408	-	\$ -	-	\$ -	220	\$ 42,842	\$ (38,566)	-47%
45	<b>Subtotal - Calleguas Aquifer Storage &amp; Recovery Project</b>	<b>384</b>	<b>\$ 81,408</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>220</b>	<b>\$ 42,842</b>	<b>\$ (38,566)</b>	<b>-47%</b>
46	<b>Legal Services</b>										
47	Advisory (Implementation, administration, Board meetings, Staff reports)	576	\$ 149,184			-	\$ -			\$ (149,184)	-100%
48	Staff time (ongoing or anticipated litigation)			24	\$ 4,099	41	\$ 6,149	49	\$ 9,427	\$ 9,427	
49	Judicial Review (county counsel) (9.2)	384	\$ 99,456			-	\$ -			\$ (99,456)	-100%
50	Judicial review (outside counsel)					-	\$ -			\$ -	
51	LPV Water Rules Appeal (9.2)	-	\$ -			-	\$ -			\$ -	
52	<b>Subtotal - Legal Serv</b>	<b>960</b>	<b>\$ 248,640</b>	<b>24</b>	<b>\$ (4,099)</b>	<b>41</b>	<b>\$ 6,149</b>	<b>49</b>	<b>\$ 9,427</b>	<b>\$ (239,213)</b>	<b>-96%</b>
53	<b>Total PWA LABOR COST:</b>	<b>4,784</b>	<b>\$ 1,059,328</b>	<b>1,082</b>	<b>\$183,228 (\$183,234)</b>	<b>1,854</b>	<b>\$ 274,852</b>	<b>2,060</b>	<b>\$ 365,090</b>		

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

## MEMORANDUM

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**Date:** April 15, 2025  
**To:** Fiscal Committee  
**From:** Arne Anselm, Interim Executive Officer  
**Subject:** Item E – Fiscal Year 2025-26 FCGMA Budget Development Study Session

### **Background**

The Fiscal Committee's budget development study sessions provide an opportunity for the Committee to evaluate the proposed Draft Budget for Fiscal Year (FY) 2025-2026 and provide recommendations for any modifications prior to consideration of adoption by the full Board. The June Board meeting is when the annual budget is anticipated to be adopted, though there is no requirement that the budget is adopted prior to the start of the Fiscal Year.

The Draft FY 2025-26 Budget is presented into two parts: the Annual Work Plan, and the Budget. The Annual Work Plan includes a description of the proposed tasks, labor estimates, and contract estimates where appropriate, all of which, in turn, inform the proposed FY 2025-26 Budget.

### **Does not include LPV Watermaster Budget**

The budget discussion in this Item does not include labor estimates or contracts for the LPV Watermaster. These actions are funded through a separate assessment and the funds are held separately in the LPV Watermaster Fund.

### **Draft Annual Work Plan**

The draft Fiscal Year 2025-26 Work Plan summarizes the major work tasks and staff services anticipated during the next Fiscal Year (Exhibit E1). Staff efforts in this draft workplan are focused on improving business processes, addressing any backlog of reports and requests, and groundwater monitoring network planning.

The Work Plan categorizes Annual Operations into Administration and Fiscal Services, Records Services, Technical Services, Legal Services, and Public Outreach. Efforts which are not routinely done each year are included in a separate Special Expenditures category. This category includes tasks such as continued Groundwater Sustainability Plan (GSP) implementation, and continued implementation of new extraction allocation systems. Past workplans have included procurement of a new data management system, Water Market development and implementation, administration of the Department of Water Resources (DWR) Sustainable Groundwater Management (SGM) Implementation Grant, Round 1, and installation of monitoring wells in the Oxnard and Pleasant Valley (OPV) Basins as part of the grant program. Those items are listed, but are not significant priorities in the draft Fiscal Year 2025-26 Work Plan.

Discussion on the draft Fiscal Year 2025-26 Work Plan is needed to identify which Special Expenditures the Agency should prioritize in Fiscal Year 2025-26.

### **FCGMA Staffing**

Agency administration and staffing is provided under contract by the Ventura County Public Works Agency (PWA). Specific staff are fully assigned to the Agency and other PWA staff are utilized as needed on a part-time basis. PWA Fiscal staff are provided on a fixed-cost basis in a separate column on this Work Plan. The current Fiscal Year's (FY 2024-25) approved Work Plan and Budget included a total of 13.8 full-time equivalent (FTE) staff. This includes new positions of groundwater hydrologist and management assistant, and part time help of a groundwater hydrologist and student worker. Staff time projected to implement the LPV Watermaster is not represented here, and so individual positions will show less than a full-time equivalent.



**FY 2025-26 Draft Budget**

Staff costs are included in the Budget worksheet under the line item for Public Works Agency charges and consultant costs and other contracts are included as separate line items. Columns on the Budget worksheet show FY 2023-24 year-end actual amounts, FY 2024-25 adopted budget and projected year-end actuals (based on fiscal reporting through February 28, 2025), the FY 2025-26 Draft Budget, and planning-level budget projections for FY 2026-27. The FY 2025-26 Draft Combined Budget is attached (Exhibit E2). The combined budget includes all revenues and expenditures, including outside legal counsel. The FY 2025-26 Draft Operations Budget is attached (Exhibit E3) and only shows revenue designated to the operations account and those expenditures.

The various accounts and budget lines that are itemized in the attached FCGMA FY 2025-26 Draft Budget (Exhibit E2) are described below:

**Groundwater Extraction Management Enforcement Surcharge (GEMES) Reserve Account**

The GEMES account was established by your Board as a reserve account for legal expenses. Projected Special Counsel and County Counsel litigation expenses are based on the updated estimates. The GEMES account is funded through a \$20 per Acre-Foot (AF) Reserve Fee. The GEMES account was renewed by your Board for four years at the October 2024 FCGMA Board of Directors meeting and is subject to annual review.

**Designated Surcharges Account**

The FY 2025-26 Draft Budget projects \$1,000,000 in surcharge revenue. Surcharge revenue is not used for operating expenses and can only be used for Board-designated expenses, which have been principally for water replenishment or supporting projects to increase the water supplies and/or sustainable yield of the Basins. The Board approved a \$1,000,000 loan to the FCGMA Operating Account in the FY 2022-23 Budget to cover the projected shortfall due to expenses for installing monitoring wells in the OPV Basins as part of the SGM Grant program. At that time the Board's direction was for the loan to be repaid in FY 2024-25. The adopted FY 24-25 FCGMA Budget postponed repayment until FY 25-26.

Presented in the FY 2025-26 Draft Budget is a recommendation to repay the loan as initially planned in FY 2024-25. The funds were not expended due to one monitoring well being removed from the project because of permitting delays and the others being completed under budget. Discussion on developing a loan policy is Item F on this Agenda. Guidance should be developed on when loans are granted and how repayment is structured.

**Designated Reserve Account**

The Designated Reserve Account balance remains at \$1,000,000 per your Board's direction.

**Designated Accounts Interest Earnings**

This line shows the projected interest earned for the three designated accounts.

**Operating Revenues**

Operating Revenues include pump-charges (\$6/AF), groundwater sustainability fees (\$29/AF), interest earnings, penalties, grant, and miscellaneous revenues. Additionally, there are line items for projected reimbursement from the DWR SGM Implementation Grant Round 1 for projects in the OPV Basins and transfers from the Designated Surcharge Account. The transfers from the Surcharges Account are reflected in the FY 2024-25 Draft Budget with \$1,000,000 in revenue to the Operating Account in FY 2022-23. Funding from the grant is shown as \$2,577,800 in FY 2024-25.

**Analysis and Recommendations**

At the 2023 Fiscal Committee budget development study session, the Committee recommended that the Groundwater Sustainability Fee be increased to \$29/AF in FY 2022-23 and by another \$15/AF to \$44/AF

in FY 2023-24 to provide sufficient funds for the Agency's annual operations. The Board only acted on the Committee's recommendation to increase the fees in FY 2022-23 and did not adopt a second increase for FY 2023-24. The draft Budget projects that the Operating Fund will end FY 2024-25 with a balance of approximately negative \$444,991 with the repayment of the \$1,000,000 transfer from the Surcharges Account in FY 2022-23. The FY 2025-26 Draft Operations Budget developed for this budget study session has a net operating results of \$282,432. The FY 2025-26 Draft Combined Budget (all revenue and expenditures) forecasts \$2,199,076 net results.

**Summary**

Staff requests the Fiscal Committee consider and recommend modifications to the Draft FY 2025-26 Work Plan and Budget for the Board's consideration of adoption.

**Attachments**

Exhibit E1 – FCGMA FY 2025-26 Draft Annual Work Plan

Exhibit E2 – FCGMA FY 2025-26 Draft Combined Budget

Exhibit E3 – FCGMA FY 2025-26 Draft Operations Budget

Exhibit E1 – FCGMA FY 2025-26 Draft Annual Work Plan

FCGMA FISCAL YEAR 2025-26 ANNUAL WORK PLAN - DRAFT					1	2	3	4	5	NEW	6	7	8	9	10	11	NEW	12	?			
					EO -Dep Dir \$ 269.74	PWA Mgr II \$ 236.94	PWA Mgr I \$ 191.99	Eng II \$ 158.63	Hydro IV \$ 179.28	Hydro II \$ 168.60	WRS II \$ 111.16	WRS I \$ 111.16	S/S Spec I \$ 137.88	AA II \$ 117.69	AA III \$ 129.31	AA II \$ 117.69	MA II \$ 94.79	MA II \$ 94.79	SW III \$ 33.27	Hydro IV-EH \$ 179.28		
					0.97	1.00	0.68	0.90	0.84	0.95	0.94	0.91	0.87	0.95	0.90	0.96	1.00	1.00	0.50	0.44		
					1,737	1,800	1,225	1,620	1,505	1,718	1,698	1,633	1,570	1,713	1,621	1,722	1,800	1,796	900	788		
					Vacant	Vacant	Farai	Raya	Robert	NEW	Kylen	Brianna	Kathy	Cynthia	Elka	Erin	new	Fatima	Vacant	Kathleen		
ANNUAL OPERATIONS					ANNUAL OPERATIONS																	
Administration and Fiscal Services					Administration and Fiscal Services																	
Task	Board Priority	Description	Labor Hours Estimate	Labor Cost Estimate	Labor Hours by Position																	
1. Board Meeting Administration	I.Board Meetings 1.Board meetings, agendas, minutes	- Regular and special Board meetings, including agendas, minutes, staff reports, presentations, participation, attendance, pre- and post-debriefing meetings - Contract estimate for County General Services Administration (GSA) fees for printing of Board packets and other materials, mail and shipping, Board room and AV fees, etc.	1,554	\$295,970	415	240	85	40	90	40	24	24	25	0	500	8	24	24	0	15		
2. Agency Administration	N/A	- Agency-specific administration and clerical tasks - Customer inquiries and data requests - Staff and management planning meetings	1,179	\$168,438	120	120	80	60	20	24	40	40	70	40	220	40	40	40	200	25		
3. Official Document Filings & Public Records Requests	II.Legislation or Regulations 5.Public Records Act (PRA) Requests	- Process business record filings and certifications (i.e. 700 Forms, CEQA/NOEs, EIR/MND's per fiscal year, State water agency filings, PRA requests, public notices)	654	\$86,384	8	12	8	0	0	0	40	8	100	40	320	40	24	24	0	30		
4. Budget	II.Legislation or Regulations 3.Annual Work Plan & Budget	- Preparation and adoption of Annual Work Plan, Budget, Proposed Budget Report, and performance reports	378	\$74,772	120	60	40	8	2	2	2	0	8	4	120	4	4	4	0	0		
5. CSD-Fiscal Staff Services	N/A	- CSD-Fiscal Services: submit 13-Monthly AP FSRs (incl. AP/AR), provide AP/AR and Cash-Flow Management Services, Fiscal Reports for the Agency	Fixed Cost	\$150,000																		
6. Committee Meetings	I.Committee Meetings 2. Committee Meeting Administration	- Executive, Fiscal, Operations, and other advisory committee meetings coordination, agendas, minutes, etc.	908	\$177,652	220	140	100	70	70	80	8	8	40	8	140	8	8	8	0	0		
7. Biennial Audit Report	II.Legislation or Regulations 4.Biennial Audit	- Preparation of Scope of Work; Auditor Selection Process; Assist Auditor with Inquiries; QA/QC of Draft Audit Report - next audit FY 2024-25	24	\$4,908	8	4	4	0	0	0	0	0	0	0	8	0	0	0	0	0		
					50%	32%	18%	10%	10%	8%	6%	4%	14%	5%	73%	6%	6%	6%	11%	4%		
Administration and Fiscal Services Subtotal					4,697	\$958,123	891	576	317	178	182	146	114	80	243	92	1308	100	100	100	200	70
Records Services					Records Services																	
Task	Description	Labor Hours Estimate	Labor Cost Estimate	Labor Hours by Position																		
1. Specialized Data Queries / Groundwater and Credit Transactions	IV.Ordnance 3.Allocation Transfer Requests	- Conduct specialized data queries and analyses - Routine variance requests - Credit programs - Allocation transfers - Extraction data analysis	989	\$151,531	5	24	40	100	70	220	110	40	140	40	80	20	0	0	0	100		
2. FCGMA Online and Website O&M	N/A	- Web page revisions and programming revisions - Data management system maintenance, custom data queries, small-scale system enhancements, planning for new data management system (\$260,100 IT services) - Web Application Hosting & GIS Fee (\$16,661 annually)	236	\$35,238	5	24	30	0	8	0	8	37	70	40	0	14	0	0	0	0		
3. SAES and Allocation Administration	IV.Ordnance 1.Semi-Annual Statements (SAES)	TIER 1 - Routine SAES Processing - Prepare and mail SAES incl. data mgt system testing - Process and enter SAES, IAI Applications and payments into the database - Administration TIER 2 - Supervisor / Manager Follow-up - Follow-up regarding errors and omissions - Admin and Manager Reviews - Follow-up regarding incorrect or no payment	6,963	\$718,468	20	40	70	0	0	0	0	72	355	1200	26	1370	1500	1500	700	110		
4. Well and CombCode Registration	IV.Ordnance 5.Owner and/or operator changes	- New well registration, change in well registration, CombCode registration or changes - Unregistered well compliance and enforcement	466	\$64,386	0	4	40	0	0	20	40	40	100	100	0	20	16	16	0	70		
5. Late/Non-Reporters (SAES) Compliance	IV.Ordnance 6. Compliance/Enforcement a.Non-reporting b.Failure to register change of owner/operator	- Follow-up with non-reporters - Assess Civil Penalties for late/non-filing and late/non-payment and send letters (by regular and certified mail return receipt) - Retroactive data entry (and billing) into FCGMA Online - Recommendation to EO for enforcement action - Process civil penalty waiver/reduction requests	1,398	\$174,590	8	40	60	0	0	0	210	200	340	165	0	120	120	120	0	15		
6. Meter Calibration Program Maintenance	IV.Ordnance 4.Flowmeters & AMI a. Calibration review & processing b.Flowmeter replacement, rollover, water usage estimates c.AMI data management 6.Compliance/Enforcement c.Flowmeter calibration	- Mail Flowmeter Calibration Notices, NOV's, and follow-up - Process and upload test results (including failed flowmeter reports) and repair/replacement flowmeter information into FCGMA Online - Process and track flowmeter exemptions, and 5-year waiver requests	1,158	\$139,632	0	20	70	0	0	0	768	180	20	20	0	0	20	20	0	40		
Records Services Subtotal					11,210	\$1,283,845	38	152	310	100	78	240	1136	569	1025	1565	106	1544	1656	1656	700	335

Exhibit E1 – FCGMA FY 2025-26 Draft Annual Work Plan, p.2

FCGMA FISCAL YEAR 2025-26 ANNUAL WORK PLAN - DRAFT					1	2	3	4	5	NEW	6	7	8	9	10	11	NEW	12	?
					EO-Dep Dir \$ 269.74	PWA Mgr II \$ 236.94	PWA Mgr I \$ 191.99	Eng II \$ 158.63	Hydro IV \$ 179.28	Hydro II \$ 168.60	WRS II \$ 111.16	WRS I \$ 111.16	S/S Spec I \$ 137.88	AA II \$ 117.69	AA III \$ 129.31	AA II \$ 117.69	MA II \$ 94.79	MA II \$ 94.79	SW III \$ 33.27
<b>Technical Services</b>					<b>Technical Services</b>														
<b>Task</b>	<b>Description</b>	<b>Labor Hours Estimate</b>	<b>Labor Cost Estimate</b>	<b>Labor Hours by Position</b>															
<b>1. Annual Reports Preparation</b>	II.Legislation or Regulations 2.GSP Annual Reports	- Compile and analyze resource data for GSP and GMA Annual Reports - Prepare, review, finalize and publish annual reports	632	\$116,564	5	100	20	60	195	120	0	0	0	8	4	0	0	0	120
<b>2. Data Collection, Studies and Investigations and Analysis</b>	V.Resolution 1.Conejo Creek Project 2.NPV Desalter 3.GREAT / RWPA Program	- Routine data analysis (i.e., GW conditions, pumping trends, etc.) - Perform QA/QC review of monitoring programs - Coordination of field investigations in support of tech studies - Tierra Rejada weather station maintenance	923	\$151,259	0	120	80	160	100	220	120	120	0	0	3	0	0	0	0
<b>3. Groundwater and Well Project Reviews</b>	IV.Ordinance 2.Well Permit Applications	- Well permit processing including technical review - Resolution project management (including City of Camarillo North PV Desalter Project, Camrosa WD Conejo Creek Project, Oxnard GREAT & ASR program, Calleguas MWD ASR program) - Project Reviews and technical comment letters	725	\$127,171	5	40	40	170	75	240	0	0	0	0	0	0	0	0	155
<b>4. AMI Operations</b>	4.Flowmeters & AMI c.AMI data management	- Administration of AMI program - Coordination of AMI vendors - AMI data management and analysis	1,138	\$139,218	0	40	70	0	0	0	200	740	72	8	0	8	0	0	0
<b>5. Grant Application</b>	VI.Grant - SGM implementation	Review and evaluate grant opportunities and prepare grant applications	100	\$19,586	12	20	10	26	8	16	0	0	0	0	0	0	0	0	8
<b>Technical Services Subtotal</b>			<b>3,518</b>	<b>\$553,799</b>	22	320	220	416	378	596	320	860	72	16	7	8	0	0	283
<b>Legal Services</b>					<b>Legal Services</b>														
<b>Task</b>	<b>Description</b>	<b>Labor Hours Estimate</b>	<b>Labor Cost Estimate</b>	<b>Labor Hours by Position</b>															
<b>1. Advisory Services</b>	N/A	- Advice to Board and staff on open government laws, conflict of interest rules, Agency regulatory authority, contracting issues and compliance with Sustainable Groundwater Management Act, California Environmental Quality Act and other laws applicable to Agency. - Board letter review and attendance at Board meetings. - Preparation of ordinances, resolutions, contracts and other legal documents. - Code enforcement.	0	\$0															
<b>2. Anticipated and Ongoing Litigation (Staff Time)</b>	III.Judgment and Litigation 2.OPV Adjudication a.Discovery	- Represent Agency in legal proceedings in superior court. - Litigation related staff time, for discovery requests and other related follow up; this is related to staff labor only and does not include attorneys, consultants, contractors.	506	\$113,996	200	120	80	0	38	16	0	0	8	0	40	4	0	0	0
<b>3. Outside Counsel</b>	III.Judgment and Litigation 2.OPV Adjudication a.Discovery	- Special counsel fees related to ongoing and anticipated litigation																	
<b>Legal Services Subtotal</b>			<b>506</b>	<b>\$113,996</b>	200	120	80	0	38	16	0	0	8	0	40	4	0	0	0
<b>Public Outreach</b>					<b>Public Outreach</b>														
<b>Task</b>	<b>Description</b>	<b>Labor Hours Estimate</b>	<b>Labor Cost Estimate</b>	<b>Labor Hours by Position</b>															
<b>1. Participation in Integrated Regional Groundwater Issues &amp; Stakeholder Meetings</b>	N/A	Attend/participate in AWA Mtgs/events; BoF / City Council mtgs; Stakeholder mtgs (incl. wholesalers); WCV/CVIRWP meetings; State/Regional Water agency workshops; and GW Forums and Committee Meetings.	888	\$167,697	200	120	80	110	110	20	80	80	40	4	40	4	0	0	0
<b>2. Outreach, Website, Social Media</b>	N/A	Routine administration and maintenance of Agency website and social media presence, produce Semi-Annual Newsletter; stakeholder outreach and engagement; public workshops; outreach materials. (\$25,000 est. for outside)	194	\$33,590	40	20	16	0	4	0	4	4	8	8	80	2	4	4	0
<b>Public Outreach Subtotal</b>			<b>1,082</b>	<b>\$201,287</b>	240	140	96	110	114	20	84	84	48	12	120	6	4	4	0
<b>Subtotal Agency Annual Operations</b>			<b>21,013</b>	<b>\$3,111,049</b>															
<b>Special Expenditures</b>					<b>Special Expenditures</b>														
<b>Task</b>	<b>Description</b>	<b>Labor Hours Estimate</b>	<b>Labor Cost Estimate</b>	<b>Labor Hours by Position</b>															
<b>1. Groundwater Sustainability Plan Implementation</b>	II.Legislation or Regulations 1.GSP 5-Year Evaluation	Implementation of GSP including monitoring well installation, project review and coordination, address data gaps, modeling analysis, GSP Evaluations & Updates, etc. (Contract expense for Dudek.)	1,720	\$328,255	220	220	80	450	350	320	0	0	0	0	20	0	0	0	60
<b>2. New Allocation Systems (Variances)</b>	VII.Board Direction 4.OPV variance applications	Implementation of new allocation systems including non-routine variance process.	793	\$133,605	40	120	35	40	40	180	40	40	130	20	16	20	16	16	40
<b>3. Improvements to Data Management System</b>	VII.Board Direction 5.Data management system improvement	Two meetings to discuss need and requirements. In a future FY, prepare and administer RFP, enter contract to develop and implement new system. (Planning-level amount of \$200,000 for consultant services.)	224	\$34,889	16	24	30	26	0	0	0	0	40	4	4	40	20	20	0
<b>4. Water Market Development and Implementation</b>	VII.Board Direction	Continue implementation of Water Market pilot study and expansion to all of FCGMA	29	\$5,479	5	8	4	0	0	0	4	0	4	4	0	0	0	0	
<b>5. DWR SGM Grant Administration</b>	VI.Grant - SGM Rd 1 2.Subgrantee awards to UWCD, P/CVCD, Camarillo	DWR SGM Grant administration (Consultant contract estimate)	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>6. Incentives Program</b>		Develop incentives for taking PTP pipeline, OH pipeline, GREAT water instead of pumping in critical areas	570	\$103,225	40	40	40	220	150	80									
<b>7. OPV and LPV Monitoring Networks and Well Installation</b>	VI.Grant - SGM implementation Rd 1 1.OPV Monitoring Well Installation	Planning, permitting, installation, development, and reporting of new OPV monitoring wells partially funded by DWR SGM Grant. (Projected contract expense for drilling contractor).	493	\$92,491	25	80	13	80	175	120	0	0	0	0	0	0	0	0	
<b>Subtotal Special Expenditures</b>			<b>3,829</b>	<b>\$697,944</b>	346	492	202	816	715	700	44	40	174	28	40	60	40	36	100
<b>GRAND TOTAL - Annual Operations and Special Expenditures:</b>			<b>24,842</b>	<b>\$3,808,993</b>															

FCGMA FY 2024-25 MID-YEAR REVIEW AND DRAFT FY 2025/26 BUDGET

GEMES ACCOUNT	2023-24 Year-End Actuals	2024-25 Adopted Budget Adjusted	2024-25 Actuals Through Feb 2025	2024-25 Projected Year-End	2025-26 Draft Budget	Increase/Decrease over PY	% Change over PY	2025-26 Planning-Level @ 2.5% Budget Projections	2026-27 Planning-Level @ 3.0% Budget Projections
<b>BEGINNING YEAR FUND BALANCE</b>	\$5,351,081	\$7,996,395	\$6,988,697	\$6,988,697	\$9,127,505				
<b>Revenues</b>									
Pump Charge (Note 1)	\$841,816	\$726,000	\$501,721	\$726,000	\$726,000	\$0	0.0%	\$726,000	\$726,000
Groundwater Sustainability Fee (Note 2)	\$2,756,100	\$3,509,000	\$2,001,769	\$3,509,000	\$3,509,000	\$0	0.0%	\$5,324,000	\$5,324,000
Penalties / Interest	\$299,408	\$130,000	\$85,038	\$130,000	\$130,000	\$0	0.0%	\$130,000	\$130,000
GMA Pumping Surcharges	\$895,179	\$1,000,000	\$1,049,977	\$1,050,000	\$1,000,000	\$0	0.0%	\$1,000,000	\$1,000,000
GEMES (Reserve Fee)	\$2,137,678	\$2,420,000	\$1,404,406	\$2,420,000	\$2,420,000	\$0	0.0%	\$2,420,000	\$2,420,000
SGM Impl Grant Round 1 (OPV) - DWR (Note 3)	\$0	\$2,577,800	\$2,541,830	\$2,577,800	\$0	(\$2,577,800)	-100.0%	\$0	\$0
SGM Impl Grant Round 1 (OPV) - Admin (Note 4)	\$92,944	\$46,472	\$46,472	\$92,944	\$0	(\$46,472)	-100.0%	\$0	\$0
Interest Earnings (Note 6)	\$277,445	\$287,000	\$80,208	\$248,000	\$238,000	(\$49,000)	-17.1%	\$287,000	\$287,000
Loan From Surcharges (Note 7)	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
LPV Watermaster for Rules Appeal (Note 8)	\$0	\$200,000	\$200,000	\$200,000	\$0	(\$200,000)	-100.0%	\$0	\$0
Misc. Revenue	\$163	\$0	\$0	\$0	\$0	\$0		\$0	\$0
<b>Total Revenues</b>	<b>\$7,300,733</b>	<b>\$10,896,272</b>	<b>\$7,911,419</b>	<b>\$10,953,744</b>	<b>\$8,023,000</b>	<b>(\$2,873,272)</b>	<b>-26.37%</b>	<b>\$9,887,000</b>	<b>\$9,887,000</b>
<b>Expenditures</b>									
Public Works Agency Charges (Note 9)	\$1,736,041	\$3,382,544	\$1,694,752	\$2,550,602	\$3,808,993	\$426,449	12.61%	\$3,467,108	\$3,571,121
General Services Agency Charges (Note 10)	\$18,990	\$25,000	\$9,603	\$15,000	\$20,000	(\$5,000)	-20.00%	\$25,625	\$26,394
FCGMA Online Support/GIS (Note 11)	\$173,025	\$247,061	\$67,717	\$119,717	\$300,000	\$52,939	21.43%	\$253,238	\$260,835
LAFCO Funding (Note 12)	\$2,995	\$3,510	\$3,510	\$3,510	\$4,100	\$590	16.81%	\$3,598	\$3,706
General Legal (County Counsel) (Note 13)	\$185,852	\$170,000	\$77,737	\$154,298	\$255,000	\$85,000	50.00%	\$174,250	\$179,478
Special Counsel (Stoel, Shute MW)	\$1,466,690	\$1,655,000	\$653,683	\$1,012,518	\$1,170,000	(\$485,000)	-29.31%	\$1,925,000	\$1,450,000
County Counsel (Litigation) - GEMES	\$242,813	\$230,000	\$48,116	\$106,456	\$215,000	(\$15,000)	-6.52%	\$180,000	\$135,000
Board Member Insurance	\$4,118	\$4,085	\$4,085	\$4,085	\$6,128	\$2,043	50.01%	\$4,187	\$4,313
Biennial Audit	\$4,000	\$20,000	\$4,950	\$4,950	\$0	(\$20,000)	-100.00%	\$25,000	\$0
AWA Dues / Symposium/Conference	\$2,501	\$2,500	\$311	\$2,500	\$3,000	\$500	20.00%	\$2,563	\$2,639
Public Outreach & Notices	\$991	\$1,000	\$855	\$1,000	\$1,000	\$0	0.00%	\$1,025	\$1,056
GSP Annual Reports (Note 14)	\$59,085	\$97,000	\$42,188	\$97,000	\$110,000	\$13,000	13.40%	\$99,425	\$102,408
Watershed Contributions / Match (Note 15)	\$1,500	\$1,500	\$0	\$1,500	\$1,500	\$0	0.00%	\$1,538	\$1,584
Computer Equipment, Software & Website	\$3,355	\$5,000	\$1,075	\$1,500	\$7,500	\$2,500	50.00%	\$5,125	\$5,279
Office Equipment/Supplies/Printing	\$126	\$1,000	\$486	\$1,000	\$1,000	\$0	0.00%	\$1,025	\$1,056
Misc Expense / Misc Payment	\$2,033	\$2,500	\$340	\$1,000	\$2,500	\$0	0.00%	\$2,563	\$2,639
<b>Special Expenditures</b>									
New FCGMA Data Management System (Note 16)	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
GSP Implementation (Note 17)	\$554,562	\$989,000	\$530,124	\$740,000	\$150,000	(\$839,000)	-84.83%	\$200,000	\$206,000
SGM Impl. Grant Monit Well Install (OPV) (Note 18)	\$0	\$4,870,000	\$2,767,663	\$2,767,663	\$0	(\$4,870,000)	-100.00%	\$100,000	\$0
SGM Impl. Grant Round 1 (OPV) - App. (Note 19)	\$0	\$0	\$0	\$0	\$0	\$0		\$0	\$0
SGM Impl. Grant Round 1 - Administration (Note 20)	\$68,705	\$60,000	\$84,273	\$144,467	\$0	(\$60,000)	-100.00%	\$61,500	\$63,345
Monitoring Network Improvement Planning	\$0	\$0	\$0	\$0	\$150,000	\$150,000		\$0	\$0
Public Outreach / Strategic Planning	\$16,086	\$25,000	\$11,442	\$14,845	\$100,000	\$75,000	300.00%	\$25,625	\$26,394
AMI Data Support	\$12,352	\$61,648	\$36,627	\$37,000	\$0	(\$61,648)	-100.00%	\$0	\$0
Oxnard Well Destruction (Note 21)	\$86,976	\$0	\$0	\$0	\$0	\$0		\$0	\$0
Rate Counsel & Consultant (Note 22)	\$12,623	\$17,000	\$1,976	\$2,000	\$25,000	\$8,000	47.06%	\$17,425	\$17,948
Contingency	\$0	\$250,000	\$0	\$0	\$250,000	\$0	0.00%	\$100,000	\$100,000
Repayment of Loan to Operations (Note 7)	\$0	\$0	\$0	\$1,000,000	\$0	\$0		\$1,000,000	\$0
Depreciation- Wells Installation				\$32,326	\$55,416	\$55,416			
<b>Total Expenditures</b>	<b>\$4,655,419</b>	<b>\$12,120,348</b>	<b>\$6,041,512</b>	<b>\$8,814,937</b>	<b>\$6,636,137</b>	<b>-\$5,484,211</b>	<b>-45.25%</b>	<b>\$7,675,818</b>	<b>\$6,161,192</b>
<b>Net Combined Results</b>	<b>\$2,645,314</b>	<b>(\$1,224,076)</b>		<b>\$2,138,807</b>	<b>\$1,386,863</b>			<b>\$2,211,183</b>	<b>\$3,725,808</b>
<b>Operating Reserves</b>	<b>\$1,000,000</b>	<b>\$1,000,000</b>		<b>\$1,000,000</b>	<b>\$1,000,000</b>			<b>\$1,000,000</b>	<b>\$1,000,000</b>
<b>YEAR END FUND BALANCE</b>	<b>\$7,996,395</b>	<b>\$6,772,319</b>		<b>\$9,127,505</b>	<b>\$10,514,367</b>			<b>\$3,211,183</b>	<b>\$4,725,808</b>

**Footnotes:**

- (1) FY 24-25 projected pump charge revenue assuming 121,000 AFY extraction at \$6.00 per AF.
- (2) Projected groundwater sustainability fee revenues assuming 121,000 AF extractions.
- (3) Projected reimbursement from DWR for SGM Implementation Grant Round 1 funds for FCGMA projects in the Oxnard & Pleasant Valley Basins.
- (4) Reimbursement from subgrantees City of Camarillo, UWCD, and PVCWD for consultant grant administration services per Board direction (7/20/2022).
- (5) Not used.
- (6) Annual interest earnings apportionments projected to be received from the County Pooled Investment Fund.
- (7) Loan from Designated Surcharges Account approved by Board as part of FY 2022-23 Budget to be repaid in FY 2024-25. FY 24/25 Budget postponed repayment to FY 25/26.
- (8) Recommendation of Fiscal Committee for LPV Watermaster to repay 50% legal fees for LPV Watermaster Appeal
- (9) Projected PWA charges to implement FY 2025-26 Annual Workplan. Includes Executive Officer and Fiscal allocation and assumes all positions fully staffed.
- (10) County General Services Agency (GSA) fees for printing of Board packets and other materials, mail and shipping, Board room and AV fees, etc.
- (11) FY 25-26 Estimate for IT services to support, maintain, and improve FCGMA Online Data Management System. Includes additional 0.65 FTE for redundancy and additional tasks.
- (12) Payment to LAFCO Per Govt. Code Sect. 56381 (b) (1).
- (13) County Counsel services for regular FCGMA legal advisory services. Increased 50% to provide additional support and redundancy.
- (14) GSP Annual Report expense. Dudek contract expires 6/30/25
- (15) Includes contributions to Watershed Coalition of Ventura County (\$2,200) and Santa Clara Watershed Committee (\$1,500).
- (16) New FCGMA data management system procurement planning-level projections. Not funding because IT staff improvements (line 19) are more efficient and cost effective.
- (17) Projected GSP implementation consultant costs (e.g. project coordination, analyze incentive programs)
- (18) Monitoring well installation in OPV basins projected expense. Majority funded by DWR SGM Implementation Grant.
- (19) Consultant expenses for grant application for DWR SGM Implementation Grant Round 1 for projects in Oxnard & Pleasant Valley Basins.
- (20) Consultant to assist with DWR SGM Implementation Grant Round 1 Administration for the OPV Basins. Reimbursement from City of Camarillo, PVCWD, and UWCD.
- (21) Projected cost to destroy Oxnard well; destruction complete and project wrapping up as of this draft Budget.
- (22) Rate counsel and consultant for fee schedule development.

**FCGMA FY 2025-26 BUDGET - DRAFT  
OPERATING ACCOUNT**

Operating Account	2023-24 Year-End Actuals	2024-25 Adopted Budget	2024-25 Actuals Through Feb 2025	2024-25 Projected Year-End	2025-26 Draft Budget	Increase/ Decrease over PY	% Change over PY	2025-26 Planning- Level @ 2.5% Budget Projections	2026-27 Planning- Level @ 3.0% Budget Projections
<b>Revenues</b>									
1 Pump Charge (Note 1)	\$841,816	\$726,000	\$501,721	\$726,000	\$726,000	\$0	0.00%	\$726,000	\$726,000
2 Groundwater Sustainability Fee (Note 2)	\$2,756,100	\$3,509,000	\$2,001,769	\$3,509,000	\$3,509,000	\$0	0.00%	\$5,324,000	\$5,324,000
3 Penalties / Interest	\$299,408	\$130,000	\$85,038	\$130,000	\$130,000	\$0	0.00%	\$130,000	\$130,000
4 SGM Impl Grant Round 1 (OPV) - DWR (Note 3)	\$0	\$2,577,800	\$2,541,830	\$2,577,800	\$0	(\$2,577,800)	-100.00%	-	-
5 SGM Impl Grant Round 1 (OPV) - Admin (Note 4)	\$92,944	\$46,472	\$46,472	\$92,944	\$0	(\$46,472)	-100.00%	-	-
6 Interest Earnings (Note 6)	\$36,068	\$37,000	\$10,427	\$32,240	\$30,940	(\$6,060)	-16.38%	\$37,000	\$37,000
7 Transfer From Surcharges (Note 7)	\$0	\$0	\$0	\$0	\$0	\$0	-	-	-
8 Misc. Revenue	\$163	\$0	\$0	\$0	\$0	\$0	-	-	-
<b>Total Revenues</b>	<b>\$4,026,499</b>	<b>\$7,026,272</b>	<b>\$5,187,256</b>	<b>\$7,067,984</b>	<b>\$4,395,940</b>	<b>(\$2,630,332)</b>	<b>-48.91%</b>	<b>\$6,217,000</b>	<b>\$6,217,000</b>
<b>Expenditures</b>									
9 Public Works Agency Charges (Note 8)	\$1,736,041	\$3,382,544	\$1,694,752	\$2,550,602	\$3,808,993	\$426,449	12.61%	\$3,467,108	\$3,571,121
10 General Services Agency Charges (Note 9)	\$18,990	\$25,000	\$9,603	\$15,000	\$20,000	(\$5,000)	-20.00%	\$25,625	\$26,394
11 FCGMA Online Support/GIS (Note 10)	\$173,025	\$247,061	\$67,717	\$119,717	\$300,000	\$52,939	21.43%	\$253,238	\$260,835
12 LAFCO Funding (Note 11)	\$2,995	\$3,510	\$3,510	\$3,510	\$4,100	\$590	16.81%	\$3,598	\$3,706
13 General Legal (Note 12)	\$185,852	\$170,000	\$77,737	\$154,298	\$255,000	\$85,000	50.00%	\$174,250	\$179,478
14 Board Member Insurance	\$4,118	\$4,085	\$4,085	\$4,085	\$6,128	\$2,043	50.01%	\$4,187	\$4,313
15 Biennial Audit	\$4,000	\$20,000	\$4,950	\$4,950	\$0	(\$20,000)	-100.00%	\$25,000	-
16 AWA Dues / Symposium/Conference	\$2,501	\$2,500	\$311	\$2,500	\$3,000	\$500	20.00%	\$2,563	\$2,639
17 Public Notices	\$991	\$1,000	\$855	\$1,000	\$1,000	\$0	0.00%	\$1,025	\$1,056
18 GSP Annual Reports (Note 13)	\$59,085	\$97,000	\$42,188	\$97,000	\$110,000	\$13,000	13.40%	\$99,425	\$102,408
19 Watershed Contributions / Match (Note 14)	\$1,500	\$1,500	\$0	\$1,500	\$1,500	\$0	0.00%	\$1,538	\$1,584
20 Computer Equipment, Software & Website	\$3,355	\$5,000	\$1,075	\$1,500	\$7,500	\$2,500	50.00%	\$5,125	\$5,279
21 Office Equipment/Supplies/Printing	\$126	\$1,000	\$486	\$1,000	\$1,000	\$0	0.00%	\$1,025	\$1,056
22 Misc Expense / Misc Payment	\$2,033	\$2,500	\$340	\$1,000	\$2,500	\$0	0.00%	\$2,563	\$2,639
<b>Special Expenditures</b>									
23 New FCGMA Data Management System (Note 15)	\$0	\$0	\$0	\$0	\$0	\$0	-	-	-
24 GSP Implementation (Note 16)	\$554,562	\$989,000	\$530,124	\$740,000	\$150,000	(\$839,000)	-84.83%	\$200,000	\$206,000
25 SGM Impl. Grant Monit Well Install (OPV) (Note 17)	\$0	\$4,870,000	\$2,767,663	\$2,767,663	\$0	(\$4,870,000)	-100.00%	\$100,000	-
26 SGM Impl. Grant Round 1 (OPV) - App. (Note 18)	\$0	\$0	\$0	\$0	\$0	\$0	-	-	-
27 SGM Impl. Grant Round 1 - Administration (Note 19)	\$68,705	\$60,000	\$84,273	\$144,467	\$0	(\$60,000)	-100.00%	\$61,500	\$63,345
28 SGM Round 2 Grant Application (Note 20)	\$0	\$0	\$0	\$0	\$150,000	\$150,000	-	-	-
29 Public Outreach / Strategic Planning	\$16,086	\$25,000	\$11,442	\$14,845	\$100,000	\$75,000	300.00%	\$25,625	\$26,394
30 AMI Data Support	\$12,352	\$1,648	\$6,627	\$37,000	\$0	(\$61,648)	-100.00%	-	-
31 Oxnard Well Destruction (Note 21)	\$86,976	\$0	\$0	\$0	\$0	\$0	-	-	-
32 Rate Counsel & Fee Schedule Consultant (Note 22)	\$12,623	\$17,000	\$1,976	\$2,000	\$25,000	\$8,000	47.06%	\$17,425	\$17,948
33 Repayment of Loan to Operations (Initiated FY 22-23)	\$0	\$0	\$0	\$1,000,000	\$0	\$0	-	\$1,000,000	\$0
34 Depreciation- Wells Installation	\$0	\$250,000	\$0	\$32,326	\$55,416	\$0	-	-	-
35 CONTINGENCY	\$0	\$0	\$0	\$0	\$250,000	\$0	0.00%	\$100,000	\$100,000
<b>Total Expenditures</b>	<b>\$2,945,916</b>	<b>\$10,235,348</b>	<b>\$5,339,713</b>	<b>\$7,695,963</b>	<b>\$5,251,137</b>	<b>(\$4,984,211)</b>	<b>-48.70%</b>	<b>\$5,570,818</b>	<b>\$4,576,192</b>
<b>Net Operating Results</b>	<b>\$1,080,583</b>	<b>(\$3,209,076)</b>	<b>(\$152,457)</b>	<b>(\$627,979)</b>	<b>(\$855,197)</b>			<b>\$646,183</b>	<b>\$1,640,808</b>

**Footnotes:**

- (1) FY 25-26 projected pump charge revenue assuming 121,000 AFY extraction at \$6.00 per AF.
- (2) Projected groundwater sustainability fee revenues assuming 121,000 AF extractions.
- (3) Projected reimbursement from DWR for SGM Implementation Grant Round 1 funds for FCGMA projects in the Oxnard & Pleasant Valley Basins.
- (4) Reimbursement from subgrantees City of Camarillo, UWCD, and PVCWD for consultant grant administration services per Board direction (7/20/2022).
- (5) Funding as subgrantee to The Nature Conservancy's Natural Resources Conservation Service grant. Ended FY 21-22.
- (6) Annual interest earnings apportionments projected to be received from the County Pooled Investment Fund.
- (7) Loan from Designated Surcharges Account approved by Board as part of FY 2022-23 Budget to be repaid in FY 2024-25. FY 24/25 Budget postponed repayment to FY 25/26
- (8) Projected PWA charges to implement FY 2024-25 Annual Workplan. Includes Executive Officer and Fiscal allocation.
- (9) County General Services Agency (GSA) fees for printing of Board packets and other materials, mail and shipping, Board room and AV fees, etc.
- (10) FY 24-25 Estimate for IT services to support, maintain, and improve FCGMA Online Data Management System
- (11) Payment to LAFCO Per Govt. Code Sect. 56381 (b) (1).
- (12) County Counsel services for regular FCGMA legal services. Increased 50% to provide additional support and redundancy.
- (13) GSP Annual Report expense updated based on new Dudek scope approved by Board 12/9/2022 and amended 3/22/24.
- (14) Includes contributions to Watershed Coalition of Ventura County (\$2,200) and Santa Clara Watershed Committee (\$1,500).
- (15) New FCGMA data management system procurement planning-level projections.
- (16) Projected GSP Implementation consultant costs. Updated with based on new Dudek scope approved by Board 12/9/2022 and subsequent amendments.
- (17) Monitoring well installation in OPV basins projected expense. Majority funded by DWR SGM Implementation Grant.
- (18) Consultant expenses for grant application for DWR SGM Implementation Grant Round 1 for projects in Oxnard & Pleasant Valley Basins.
- (19) Consultant to assist with DWR SGM Implementation Grant Round 1 administration for the OPV Basins. Reimbursement from City of Camarillo, PVCWD, and UWCD. FCGMA net share \$9,748 annually.
- (20) Consultant expenses for grant application for DWR SGM Implementation Grant Round 2 for projects in Las Posas Valley Basin. See Note 1.
- (21) Projected cost to destroy Oxnard well. Delayed due to interest from County Airport in taking over well.
- (22) Rate counsel and consultant for planned replenishment fee. Projected expense in FY 2024-25 for GEMES by Jarvis Fay

## **ITEM F1 - FISCAL COMMITTEE POLICY PRIORITIES**

### *Planning for Future Budget Development*

Fiscal Committee strategic recommendations for future budget development follow below.

#### Schedule a PWA Contract Renewal Discussion

The contract between the Agency and the County for staffing services was entered in 1983 and amended in 1998. The Fiscal Committee recommended reviewing and updating this contract if necessary.

#### Annual Agency Objectives Discussion

A review of Agency objectives should be schedule annually with the Board in February or March for input into the next fiscal year's budget and work plan. Objectives related to project evaluations and data management should be sent to the Operations Committee meetings during the year, as needed.

#### Annual Strategic Goal Review

Along with Agency objectives, a review of the Agency's strategic goals should be scheduled annually with the Board in February or March for input into the next fiscal year's budget and work plan. The Executive Committee should be directed to address how the Agency will meet its strategic goals.

#### Pre-Draft Budget and Work Plan Review

Annually, in April or May, review the Draft Budget and Draft Work Plan and gather feedback to ensure they align with objectives and strategic goals. Determine drafting timeline of future Proposed Budget Reports to build from and incorporate feedback gathered during this pre-review stage.

Once this process and timeline is more solid, add to "Financial Management Process" section in Proposed Draft Budget Report.

#### *Set Expectations Early*

An earlier start to the budget process will allow a thorough discussion of expectations for the Work Plan and presentation of the budget. This will provide the Fiscal Committee and the Board with more opportunities to prioritize the goals and objectives for staff to focus on in the next Fiscal Year.



The foundation of the draft budget is the Work Plan. The Work Plan summarizes staff services needed to meet the major work tasks identified to meet Agency goals during the next Fiscal Year. Improved strategic planning for those goals will feed into the Work Plan and therefore the Budget.

## Fiscal Committee Policy Development

The Fiscal Committee has identified several areas for policy development, as noted in the appendices; the policies they would like to prioritize are highlighted below.

### *Loan Policies*

#### *Loan From Designated Surcharges Account*

The DWR SGM Grant wells will be completed in the beginning of FY 25/26. Consideration should be made when, or whether to repay the \$1,000,000 loan from the Designated Surcharges Account. An additional consideration can be made whether the full costs of the monitoring wells should be funded through the Designated Surcharges Account once the well project is complete and the full costs are known. A policy on loans to accounts within the Agency will help with future budget discussions.

#### *LPV Watermaster Legal Fee Payment Policy*

Develop LPV Watermaster Legal Fee Payment Policy for post-Adjudication Judgment Implementation. LPV Watermaster should fund all future legal efforts through the collection of their own funds.

#### *Contingency Policy*

Sufficient contingency should be available to ensure Agency operations. A clear policy on how contingencies are set and accessed through a separate accounting should be developed. Suggestions included raising contingency to 500,000 for FY 25/26 or, be set at 10% of the operating budget.

#### *Insurance Policy Review and Renewal*

Review and raise line item as appropriate to ensure adequate limits for Public Officials insurance policy during the next renewal period, which occurs annually in June.

## LPV Watermaster Budget

Future iterations of the Proposed Report could include separate sections that incorporate the separate LPV Watermaster Budget and Work Plan drafts to present a complete picture of the Agency tasks and efforts by Agency staff.

### *Developing Strategic Goals*

## Fiscal Committee

### *Objectives*

Goals, priorities/mandates (TBD)

### *Policy Development Process*

Action policies and procedures in development. (TBD)

### *Fiscal Committee Policies*

- Review Policy
- Budget and Fiscal Policy
- Fiscal Management Policy
- Audit Management Policy
  - Audit Review Policy
- Reserve Level Policy
- Enforcement Policy
  - Collect resources for review<sup>1</sup>
- Funding Policies

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<sup>1</sup> <https://www.cdfa.ca.gov/taxes-and-fees/manuals/cpm-07.pdf>

Item F1

4/15/2025 Fiscal Committee Meeting

- Grants
- Interfund Loans
  - Loans to Other Programs (LPV Watermaster)



# Fox Canyon Groundwater Management Agency (FCGMA) Scheduled Meetings for Calendar Year 2025

## Board Regular Meetings

Fourth Wednesday, Monthly

Date	Start Time	Room
Wednesday, January 22	12:30 PM	BOS
<del>Wednesday, February 26</del>	<del>12:30 PM</del>	<del>BOS</del>
Wednesday, March 26	12:30 PM	BOS
Wednesday, April 23	12:30 PM	BOS
Wednesday, May 28	12:30 PM	BOS
Wednesday, June 25	12:30 PM	BOS
Wednesday, July 23	12:30 PM	BOS
Wednesday, August 27	12:30 PM	BOS
Wednesday, September 24	12:30 PM	BOS
Wednesday, October 22	12:30 PM	BOS
Wednesday, December 10	12:30 PM	BOS

## Board Special Meetings

Typically, Second Friday, Monthly, As Needed

Wednesday, February 12	12:30 PM	BOS
<del>Friday, April 11</del>	<del>12:30 PM</del>	<del>LPAR</del>
Friday, May 9	12:30 PM	LPAR
Friday, May 23 – Closed Session	9:30 AM	MPR
Friday, June 13	12:30 PM	MPR
Friday, July 11	12:30 PM	LPAR
Friday, August 8	12:30 PM	LPAR
Friday, September 12	12:30 PM	MPR
Friday, October 10	12:30 PM	LPAR
Friday, November 14	12:30 PM	MPR

## Executive Committee Meetings

As Needed

Thursday, January 9	1:30 PM	LPAR
Monday, March 17	10:00 AM	LPAR
<del>Friday, April 18</del>	<del>1:30 PM</del>	<del>LPAR</del>
Thursday, July 10	1:30 PM	LPAR
Thursday, September 4	1:30 PM	MPR
Thursday, November 6	1:30 PM	MPR

## Fiscal Committee Meetings

As Needed

Thursday, February 27	9:00 AM	ACR
Tuesday, March 18	10:00 AM	LPAR
Tuesday, April 15	10:00 AM	MPR
Tuesday, May 6	10:00 AM	MPR
Tuesday, June 17	10:00 AM	MPR
Tuesday, July 15	10:00 AM	MPR
Tuesday, August 19	10:00 AM	MPR

## Operations Committee Meetings

As Needed

<del>Monday, February 3</del>	<del>1:30 PM</del>	<del>MPR</del>
Monday, April 7	12:30 PM	MPR
Monday, June 2	1:30 PM	MPR
Monday, August 4	1:30 PM	MPR
Monday, October 6	1:30 PM	MPR

### ABOUT SCHEDULED MEETINGS

- All meetings will be held at the Ventura County Government Center, Administration Building, at 800 South Victoria Avenue, Ventura, California, unless otherwise noted.
- **Special meetings and committee meetings are subject to necessity and may be rescheduled or may not be noticed to occur.**
- When a meeting is officially noticed per the Ralph M. Brown Act, it is confirmed to occur.
- To stay up to date, contact [FCGMA@ventura.org](mailto:FCGMA@ventura.org) to subscribe to our notification list.
- Alterations of the time or room are possible, so please check for facility or start time changes each month.
- Meeting schedules are online at <https://fcgma.org/events/>.

### Key

"As Needed"	Subject to Necessity
Row is Gray	Already Occurred
<del>Strikethrough</del>	Meeting Not Held
ACR	Atlantic Conference Room
BOS	Board of Supervisors Hearing Room
LPAR	Lower Plaza Assembly Room
MPR	Multi-Purpose Room