

**Fox Canyon Groundwater Management Agency**

# **Post-Meeting AGENDA PACKAGE**

**Board Regular Meeting  
of  
July 23, 2025**



*Includes presentations and adopted Resolutions*

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## 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

**Jeff Palmer**

## NOTICE OF MEETING

**NOTICE IS HEREBY GIVEN** that the Fox Canyon Groundwater Management Agency (FCGMA) Board of Directors will hold a **Board Hybrid Meeting** at **11:00 A.M. on Wednesday, July 23, 2025**, in the **Pacific Conference Room and via Zoom**, at the Ventura County Government Center, Hall of Justice, First Floor Level at **800 South Victoria Avenue, Ventura, California**.

To attend the public portion of the meeting via Zoom, click here:

<https://us02web.zoom.us/j/83229905263?pwd=mokmWNHq2QYf812y128wLZwnUvDmef.1>

(Passcode: 565301)

## FCGMA BOARD REGULAR MEETING AGENDA

**July 23, 2025**  
**11:00 A.M.**

Welcome to the meeting of the Fox Canyon Groundwater Management Agency Board of Directors, also sitting as watermaster for the Las Posas Valley Basin and the groundwater sustainability agency for the Las Posas Valley Basin, the Pleasant Valley Basin, and the Oxnard Subbasin. For more information, full agenda packets, or past meeting information, visit [www.fcgma.org](http://www.fcgma.org).

In compliance with the Americans with Disabilities Act, all possible accommodations will be made for individuals with disabilities so they may attend and participate in meetings. If special assistance is needed, please call Agency staff at (805) 654-2014 at least 24 hours prior to the meeting so proper arrangements may be assured. If requested, and as possible, agendas will be provided in alternative formats.

Agenda items are numbered for identification purposes only and may not necessarily be considered in this order. Agenda items are grouped under Las Posas Valley Watermaster (LPV Watermaster) or under Fox Canyon Groundwater Management Agency (FCGMA), if the item directly applies only to that entity. The Board reserves the right to limit each speaker to five (5) minutes per subject or topic if necessary. The public portion of every public meeting of the Board of Directors is recorded. Please see the "STANDING NOTICES" section at the end of this Agenda for more information, including hybrid attendance and public participation.

## OPENING

1. **Call to Order** – The Board Chair will call the meeting to order.
2. **Pledge of Allegiance** – A Board member will lead the Pledge of Allegiance.
3. **Roll Call** – Attending Board members, alternates, and staff will be recorded by the Board Clerk.

4. **Agenda Review** – Consider and approve by majority vote, any minor revisions to Board Agenda items and/or attachments and any item(s) added or removed from this Agenda.
5. **Public Comments** – Audience members may speak about Agency-related matters not on today's Agenda. California State law does not allow any response or action from the Board concerning non-agenda topics at this time; however, topics can be placed on future agendas or referred to staff. Please come to the podium and state your name and affiliation for the record before commenting on any particular subject.
6. **Executive Officer's Comments** – Brief announcements and administrative report on Agency workforce activities.
7. **Board Member Comments** – An opportunity for Board Members to make comments or to communicate with other directors, staff, and/or the public regarding non-agenda topics.

## **CONSENT AGENDA**

*Routine items are placed under the Consent portion of this Agenda and need only be reviewed and approved by one single motion. Consent Agenda items are grouped under LPV Watermaster or under FCGMA, if the item directly applies only to that entity. Consent items generally require no discussion; however, they may be debated or voted on by moving them to the "Regular Agenda" portion at the Board's discretion.*

### **CONSENT AGENDA – FCGMA Items**

8. **FCGMA Budget to Actual Report for June 2025 – (New Item)**  
**RECOMMENDATION:** Receive and file the monthly financial report.

### **CONSENT AGENDA – LPV Watermaster Items**

9. **LPV Watermaster Budget to Actual Report for June 2025 – (New Item)**  
**RECOMMENDATION:** Receive and file the monthly financial report.

## **REGULAR AGENDA**

*Regular Agenda items are heard at the Board's discretion and may be heard at any time during the meeting. Regular Agenda items are grouped under LPV Watermaster or under FCGMA, if the item directly applies only to that entity.*

### **REGULAR AGENDA – FCGMA Items**

10. **Presentation on Agency's Administration of the \$15.2 Million Department of Water Resources Sustainable Groundwater Management Grant Award – (New Item)** **RECOMMENDATION:** Receive an informational presentation on the Agency's administration and closeout of the \$15.2 million DWR SGM Grant

Program, which provided \$7.6 million for the Oxnard Subbasin and \$7.6 million for the Pleasant Valley Basin.

11. **Hearing and Report on Status of Agency Vacancies and Recruitment and Retention Efforts – (New Item) RECOMMENDATIONS:** (1) Convene a public hearing to receive an annual informational report on the status of the Agency's vacancies, recruitment, and retention efforts pursuant to Assembly Bill 2561, and (2) Receive and file this presentation.
12. **Adopt the Fiscal Year 2025-2026 FCGMA Budget – (New Item) RECOMMENDATIONS:** (1) Receive a presentation on the proposed budget materials for Fiscal Year (FY) 2025-26; and (2) Adopt the FY 2025-2026 FCGMA Budget.

### **REGULAR AGENDA – LPV Watermaster Items**

13. **Adopt Proposed Resolution No. 2025-04 Cancelling the Fourth Installment of the Las Posas Valley Watermaster Basin Assessment for Fiscal Year 2024-25, Water Year 2024 – (New Item) RECOMMENDATIONS:** (1) Receive a presentation from Agency staff on Watermaster's collection of Basin Assessments for FY 2024-25, Water Year (WY) 2024 and Watermaster budgets, revenues, and cashflow; and (2) Adopt Resolution No. 2025-04 cancelling the fourth installment of the Basin Assessment for WY 2024, FY 2025-26.
14. **Adopt the Fiscal Year 2025-26 Las Posas Valley Watermaster Budget; Adopt Resolution No. 2025-05 Approving a \$60 Basin Assessment for Water Year 2025 – (New Item) RECOMMENDATIONS:** (1) Receive a presentation on the proposed Watermaster Budget and Basin Assessment for Fiscal Year 2025-26; (2) Adopt the proposed Watermaster Budget for FY 2025-26; and (3) Adopt proposed Resolution No. 2025-05 approving a Basin Assessment of \$60 per acre-foot of Annual Allocation for Water Right Holders in the Las Posas Valley for WY 2025 to be invoiced quarterly.

### **CLOSED SESSION AGENDA**

*Discussions of Closed Session Agenda items are closed to the public. The Chair will announce when the Board is going into closed session. Closed session items may be heard at any time during the meeting. The Board will hold its closed session in the Atlantic Conference Room (ACR), inside the Hall of Administration building.*

15. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9) PURSUANT TO GOVERNMENT CODE SECTION 54956.9, SUBDIVISION (d), PARAGRAPH (1): NAME OF CASE:** City of Oxnard v. Fox



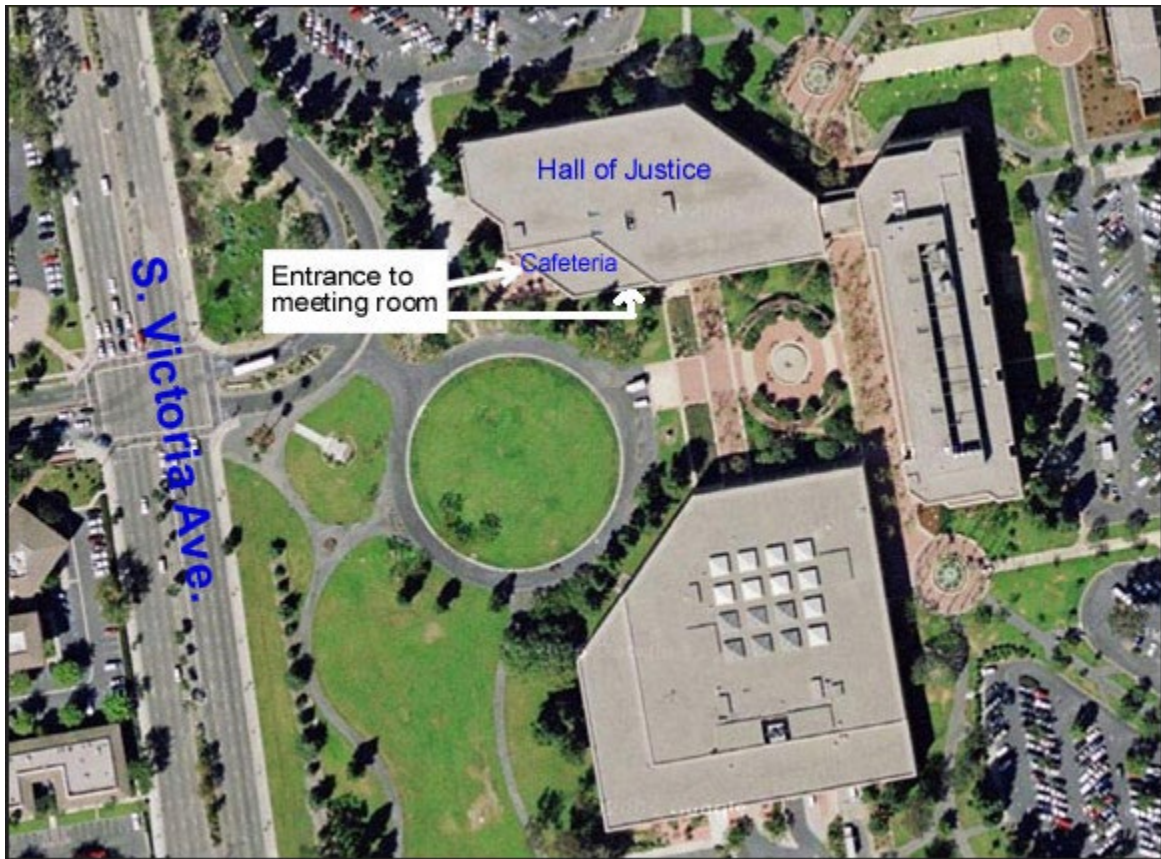
Canyon Groundwater Management Agency, Los Angeles County Superior Court  
Case No. 20STCP00929

16. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9) PURSUANT TO GOVERNMENT CODE SECTION 54956.9, SUBDIVISION (d), PARAGRAPH (1): NAME OF CASE:** Las Posas Valley Water Rights Coalition v. Fox Canyon Groundwater Management Agency, Santa Barbara County Superior Court Case No. VENCI0059700
17. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Gov. Code, §54956.9) PURSUANT TO GOVERNMENT CODE SECTION 54956.9, SUBDIVISION (d), PARAGRAPH (1): NAME OF CASE:** OPV Coalition et al v. Fox Canyon Groundwater Management Agency, Santa Barbara County Superior Court Case No. VENCI00555357
18. **Adjourn Board Meeting.**

## **NOTICE REGARDING ROOM**

Due to conference room availability, the public portion of this meeting will be held at the Ventura County Government Center in the Pacific Conference Room (PCR), which is located in the Hall of Justice building, across the courtyard from the Hall of Administration building, where FCGMA Board meetings are usually held. The meeting room is most easily accessible via the cafeteria (enter from the courtyard and walk to the back of the cafeteria. The PCR will be the last door on your right).

Visual reference:



## **STANDING NOTICES**

The FCGMA Board strives to conduct accessible, orderly, and fair meetings where everyone can be heard on the issues. The Board Chair will conduct the meeting and establish appropriate rules and time limitations for each item. The Board can only act on items designated as Action Items. Action items on the agenda are staff proposals and may be modified by the Board as a result of public comment or Board member input.

**Public Comment:** Public comment is the opportunity for members of the public to participate in meetings by addressing the Fox Canyon Board of Directors in connection with one or more agenda or non-agenda items.

The following options allow for public participation:

1. Join the Zoom Meeting as an Attendee:  
<https://us02web.zoom.us/j/83229905263?pwd=mokmWNHq2QYf812y128wLZwnUvDmef.1>  
Webinar ID: 832 2990 5263  
Passcode: 565301  
With this option you will be able to raise your hand, and the Clerk of the Board will give you

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speaking abilities to make a public comment. If you experience technical difficulties during Zoom meeting attendance that impact your ability to hear or see meeting proceedings, please contact the host via chat, or raise your hand for Q&A inside the Zoom Client. If you are unable to contact the host via the Zoom Client's chat or Q&A features, please call (805) 654-2014 and report the issue, then consider submitting written comment according to option 4, below.

2. During meetings held in the Board of Supervisors Boardroom, we have access to livestreaming capabilities. Observe the Board of Directors meeting streaming live by navigating to the "Current and Upcoming Meetings" section of our website and clicking on the video icon button next to the meeting listing at: <https://fcgma.org/board-agendas-broadcasts-minutes/>. *This option is currently only available for meetings held in the BOS Boardroom.*
3. Call in to listen to the meeting:
  - +1 669 900 6833 US (San Jose)
  - +1 408 638 0968 US (San Jose)
  - +1 669 444 9171 US
  - +1 253 215 8782 US (Tacoma)
  - +1 346 248 7799 US (Houston)
  - +1 719 359 4580 US
  - +1 253 205 0468 US
  - +1 305 224 1968 US
  - +1 309 205 3325 US
  - +1 312 626 6799 US (Chicago)
  - +1 360 209 5623 US
  - +1 386 347 5053 US
  - +1 507 473 4847 US
  - +1 564 217 2000 US
  - +1 646 876 9923 US (New York)
  - +1 646 931 3860 US
  - +1 689 278 1000 US
  - +1 301 715 8592 US (Washington DC)Webinar ID: 832 2990 5263  
Passcode: 565301

Options 2 and 3 will not allow you to make direct speaking comments. If you wish to make a written comment, please follow the steps below. 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.

4. 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 Board regular 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 9). Your comment will be read by the Board of Directors and placed into the record.
5. If you are listening or watching the live stream of the Board meeting and would like to make either a general public comment (see Item 5) 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 to the Clerk of the Board at [FCGMA@ventura.org](mailto:FCGMA@ventura.org). Please indicate in the email subject line the agenda item number (e.g., Item 9).

**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) and indicate the related agenda item number in your email's subject line.

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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 Board of Directors 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

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July 23, 2025

[FCGMA@ventura.org](mailto:FCGMA@ventura.org) or via telephone by calling (805) 654-2014. Any such request should be made at least 48 hours prior to the meeting so staff can make the necessary arrangements.

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**Availability of Complete Agenda Package:** A copy of the complete agenda package is available for examination at the FCGMA office during regular working hours (8:00 a.m. to 5:00 p.m. Monday through Friday) beginning 72 hours before the regular Board meeting. Agenda packet contents are also posted on the FCGMA website as soon as possible and left there for archival retrieval in case reference is needed on previously considered matters. Questions about specific items on the agenda should be directed to the Agency's Executive Officer.

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**Continuance of Items:** The Board will endeavor to consider all matters listed on this agenda. However, time may not allow the Board to hear all matters listed. Matters not heard at this meeting may be carried over to the next Board meeting or to a future Board 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 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. If you would like to be added to our email notification list, or to 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

A STATE OF CALIFORNIA WATER AGENCY



## 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

**Jeff Palmer**

July 23, 2025

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT: Executive Officer's Report – (Returning Item)**

**RECOMMENDATION:** Receive and file this informational report.

### **LPV WATERMASTER ASSESSMENTS: WY 2024 BASIN ASSESSMENT UPDATE**

As reported in the June 13, 2025, Executive Officer's Report, on September 25, 2024, the Watermaster Board adopted a Basin Assessment for Las Posas Valley Basin for Water Year (WY) 2024 of \$64.58 to be invoiced quarterly at \$16.145. Three quarterly Basin Assessment (BA) invoices have been sent to water right holders as of July 18, 2025. Payments not received within one month of the due date are considered delinquent and shall bear interest at the current real property tax delinquency rate for Ventura County per the Judgment.

The **First** quarterly Basin Assessment (BA) invoices for Water Year 2024 were sent to water right holders via email on October 2, 2024, with payments due November 1, 2024. Two notices of delinquency were sent to delinquent Water Right Holders (WMIDs) on December 11 and December 21, 2024. As of July 18, 2025, \$25,705.93 is delinquent from 11 WMIDs, \$22,832.94 in Basin Assessments and \$2,872.99 in Basin Assessment interest. A list of delinquent 2024-1 WMIDs, as of July 18, 2025, is available on the Watermaster website at: [https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2024-1\\_2025-07-18.pdf](https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2024-1_2025-07-18.pdf).

On January 6, 2025, Watermaster released the **second** quarterly BA invoice with a due date of January 30, 2025. Two notices of delinquency were sent to delinquent WMIDs on March 10 and March 20, 2025. As of July 18, 2025, \$32,443.54 is delinquent from 16 WMIDs, \$29,411.91 in Basin Assessments and \$3,031.63 in Basin Assessment interest. A list of delinquent 2024-2 WMIDs, as of July 18, 2025, is available on the Watermaster website at: [https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2024-2\\_2025-07-18.pdf](https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2024-2_2025-07-18.pdf).

On April 1, 2024, Watermaster released the **third** quarterly BA invoice with a due date of May 1, 2025. Payments not received within a month of the due date are considered

800 South Victoria Avenue, Ventura, CA 93009-1610  
(805) 654-2014 <https://fcgma.org/>

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delinquent and shall bear interest at the current real property tax delinquency rate for Ventura County per the Judgment. As of July 18, 2025, \$33,256.21 is delinquent from 20 WMIDs, \$30,232.90 in Basin Assessments and \$3,023.31 in Basin Assessment Interest. A list of delinquent 2024-3 WMIDs, as of July 18, 2025, is available at: [https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2024-3\\_2025-07-18.pdf](https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2024-3_2025-07-18.pdf).

Adopted Annual Allocations for WY 2024 and the schedule of quarterly installments are available on the Watermaster website at: <https://fcgma.org/annual-allocations-wy-2024/>.

### **2023-1 DELINQUENT BASIN ASSESSMENTS**

On May 5, 2024, Watermaster released the only installment for WY 2023 BA Invoice with a due date of April 5, 2024. Payments not received within a month of the due date are considered delinquent and shall bear interest at the current real property tax delinquency rate for Ventura County per the Judgment. As of July 18, 2025, Delinquent payments for WY 2023 amount to \$11,479.58 from 7 WMIDs, \$9,689.28 in Basin Assessments and \$1,790.30 in Basin Assessment Interest. Staff and counsel are taking the next steps consistent with its enforcement authorities to collect the delinquent basin assessments. A list of delinquent 2023-1 WMIDs, as of July 18, 2025, is available at: [https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2023-1\\_2025-07-18.pdf](https://fcgma.org/wp-content/uploads/2025/07/LPV-Basin-Assess-Delinq-Report-2023-1_2025-07-18.pdf).

## **MEETINGS**

### **COMMITTEE MEETINGS**

The Fiscal Committee met on Tuesday, July 15, to review the FCGMA and LPV Watermaster draft budget materials, and to discuss fiscal policy development.

Their recommendations for Committee procedures and budget presentation include:

- The Fiscal Committee has agreed to begin its budget planning with a late January/early February midyear budget review in order to analyze estimates in the current Fiscal Year's adopted budget against its actual expenses. The Committee will then direct staff to develop a report based on their midyear recommendations and considerations for the discussion at a subsequent Board meeting.
- For both FCGMA and LPV Watermaster budgets, clearly identify contributions to Reserves as Expense line items on any presentations.

### LPV Watermaster Recommendations

1. *Refine estimates included in the budget for the Calleguas ASR Study at midyear* after the ASR Study Group has convened and has a better idea of its expenses and timeline.
2. *ASR Study Group Landowner Representative Expenses:* The Fiscal Committee also recommends that Watermaster approve and authorize expenses of the ASR Study Group Landowner Representative; this recommendation will be brought before the Board on a future Agenda, accompanied by a Watermaster Response Report.



3. *Lower the quarterly-assessed WY 2025 (October 1, 2025 – September 30, 2026) Basin Assessment (BA) rate to \$60.* This recommendation is reflected in a subsequent Item on this meeting's Agenda.
4. *Do not charge 4<sup>th</sup> quarter WY Basin Assessment this Water Year:* The Fiscal Committee recommends not levying the 4<sup>th</sup> quarter BA (this assessment, for the 4<sup>th</sup> quarter of the Water Year, would have been levied in July and payable in FY 2025-26). This recommendation is reflected in a subsequent Item on this meeting's Agenda.
5. *Future Basin Assessment calculations:* the Fiscal Committee would like to revisit the BA calculation and Watermaster expenses (especially if there are material differences) during its midyear budget review meeting so they might consider recommending your Board permanently cancel the 4<sup>th</sup> quarter BA in future WYs.

#### FCGMA Recommendations

1. *Lower the Groundwater Sustainability Fee by \$5 per Acre-Foot (AF) to \$25/AF for FY 2025-26:* This recommendation is reflected in the calculations assumed in the FCGMA draft budget, a subsequent Item on this meeting's Agenda, and will be brought before your Board for formal adoption in the form of a Resolution on a future Agenda.
2. *Budget Presentation:* Separate out and provide more detail for Designated Accounts, including the GEMES fund, the Surcharge fund, and the Reserves fund. Prioritize the presentation of the Operating Account and Designated Accounts worksheets to the Board when the budget is discussed in a subsequent Item on this meeting's Agenda to provide greater clarity.

#### FCGMA Policy Development and Discussion

3. *Formalize the Fiscal Policy Regarding an Annual Contribution to Operating Reserve:* The Committee has requested the FCGMA Operating Reserve Target be set at 50% of anticipated annual expenses, or \$2.5 million, and recommends an annual contribution until the target is met. This Fiscal Year, the funds previously held as a \$250,000 contingency policy have been reallocated to the Reserves fund, bringing the Agency's current total reserves to \$1,250,000.
4. *Net Operating Reserve Policy:* The Fiscal Committee discussed funding the reserve by a percentage of the net operating results, 10% annually until the Operating Reserve Target is met.
5. *Reserves Policy Discussion:* As revenues and expenses have fluctuated over recent years, with major projects such as the 5-Year Periodic Evaluations or installing monitoring wells, the Committee discussed establishing a nuanced reserves policy to manage rate stabilization elements and saving for capital projects in closely monitored and clearly reported on separate accounts. The funds would only be utilized after Board approval. Set a target amount and contribute until it's met. Use unspent revenue to contribute to a rate stabilization reserve so it is funded by the efficiencies in the budget, and consider utilizing funds collected from surcharges for improvement projects. The Committee discussed allocating a percentage of net operating results into these different reserve accounts.
6. *Rate Stabilization Reserve and Policy:* The Committee recommends creating this targeted fund, and notes that funding it would need further discussion, but

suggests contributing 50% of net operating results into the rate stabilization fund as a working plan. Rate stabilization would be a major contributing factor for predictable rates for the next 3 to 5 years, which would be beneficial for stakeholders as they plan their own budgets and decision making.

7. *Capital Improvement Reserve and Policy:* The Committee discussed how a targeted capital improvement reserve could, after extensive planning and Board approval, help add water to the system, whether through funding incentives or grants to support projects by member agencies that benefit the basins. The Committee identified the need to first discuss this concept with major stakeholders, especially the Agency’s definition of “capital improvement” and possible uses for the fund after it is established and defined. Chair West suggests utilizing the Surcharge account as a major component of the Capital Improvement Reserve, perhaps with the addition of a 5% annual contribution from net operating results. This fund and its intent will need to be communicated to stakeholders efficiently to show how the capital improvement funds are tied to specific projects, including their timeline and costs. First, the capital improvement reserve would need to be created, then funded, then project prioritization established, then funding projects would be approached. The Committee discussed developing a 5-year capital improvement plan in the future.

Policy discussion information is reflected in the draft FY 2025-26 FCGMA Proposed Budget Report, which is an exhibit in a subsequent Item on this meeting’s Agenda.

**CONCLUSION:**

This letter has been reviewed by Agency Counsel. If you have any questions, please call me at (805) 654-2040.

Sincerely,



Jeff Palmer  
Interim Executive Officer

Attachment:

Exhibit 6A – Scheduled Meetings for Calendar Year 2025



## 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
<del>Wednesday, May 28</del>	<del>12:30 PM</del>	<del>BOS</del>
Wednesday, June 25	12:30 PM	BOS
Wednesday, July 23	11:00 AM	PCR
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 – Closed Session	12:30 PM	LPAR
Friday, May 23 – Closed Session	9:30 AM	MPR
Friday, June 13	12:30 PM	MPR
<del>Friday, July 11</del>	<del>12:30 PM</del>	<del>LPAR</del>
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, May 22 – CS	9:30 AM	ACR
<del>Thursday, July 10</del>	<del>1:30 PM</del>	<del>LPAR</del>
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
<del>Tuesday, May 6</del>	<del>10:00 AM</del>	<del>MPR</del>
<del>Tuesday, June 17</del>	<del>10:00 AM</del>	<del>MPR</del>
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
<del>Monday, June 2</del>	<del>1:30 PM</del>	<del>MPR</del>
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
PCR	Pacific Conference Room, in the Hall of Justice Building

Item 8 - FCGMA Monthly Balance Report as of June 2025  
July 23, 2025 FCGMA Board Meeting

PREPARED BY: Daiva Pekinas

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
	FCGMA FUND: 0170 UNIT: 5795																
		OBJ	PROGRAM	TOTAL	July 2024 / AP01	Aug 2024 / AP02	Sept 2024 / AP03	Oct 2024 / AP04	Nov 2024 / AP05	Dec 2024 / AP06	Jan 2025 / AP07	Feb 2025 / AP08	Mar 2025 / AP09	Apr 2025 / AP10	May 2025 / AP11	June 2025 / AP12	AP 13
1	CASH BALANCE 07-01-24			6,988,697.31	6,988,697.31	7,779,349.81	6,644,333.02	5,493,290.11	5,213,793.63	4,034,911.42	3,653,443.78	6,108,135.23	8,516,606.26	9,109,029.38	9,222,156.36	9,621,015.10	10,618,185.42
2	REVENUE:																
3	PUMP CHARGES	9790	P6020901	874,037.84	123,574.42	16,147.94	25,446.70	52,388.37	31,042.51	8,667.97	40,202.30	204,250.66	92,238.86	41,442.75	90,423.42	148,211.94	
4	SURCHARGES	9790	P6020903	1,085,523.10	34,464.25						9,166.86	1,006,345.47	0.10	2,758.48	129.24	32,658.70	
5	INTEREST/ PENALTIES	9790	P6020904	158,716.95	2,624.31	4,151.14	1,550.00		8,433.83	8,100.00	10,723.44	49,454.96	5,283.43	2,744.40	6,265.71	59,385.73	
6	GEMES RESERVE FEE	9790	P6020907	2,472,440.95	359,428.58	18,816.00	84,781.06	172,664.55	34,904.40	28,893.34	67,635.32	637,282.47	281,058.13	103,425.58	263,835.26	419,716.26	
7	SUSTAINABILITY FEE	9790	P6020908	3,546,969.14	492,364.19	27,714.27	122,932.79	253,189.35	48,025.45	41,895.34	93,709.94	921,937.25	407,084.13	150,122.35	381,355.12	606,638.96	
8	FCGMA TECH SERVICES -GRANT	9708	P6020852	46,472.00			46,472.00										
9	INTEREST EARNINGS	8911	-	134,362.40	(88,564.50)		44,282.25		44,282.25		40,103.81	40,103.81		27,077.39	27,077.39		
10	GRANT REVENUE	9790	P6020872/74	2,577,800.00							2,541,830.03			35,969.97			
11	OTHER REV	9790	-	0.00													
12	TOTAL REVENUE			10,896,322.38	923,891.25	66,829.35	325,464.80	478,242.27	166,688.44	87,556.65	2,803,371.70	2,859,374.62	785,664.65	363,540.92	769,086.14	1,266,611.59	0.00
13	TOTAL FUNDS AVAILABLE			17,885,019.69	7,912,588.56	7,846,179.16	6,969,797.82	5,971,532.38	5,380,482.07	4,122,468.07	6,456,815.48	8,967,509.85	9,302,270.91	9,472,570.30	9,991,242.50	10,887,626.69	10,618,185.42
14	EXPENDITURES:																
15	SUPPORT																
16	PUBLIC WORKS CHARGES	2205	-	2,407,188.20	121,253.89	205,268.99	182,529.79	211,276.59	332,417.44	184,744.02	128,598.73	152,812.44	171,550.12	219,313.46	284,862.61	212,560.12	
17	MANAGEMENT AND ADMIN SURVEY ISF	2199	P6020901	351,700.00				118,950.00		118,950.00		(62,050.00)		237,900.00	(62,050.00)		
18	FCGMA ONLINE SUPPORT	2202	P6020850/70	93,332.45		11,666.00	3,989.00	5,663.17	13,080.99	10,140.69	10,302.10	12,875.29	10,239.44	4,181.07	6,848.25	4,346.45	
19	BOARD MEMBERS INSURANCE	2072	P6020850	4,085.00	4,085.00												
20	BI-ANNUAL AUDIT	2199	P6020850	4,950.00			4,950.00										
21	WPD -SCR Coordinator	2199	P6020850	0.00													
22	CONTRACT																
23	CONSULTANT CONTRACT (DUDEK) - Implementation	2183	P6020858	583,129.04			122,414.64	108,002.39	189,199.93		163,613.33	(53,106.25)			47,621.25	5,383.75	
24	CONSULTANT CONTRACT (DUDEK) - Annual reports	2183	P6020858	65,247.50					7,835.00		34,352.50				23,060.00		
25	CONSULTING CONTRACT (UNITED WATER)-GSP modeling	2183	P6020858	0.00													
26	CONSULTING CONTRACT (RINCON CONSULTANT)- AMI Data support	2199	P6020852/70	36,627.04	4,355.21	5,920.79	2,365.11	7,814.89	4,311.52	2,208.15	9,651.37						
27	CONSULTING CONTRACT (HALLMARK)	2199	P6020850	15,879.31				5,164.34		3,714.97		2,562.50		4,437.50			
28	CONSULTING CONTRACT (PADRE ASSOCIATES)	2183	P6020872/74	3,795.00				1,897.50		1,897.50							
29	LEGAL																
30	COUNTY COUNSEL	2185	P6020853	101,829.00			11,534.25	23,955.75		12,285.00		29,961.75		13,377.00	10,715.25		
31	COUNTY COUNSEL ( GEMES) - LPV Basin Adjudication	2185	P6020864	(6,345.50)			2,934.75	2,320.50		1,160.25		2,798.25		(15,559.25)			
32	COUNTY COUNSEL ( GEMES) - City of Oxnard v FCGMA	2185	P6020866	14,673.75			819.00	1,365.00		2,866.50		6,620.25		2,866.50	136.50		
33	COUNTY COUNSEL ( GEMES) - OPV Coalition v FCGMA	2185	P6020867	55,214.25			8,531.25	11,943.75		6,483.75		9,486.75		15,151.50	3,617.25		
34	OTHER LEGAL FEES (Jarvis Fay)	2185	P6020850	1,976.00				1,976.00									
35	OTHER LEGAL FEES (Rutan & Tucker LLP)	2185	P6020853	11,573.50		11,573.50											
36	OTHER LEGAL FEES ( Stoel)(GEMES) - LPV Basin Adjudication	2185	P6020864	(35,178.16)		8,134.20	26,165.00	94,508.48			112,875.60	91,100.86		(367,962.30)			
37	OTHER LEGAL FEES ( Stoel)(GEMES) - City of Oxnard v FCGMA	2185	P6020866	291,862.50		44,163.52	70,954.51	78,846.71			54,172.14	40,198.26		3,445.53	81.83		
38	OTHER LEGAL FEES ( Stoel)(GEMES) - OPV Coalition v FCGMA	2185	P6020867	0.00													
39	OTHER LEGAL FEES (Shute Mihaly)(GEMES) - OPV Coalition v FCGMA	2185	P6020867	470,998.76		104,254.96	33,207.96	50,591.53	47,164.56	58,177.77	33,904.10	21,543.10		84,903.71	37,251.07		
40	LEGAL EXPENSE COST SHARE - LPV WATERMASTER	2185	P6020853	(200,000.00)							(200,000.00)						
41	OTHER LEGAL FEES (GMSR LLP) (GEMES) - City of Oxnard v FCGMA	2185	P6020866	70,847.00								4,930.00		25,807.00		40,110.00	
42	GRANT																
43	KENNEDY JENKS	2199	P6020852	98,735.00		6,492.50	9,452.50	29,867.50		18,747.50		19,712.50		9,300.00	5,162.50		
44	WILDHERON DRILLING - FOX24-01 OXNARD BASIN MONIT WELLS	4114	P6020872	1,379,486.70		401,925.86	494,794.82		374,121.88	23,742.72		84,901.42					
45	WILDHERON DRILLING - FOX24-01 PV BASIN MONIT WELLS	4114	P6020874	1,379,486.67		401,925.85	494,794.80		374,121.87	23,742.72		84,901.43					
46	GSA CHARGES																
47	GRAPHICS CHARGES ISF	2166	P6020850	1,120.35								1,120.35					
48	GIS - ISF	2203	P6020850	1,805.76		300.96	150.48	150.48	150.48	150.48	150.48	150.48	150.48	150.48	150.48	150.48	
49	SPECIAL SERVICES ISF	2206	P6020850	8,632.28			4,144.84		1,853.32		208.32	186.00			837.00	1,402.80	
50	OTHER MAINTENANCE ISF	2116	P6020850	4,036.20				833.28								3,202.92	
51	VOICE DATA ISF	2032	P6020850	98.16					12.27	12.27	12.27	12.27	12.27	12.27	12.27	12.27	
52	MAIL CENTER ISF	2164	P6020850	4,090.94							3.61		899.35	4.20	1,022.25	2,161.53	
53	SPECIAL																
54	LAFCO FUNDING	2159	P6020850	3,510.00	3,510.00												
55	OXNARD WELL DESTRUCTION	2199	P6020854	0.00													
56	FRUIT GROWERS LAB - Annual GW Monit - Oxnard/ PV Basin Monit Wells	2199	P6020872/74	4,895.00			2,612.00	1,306.00	977.00								
57	RECRUITMENT - EXECUTIVE OFFICER	2199	P6020850	30,000.00									10,000.00	10,000.00	10,000.00		
58	OTHER																
59	PUBLIC NOTICE	2221	various	1,111.00				855.07							255.93		
60	CONFERENCES / SEMINARS	2273	P6020850	2,475.00										2,475.00			
61	PRINTING AND BINDING NON ISF	2162	P6020872/74	0.00													
62	HYDROLOGY SUPPLIES	2103	P6020852	383.00											383.00		
63	MAINTENANCE SUPPLIES AND PARTS	2104	P6020872/74	453.35				286.81				53.59	112.95				
64	SOFTWARE SUBSCRIPTIONS NON ISF (ZOOM)	2236	P6020850	1,472.52		163.01	163.01	163.01	163.01		325.79	97.61	99.27	99.27	99.27	99.27	
65	MISC OFFICE EXPENSE	2169/79	P6020850	1,347.08	34.65	56.00			161.38		179.91	54.12	177.65	511.00	160.69	11.68	
66	ASSN OF WATER AGENCIES	2159	P6020850	310.62							330.00	(19.38)					
67	TOTAL EXPENDITURES			7,266,834.27	133,238.75	1,201,846.14	1,476,507.71	757,738.75	1,345,570.65	469,024.29	348,680.25	450,903.59	193,241.53	250,413.94	370,227.40	269,441.27	0.00
68	TOTAL REVENUE			10,896,322.38	923,891.25	66,829.35	325,464.80	478,242.27	166,688.44	87,556.65	2,803,371.70	2,859,374.62	785,664.65	363,540.92	769,086.14	1,266,611.59	0.00

A	B			C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	
	FCGMA FUND: 0170 UNIT: 5795			EXPENDITURES BY ACCOUNTING PERIOD															
				OBJ	PROGRAM	TOTAL	July 2024 / AP01	Aug 2024 / AP02	Sept 2024 / AP03	Oct 2024 / AP04	Nov 2024 / AP05	Dec 2024 / AP06	Jan 2025 / AP07	Feb 2025 / AP08	Mar 2025 / AP09	Apr 2025 / AP10	May 2025 / AP11	June 2025 / AP12	AP 13
69	ENDING CASH BALANCE					10,618,185.42	7,779,349.81	6,644,333.02	5,493,290.11	5,213,793.63	4,034,911.42	3,653,443.78	6,108,135.23	8,516,606.26	9,109,029.38	9,222,156.36	9,621,015.10	10,618,185.42	10,618,185.42
70	<b>NOTES:</b>																		
	Revenues increased by a total of \$497,525.45 (64.7%) in AP12 (June) from AP11 (May) as the SAES-2025-1 submittals are continuing. The payment due date was 05/16/2025; civil penalties will be levied for late submittals.																		
	Total expenses decreased by \$100,786.13 (27.2%) in AP12 (June). The decrease noted in legal fees is due to the fact that County Counsel, Stoel Rives and Shute Mihaly invoices did not process in June. In addition, payments for Executive Officer recruitment to consultants Peckham & McKenney were completed last month.																		

7/18/2025



Item 9 - LPV Watermaster Monthly Balance Report, June 2025  
FCGMA Board Meeting, July 23, 2025

PREPARED BY: Daiva Pekinas

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R
1	FUND: 0171    UNIT: 5796	2024-25	ACCUMULATED			EXPENDITURES BY ACCOUNTING PERIOD											
2	LPV WATERMASTER	ADOPTED	OBJ	PROG	TOTAL	AP 01	AP 02	AP 03	AP 04	AP 05	AP 06	AP 07	AP 08	AP 09	AP 10	AP 11	AP 12
3		BUDGET				7/23	8/23	9/23	10/23	11/23	12/23	1/24	2/24	3/24	4/24	5/24	6/24
4	CASH BALANCE				1,127,504.76	1,127,504.76	1,050,837.78	1,076,742.91	1,074,025.08	1,386,410.44	1,412,842.35	1,438,769.91	1,630,339.40	1,581,858.19	1,596,875.88	1,383,007.76	1,453,496.80
5	REVENUE:																
6	INTEREST EARNINGS		8911	-	27,334.50	(9,651.42)		4,825.71		4,825.71		6,167.29	6,167.29		7,499.96	7,499.96	
7	BASIN ASSESSMENT FEE		9790	P6020670	1,864,759.39	(54,626.98)	38,593.60	15,837.76	403,185.65	85,301.81	70,356.86	413,527.98	175,356.97	74,724.88	330,457.46	260,481.35	51,562.05
8	BASIN ASSESSMENT INTEREST		9790	P6020671	24,469.07	2,102.43	2,775.68	2,584.16	112.55		1,232.84	7,474.87	92.72	3,598.70	1,496.46	1,404.34	1,594.32
9	TOTAL REVENUE				1,916,562.96	(62,175.97)	41,369.28	23,247.63	403,298.20	90,127.52	71,589.70	427,170.14	181,616.98	78,323.58	339,453.88	269,385.65	53,156.37
10	TOTAL FUNDS AVAILABLE				3,044,067.72	1,065,328.79	1,092,207.06	1,099,990.54	1,477,323.28	1,476,537.96	1,484,432.05	1,865,940.05	1,811,956.38	1,660,181.77	1,936,329.76	1,652,393.41	1,506,653.17
11	EXPENDITURES:																
12	SUPPORT:																
13	PUBLIC WORKS ISF CHARGES - LPV WATERMASTER ADMINISTRATION	106,848	2205	P6020660	127,391.90	14,491.01	5,228.90	1,925.09	7,698.49	26,921.33	8,029.70	13,126.12	9,707.36	10,807.75	8,366.84	7,921.27	13,168.04
14	PUBLIC WORKS ISF CHARGES - LPV ALLOCATIONS & RECORD KEEPING	217,088	2205	P6020661	57,360.33		1,535.70	332.74	3,187.43	8,854.35	2,797.47		8,879.70	7,760.64	8,768.38	9,366.44	5,877.48
15	PUBLIC WORKS ISF CHARGES - LPV BASIN MANAGEMENT	156,880	2205	P6020662	50,579.32		1,319.55		3,126.10	6,132.81	3,981.92	5,926.28	3,736.60	6,128.78	5,956.09	9,503.33	4,767.86
16	PUBLIC WORKS ISF CHARGES - LPV COMMITTEE COORDINATION AND CONSULTATIONS	71,232	2205	P6020663	30,456.12		2,608.50	1,187.44	2,770.72	6,966.06	3,760.25	1,979.08	3,023.26	2,514.18	1,038.47	3,162.61	1,445.55
17	PUBLIC WORKS ISF CHARGES - LPV BUDGET & ASSESSMENTS	136,528	2205	P6020664	30,565.20				1,510.97	2,789.73	569.63	1,367.91	2,988.88	12,337.08	5,885.54	1,749.05	1,366.41
18	PUBLIC WORKS ISF CHARGES - LPV LEGAL SERVICES	-	2205	P6020666	2,359.56										359.94	1,015.81	983.81
19	PUBLIC WORKS ISF CHARGES - LPV IT SERVICE & SUPPORT	40,704	2205	P6020667	18,203.79			79.68	4,727.78	4,605.03	3,085.77	1,905.76	362.47	417.11	1,393.94	356.69	1,269.56
20	PUBLIC WORKS CHARGES - LPV IT SERVICE & SUPPORT (CSD IT)	200,000	2199	P6020667	90,200.00								45,100.00			45,100.00	
21	PUBLIC WORKS CHARGES - FISCAL SUPPORT	-	2199	P6020664	33,900.00								16,950.00			16,950.00	
22	LPV CALLEGUAS ASR PROJECT OPERATIONS STUDY	81,408	2205	P6020665	791.64											791.64	
23	LEGAL:																
24	LPV LEGAL SERVICES - COUNTY COUNSEL	248,640	2185	P6020666	152,468.75			10,647.00	25,184.25		9,213.75		41,769.00		48,319.25	17,335.50	
25	LPV LEGAL SERVICES - FCGMA LEGAL COST SHARE	200,000	2185	P6020666	200,000.00							200,000.00					
26	LPV LEGAL SERVICES - STOEL RIVES		2185	P6020666	513,187.55										450,253.23		62,934.32
27	CONTRACTS:																
28	RGS AUTHORITY	20,000	2199	P6020661	32,921.73		4,771.50	1,602.26	1,520.35	3,052.30	4,577.40		5,389.17		203.67	6,311.77	5,493.31
29	TODD GROUNDWATER-TAC		2199	P6020663	78,868.75			10,191.25	18,152.50		8,853.75	1,416.25	19,121.25		13,206.25	3,176.25	4,751.25
30	AQUILOGIC-TAC	259,200	2199	P6020663	30,255.00				11,860.00	570.00		3,460.00	10,375.00	2,660.00		1,330.00	
31	DANIEL B STEPHENS & ASSOCIATES-TAC		2199	P6020663	27,975.25				11,174.25	1,426.50		3,724.75	9,589.25	1,030.25			1,030.25
32	DANIEL B STEPHENS & ASSOCIATES-PAC	170,000	2199	P6020663	20,922.00					2,377.50	792.50	2,694.50		11,570.50		2,377.50	1,109.50
33	DUDEK (GSP Update Task 10.2.1 - Committee Review & Response, Periodic Evaluation)	43,440	2183	P6020662	6,578.75								6,578.75				
34	DUDEK (Initial Basin Optimization Plan - Tasks 12.5 - 12.7)	78,000	2183	P6020662	71,706.25								19,398.75			30,786.25	21,521.25
35	DUDEK (2025 Basin Optimization Yield Study)			P6020662	21,157.50											7,555.00	13,602.50
36	DUDEK (Task 13 - Technical Advisory Committee Watermaster Support Services)	97,440	2183	P6020663	61,236.25								27,128.75			34,107.50	
37	AUDITS:																
38	BROWN ARMSTRONG ACCOUNTANCY CORP	20,000	2199	P6020664	17,650.00									8,079.60	9,570.40		
39	TOTAL EXPENDITURES				1,676,735.64	14,491.01	15,464.15	25,965.46	90,912.84	63,695.61	45,662.14	235,600.65	230,098.19	63,305.89	553,322.00	198,896.61	139,321.09
40	ENDING CASH BALANCE				1,367,332.08	1,050,837.78	1,076,742.91	1,074,025.08	1,386,410.44	1,412,842.35	1,438,769.91	1,630,339.40	1,581,858.19	1,596,875.88	1,383,007.76	1,453,496.80	1,367,332.08
41	NOTES:																
	In June (AP12, or column R), revenue decreased by \$216,229.28 (80.3%) compared to May as the LPV-2024-3 Basin Assessment (BA) payments are continuing. The payment due date was 05/01/2025. Additionally, interest earnings from the County Pooled Investment fund have not been allocated in June.																
	Total expenses decreased by \$59,575.52 (29.9%) from May. The decrease noted in legal, PWA CSD support, and TAC fees is due to the fact that County Counsel and Dudek invoices were not processed in June. In May, a PWA Central Services allocation was made for Fiscal and IT support for two quarters (3rd & 4th).																



# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## 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  
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## INTERIM EXECUTIVE OFFICER

Jeff Palmer

July 23, 2025

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT: Presentation on Agency's Administration of the \$15.2 Million Department of Water Resources (DWR) Sustainable Groundwater Management (SGM) Grant Award – (New Item)**

**RECOMMENDATION:** Receive an informational presentation on the Agency's administration and closeout of the \$15.2 million DWR SGM Grant Program, which provided \$7.6 million for the Oxnard Subbasin and \$7.6 million for the Pleasant Valley Basin.

## BACKGROUND:

At the January 26, 2022, FCGMA Board of Directors meeting, your Board approved Resolutions 2022-01<sup>1</sup> and 2022-02<sup>2</sup>, authorizing the Executive Officer to submit applications to DWR for funding from the 2021 SGM SGMA Implementation Grant Round 1 Solicitation for Critically Overdrafted Basins to implement projects in the Oxnard Subbasin and Pleasant Valley Basin.

## DISCUSSION:

The Agency received award notification letters from DWR dated April 28, 2022, informing the Agency that the applications were successful, and DWR had granted the Agency \$7.6 million in funding for each of the two basins. The projects selected for grant funding were based on ranking and scoring by the ad hoc Project Committee that was part of the OPV Stakeholder Group facilitation process and approved by your Board at the January 26, 2022, Board Regular meeting<sup>5</sup>. The grant projects (called "components" by DWR for the grant) for the Oxnard Subbasin and for the Pleasant Valley are listed in the following table.

<sup>1</sup> Resolution 2022-01: <https://s42135.pcdn.co/wp-content/uploads/2024/10/Resolution-2022-01.pdf>

<sup>2</sup> Resolution 2022-02: <https://s42135.pcdn.co/wp-content/uploads/2024/10/Resolution-2022-02.pdf>

Item 10 – SGM Round 1 Grant Closure  
July 23, 2025, FCGMA Board Meeting

Components	Category	Total Project Cost	Grant Amount	Executing Agency
<b>Oxnard Subbasin</b>				
1: Grant Administration	Administration	\$ 115,000	\$ -	All
2: UWCD Ferro-Rose Artificial Recharge of Groundwater	Implementation	\$4,000,000	\$2,510,300	UWCD
3: UWCD Laguna Road Recycled Water Interconnection	Implementation	\$4,225,000	\$2,651,500	UWCD
4: UWCD Monitoring Well Construction and Data Collection for Design of Extraction Barrier and Brackish Water Treatment	Planning	\$2,100,000	\$1,317,900	UWCD
5: FCGMA Installation of 3 Monitoring Wells to Assess the Hydraulic Connectivity Between Surface Water Bodies, the Semi-Perched Aquifer, and the Principal Aquifers	Planning	\$ 493,442	\$ 382,500	FCGMA
6: FCGMA Install Multi-Depth Monitoring Wells at Two Locations in the Oxnard Subbasin	Planning	\$1,700,580	\$ 737,800	FCGMA
<b>Oxnard Subbasin Total</b>		<b>\$ 12,624,022</b>	<b>\$ 7,600,000</b>	
<b>Pleasant Valley Basin</b>				
1: Grant Administration	Administration	\$ 115,000	\$ -	All
2: PVCWD Recycled Water Connection Pipeline	Implementation	\$5,600,000	\$5,260,000	PVCWD
3: PVCWD Private Reservoir Program	Implementation	\$ 590,000	\$ 550,000	PVCWD
4: FCGMA Multi-Depth Monitoring Well Installation in the Pleasant Valley Basin	Planning	\$2,550,158	\$1,075,000	FCGMA
5: FCGMA Monitoring Well Installation	Planning	\$ 493,442	\$ 382,500	FCGMA
6: Camarillo Stormwater Diversion to Water Reclamation Plant Feasibility Study	Planning	\$ 350,000	\$ 332,500	Camarillo
<b>Pleasant Valley Basin Total</b>		<b>\$ 9,698,600</b>	<b>\$ 7,600,000</b>	
<b>Agencywide Total:</b>		<b>\$22,232,622</b>	<b>\$15,200,000</b>	

At the July 20, 2022, Board special meeting<sup>3</sup>, your Board awarded a contract with Kennedy Jenks Consultants, Inc., to conduct grant administration services and directed the subgrantees fund the grant administration consultant, apportioned based on the grant awarded. The final Grant Agreements between DWR and the Fox Canyon Groundwater Monitoring Agency for the Oxnard Subbasin and the Pleasant Valley Basin were approved by your Board on September 9, 2022. At the same meeting Subgrant Agreements with the other grant recipients were approved which flow down the provisions of the Grant Agreement between DWR and the Agency and include the requirement to pay the proportional cost of grant administration consultant services.

<sup>3</sup> 7/20/22 materials: <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=15576>

At the February 12, 2025, Board special meeting<sup>4</sup>, your Board received an update on the status of these projects and targeted dates of completion. On April 29, 2025, two grant closure summary letters were received from DWR for both Oxnard and Pleasant Valley Subbasins (attached as Exhibits 10A and 10B, respectively) notifying the Agency that DWR has released retention in the total amount of \$15,200,000.

As part of the grant closeout process, the DWR conducted a grantee performance review. The Agency received a very good overall performance rating for both subbasins, with DWR noting the Agency's responsiveness and compliance with the grant agreement and workplan requirements.

**CONCLUSION:**

The grant implementation was successfully completed and the projects funded through this grant are anticipated to enhance the long-term sustainability of Oxnard and Pleasant Valley Subbasins.

Ongoing interagency collaboration and integrated management of water supply projects are essential to achieving meaningful improvements in the basin conditions.

This letter has been reviewed by Agency Counsel. If you have any questions, please call me at (805) 654-2454.

Sincerely,



Raya Nour  
Engineer II

**Attachments:**

Exhibit 10A – Grant Closure Letter (Oxnard Subbasin), Sustainable Groundwater Management Act Implementation Grant, Round 1

Exhibit 10B - Grant Closure Letter (Pleasant Valley Subbasin), Sustainable Groundwater Management Act Implementation Grant, Round 1

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<sup>4</sup> 2/12/25 materials: <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=20288>

**DEPARTMENT OF WATER RESOURCES**

P.O. BOX 942836  
SACRAMENTO, CA 94236-0001  
(916) 653-5791



4/29/2025

Fox Canyon Groundwater Management Agency  
800 S Victoria Avenue  
Ventura, CA 93009

Subject: Grant Closure – Fox Canyon Groundwater Management Agency (Oxnard Subbasin), Sustainable Groundwater Management Act Implementation Grant, Round 1, Agreement Number 4600014642, Grant Closure

Dear Arne Anselm:

This letter acknowledges that the CA Department of Water Resources (DWR) has released retention in the amount of \$7,600,000 for the subject grant agreement. Please provide us with notice when you receive your retention payments.

This letter serves as notification that contractual obligations, with the exception of Post-Performance Reporting, for the above referenced grant agreement between Fox Canyon Groundwater Management Agency (Fox Canyon GMA) and DWR have been fulfilled. In accordance with the Submission of Reports section of the grant agreement, the date of this letter indicates the beginning of the Post-Performance Reporting requirement for Component 3. Your agency is required to submit these reports every year for three years. Please submit the first report for the associated Components per the schedule listed in the attached Post-Performance Reporting templates. Post-performance reports provide DWR, the legislature, and the public updates of the benefits yielded by State grant funding. Note that failure to submit these reports is a violation of the grant agreement. As of the date of this letter, all Post-Performance Reports should be transmitted to DWR as an email attachment. The report should be in a Microsoft Word compatible format or PDF. The email should be sent to [DWR\\_IRWM@water.ca.gov](mailto:DWR_IRWM@water.ca.gov). The subject line of the email should include the agreement number and "Post-Performance Report".

Please be mindful that the Grantee is obligated to continue records retention as there is a potential for a post completion audit of the Grant.

Also, transmitted with this letter is a performance evaluation for you to retain for your records.

Thank you for your interest in the Sustainable Groundwater Management (SGM) Grant Program and your effort to manage water resources in your area. If you have any questions, please contact Lauren Crotty at [Lauren.Crotty@water.ca.gov](mailto:Lauren.Crotty@water.ca.gov) or at (916) 326-9096.

Sincerely,

*Kelley List*

Kelley List, PG, Supervising Engineering Geologist  
Program Manager, SGM Grant Program  
Financial Assistance Branch, Division of Regional Assistance

**Item 10A - Grant Closeout Letter - Oxnard Subbasin**  
**July 23, 2025 FCGMA Board Meeting**



**GRANT PERFORMANCE EVALUATION FORM**

☒ Final ☐ Annual *Period:* MM/YYYY – MM/YYYY

Choose an item. Choose an item., Choose an item., Choose an item.

<i>Grantee Information:</i>			<i>Agreement No.:</i> 4600014642	
Fox Canyon Groundwater Management Agency			<i>Start Date:</i> 9/14/2022	
<i>Address:</i> 800 S Victoria Avenue, Ventura, CA 93009			<i>End Date:</i> 6/30/2025	
<i>Contact:</i> Arne Anselm	<i>Phone:</i> (805) 654-3942	<i>email:</i> Arne.Anselm@ventura.org		

<i>Grant Amount:</i>	<i>Reqd. Funding Match / Cost Share:</i>	<i>Other Cost Share:</i>	<i>Total Cost:</i>
\$7,600,000	NA	NA	NA

<i>Grant/Component Title /Agency (if applicable):</i>	<i>Start Date:</i>	<i>Original End Date:</i>	<i>Revised End Date:</i>	<i>No. of Amend</i>
Component 1: Grant Agreement Administration	7/19/2022	4/30/2025	NA	3
Component 2: United Water Conservation District (UWCD) Ferro-Rose Artificial Recharge of Groundwater	7/19/2022	3/31/2025	NA	3
Component 3: United Water Conservation District Laguna Road Recycled Water (RW) Interconnection	7/19/2022	3/31/2025	NA	3
Component 4: United Water Conservation District Monitoring Well Construction and Data Collection	6/1/2022	3/31/2025	NA	3
Component 5: Fox Canyon Groundwater Management Agency (FCGMA) Monitoring Wells Installation	6/1/2022	3/31/2025	NA	3
Component 6: Fox Canyon Groundwater Management Agency Multi-Depth Monitoring Wells Installation in the Oxnard Subbasin	6/1/2022	3/31/2025	NA	3

**Amendments and Reason(s) for Each:**

Amendment 1: Modified the Budget for Component 2. Moved \$39,645 from category (b) to category (a). Additionally, modified Component 3 to eliminate verbiage and deliverables related to contract services for the program and modify agreement language for clarification on component work and deliverables.

Amendment 2: Modified the workplan for Component 2 to accurately describe the subcomponents of the Project. Modify the workplan for Component 3 to more accurately reflect the anticipated length of pipeline from 3,400 to 3,800 linear feet as is currently to a range of 3,000 to 3,500 linear feet. Modify Exhibit C to reflect more accurate start and completion dates between categories.

Amendment 3: Modify the workplan to specify a 'minimum' number of monitoring wells for Components 5 and 6. Remove the subproject (Three-Barrel Culvert) scope from Component 2 based on encountered permitting issues. Clarified deliverables for Component 3. Modify Exhibit B to shift remaining funds from the subproject of Component 2 to Component 3, based on excessive costs encountered during the bidding process. Clarified Project title for Component 6.

**GRANTEE PERFORMANCE**

DWR 9003 (Rev.8/21)



<i>Rate questions by assigning appropriate values—Acceptability Level:</i> <i>A = Always, B = Most of the times, C = Sometimes, D = Never</i>	A	B	C	D	Notes
Grantee maintained consistent and regular communication with DWR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Grantee maintained consistent and regular communication with Local Project Sponsors (LPS)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Progress Reports were consistent with the agreement requirements, including work progress according to the Work Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Progress Reports were submitted on time (Quarterly)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Invoices were submitted on time (Quarterly)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Draft invoices accompanied by adequate and correct backup documentation, consistent with the workplan, only included eligible costs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Project deliverables were submitted on schedule and as per the workplan requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Grantee always maintained the compliance with all agreement requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
<b>Overall Grantee Performance Rating:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary

**Grant Performance Summary:**

Fox Canyon was responsive and followed the guidelines as outlined in the grant agreement and workplan. Fox Canyon submitted invoices and progress reports on time and responded to required edits in a timely manner.

DWR – DIVISION OF REGIONAL ASSISTANCE – FINANCIAL ASSISTANCE BRANCH

<b>Grant Manager's (GM) Name &amp; Title:</b> Lauren Crotty, PG Engineering Geologist  <b>GM's Signature:</b> <u>Lauren Crotty</u> <b>Date:</b> 4/29/2025  <b>Email:</b> <a href="mailto:Lauren.Crotty@water.ca.gov">Lauren.Crotty@water.ca.gov</a>	<b>Assistant Project Manager's (APM) Name &amp; Title:</b> Ashley Gilreath Program Manager I  <b>PPM's Signature:</b> <u>Ashley Gilreath</u> <b>Date:</b> 4/29/2025  <b>Email:</b> <a href="mailto:Ashley.Gilreath@water.ca.gov">Ashley.Gilreath@water.ca.gov</a>
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DWR Grant Performance Evaluation Form (Rev. 01/2021)

DWR 9003 (Rev.8/21)



**DEPARTMENT OF WATER RESOURCES**

P.O. BOX 942836  
SACRAMENTO, CA 94236-0001  
(916) 653-5791



4/29/2025

Fox Canyon Groundwater Management Agency  
800 S Victoria Avenue  
Ventura, CA 93009

Subject: Grant Closure – Fox Canyon Groundwater Management Agency (Pleasant Valley Subbasin), Sustainable Groundwater Management Act Implementation Grant, Round 1, Agreement Number 4600014641, Grant Closure

Dear Arne Anselm:

This letter acknowledges that the CA Department of Water Resources (DWR) has released retention in the amount of \$7,600,000 for the subject grant agreement. Please provide us with notice when you receive your retention payments.

This letter serves as notification that contractual obligations, with the exception of Post-Performance Reporting, for the above referenced grant agreement between Fox Canyon Groundwater Management Agency (Fox Canyon GMA) and DWR have been fulfilled. In accordance with the Submission of Reports section of the grant agreement, the date of this letter indicates the beginning of the Post-Performance Reporting requirement for Component 2, Component 3, and Component 7. Your agency is required to submit these reports every year for three years. Please submit the first report for the associated Components per the schedule listed in the attached Post-Performance Reporting templates. Post-performance reports provide DWR, the legislature, and the public updates of the benefits yielded by State grant funding. Note that failure to submit these reports is a violation of the grant agreement. As of the date of this letter, all Post-Performance Reports should be transmitted to DWR as an email attachment. The report should be in a Microsoft Word compatible format or PDF. The email should be sent to [DWR\\_IRWM@water.ca.gov](mailto:DWR_IRWM@water.ca.gov). The subject line of the email should include the agreement number and "Post-Performance Report".

Please be mindful that the Grantee is obligated to continue records retention as there is a potential for a post completion audit of the Grant.

Also, transmitted with this letter is a performance evaluation for you to retain for your records.

Thank you for your interest in the Sustainable Groundwater Management (SGM) Grant Program and your effort to manage water resources in your area. If you have any questions, please contact Lauren Crotty at [Lauren.Crotty@water.ca.gov](mailto:Lauren.Crotty@water.ca.gov) or at (916) 326-9096.

Sincerely,

*Kelley List*

Kelley List, PG, Supervising Engineering Geologist  
Program Manager, SGM Grant Program  
Financial Assistance Branch, Division of Regional Assistance

**Item 10B - Grant Closeout Letter - Pleasant Valley Basin  
July 23, 2025 FCGMA Board Meeting**



**GRANT PERFORMANCE EVALUATION FORM**

☒ Final ☐ Annual *Period:* MM/YYYY – MM/YYYY

Choose an item. Choose an item., Choose an item., Choose an item.

<b>Grantee Information:</b>		<b>Agreement No.:</b> 4600014641	
Fox Canyon Groundwater Management Agency		<b>Start Date:</b> 9/14/2022	
<b>Address:</b> 800 S Victoria Avenue, Ventura, CA 93009		<b>End Date:</b> 6/30/2025	
<b>Contact:</b> Arne Anselm	<b>Phone:</b> (805) 654-3942	<b>email:</b> Arne.Anselm@ventura.org	

<b>Grant Amount:</b>	<b>Reqd. Funding Match / Cost Share:</b>	<b>Other Cost Share:</b>	<b>Total Cost:</b>
\$7,600,000	NA	NA	NA

<i>Grant/Component Title /Agency (if applicable):</i>	<i>Start Date:</i>	<i>Original End Date:</i>	<i>Revised End Date:</i>	<i>No. of Amend</i>
Component 1: Grant Agreement Administration	7/19/2022	4/30/2025	NA	2
Component 2: Pleasant Valley County Water District (PVCWD) Recycled Water Connection Pipeline	7/19/2022	10/31/2024	NA	2
Component 3: Pleasant Valley County Water District Private Reservoir Program	7/19/2022	10/31/2024	NA	2
Component 4: Fox Canyon Groundwater Management Agency (FCGMA) Multi-Depth Monitoring Well Installation in the Pleasant Valley Basin (PVB)	7/19/2022	3/31/2025	NA	2
Component 5: Fox Canyon Groundwater Management Agency Monitoring Well Installation	7/19/2022	3/31/2025	NA	2
Component 6: Camarillo Stormwater Diversion to Water Reclamation Plant (WRP) Feasibility Study	7/19/2022	2/28/2024	NA	2
Component 7: UWCD Laguna Rd RW Interconnection	7/19/2022	3/31/2025	NA	2

**Amendments and Reason(s) for Each:**

Amendment 1: Modified the Budget for Component 2. Moved \$39,645 from category (b) to category (a). Additionally, modified Component 3 to eliminate verbiage and deliverables related to contract services for the program and modify agreement language for clarification on component work and deliverables.

Amendment 2: Modified Project Representatives. Included workplan for Component 7 (Oxnard Component 3) and reallocated excess funds from Components 2 and 3 into Component 7. Clarified deliverables.

GRANTEE PERFORMANCE					
<i>Rate questions by assigning appropriate values—Acceptability Level:</i>	A	B	C	D	Notes
<i>A = Always, B = Most of the times, C = Sometimes, D = Never</i>					
Grantee maintained consistent and regular communication with DWR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary

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Invoices were submitted on time (Quarterly)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Draft invoices accompanied by adequate and correct backup documentation, consistent with the workplan, only included eligible costs	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Project deliverables were submitted on schedule and as per the workplan requirement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
Grantee always maintained compliance with all agreement requirements	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary
<b>Overall Grantee Performance Rating:</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	add notes as necessary

**Grant Performance Summary:**

Fox Canyon was responsive and followed the guidelines as outlined in the grant agreement and workplan. Fox Canyon submitted invoices and progress reports on time and responded to required edits in a timely manner.

DWR – DIVISION OF REGIONAL ASSISTANCE – FINANCIAL ASSISTANCE BRANCH

<b>Grant Manager's (GM) Name &amp; Title:</b> Lauren Crotty, PG Engineering Geologist  <b>GM's Signature:</b> <u>Lauren Crotty</u> <b>Date:</b> 4/29/2025  <b>Email:</b> <a href="mailto:Lauren.Crotty@water.ca.gov">Lauren.Crotty@water.ca.gov</a>	<b>Assistant Project Manager's (APM) Name &amp; Title:</b> Ashley Gilreath Program Manager I  <b>PPM's Signature:</b> <u>Ashley Gilreath</u> <b>Date:</b> 4/29/2025  <b>Email:</b> <a href="mailto:Ashley.Gilreath@water.ca.gov">Ashley.Gilreath@water.ca.gov</a>
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DWR Grant Performance Evaluation Form (Rev. 01/2021)

# Agency's administration and closeout of the \$15.2 million DWR SGM Grant Program


Item 10 – July 23, 2025




Raya Nour  
Engineer II



# Background

- 
- **January 26, 2022:** Board authorization for applications to implement projects in the Oxnard Subbasin and Pleasant Valley Basin (OPV).
  - **April 28, 2022:** DWR award notification letters \$15.2 million
  - **July 20, 2022:** Administration services contract with Kennedy Jenks Consultants
  - **September 2022:** Agency and subgrantees enter grant agreements with DWR.

Final agreements were approved by your board.

- 
- **March 30, 2025:** all projects completed.
  - **April 29, 2025:** DWR grant closure letters received.
  - **July 23, 2025:** Board update

# Oxnard Subbasin Grant Projects

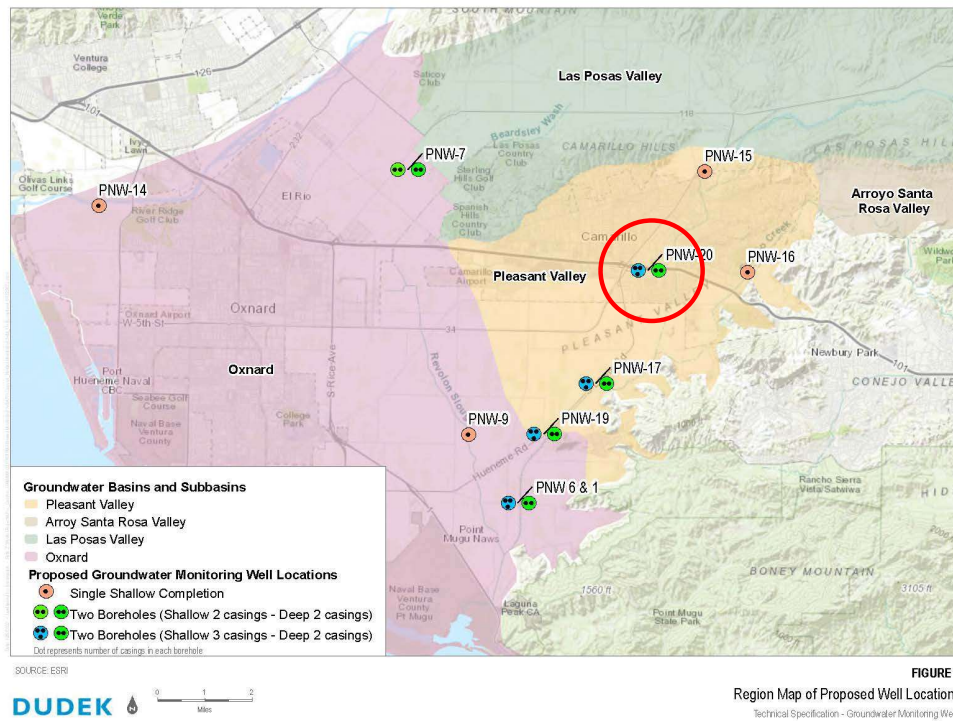
Components	Grant Amount
UWCD Ferro-Rose Artificial Recharge of Groundwater	\$2,510,300
UWCD Laguna Road Recycled Water Interconnection	\$2,651,500
UWCD Monitoring Well Construction and Data Collection	\$1,317,900
FCGMA Monitoring Wells Installation (shallow)	\$382,500
FCGMA Multi-Depth Monitoring Wells Installation	\$737,800
<b>Total:</b>	<b>\$7,600,000</b>



# Pleasant Valley Basin Grant Projects

Components	Grant Amount
PVCWD Recycled Water Connection Pipeline	\$5,260,000
PVCWD Private Reservoir Program	\$550,000
FCGMA Multi-Depth Monitoring Well Installation	\$1,075,000
FCGMA Monitoring Well Installation (shallow)	\$382,500
Camarillo Stormwater Diversion to WRP Feasibility Study	\$332,500
<b>Total:</b>	<b>\$7,600,000</b>

# FCGMA Monitoring Well Drilling 2024 – SGM Grant





# Power of Collaboration


**\$1.01M** Inverted Siphon Replacement Project  
Additional Yield: 500-700 AFY



Sep 24, 2024



**\$1.32M** EBB Monitoring Well Construction and Data Collection, 21 monitoring wells, 5 locations



Jul 17, 2024



**\$4.62M** Laguna Road Recycled Water Interconnection Project  
Additional Yield: up to 1,500 AFY



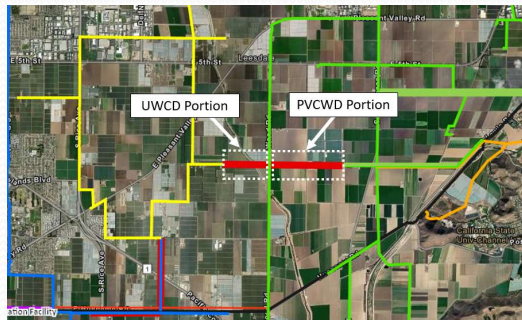
Apr 4, 2025

Funding provided by: DWR 2021 Sustainable Groundwater Management Act Implementation Round 1 Grant for Oxnard Subbasin



# Pleasant Valley County water District (PVCWD)

- PVCWD Recycled Water Connection Pipeline → Agricultural use



- PVCWD Private Reservoir Modifications Program to increase winter flow harvesting.



## Before Installation



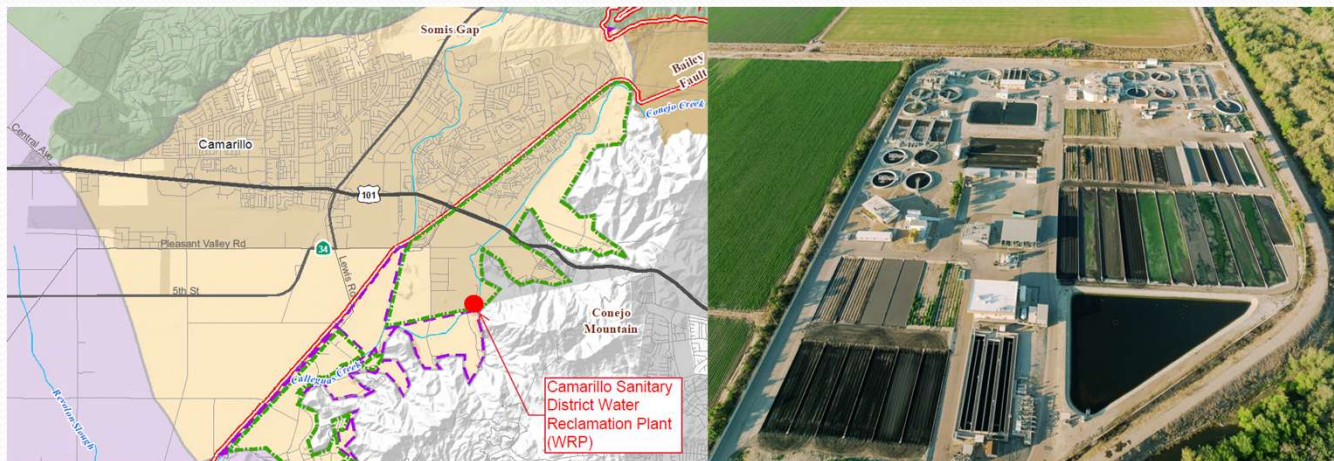
## After Installation



# Camarillo Stormwater Diversion to Water Reclamation Plant (WRP) Feasibility Study

- **Conclusion**

- Dry weather stormwater diversions to the WRP are feasible. The relatively small amount of additional recycled water produced would not make the project cost effective at this time, but there may be stormwater regulatory benefits.
- Initial wet weather stormwater flow diversions to the WRP are infeasible without significant capital improvements due to sewer capacity limitations, fluctuations in recycled water demand, and the WRP's constraints.





# Conclusion

- Projects were completed
- Total grant amount (\$15.2 M) utilized
- Grant Performance Evaluation “A”





# Recommendation

Staff Recommends you receive and file this presentation





# Questions?

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## 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

**Jeff Palmer**

June 25, 2025

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT: Hearing and Report on Status of Agency Vacancies and Recruitment and Retention Efforts – (New Item)**

**RECOMMENDATIONS:** (1) Convene a public hearing to receive an annual informational report on the status of the Agency's vacancies, recruitment, and retention efforts pursuant to Assembly Bill 2561, and (2) Receive and file this presentation.

## BACKGROUND:

Per [Assembly Bill \(AB\) 2561](#)<sup>1</sup>, which took effect January 1, 2025, and is codified as Government Code Section 3502.3, the information detailed under the statute must be presented to the Board at least once per Fiscal Year (FY), at a public hearing, prior to adoption of the annual budget. The statutorily required information concerns the status of vacancies, recruitment, and retention efforts, and necessary changes to policies, procedures, and recruitment activities to help address obstacles in the hiring process. Government Code Section 3502.3 requires the Agency to present this report at a public hearing.

## RECENT RECRUITMENT

### ***Executive Officer***

The Agency's most recent recruitment is that of the Executive Officer (EO). Discussion on creating a new full-time Executive Officer position has been ongoing at the Executive Committee and at the full Board level since December 2024, when the Board adopted Resolution 2024-06<sup>2</sup> defining the function of the position. In March 2025, the Board authorized engaging Peckham and McKinney Recruitment Services<sup>3</sup> to conduct a national recruitment search to fill the Agency EO position. The Agency is on track to employ its first full-time, dedicated Executive Officer after a national recruitment search

<sup>1</sup> [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240AB2561](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB2561)

<sup>2</sup> Resolution 2024-06: <https://s42135.pcdn.co/wp-content/uploads/2024/12/Resolution-2024-06.pdf>

<sup>3</sup> See Item 14: <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=20595>

and evaluation of candidates. Officially hiring, then onboarding the EO and setting expectations with regards to Board review and protocols, will be an Agency wide effort targeted to occur in the first months of FY 2025-26. The full-time EO will report directly to the Board.

## **HIRING AND VACANCIES**

The Agency has made great progress on filling its roster over the previous Fiscal Year. Of the 12 full-time equivalent (FTE) staff, two are currently vacant: the Groundwater Manager position, vacant since January 2024, and the Executive Officer position, a newly classified FTE role, is the other vacancy. As stated above, the EO role has been recruited, and hiring is pending as of the time of this report's writing.

## **HIGHLIGHTS FROM NEW HIRES IN FY 2024-25**

### ***Water Resources Specialist***

In 2018, the FCGMA Board adopted an Advanced Metering Infrastructure (AMI) Ordinance, whose purpose and intent are to: a) provide for broader and simultaneous measurement and reporting of groundwater extractions; b) improve the Agency's ability to monitor and manage groundwater use; c) facilitate implementation of a Groundwater Sustainability Plan; and d) promote sustainable groundwater management within the Agency. Due to the Agency's increased workload and staffing levels during calendar years 2023 and 2024, the Interim Executive Officer exercised the authority granted by the Board via Resolution 2018-02<sup>4</sup> to enter professional services contracts up to \$25,000 to supplement staff, thus Rincon Consultants Inc., was engaged to assist with AMI data management. An additional \$53,977.88 was approved at the July 27, 2024, Board meeting guaranteeing consultant assistance with AMI data management services until December 2024. In November 2024, the Agency hired a Water Resources Specialist to assume these duties eliminating the need for consultant support for AMI data management services. No further consultant costs are estimated for AMI data management in the draft FY2025-26 budget. The Water Resources Specialist role extends beyond AMI data management and includes groundwater extraction reporting, ordinance compliance, research and any other duties that may be assigned including assisting with Watermaster groundwater use extraction and reporting. Bringing these services in-house also saves on overall costs when contract administration and consultant management tasks are factored in.

### ***Engineer***

After Board discussion on the Agency's need for project review and analysis, the Engineer position, an Agency liaison with other agencies proposing or reporting on projects, was proposed during adoption of the Fiscal Year 2022-23 Budget<sup>5</sup>. As described in the Board materials for the Budget adoption: "the engineer would manage the Capital Improvement Plan (CIP) [analysis] of water-supply and infrastructure projects, both the Agency's and

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<sup>4</sup> Resolution 2018-02: <https://s42135.pcdn.co/wp-content/uploads/2022/07/Resolution-2018-02.pdf>

<sup>5</sup> June 22, 2022, meeting, Item 2: <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=15484>



other agencies' projects needed to achieve sustainable groundwater management, as well as provide technical support to other Agency programs such as the AMI and flowmeter programs.”<sup>6</sup> The Engineer does not manage projects for other agencies with authority but serves in liaison capacity to other agencies only.

In winter of 2024, the Agency onboarded an Engineer to provide independent analysis of projects proposed by other agencies to confirm benefits or additional yield, for the Agency's benefit in project evaluation, and to review project compliance as required by existing Board resolution; for example, Resolution 2016-04<sup>7</sup> concerning the North Pleasant Valley Basin Desalter Project, or Resolution 2013-02<sup>8</sup> and Resolution 2023-02<sup>9</sup>, both concerning the City of Oxnard's Groundwater Recovery Enhancement and Treatment (GREAT) program.

Most importantly, the Engineer is tasked with identifying potential improvements to increase benefits to the basin(s), and to mitigate potential conflicts with other proposed projects. Water agencies will design projects to meet their rate payors' needs, whereas small improvements or recommendations for such may provide benefits to sustainable yield. After analysis by the Engineer and subsequent Board discussion and recommendation, the Agency may be able to fund those improvements in the future.

## **PROPOSED ADDITIONAL ROLES**

A staff recommendation included in the draft FCGMA FY 2025-26 Budget, brought before your Board as another Item on this meeting's Agenda, proposes funding 2 additional FTE roles: additional staff support in the form of an entry-level hydrologist and a management or administrative assistant, to provide support for Board-recommended priorities such as monitoring network improvement planning, systematically clearing processing backlogs associated with temporary variances or civil penalty waiver requests, or developing a stakeholder outreach plan to educate and discuss rampdown considerations with stakeholders; with regards to improving retention, these proposed additional roles would be an effective step forward in helping to offset the tasks our Agency must accomplish to be effective, as identified in the Agency Staffing Needs Analysis Report<sup>10</sup> presented to the Board by consultant Hallmark Group on February 12, 2025. As the analysis notes, staff are only able to perform a subset of the required tasks for the administration of FCGMA, and the full-time equivalent of this task subset is approximately 15 employees. The report then asserts that the estimated level of staffing to perform all the required tasks necessary to accomplish the Agency's work is approximately 20 FTEs.

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<sup>6</sup> Ibid.

<sup>7</sup> Resolution 2016-04: <https://s42135.pcdn.co/wp-content/uploads/2024/12/Resolution-2016-04.pdf>

<sup>8</sup> Resolution 2013-02: <https://s42135.pcdn.co/wp-content/uploads/2022/06/resolution-2013-02.pdf>

<sup>9</sup> Resolution 2023-02: <https://s42135.pcdn.co/wp-content/uploads/2024/02/Resolution-2023-02.pdf>

<sup>10</sup> Agency Staffing Analysis Report: [https://s42135.pcdn.co/wp-content/uploads/2025/06/20250212\\_Agency-Staffing-Analysis-Report\\_Hallmark-Group.pdf](https://s42135.pcdn.co/wp-content/uploads/2025/06/20250212_Agency-Staffing-Analysis-Report_Hallmark-Group.pdf)

**CONCLUSION:**

Agency staff recommends your Board (1) conduct a public hearing to receive the annual informational report required Government Code Section 3502.3 on the status of Agency vacancies, recruitment, and retention efforts; and (2) Receive and file this presentation.

This letter has been reviewed by Agency Counsel. If you have any questions, please call me at (805) 654-2954.

Sincerely,

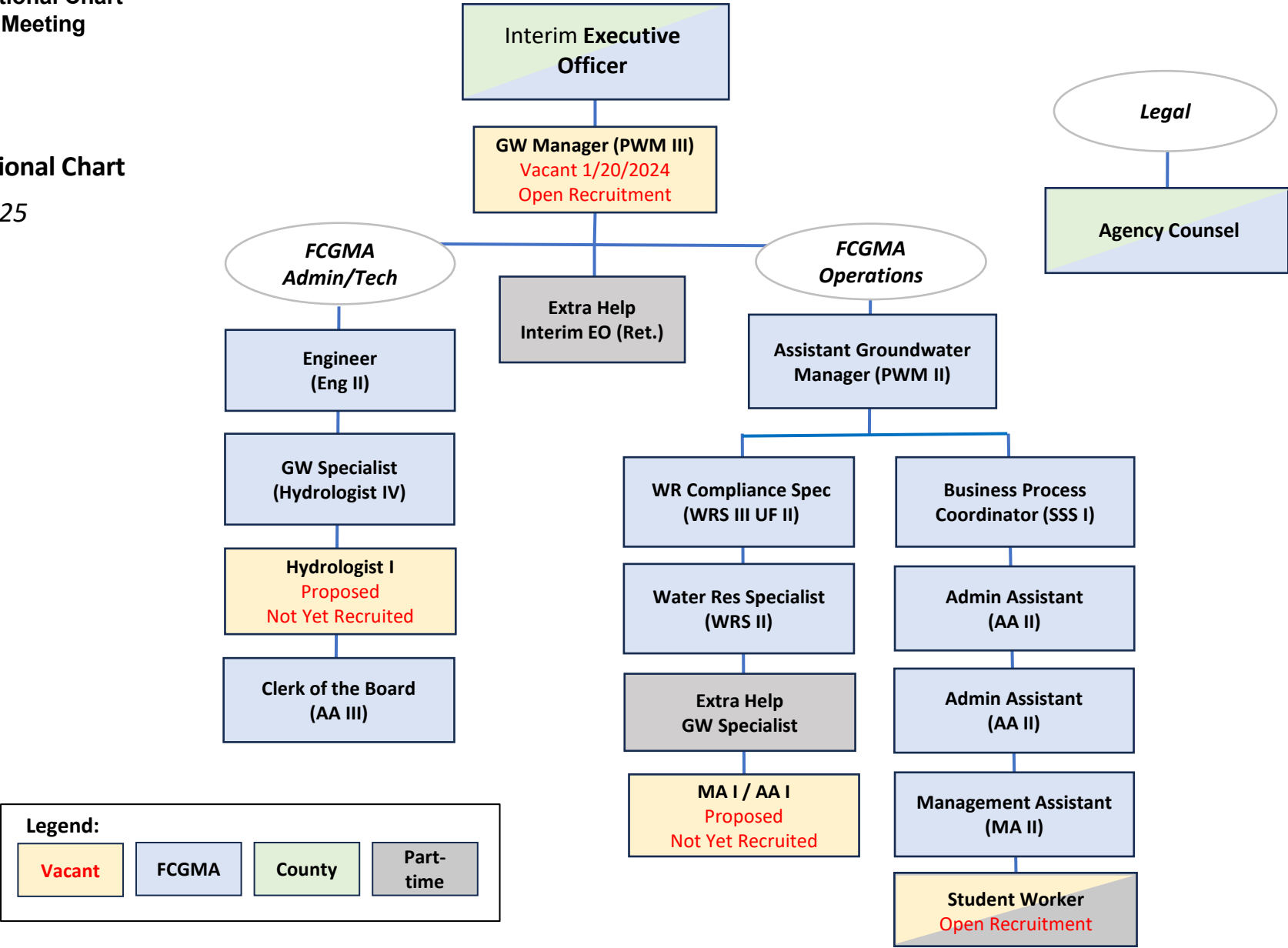
A handwritten signature in black ink, appearing to read 'Kaseke', with a stylized, cursive script.

Kudzai Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager

Attachments:

Exhibit 11A – Agency Organizational Chart

**FCGMA**  
**Main Staff - Organizational Chart**  
*As of 7/18/2025*



# Hearing and Report on Status of Agency Vacancies and Recruitment and Retention Efforts

Item No. 11 – July 23, 2025



Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager

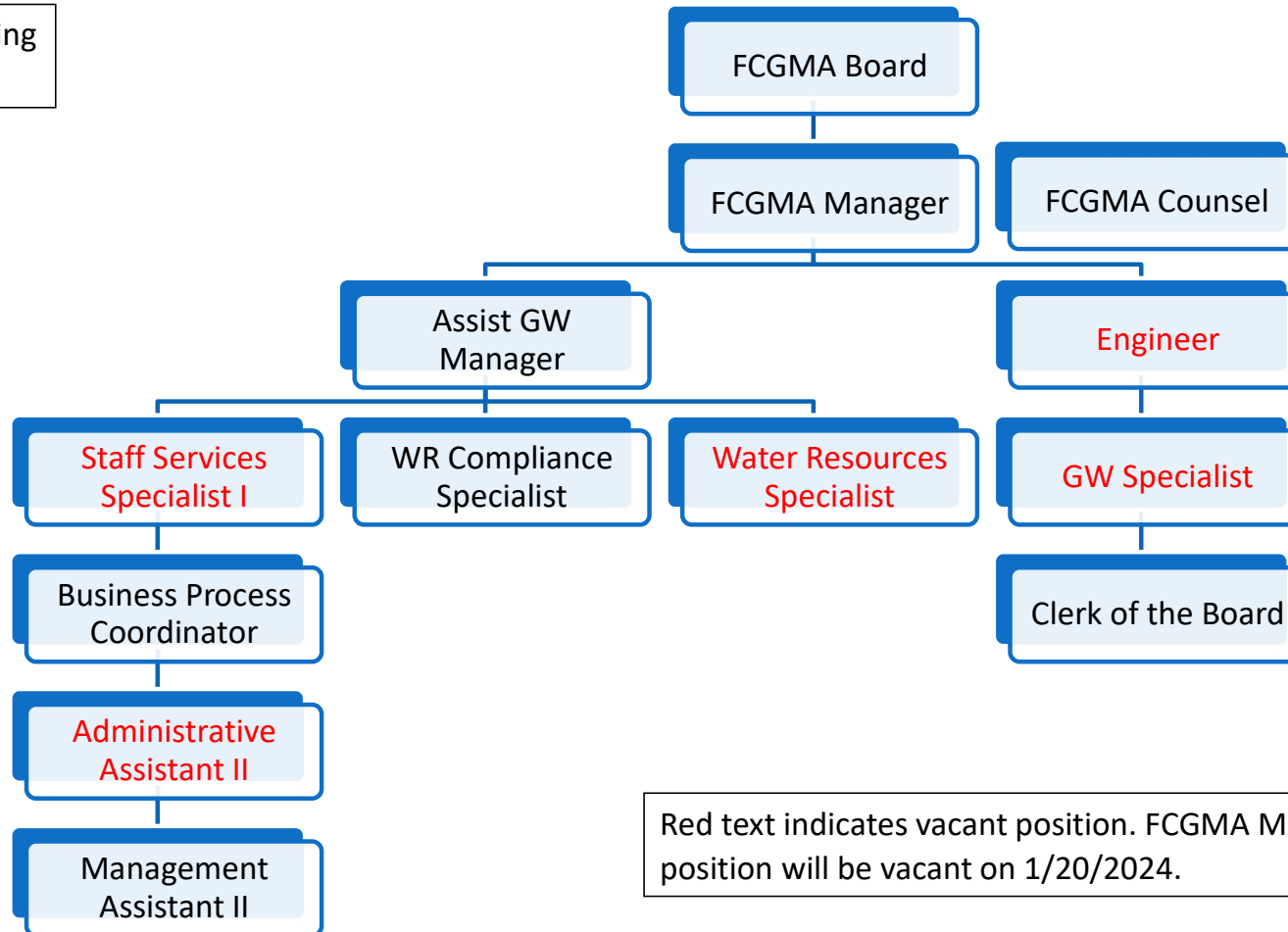
# Background

- January 2025, [Assembly Bill \(AB\) 2561](#) came into effect
- AB 2561 requires that the information detailed under the statute
  - be presented to the Board at least once per Fiscal Year (FY),
  - at a public hearing,
  - prior to adoption of the annual budget
- The Draft FCGMA Budget for Fiscal Year 2025-26 is scheduled for adoption later in this meeting hence this item.
- The statutorily required information concerns:
  - the status of vacancies, recruitment, and retention efforts, and
  - necessary changes to policies, procedures, and recruitment activities to help address obstacles in the hiring process.



# FCGMA Organization Chart

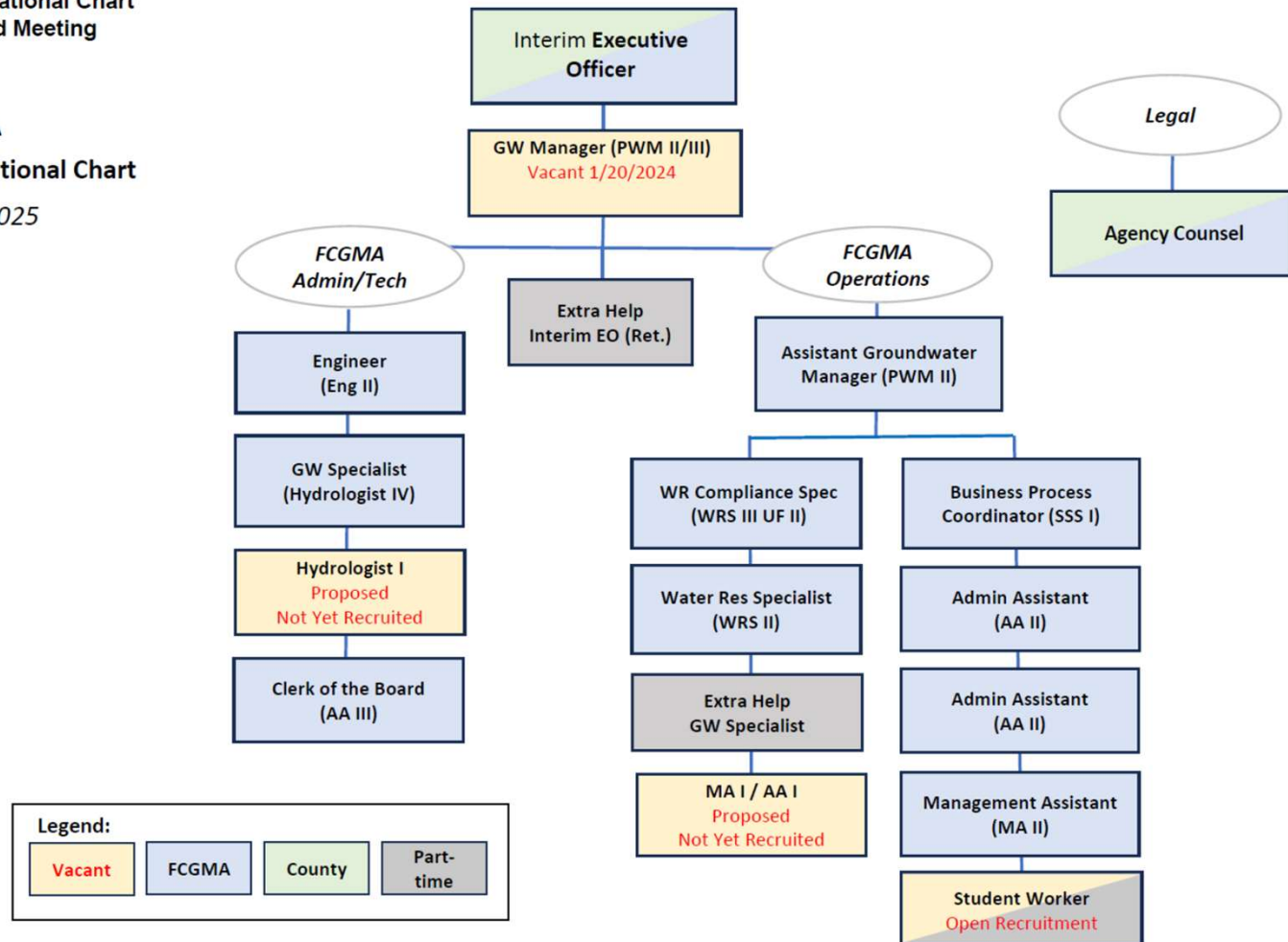
Board Special Meeting  
As of 1/12/2024



Red text indicates vacant position. FCGMA Manager position will be vacant on 1/20/2024.

Item 11A – Agency Organizational Chart  
July 23, 2025 FCGMA Board Meeting

**FCGMA**  
**Main Staff - Organizational Chart**  
*As of 7/18/2025*





# Hiring and vacancies

- Organizational chart full-time staff – 12 positions
  - Full time Executive Officer – 1<sup>st</sup> quarter of FY2025-26
  - Groundwater Manager - vacant
- Extra-help staff – 2 positions
  - Interim Executive Officer retired
  - Groundwater Specialist retired
- Part-time student worker – 1 open recruitment
- Proposed additional full-time staff – 2 positions (Hallmark staffing analysis, Feb 2025)
  - Entry level hydrogeologist
  - Management or Administrative Assistant



# Recommendations

1. Conduct a public hearing to receive the annual informational report required Government Code Section 3502.3 on the status of Agency vacancies, recruitment, and retention efforts; and
2. Receive and file this presentation.

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## 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

**Jeff Palmer**

July 23, 2025

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT: Adopt the Fiscal Year 2025-2026 FCGMA Budget – (New Item)**

**RECOMMENDATION:** (1) Receive a presentation on the proposed budget materials for Fiscal Year 2025-26; and (2) Adopt the Fiscal Year 2025-2026 FCGMA Budget.

## BACKGROUND:

On an annual basis, your Board is required to adopt a budget for the Fox Canyon Groundwater Management Agency. The Fiscal Committee met on March 18, April 15, and July 15, 2025, to discuss budget issues and to hold study sessions on the draft budget materials. The budget materials, also referred to as the draft Fiscal Year (FY) 2025-26 Budget, include budget worksheets (Exhibits 12A, 12B, 12C), the Work Plan (Exhibit 12D), and the draft FY 2025-26 Proposed Budget Report (Exhibit 12E). The Fiscal Committee provided feedback and recommendations, including recommending that the draft Budget be brought to the Board for consideration of adoption.

## DISCUSSION:

### FISCAL COMMITTEE RECOMMENDATIONS

The draft FY 2025-26 Budget was developed with significant engagement with the Fiscal Committee resulting in several recommendations, including recommendations for policy development and budget presentation to improve transparency. These recommendations are summarized below.

1. Lower the Groundwater Sustainability Fee by \$5 per Acre-Foot (AF) to \$24/AF for FY 2025-26

This recommendation is reflected in the calculations assumed in the FCGMA draft budget. This item will be brought before your Board for formal adoption in the form of a Resolution on a future Agenda.

2. Budget Presentation:

Per the Fiscal Committee, this year's budget worksheet materials are presented in three sections: The Operating Account (Exhibit 12A), the Designated Accounts (Exhibit 12B),



Item 12 – FY 2025-26 FCGMA Proposed Budget Materials and Adoption  
July 23, 2025, FCGMA Board Meeting

and the Statement of Financial Position (Exhibit 12C). The Fiscal Committee has recommended that staff prioritize the presentation of the Operating Account and Designated Accounts worksheets to provide greater clarity to the Board and stakeholders, that staff eliminate ending balances from the Operating Account and Designated Accounts budget worksheets to emphasize the net operating results amount; and that this account balance information be presented in a newly-created separate worksheet, a Statement of Financial Position. In addition, traditionally, any contribution to reserves has been listed separately and was not shown as an expenditure. The Draft FY 2025-26 Budget shows this item as an expenditure.

3. Formalize the Fiscal Policy Regarding an Annual Contribution to Operating Reserve:  
The Committee has recommended the FCGMA Designated Operating Reserve fund target be set at 50% of anticipated annual expenses, or \$2.5 million, and recommends an annual contribution until the target is met. This Fiscal Year, funds previously held as a \$250,000 contingency policy have been reallocated to the Designated Operating Reserve fund, bringing the Agency's current total operating reserves to \$1,250,000.

Net Operating Reserve Contribution Policy:

The Fiscal Committee discussed funding the reserve by allocating a percentage of the net operating results, 10% annually, until the Designated Operating Reserve fund target described above is met.

4. Repay FY 2022-2023 Loan from Designated Surcharges Account

A \$1,000,000 loan from the Designated Surcharges Account in the 2022-2023 budget to cover costs for Groundwater Sustainability Plan (GSP) implementation expenses was previously scheduled to be repaid in FY 2024-25, and during the adoption of the FY 2024-25 Budget at the September 13, 2024, Board special meeting, the repayment deadline was extended to this Fiscal Year as the drilling costs for monitoring wells partially funded by a DWR SGM Implementation Grant had not yet fully incurred. As the monitoring wells installation have now completed, the Fiscal Committee recommends repayment of the loan from the Operating Account back to the Designated Surcharges Account. The draft FY 2025-26 Budget includes repayment of this loan.

**FY 2025-26 DRAFT BUDGET**

The FY 2025-26 Draft Budget is smaller than the FY 2024-25 budget due to the conclusion of special expenditures (projects) such as the Five-Year GSP Evaluations, and the monitoring wells drilled (partially funded by the DWR SMA grant). Expenditures for the FY 2025-26 Draft Budget (see Operating Account, Exhibit 12A) are forecast to be higher than revenues resulting in a net negative balance (Table 1), partially attributable to a proposed reduction in the Groundwater Sustainability Fee (Table 2) and loan repayment to the Designated Surcharges. The negative budget will be offset by funds carried over from the previous fiscal year resulting in an overall positive Operating Account balance for FY 2025-26 as shown in the statement of financial position.

Item 12 – FY 2025-26 FCGMA Proposed Budget Materials and Adoption  
July 23, 2025, FCGMA Board Meeting

Table 1: Comparison between actual revenue and expenses of FY 2024-25 with the projected balances for FY 2025-26.

	<b>FY 2024-25 Year-End Actuals</b>	<b>FY 2025-26 Year-End Projection</b>
Revenues	\$7,338,358	\$4,035,502
Expenditures	\$6,645,681	\$5,520,137
Operating Reserve	\$1,000,000	\$1,250,000
Net Operating Results	\$692,677	(\$1,484,635)

Table 2: Summary of the Agency's extraction fees for FY 2025-26.

<b>Pump Charge</b> – set by enabling legislation (only fee for de minimis domestic operators)	\$6 / AF
<b>Groundwater Sustainability Fee</b> (\$29/AF, effective Oct 1, 2022 <sup>1</sup> ) (Recommended reduction by \$5/AF for FY 25-26)	\$24 / AF
<b>GEMES Reserve Fee</b>	\$20 / AF
<b>Total</b>	<b>\$50 / AF</b>

### Designated Accounts

The GEMES and Surcharge Accounts are projected to end with positive net balances in FY 2025-26 (Exhibit 12B). Similarly, both accounts are projected to have positive year end balances as shown in the statement of financial position (Exhibit 12C). Notably, the year end balance for the Designated Surcharges Account is projected at about \$7.5 million in FY 2025-26 (Exhibit 12B). The Agency Ordinance Code section 5.8.6.4 states that, "Revenues generated from extraction surcharges and late penalties shall be used exclusively for authorized Agency purposes, including financial assistance to support Board approved water supply, conservation, monitoring programs and water reclamation projects that demonstrate significant reductions in overdraft."

### PROPOSED BUDGET REPORT:

The draft FY 2025-2026 Proposed Budget Report (Exhibit 12E) is an effort to inform your Board and the public of the Agency's mission, organizational structure, financial management processes, and provide detailed explanations of the forecasted revenues

<sup>1</sup> Resolution 2022-05: <https://s42135.pcdn.co/wp-content/uploads/2023/01/Resolution-2022-05.pdf>

and expenses. The draft Proposed Fiscal Year 2025-26 Budget Report is the second iteration of this document, created as recommended by the Fiscal Committee to provide more transparency and clarity into the efforts of the Agency and how these efforts are funded. Stakeholders have relayed positive feedback on the draft Proposed Budget Report and are encouraged by the Agency's progress in communicating its financial position and considerations. Future iterations of the Proposed Budget Reports will be improved by Board and stakeholder feedback over the years, creating an effective tool for communicating the Agency's funding needs and work priorities.

The section *Summary of Recommendations and Considerations* provides an overview of staff assumptions, Fiscal Committee or Board recommendations that were factors in planning this budget. Future plans and budgets will benefit from developing and implementing the suggestions included in the Appendices section titled *Policies and Procedures*. There financial information for future budgets is listed along with policy decisions and action items that should be addressed during the year including strategic planning efforts needed ahead of the next budget development to best inform the development of budget materials.

#### **DRAFT ANNUAL WORK PLAN**

The Draft Fiscal Year 2025-26 Work Plan (attached as Exhibit 12D) summarizes the major work tasks and staff services anticipated during the next Fiscal Year. The tasks identified in the Work Plan align with the Work Task Prioritization matrix presented to the Board in January 2024; the distinction between the two is the Work Task Prioritization are divided by the drivers of the tasks (e.g., legislation and ordinances) whereas the Work Plan categorizes tasks by services needed to address them (e.g. technical and administration).

Efforts which are not routinely performed each year are included in a separate Special Expenditures category. These initiatives historically include Groundwater Sustainability Plan (GSP) development, new data management system procurement, water market development and implementation, and installation of monitoring wells in the Oxnard and Pleasant Valley (OPV) Basins. In the draft FY 2025-25 Work Plan, staff have recommended resources be directed only towards efforts with higher priorities. For example, due to ongoing litigation, it is my recommendation not to fund progress towards developing a water market or a new database in the next Fiscal Year.

#### **FCGMA STAFFING**

The Draft Annual Work Plan (Exhibit 12D) assumes full staff levels for budgeting. Much progress has been made filling vacancies, however, the Groundwater Manager and Executive Officer positions remain vacant, although hiring of the Executive Officer is currently underway. Two additional positions are proposed; details are analyzed in Item 11 on this meeting's Agenda, and in the FY 2025-26 Proposed Budget Report, in the section *How the Agency is Staffed*, which also provides insights on the human resources, fiscal services, and information technology staff indirectly supporting the Agency.

**LPV WATERMASTER BUDGET**

The FCGMA budget discussion does not include costs, labor estimates, or contracts for the LPV Watermaster. These actions are funded through separate assessments and funds collected are held separately in the LPV Watermaster fund.

**CONCLUSION:**

Staff and the Fiscal Committee have spent a considerable amount of time and effort developing the FCGMA budget materials and recommends that your Board adopt the Fiscal Year 2025-26 Budget.

If you have any questions, please call me at (805) 654-2954.

Sincerely,



Kudzai Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager

**Attachments:**

- Exhibit 12A – Draft FY 2025-26 Operating Account Budget
- Exhibit 12B – Draft FY 2025-26 Designated Accounts Budget
- Exhibit 12C – Draft FY 2025-26 Statement of Financial Position
- Exhibit 12D – Draft FY 2025-26 Work Plan
- Exhibit 12E – Draft FY 2025-26 Proposed Budget Report



FCGMA FY 2025-26 BUDGET - DRAFT  
OPERATING ACCOUNT

Operating Account	2022-23 Year-End Actuals	2023-24 Year-End Actuals	2024-25 Adopted Budget	2024-25 Actuals Through June 2025	2025-26 Draft Budget	Increase / Decrease Over Previous Year	% Change Over PY
<b><u>Revenues</u></b>							
Pump Charge <sup>1</sup>	\$801,486	\$841,816	\$726,000	\$874,038	\$800,000	\$74,000	10%
Groundwater Sustainability Fee <sup>2</sup>	\$1,626,366	\$2,756,100	\$3,509,000	\$3,546,969	\$2,904,000	(\$605,000)	-17%
Penalties / Interest	\$47,965	\$299,408	\$130,000	\$158,717	\$150,000	\$20,000	15%
SGM Impl Grant Round 1 (OPV) - DWR <sup>3</sup>	\$0	\$0	\$2,577,800	\$2,577,800	\$0	(\$2,577,800)	-100%
SGM Impl Grant Round 1 (OPV) - Admin <sup>4</sup>	\$0	\$92,944	\$46,472	\$46,472	\$51,502	\$5,030	11%
Interest Earnings <sup>5</sup>	\$11,453	\$36,068	\$287,000	\$134,362	\$130,000	(\$157,000)	-55%
Loan From Surcharges <sup>6</sup>	\$1,000,000	\$0	\$0	\$0	\$0	\$0	
Misc. Revenue	\$2,950	\$163	\$0	\$0	\$0	\$0	
<b>Total Revenues</b>	<b>\$3,490,220</b>	<b>\$4,026,499</b>	<b>\$7,276,272</b>	<b>\$7,338,358</b>	<b>\$4,035,502</b>	<b>(\$3,240,770)</b>	<b>-45%</b>
<b><u>Expenditures</u></b>							
Public Works Agency Charges <sup>7</sup>	\$1,814,950	\$1,736,041	\$3,382,544	\$2,758,888	\$2,988,752	(\$393,792)	-12%
General Services Agency Charges <sup>8</sup>	\$24,670	\$18,990	\$25,000	\$19,784	\$20,000	(\$5,000)	-20%
FCGMA Online Support / GIS <sup>9</sup>	\$189,440	\$173,025	\$247,061	\$93,332	\$200,000	(\$47,061)	-19%
LAFCO Funding <sup>10</sup>	\$2,551	\$2,995	\$3,510	\$3,510	\$5,192		0%
General Legal (County Counsel) <sup>11</sup>	\$129,490	\$185,852	\$170,000	\$119,711	\$255,000	\$85,000	50%
Board Member Insurance	\$3,796	\$4,118	\$4,085	\$4,085	\$5,045	\$960	24%
Biennial Audit	\$16,000	\$4,000	\$20,000	\$26,820	\$20,848	\$848	4%
AWA Dues / Symposium/Conference	3,973	\$2,501	\$2,500	\$2,786	\$3,000	\$500	20%
Public Notices	\$880	\$991	\$1,000	\$1,111	\$1,500	\$500	50%
GSP Annual Reports (Dudek) <sup>12</sup>	\$19,798	\$59,085	\$97,000	\$65,248	\$138,000	\$41,000	42%
Watershed Contributions / Match <sup>13</sup>	\$1,500	\$1,500	\$1,500	\$0	\$1,500	\$0	0%
Computer Equipment, Office Software & Website <sup>14</sup>	\$0.00	\$3,355	\$5,000	\$1,473	\$7,500	\$2,500	50%
Office Equipment / Supplies / Printing	\$0.00	\$126	\$1,000	\$1,347	\$1,500	\$500	50%
Misc Expense / Misc Payment	\$451	\$2,033	\$2,500	\$383	\$2,500	\$0	0%
<b><u>Special Expenditures</u></b>							
New FCGMA Data Management System <sup>15</sup>	\$10,860	\$0	\$0	\$0	\$0	\$0	
GSP Implementation (Dudek) <sup>16</sup>	\$266,995	\$554,562	\$989,000	\$592,213	\$150,000	(\$839,000)	-85%
SGM Impl. Grant Monitoring Well Install (OPV) <sup>17</sup>	\$0	\$0	\$4,870,000	\$2,768,117	\$0	(\$4,870,000)	-100%
SGM Impl. Grant Round 1 - Administration <sup>18</sup>	\$56,560	\$68,705	\$60,000	\$102,393	\$44,800	(\$15,200)	-25%
Monitoring Wells Network Improvement Planning	\$0	\$0	\$0		\$150,000	\$150,000	
SGM Round 2 Grant Application <sup>19</sup>	\$14,011	\$0	\$0	\$0	\$150,000	\$150,000	
Public Outreach & Strategic Planning <sup>20</sup>	\$2,666	\$16,086	\$25,000	\$15,879	\$100,000	\$75,000	300%
AMI Data Support	\$0	\$12,352	61,648	36,627	\$0	(\$61,648)	-100%
Oxnard Well Destruction <sup>21</sup>	\$0	\$86,976	\$0	\$0	\$0	\$0	
Rate & Fee Schedule Consultant (Jarvis Fay) <sup>22</sup>	\$93,176	\$12,623	\$17,000	\$1,976	\$25,000	\$8,000	47%
Recruitment - Executive Officer	\$0	\$0	\$0	\$30,000	\$0	\$0	
Repayment of Loan (Initiated FY 2022-23)	\$0	\$0	\$0	\$0	\$1,000,000	\$1,000,000	
Contribution to Reserves <sup>23</sup>	\$0	\$0	\$0	\$0	\$250,000		
<b>Total Expenditures <sup>24</sup></b>	<b>\$2,651,765</b>	<b>\$2,945,916</b>	<b>\$9,985,348</b>	<b>\$6,645,681</b>	<b>\$5,520,137</b>	<b>(\$4,465,211)</b>	<b>-45%</b>
<b>Net Operating Results</b>	<b>\$838,454</b>	<b>\$1,080,583</b>	<b>(\$2,709,076)</b>	<b>\$692,677</b>	<b>(\$1,484,635)</b>	<b>\$1,224,441</b>	<b>45%</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>1,250,000</b>	<b>250,000</b>	<b>25%</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, and assuming fee is reduced by \$5 to \$24/AF for FY 2025-26 per Fiscal Committee.
- (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) Annual interest earnings apportionments projected to be received from the County Pooled Investment Fund. As of FY 2024-25, all interest is allocated to Operating per Fiscal Committee.
- (6) Loan from Designated Surcharges Account approved by Board as part of FY 2022-23 Budget; Fiscal Committee recommends repaying loan in FF 2025-26.
- (7) Projected PWA charges to implement annual Work Plan. FY 2025-26 estimate includes PWA CS Fiscal allocation and FTE Executive Officer; does not include additional proposed roles.
- (8) County General Services Agency (GSA) fees for Board room and AV fees, etc.
- (9) FY 2025-26 Estimate for IT services to support, maintain, and technically improve FCGMA Online Data Management System and interface. IT Services and Support costs are split evenly between FCGMA and Watermaster. Staff proposes increasing FCGMA FTEs to 0.825 from 0.5 for FY 2025-26 (totals 1.7 FTEs for both).
- (10) Payment to LAFCO Per Govt. Code Sect. 56381 (b) (1).
- (11) County Counsel services for regular FCGMA legal services.
- (12) GSP Annual Report expense updated based on new Dudek scope approved by Board 12/9/2022 and amended 3/22/24; estimate accounts for Dudek rates adjusted up from 2022 levels, as contract will be renewed or modified October 2025, and will include revising reporting templates to comply with updated DWR guidelines.
- (13) Includes contributions to Watershed Coalition of Ventura County (\$2,200) and Santa Clara Watershed Committee (\$1,500).
- (14) Equipment cost related to computer hardware and software; a laptop was purchased as part of upgrades. Standard software licenses such as Adobe or MS Office; also includes website management costs (WordPress, Elementor).
- (15) New FCGMA data management system procurement planning-level projections. Not included this FY in favor of upgrading current system per FY 2024-25 Operations Committee recommendation.
- (16) Projected GSP implementation consultant costs based on contract approved 12/9/2022 and subsequent amendments; FY 2024-25 expenses reflected 5-Year Periodic Evaluations.
- (17) Monitoring well installation in OPV basins projected expense. Majority funded by DWR SGM Implementation Grant.
- (18) 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 was \$9,748 annually.
- (19) Estimated grant application consultant expenses for DWR SGM Impl. Grant Round 2 for projects in Las Posas Valley Basin; projection based on routine grant application cost.
- (20) FY 2024-25 included Hallmark contract costs to complete staffing needs analysis; FY 2025-26 estimate is per Board / Fiscal Committee recommendation to develop stakeholder outreach strategy (Board would like to prioritize rampdown conversations) and to develop 5-year strategic plan.
- (21) FY 2023-24; 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.
- (23) FY 2025-26 contribution to reserves is \$250,000 reallocated from funds previously earmarked as contingency. Per Fiscal Committee, future budgets will include a 10% annual contribution of net operating reserve to fund the reserves until the target amount is met (50% of anticipated annual expenses, or \$2.5 mm).
- (24) Additional line items may be added to Expenditures pending Fiscal Committee mid-year budget review and discussion (Light Gabler contract estimate, Board Member Compensation estimate).

FCGMA FY 2025-26 BUDGET - DRAFT  
DESIGNATED ACCOUNTS

Designated Accounts	2022-23 Year-End Actuals	2023-24 Year-End Actuals	2024-25 Adopted Budget	2024-25 Actuals Through June 2025	2025-26 Draft Budget	Increase / Decrease Over Previous Year	% Change Over PY
<b>GEMES ACCOUNT</b>							
<u>Revenues</u>							
GEMES Reserve Fee <sup>1</sup>	\$1,776,295	\$2,137,678	\$2,420,000	\$2,472,441	\$2,420,000	\$0	0%
LPV Watermaster legal fees for Rules Appeal				\$200,000			
<u>Expenditures</u>							
Special Counsel <sup>2</sup>	(\$2,049,926)	(\$1,466,690)	(\$1,655,000)	(\$1,001,490)	(\$1,560,000)	\$95,000	6%
County Counsel <sup>3</sup>	(\$249,100)	(\$242,813)	(\$230,000)	(\$73,507)	(\$215,000)	\$15,000	7%
<b>Net Results</b>	<b>(\$522,731)</b>	<b>\$428,175</b>	<b>\$535,000</b>	<b>\$1,597,444</b>	<b>\$645,000</b>	<b>\$110,000</b>	<b>-21%</b>
<b>SURCHARGES ACCOUNT</b>							
<u>Revenues</u>						\$0	
GMA Pumping Surcharges <sup>4</sup>	\$1,027,229	\$895,179	\$1,000,000	\$1,085,523	\$1,000,000	\$0	0%
Designated Acct. Interest Earnings <sup>6</sup>	\$76,645	\$241,377	\$0				
Repayment of Loan to Operations <sup>5</sup>					\$1,000,000	\$1,000,000	
<u>Expenditures</u>							
Loan to Operations <sup>7</sup>	(\$1,000,000)						
<b>Net Results</b>	<b>\$103,874</b>	<b>\$1,136,556</b>	<b>\$1,000,000</b>	<b>\$1,085,523</b>	<b>\$2,000,000</b>	<b>\$1,000,000</b>	<b>100%</b>

**Footnotes:**

- (1) Reserve Fee of \$20.00 per AF to replenish GEMES Account per Resolution 2020-05 effective 1/1/2021, renewed for four years on 9/25/24 with Resolution 2024-05.  
(2) Special Counsel fees related to ongoing and anticipated litigation. Includes Stoel Rives, Shute Mihaly Weinberger (LPV Basin Adj., City Oxnard, OPV Coalition).  
(3) County Counsel costs for ongoing and anticipated litigation; Includes GEMES litigation (LPV Basin Adj., City Oxnard, OPV Coalition).  
(4) Projected surcharge revenue.  
(5) Repayment of loan (transfer from Designated Surcharges Fund to Operating Account in FY 2022-23).  
(6) Interest earnings reallocated to Operating Account per Fiscal Committee as of FY 2024-25.  
(7) Transfer from Designated Surcharges Fund to Operating Accounts in FY 2022-23.

Item 12C - Draft FY 2025-26 FCGMA Statement of Financial Position  
 July 23, 2025 FCGMA Board Meeting

FCGMA FY 2025-26 BUDGET - DRAFT STATEMENT OF FINANCIAL POSITION				
Account	2023-24 Year-End Actuals	2024-25 Adopted Budget	2024-25 Actuals Through June 2025	2025-26 Draft Budget
Designated GEMES Account	(\$1,048,955)	(\$513,955)	\$548,490	\$1,193,490
Designated Surcharges Account	\$4,474,411	\$5,474,411	\$5,559,934	\$7,559,934
Designated Operating Reserves	\$1,000,000	\$1,000,000	\$1,000,000	\$1,250,000
Operating Account	\$1,080,583	(\$2,709,076)	\$692,677	(\$1,484,635)
Operating Account Carryforward	\$1,604,813	\$2,685,396	\$2,563,241	\$3,255,918
<b>Year End Total Fund Balance</b>	<b>\$7,110,852</b>	<b>\$5,936,776</b>	<b>\$10,364,342</b>	<b>\$11,774,707</b>



Item 12D July 23, 2025, FCGMA Board Meeting  FCGMA FISCAL YEAR 2025-26 ANNUAL WORK PLAN - DRAFT					1	2	3	4	5	NEW	N/A	6	7	8	9	10	11	NEW	12	?	
					EO -Dep Dir	PWA Mgr II	PWA Mgr I	Eng II	Hydro IV	Hydro II	WRS III	WRS II	WRS II	S/S Spec I	AA II	AA III	AA II	MAII	MA II	SW III	Hydro IV-EH
					\$ 269.74	\$ 236.94	\$ 191.99	\$ 158.63	\$ 179.28	\$ 168.60	\$ 133.93	\$ 111.16	\$ 111.16	\$ 137.88	\$ 117.69	\$ 129.31	\$ 117.69	\$ 94.79	\$ 94.79	\$ 33.27	\$ 179.28
					0.97	1.00	0.68	0.90	0.84	0.95	0.00	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	Jeff	Kylen	Brianna	Kathy	Cynthia	Elka	Erin	new	Fatima	Vacant	Kathleen
ANNUAL OPERATIONS					ANNUAL OPERATIONS																
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	0	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	0	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	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	0	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 API/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	0	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	0	8	0	0	0	0	0
					50%	32%	18%	10%	10%	8%	0%	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	0	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.Ordinance 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	0	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	0	8	37	70	40	0	14	0	0	0	0
3. SAES and Allocation Administration	IV.Ordinance 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	0	72	355	1200	26	1370	1500	1500	700	110
4. Well and CombCode Registration	IV.Ordinance 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	0	40	40	100	100	0	20	16	16	0	70
5. Late/Non-Reporters (SAES) Compliance	IV.Ordinance 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	0	210	200	340	165	0	120	120	120	0	15
6. Meter Calibration Program Maintenance	IV.Ordinance4.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	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	0	1136	569	1025	1565	106	1544	1656	1656	700	335

Item 12D, Page 2					1	2	3	4	5	NEW	N/A	6	7	8	9	10	11	NEW	12	?	
FCGMA FISCAL YEAR 2025-26 ANNUAL WORK PLAN - DRAFT					EO -Dep Dir	PWA Mgr II	PWA Mgr I	Eng II	Hydro IV	Hydro II	WRS III	WRS II	WRS II	S/S Spec I	AA II	AA III	AA II	MAII	MA II	SW III	Hydro IV-EH
					\$ 269.74	\$ 236.94	\$ 191.99	\$ 158.63	\$ 179.28	\$ 168.60	\$ 133.93	\$ 111.16	\$ 111.16	\$ 137.88	\$ 117.69	\$ 129.31	\$ 117.69	\$ 94.79	\$ 94.79	\$ 33.27	\$ 179.28
Technical Services					Technical Services																
Task		Description	Labor Hours Estimate	Labor Cost Estimate	Labor Hours by Position																
1. Annual Reports Preparation	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	0	8	4	0	0	0	0	120
2. Data Collection, Studies and Investigations and Analysis	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	0	120	120	0	0	3	0	0	0	0	0
3. Groundwater and Well Project Reviews	IV.Ordinalance 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	0	0	155
4. AMI Operations	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	0	200	740	72	8	0	8	0	0	0	0
5. Grant Application	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	0	0	8
Technical Services Subtotal			3,518	\$553,799	22	320	220	416	378	596	0	320	860	72	16	7	8	0	0	0	283
Legal Services					Legal Services																
Task		Description	Labor Hours Estimate	Labor Cost Estimate	Labor Hours by Position																
1. Advisory Services	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																	
2. Anticipated and Ongoing Litigation (Staff Time)	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	0	8	0	40	4	0	0	0	0
3. Outside Counsel	III.Judgment and Litigation 2.OPV Adjudication a.Discovery	- Special counsel fees related to ongoing and anticipated litigation																			
Legal Services Subtotal			506	\$113,996	200	120	80	0	38	16	0	0	0	8	0	40	4	0	0	0	0
Public Outreach					Public Outreach																
Task		Description	Labor Hours Estimate	Labor Cost Estimate	Labor Hours by Position																
1. Participation in Integrated Regional Groundwater Issues & Stakeholder Meetings	N/A	Attend/participate in AWA Mtgs/events; BofD / City Council mtgs; Stakeholder mtgs (incl. wholesalers); WCVC/VCIRWP meetings; State/Regional Water agency workshops; and GW Forums and Committee Meetings.	888	\$167,697	200	120	80	110	110	20	0	80	80	40	4	40	4	0	0	0	0
2. Outreach, Website, Social Media	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	0	4	4	8	8	80	2	4	4	0	0
Public Outreach Subtotal			1,082	\$201,287	240	140	96	110	114	20	0	84	84	48	12	120	6	4	4	0	0
Subtotal Agency Annual Operations			21,013	\$3,111,049																	

Item 12D, Page 3					1	2	3	4	5	NEW	N/A	6	7	8	9	10	11	NEW	12	?	
FCGMA FISCAL YEAR 2025-26 ANNUAL WORK PLAN - DRAFT					EO -Dep Dir	PWA Mgr II	PWA Mgr I	Eng II	Hydro IV	Hydro II	WRS III	WRS II	WRS II	S/S Spec I	AA II	AA III	AA II	MAII	MA II	SW III	Hydro IV-EH
					\$ 269.74	\$ 236.94	\$ 191.99	\$ 158.63	\$ 179.28	\$ 168.60	\$ 133.93	\$ 111.16	\$ 111.16	\$ 137.88	\$ 117.69	\$ 129.31	\$ 117.69	\$ 94.79	\$ 94.79	\$ 33.27	\$ 179.28
Special Expenditures					Special Expenditures																
Task		Description	Labor Hours Estimate	Labor Cost Estimate	Labor Hours by Position																
1. Groundwater Sustainability Plan Implementation	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 Evalustions & Updates, etc. (Contract expense for Dudek.)	1,720	\$328,255	220	220	80	450	350	320	0	0	0	0	0	20	0	0	0	0	60
2. New Allocation Systems (Variances)	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	0	40	40	130	20	16	20	16	16	0	40
3. Improvements to Data Management System	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	0	40	4	4	40	20	20	0	0
4. Water Market Development and Implementation	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	0	4	0	4	4	0	0	0	0	0	0
5. DWR SGM Grant Administration	VI.Grant - SGM Rd 1 2.Subgrantee awards to UWCD, PVCWD, Camarillo	DWR SGM Grant administration (Consultant contract estimate)	0	\$0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6. Incentives Program		Develop incentives for taking PTP pipeline, OH pipeline, GREAT water insteqad of pumping in critical areas	570	\$103,225	40	40	40	220	150	80											
7. OPV and LPV Monitoring Networks and Well Installation	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	0	0	0
Subtotal Special Expenditures			3,829	\$697,944	346	492	202	816	715	700	0	44	40	174	28	40	60	40	36	0	100
GRAND TOTAL - Annual Operations and Special Expenditures:			24,842	\$3,808,993																	

# 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  
Jeff Palmer



## Fiscal Year 2025-2026

## **DRAFT** PROPOSED BUDGET REPORT



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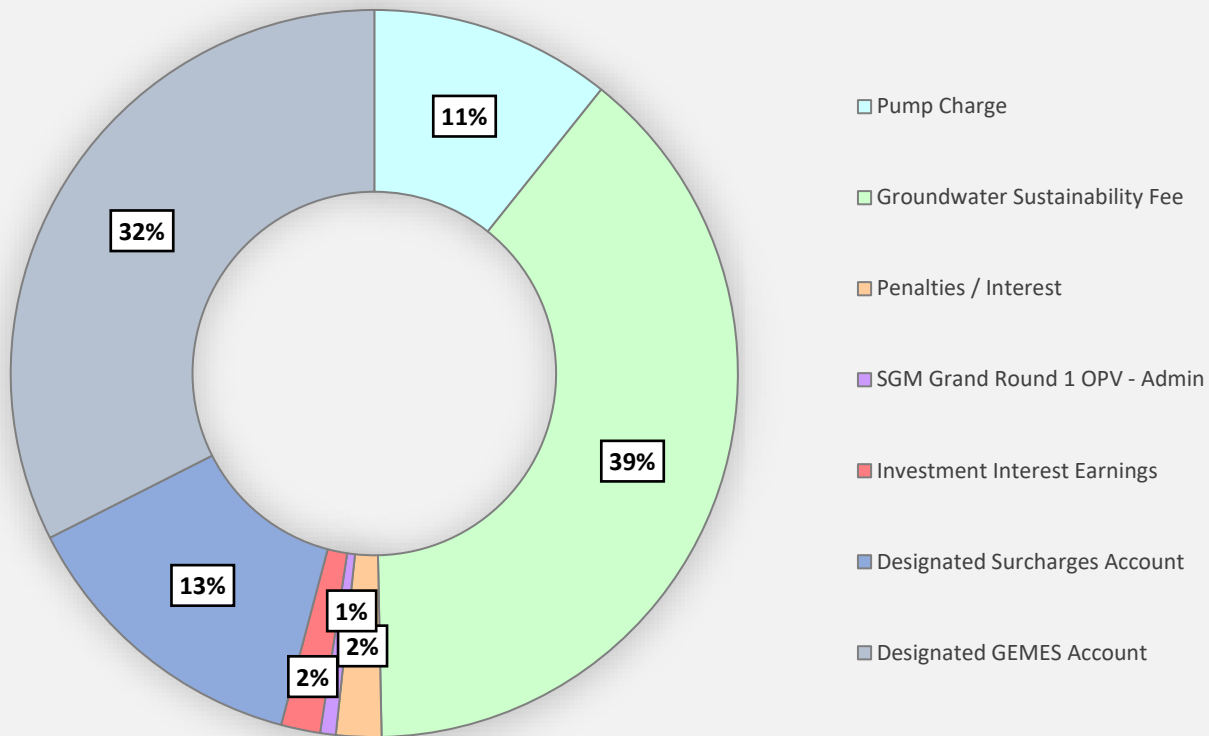
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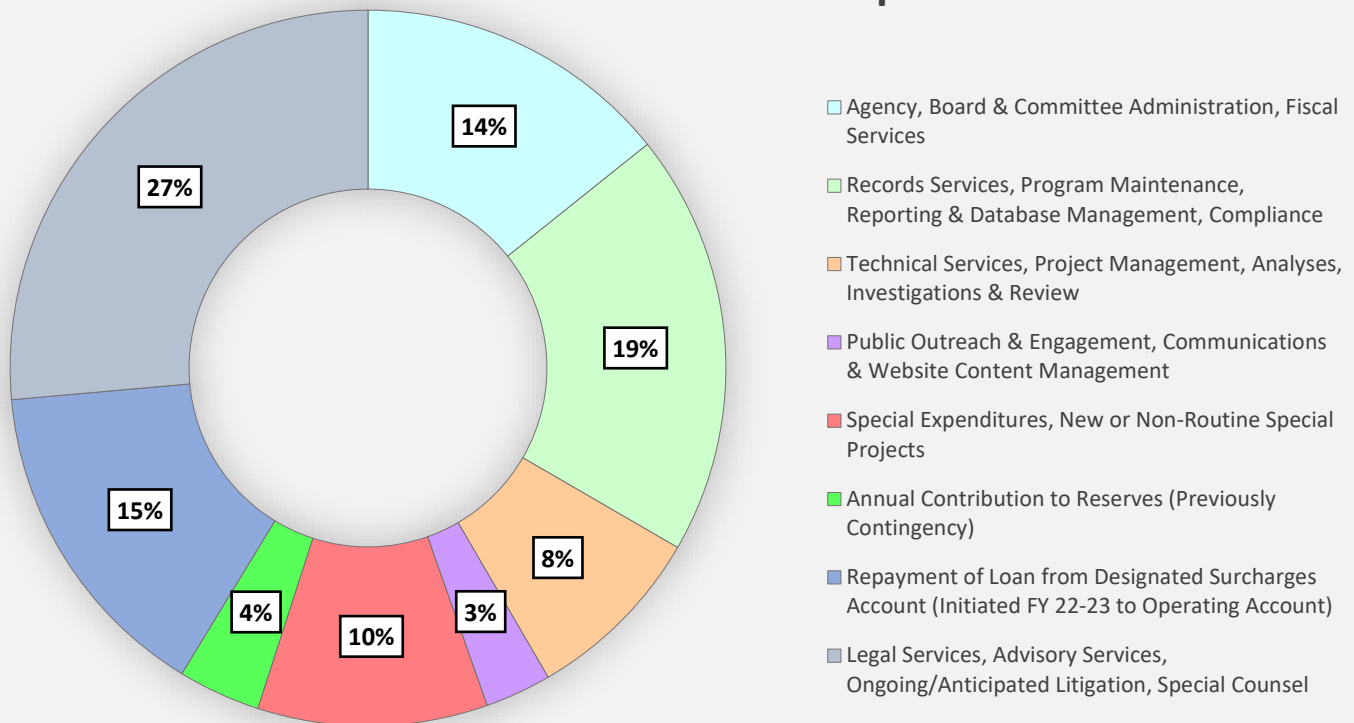


## Where the Funds Come From



i FY 25-26 Revenues.

## Where the Funds Are Spent



ii FY 25-26 Expenditures. Includes Estimated Designated GEMES Account Expenditures for Legal Services.

## II. FY 2025-26 BUDGET AT A GLANCE

### A. Executive Officer's Transmittal Letter

Welcome to the Fox Canyon Groundwater Management Agency (FCGMA) Fiscal Year (FY) 2025-2026 Proposed Budget Report, a work-in-progress aimed at increasing clarity and transparency in the Agency's funding and expenses. This second annual Proposed Report is designed to be read online, as hyperlinks are included for reference. It is the staff's goal to effect continuous improvement to this format with each budget cycle. The development of a new format for presenting this information is a recent initiative requested by the FCGMA Fiscal Committee, and future iterations will be improved with feedback from our Board of Directors and our stakeholders, bolstered by annual Board and Committee strategy development. Over the years, Proposed Reports will become effective at clearly communicating the Agency's funding needs and work priorities.

The Proposed Budget Report does not present different scenarios for the Board to choose from. It is designed to present Agency staff's recommended assumptions, based on conversations with the Fiscal Committee, that may be changed by Board direction, and to highlight considerations for the Board to discuss during budget adoption.

The draft budget assumes a fully staffed Agency with a full-time Executive Officer and is intended to allocate funding and staff resources to maintain high levels of service, while investing in enhancements to Agency services and infrastructure to continue the preservation and management of groundwater resources within our jurisdiction for the common benefit of all users.

#### 1. At A Glance – Agency Operations

Expenditures are forecasted to be higher than revenues in FY 2024-25 due to the adjudication of the Oxnard and Pleasant Valley Basins and due to repayment of the loan to the Operating Account from the Designated Surcharges Account; the loan was

approved by the FCGMA Board during adoption of the FY 2022-23 Budget, to be repaid in FY 2024-25. During adoption of the FY 2024-25 Budget, the Board postponed repayment to FY 2025-26. The Fiscal Committee recommends repaying the loan during FY 2025-26.

<b><i>Operating Account</i></b>	<b>2023-24 Year-End Actuals</b>	<b>2024-25 Year-End Actuals</b>	<b>2025-26 Draft Budget</b>
Revenues	\$4,026,499	\$7,338,358	\$4,035,502
Expenditures	\$2,945,916	\$6,645,681	\$5,520,137
Net Operating Results	\$1,080,583	\$692,677	(\$1,484,635)
Fund Balance, 6/30	\$2,685,396	\$2,563,241	\$3,255,918

### ***A. Main Agency Initiatives, Challenges and Uncertainties for FY 2025-26***

There are several time-sensitive priorities and challenges or uncertainties that are top of mind, including:

#### ***1. Implementing the LPV Adjudication Judgment***

The Adjudication Judgment for the LPV Basin (Judgment)<sup>1</sup> appointed the FCGMA as Watermaster to implement the Judgment in the Basin. As Watermaster, FCGMA is responsible for implementing the GSP for the LPV Basin in a manner that will achieve the sustainability goals mandated by SGMA. The Judgment requires the Watermaster to take certain Basin Management Actions and includes deadlines and important dates to implement many of these Basin Management Actions. While this requires significant commitment of staff time, none of the LPV Watermaster efforts are included in the

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<sup>1</sup> <https://fcgma.org/las-posas-valley-watermaster/lpv-adjudication-judgment/>

Agency's draft FY 2025-26 Budget<sup>2</sup>. Therefore, even though full staffing is assumed in the Draft FY 2025-26 Budget, The Draft FY 25-26 Work Plan appears to budget fewer hours, due to a separation of LPV Watermaster budgeting; staff time required to implement LPV Watermaster tasks is not included in the Agency's draft FY 2025-26 Budget.

## *2. Ongoing Litigation*

The OPV Adjudication has begun to create significant demands on staff time. The discovery process requires prompt responses and depositions require preparation and availability. In addition, the amount of Public Records Act requests and owner inquiries related to the OPV Adjudication have far surpassed the volume and scope of other information requests for the calendar year. More information on contract spending and legal expenses can be found later in this report in the Expenditures section.

## *3. Onboarding a Full Time, Dedicated Executive Officer*

Reporting directly to the FCGMA Board of Directors, the new full-time Executive Officer (EO) is likely to join the Agency in the early months of FY 2025-26. Staff and Board alike are excited to help this individual get up to speed and acclimated with Agency's mission, and we remind our stakeholders that effective onboarding of a new leader takes time. Read more about the EO in the section "How the Agency is Staffed."

These and other considerations highlighted throughout this Proposed Budget Report are summarized in the section, "[Recommendations and Considerations](#)."

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<sup>2</sup> LPV Adjudication Judgment, Exh A, Section 2.7.4: "Watermaster Accounts" <https://s42135.pcdn.co/wp-content/uploads/2023/08/Judgment-w-Exhibits.cleaned.pdf>



## **2. Overview of the Proposed Budget Report**

Following this transmittal letter the Budget Report provides a profile of the Agency and how we are structured (and why), with a deep dive into how we are staffed, including insights from the recent Staffing Analysis Report, recommendations regarding Board Compensation, County Staffing Contract renewal considerations, proposed new Agency roles, and an update on the status of vacancies and recruitment.

The Report then discusses the Agency's current financial management processes, providing insights into the procedures, Agency tasks, and Board priorities that help inform the draft budget. The Financial Management section includes an overview of the FCGMA audit schedule.

The main focus of the Report follows in the section titled "Explanation of Budget," which begins with a overview of the accounts Agency funds are held in, how revenue from different fees is allocated to those accounts and which expenses are paid from them, recommendations regarding some of these fees, and ending with a detailed look at the Operating Account which funds main Agency endeavors.

From there, readers will be brought to our "Recommendations and Considerations" section, where all recommendations contextualized within this report are gathered into an overview for Fiscal Committee and Board discussion. Readers may navigate back to the Table of Contents and click through to any section. The footer on every page of this report features a link to return to the Table of Contents.

Respectfully,



Jeff Palmer

Acting Interim Executive Officer

The following FCGMA Fiscal Year 2025-26 Budget materials, linked below, appear as they will be presented to the Board of Directors on July 23, 2025.

**Link to Draft FY 2025-26 Operating Account Budget:**

<https://fcgma.org/wp-content/uploads/2025/07/Item-12A-Draft-FY-2025-26-FCGMA-Operating-Account-Budget.pdf>

**Link to Draft FY 2025-26 Designated Accounts Budget:**

[https://fcgma.org/wp-content/uploads/2025/07/Item-12B-Draft-FY-2025-26-FCGMA\\_Designated-Accounts-Budget.pdf](https://fcgma.org/wp-content/uploads/2025/07/Item-12B-Draft-FY-2025-26-FCGMA_Designated-Accounts-Budget.pdf)

**Link to Draft FY 2025-26 Statement of Financial Position:**

<https://fcgma.org/wp-content/uploads/2025/07/Item-12C-Draft-FY-2025-26-FCGMA-Statement-of-Financial-Position.pdf>

**Link to Draft FY 2025-26 Work Plan:**

<https://fcgma.org/wp-content/uploads/2025/07/Item-12D-Draft-FY-2025-26-FCGMA-Work-Plan.pdf>

### III. AGENCY PROFILE

#### A. About FCGMA

The Fox Canyon Groundwater Management Agency (FCGMA) manages and protects both confined and unconfined aquifers within several groundwater basins underlying the southern portion of Ventura County. All lands lying above the deep Fox Canyon aquifer account for more than half of the water needs for 450,000 residents in the cities of Ventura, Oxnard, Port Hueneme, Camarillo, and Moorpark, plus the unincorporated communities of Saticoy, El Rio, Somis, Moorpark Home Acres, Nyeland Acres, Leisure Village, Point Mugu and Montalvo. The FCGMA is an independent special district, separate from the County of Ventura or any city government. It was created by California Legislature to oversee Ventura County's vital groundwater resources, per the adoption of Assembly Bill No. 2995 Chapter 1023<sup>3</sup>, which was approved by the Governor and filed with the Secretary of State in September 1982. The Sustainable Groundwater Management Act (SGMA)<sup>4</sup> identified the Agency as the exclusive Groundwater Sustainability Agency (GSA) for the basins within its jurisdiction. The Agency also acts as watermaster for the Las Posas Valley Basin<sup>5</sup>.

#### B. Mission Statement

The Fox Canyon Groundwater Management Agency is dedicated to the preservation and management of groundwater resources within its jurisdiction for the common benefit of all users.<sup>6</sup>

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<sup>3</sup> <https://s42135.pcdn.co/wp-content/uploads/2024/04/AB-2995-FCGMA-Enabling-Legislation.pdf>

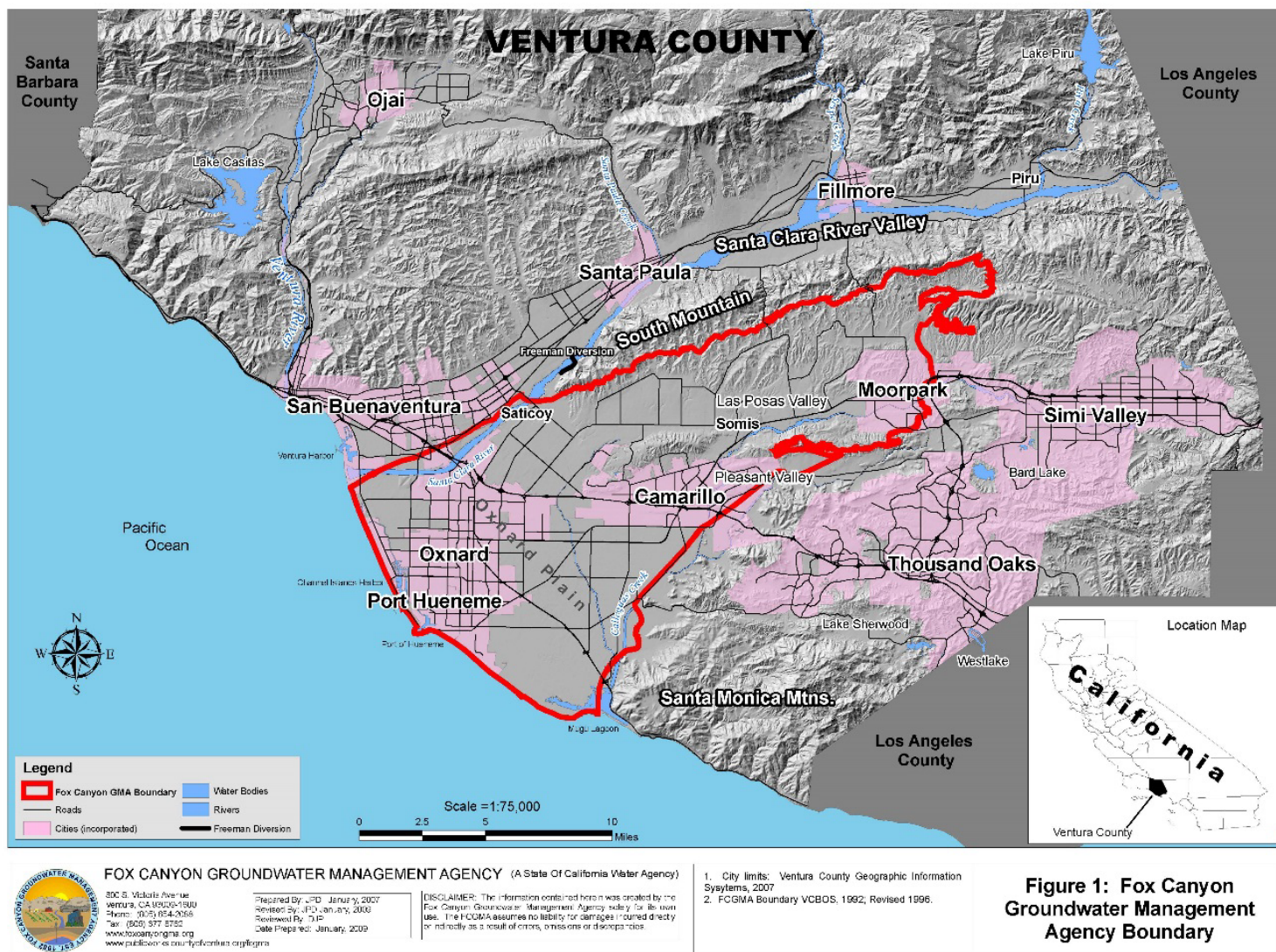
<sup>4</sup> SGMA: <https://water.ca.gov/programs/groundwater-management/sgma-groundwater-management#>

<sup>5</sup> <https://fcgma.org/las-posas-valley-watermaster/>

<sup>6</sup> The above mission statement was revised and approved by the Board of Directors on March 22, 2023.

## C. Boundary of the Agency

The FCGMA boundary encompasses 183 square miles and includes land from the Oxnard coastline to Happy Camp Canyon east of Moorpark.



\*iii FIGURE 1 – FCGMA Boundary Map

Within this boundary are all, or parts of, five (5) incorporated cities, including Moorpark, Oxnard, Port Hueneme, Camarillo, and Ventura. Also within the Agency boundary are several water companies of various sizes. Although imported water is vital to almost everyone in southern Ventura County, and surface water diversions supplement a



valuable percentage of irrigation needs, groundwater still supplies the main source of water (about 67%) used by approximately 350,000 people and hundreds of farms within the FCGMA boundaries.

## **D. Organizational Structure**

### **1. Roles, Responsibilities, and Relationships**

As expressly stated in the FCGMA enabling legislation<sup>7</sup>, and as echoed in our mission statement, the goals and objectives of FCGMA include the planning, management, preservation, and regulation of the use of groundwater for the common benefit of water users within FCGMA territory. These goals are primarily achieved through the development, implementation, and enforcement of groundwater management plans and policies that are designed to protect the quality and quantity of groundwater within FCGMA's territory.

In accordance with the enabling legislation, FCGMA has not historically involved itself in activities normally undertaken by member agencies, including construction, operation, and maintenance of capital facilities. Many of these facilities such as dams, spreading grounds, pipelines, flood control structures, and water distribution facilities are operated by member agencies both within and outside the FCGMA boundary, with the goals of the FCGMA in mind, and to aid or assist FCGMA groundwater management efforts. Within its mandate, via tactics such as mitigation planning or compliance reviews, the Agency aims to support projects that help to further sustainability goals identified in our Groundwater Sustainability Plans.

The Agency's governing Board of Directors, Agency staff, member agencies, and individual stakeholders all share stewardship for the successful operation of the Agency

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<sup>7</sup> <https://s42135.pcdn.co/wp-content/uploads/2022/10/AB-2995-FCGMA-Enabling-Legislation.pdf>

and for the groundwater it manages. These roles and responsibilities are summarized below.

### *A. Board of Directors*

The Board has the responsibility for establishing and revising policy through the adoption of laws, ordinances, and resolutions that support FCGMA's mission statement, goals, and objectives. All Agency rules must also be in conformance with State laws. The Board is responsible for providing the means and resources necessary for the Executive Officer and staff to administer FCGMA's policies.

### *B. Agency Staff*

Under Board direction, Staff takes responsibility for initiating, preparing, and securing the appropriate reviews and approval for agenda items, including ensuring all necessary staff members, Board committees, and stakeholders have been involved and informed where appropriate; authoring agenda items; working with Agency Counsel on legal aspects of the item, including providing all background information to allow Counsel to prepare appropriate documentation, including contracts; coordinating with the Clerk to schedule agenda items, and to ensure sufficient time to adhere to public hearing notice requirements and/or reading of ordinances; and prepare presentations for the Board's information.

Staff are responsible for administering the policies adopted by the Board. Under the leadership and direction of the Executive Officer, FCGMA staff does not make policy decisions; staff provides technical studies, policy analysis and logistical support to the Board of Directors to assist the Board in adopting, monitoring, and evaluating meaningful and effective policies. The FCGMA Executive Officer and Agency Groundwater Manager are responsible for directing staff, implementing policies adopted by the Board, and ensuring that Board directives are carried out effectively. The Executive Officer also serves as the Agency's primary spokesperson with regards

to stakeholders and the public, but all staff interact with stakeholders to assist with reporting, facilitate engagement, respond to inquiries, and provide technical project reviews.

FCGMA also contracts with consultants who perform as staff, whether due to understaffing or specific needs of a special project. Current contracts are discussed further in section “Expenditures – Personnel.”

### *C. Member Agencies and Stakeholders*

“Member Agencies” refers to entities that are purveying water within Agency boundaries. Currently, there are five cities: (Camarillo, Moorpark, Oxnard, Port Hueneme, and Ventura), two major wholesalers (Calleguas Municipal and United Water Conservation District), and seven mutual water companies (1) Alta Mutual Water Company, (2) Pleasant Valley County Water District, (3) Berylwood Mutual Water Company, (4) Calleguas Municipal Water District, (5) Camrosa Water District, (6) Zone Mutual Water Company, and (7) Del Norte Mutual Water Company who are purveying water either partially or totally within the territory of the FCGMA. Under many circumstances, these member agencies also serve as de facto representatives for individual property owners, well operators, and other stakeholders that their agencies serve within FCGMA boundaries. They are also FCGMA stakeholders.

Well owners and operators play a key role in that they are responsible for “self-reporting” groundwater extractions to the FCGMA accurately and in a timely manner (e.g. twice per Water Year, reporting on or near March 31, and September 30, annually). It is critical that this group provide meaningful feedback to the staff and Board by accurately self-reporting groundwater use on a timely basis and by providing the fees, data, and feedback necessary to enable the FCGMA to manage groundwater resources and to pay for expenses incurred in doing so.

## **2. About the FCGMA Board of Directors**

FCGMA is governed by five Board Members. They represent the (1) County of Ventura, (2) the United Water Conservation District, (3) the seven water districts within the Agency (Alta Mutual Water Company, Pleasant Valley County Water District, Berylwood Mutual Water Company, Calleguas Municipal Water District, Camrosa Water District, Zone Mutual Water Company, and Del Norte Mutual Water Company), (4) the five incorporated cities within the Agency (Ventura, Oxnard, Camarillo, Port Hueneme, and Moorpark), and (5) the farmers. All Board Members are appointed by their respective organizations or groups. Agricultural representatives are appointed jointly by the Ventura County Farm Bureau (VCFB) and the Ventura County Agricultural Association (VCAA).

Each Board Member has an Alternate, and all members serve a two-year term. In 2007, the Board offset the terms of the City Council and the Agricultural representatives from the remaining three representatives by one year to ensure continuity of Agency operations and to prevent a complete turnover of all FCGMA Directors at the same time. City and Farm representatives are elected in even-numbered years; with UWCD, County, and Water District representatives elected in odd-numbered years.

<b>Representative</b>	<b>Term Expirations</b>	<b>Current Board Member</b>	<b>Current Alternate</b>	<b>Term Expires</b>
Farmers Representative	Even Years	Michael Craviotto	David Borchard	02-28-2026
Five Cities Representative	Even Years	Tony Trembley	Bert Perello	02-28-2026
United Water Conservation District	Even Years	Lynn Maulhardt	Keith Ford	02-28-2027
Ventura County Board of Supervisors	Odd Years	Kelly Long (Vice Chair)	Vianey Lopez	02-28-2027
Seven Water Districts	Odd Years	Eugene F. West (Chair)	Reddy Pakala	02-28-2027



## *A. Board of Director Compensation*

Board members and Alternates currently serve on a volunteer basis, and no salaried compensation is currently provided for participation or attendance at FCGMA meetings or events. Board members and officers may attend seminars, conferences, or training sessions at Agency expense, and in so doing, will be reimbursed for all reasonable expenses incurred in accordance with applicable sections of the County of Ventura Administrative Policy Manual, Financial Management Chapter VII (c)-1 (reimbursement of employees' business expenses)<sup>8</sup> that the FCGMA has relied upon in lieu of officially adopting a separate policy document.

As unpaid volunteers, FCGMA Board Members are not required to provide any service beyond official monthly Board meetings or special Board sessions. While Board Members are not currently paid by the Agency, the Agency does provide for their insurance, as detailed later in this report under Expenditures.

Since the Agency was created in 1983, the FCGMA Board of Directors has not been compensated for its service, attending meetings and related activities, or related travel. The FCGMA Act, Water Code section 121-102 et seq., does not authorize or prohibit the Agency from compensating its directors. Other statutes may authorize the compensation of local public agencies subject to certain limits and requirements. Additional research and direction would be necessary to determine whether, and to what extent, the FCGMA Board may be compensated.

During its June 13, 2025, special meeting<sup>9</sup>, the Board discussed the topic of compensation and directed Agency staff and counsel to research and prepare a presentation and materials to authorize the compensation of the Board of Directors for consideration at a future meeting. In the event that Board compensation is approved and

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<sup>8</sup> Internal document available upon request.

<sup>9</sup> See Item 14 at <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=21217>.

formally adopted, staff recommend an estimate of Board Compensation be added as a line item to the budget for ongoing reporting.

## **B. FCGMA Committees**

In 2012, the Board approved the formation of three committees: Executive, Fiscal, and Operations. Committee assignments are discussed and approved by the Board annually, alongside new Board member appointments, typically during the February or March Regular Board meeting.

Regarding the role of Committee members:

- a. All Committee members are advisory to the Board and shall serve to communicate the needs, programs, and proposals of the communities they represent.
- b. As distinct from the staff, an Advisory Committee's role shall not be considered technical in nature, unless specifically set up in such a manner.
- c. As distinct from the Board of Directors, an Advisory Committee's role shall not be considered legislative in nature.
- d. The Agency's technical staff shall inform the Committee of major needs, programs, and proposals.
- e. Committee members are encouraged to comment while discussing related agenda items heard during meetings of the Board of Directors to offer their insights, counsel, and opinions on their committee's behalf relating to Agency needs.

<b>Member</b>	<b>Committee Appointment</b>	<b>Appointment Expires</b>
Michael Craviotto	Operations	02-28-2026
Tony Trembley	Fiscal	02-28-2026
Lynn Maulhardt	Operations	02-28-2026
Kelly Long (Vice-Chair)	Executive	02-28-2026
Eugene F. West (Chair)	Executive, Fiscal	02-28-2026

### ***Executive Committee***

The Executive Committee is composed of the Chair and Vice Chair of the Board and meets when directed by the Board to discuss issues including, but not limited to:

- Strategic planning
- Prioritization of Work Plan items
- Regional coordination to increase water supply
- Recommendations regarding extraction allocation systems

### ***Fiscal Committee***

The Fiscal Committee is composed of two directors, typically the Chair and Cities' representative, and meets when directed by the Board to discuss issues including, but not limited to:

- Budget development and tracking
- Pursuit of grants
- Development of replenishment fees
- Development of fiscal policy

### ***Operations Committee***

The Operations Committee is composed of two directors, typically the County of Ventura or Agricultural and United Water Conservation District representatives, and meets when directed by the Board to discuss issues including, but not limited to:

- Performance of self-reporting and meter calibration
- Software enhancements
- Project selection: Identification of projects to increase water supply
- Water Market development

### 3. How the Agency is Staffed

Per our founding legislation, [Assembly Bill No. 2995](#), Ch. 1023, Sec. 408<sup>10</sup>: “The agency may contract with the county or United for staff and other services and may hire such other contractors and consultants as it considers appropriate.” On January 22, 2025, the State of California’s Office of the Attorney General published [Opinion No. 24-101](#)<sup>11</sup>, asserting that “The Fox Canyon Groundwater Management Agency was created by the Legislature, as reflected in Water Code Appendix sections 121-102 to 121-1105... The statutory scheme establishes the Agency’s power to contract for staff services, and it limits that power to contracting with the two agencies specified in the statute, which are the County of Ventura and the United Water Conservation District.”

FCGMA contracts with the County of Ventura to provide staff to support the FCGMA<sup>12</sup>. As such, the Agency is staffed by County of Ventura (County) employees pursuant to this agreement executed in April 1983 and amended in September 1998. Per to this contract, the County provides staff, overhead, and resources to support the Agency’s groundwater management activities, policies, and programs; administrative and financial functions and services; and legal representation. The FCGMA Board has expressed interest in reviewing and revising the staffing agreement and has recently retained the services of Light Gabler LLP to represent their negotiations of such. Staff recommend the budget for Light Gabler’s services be added to the draft FY 2025-26 Budget as a line item to track expenses throughout the process.

The FY 2025-26 Draft Budget presents a “highest cost scenario” for staff planning purposes. Unlike the development of previous Agency budgets, the FY 2024-25 Budget assumed funding along with the funding of a full-time Executive Officer. These assumptions are carried over to the proposed draft FY 2025-26 Budget. Previous budgets

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<sup>10</sup> AB 2995: <https://s42135.pcdn.co/wp-content/uploads/2022/10/AB-2995-FCGMA-Enabling-Legislation.pdf>

<sup>11</sup> No. 24-101: <https://s42135.pcdn.co/wp-content/uploads/2025/06/CA-Attorney-General-FCGMA-Staffing-Opinion-24-101.pdf>

<sup>12</sup> 1983 Staffing Services Contract, Amended 1998: <https://fcgma.org/wp-content/uploads/2024/08/GMA-County-Contract-1983.pdf>

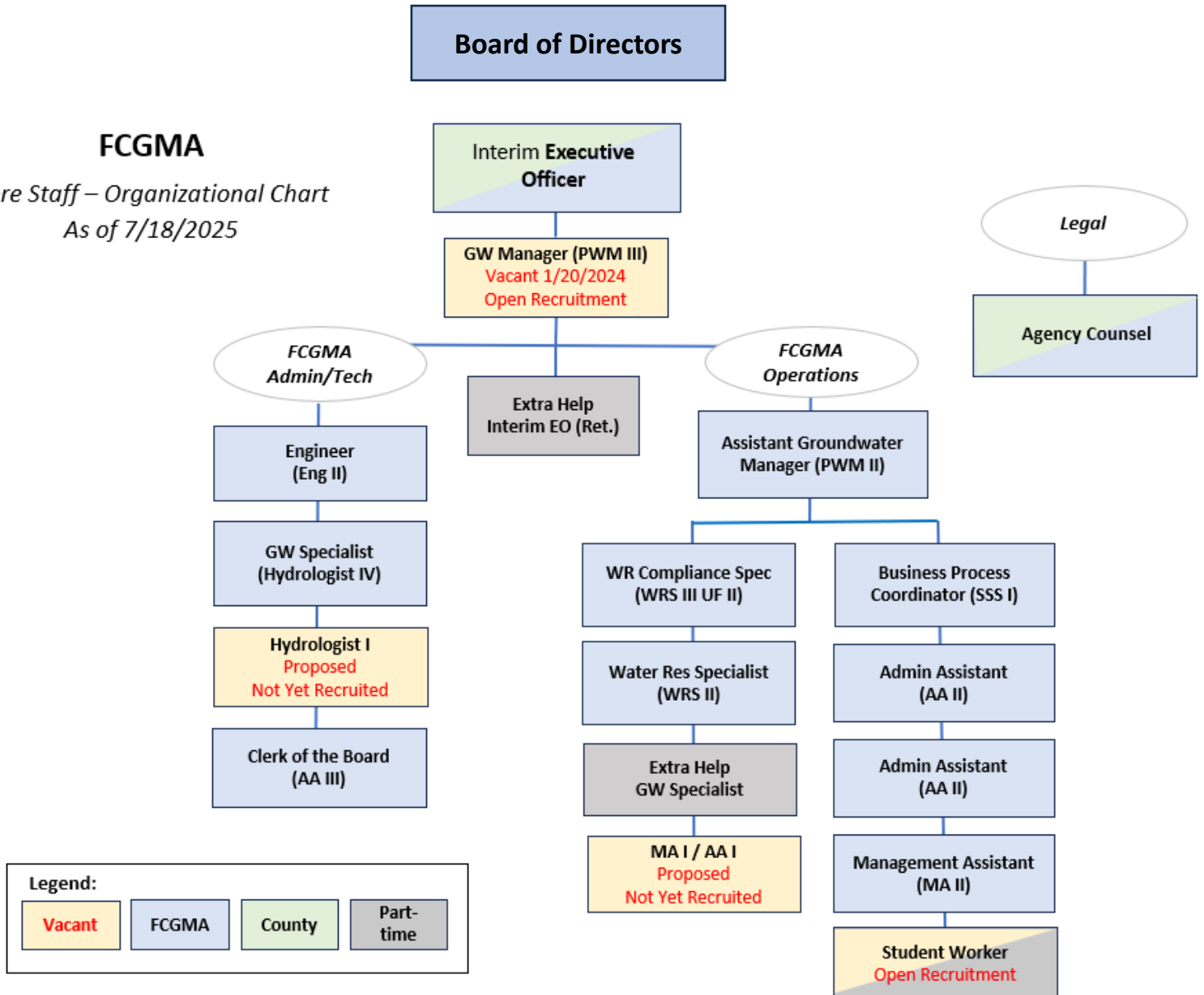
estimated when existing vacancies would be filled, or positions vacated, and the Executive Officer position was previously set at a fixed cost of 25% of the Public Works Agency Director's fully burdened rate.

Of the Agency's main or "core" staff, we currently have 10 full-time equivalent (FTE) staff, and 3 part-time staff, including Agency Counsel. The organizational chart below displays current staffing levels, including the current status of the Executive Officer position as a part-time County role.



## A. Agency Organizational Chart – Main Staff

**FCGMA**  
Core Staff – Organizational Chart  
As of 7/18/2025



## B. About the Executive Officer

*Jeff Palmer, Acting Interim Executive Officer*

As empowered by the FCGMA Board, the Executive Officer (EO) provides administrative leadership, research, and advisory services to the Agency, and acts as the main liaison between the Board, the public, and government agencies. The EO is charged by Board resolution with carrying out the duties, performing the functions and exercising the executive powers enumerated in the Agency's Ordinance code. The Board decides the cadence for which items will be presented to the Board or a committee of the Board. Following consultation and direction from the Board and the Chair of the Board, the EO oversees agenda development and presentation; the role of the Executive Officer in the agenda process is to ensure agenda materials contain a thorough policy analysis (and if applicable, financial), a review of alternatives, and that they contain an appropriate recommendation to enable the Board to make informed and reasonable decisions. The Executive Officer also serves as the budget administrator and chief of staff.

The Agency does not currently have a full-time Executive Officer. The position is temporarily filled by an Acting Interim Executive Officer with other responsibilities within the County. Jeff Palmer, our current Interim EO, also serves the County as Assistant Director of Public Works.

Discussion on creating a new full-time Executive Officer position has been ongoing at the Executive Committee and at the full Board level since December 2024, when the Board adopted Resolution 2024-06<sup>13</sup> defining the function of the position. In March 2025, the Board authorized engaging Peckham and McKinney Recruitment Services<sup>14</sup>. The Agency is now on track to employ its first full-time, dedicated Executive Officer thanks to the Board's national recruitment search and evaluation of candidates, upon the April 2025 retirement of the Agency's previous Interim Executive Officer, Arne Anselm. Officially

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<sup>13</sup> Resolution 2024-06: <https://s42135.pcdn.co/wp-content/uploads/2024/12/Resolution-2024-06.pdf>

<sup>14</sup> See Item 14: <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=20595>

hiring, then onboarding the EO and setting expectations with regards to Board review and protocols, will be an Agency-wide effort in the first months of FY 2025-26. The full-time EO will report directly to the Board.

### *C. Status of Vacancies and Recruitment and Retention Efforts*

Hiring, training, and maintaining a fully staffed Agency remains a challenge, but the Agency has made great progress on filling its roster over the previous Fiscal Year. Per [AB 2561](#)<sup>15</sup>, a new requirement as of this year, of our current 12 full-time equivalent (FTE) staff, we currently have 2 vacancies: the Groundwater Manager, a position vacated in January 2024, remains vacant and is currently undergoing recruitment as of the time of this report's writing; the Executive Officer position, a newly classified FTE role, is the other vacancy. The EO role has been recruited, and hiring is pending as of the time of this report's writing.

A staff recommendation included in the draft FY 2025-26 Budget proposes funding 2 additional roles: additional staff support in the form of an entry-level hydrologist and a management or administrative assistant to help offset the tasks our Agency must accomplish to be effective, and to provide support for Board-recommended priorities such as Monitoring Network improvement planning, systematically clearing processing backlogs associated with temporary variances or civil penalty waiver requests, developing a stakeholder outreach plan to educate and discuss rampdown considerations with stakeholders, and more.

Regarding retention and hiring efforts in the Agency's future, staff requests Board feedback to "identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process," as described in AB 2561, as needed. Perhaps this element could be addressed for future attention during negotiations to renew the Agency Staffing Contract with the County.

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<sup>15</sup> [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240AB2561](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240AB2561)

## *D. Staffing Needs Analysis Report*

Time required to effectively complete regular Agency tasks, and a multitude of special projects or new programs that have not been developed into routine operations, are discussed in depth in the recently completed [Agency Staffing Needs Analysis Report](#)<sup>16</sup>, compiled and presented to the Board by consultant Hallmark Group on February 12, 2025.

In FY 2024-25, Hallmark Group was contracted to analyze the Agency's staffing needs to accomplish its work, tasks, and responsibilities. Over several months in 2024, Hallmark Group held multiple interviews with Agency staff to understand responsibilities and staffing requirements. Agency staff supplied time estimates for tasks that were included within the work plan or within the task level shown in the Agency Work Task and Prioritization matrix (see also the section "Agency Priorities"). Using their understanding of public agency staffing and requirements imposed on groundwater sustainability agencies by the Sustainable Groundwater Management Act, Hallmark Group performed a qualitative assessment during staff interviews to develop appropriate task assumptions and reviewed this assessment against the final draft staff hours. Many additional activities were identified during the analysis, which were not identified in the original FCGMA Work Task and Prioritization sheet. These include, but are not limited to, supervision and personnel issues, process improvement, training, consultant management, strategic planning, grant proposals, stakeholder outreach, website management, and financial management of payments. Hallmark Group made an effort to identify and quantify the staff needs for these additional tasks. Hours tracked by staff for billing the Agency was found lacking as a dependable source of data since overtime is not paid to salaried staff and is not tracked in the accounting system.

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<sup>16</sup> Agency Staffing Analysis Report: [https://s42135.pcdn.co/wp-content/uploads/2025/06/20250212\\_Agency-Staffing-Analysis-Report\\_Hallmark-Group.pdf](https://s42135.pcdn.co/wp-content/uploads/2025/06/20250212_Agency-Staffing-Analysis-Report_Hallmark-Group.pdf)

The estimates include some administrative tasks that, at the time of the report, were performed by consultants due to insufficient staffing levels, but they do not include consultants hired for their special expertise, such as groundwater modelers and hydrogeologists for writing the recently submitted periodic evaluations, or outside counsel for litigation. Fiscal services provided by the County are also not included in the estimates, which range from nuanced financial reporting to accounts receivable, audit support, and general accounting.

Key findings from the analysis:

- Currently, staff is only able to perform a subset of the required tasks for the administration of FCGMA, and the full-time equivalent (FTE) of this task subset is approximately 15 employees.
- The estimated level of staffing to perform all the required tasks (unimitated tasks and the additional identified tasks) necessary to accomplish the Agency's work is approximately 20 FTEs.
- Using FY 2024-25 employee rates that include employee benefits and overhead, the estimated staff costs to perform all required FCGMA tasks was reported at \$5.7 million.

For context, at one point in 2024, the Agency was down to five staff members. The final Staffing Needs Analysis Report was presented to the FCGMA Board of Directors on February 12, 2025. As of the Staffing Needs Analysis Report's presentation date, the Agency had ten full-time positions filled.

### *E. Highlights from New Hires in FY 2024-25*

#### ***Water Resources Specialist***

Until December 2025, the Agency contracted with Rincon Associates to assist with AMI data input/data management, track data deliverables from AMI vendors, and import the



monthly data. In 2018, the FCGMA Board adopted an Advanced Metering Infrastructure (AMI) Ordinance, whose purpose and intent are to: a) provide for broader and simultaneous measurement and reporting of groundwater extractions; b) improve the Agency's ability to monitor and manage groundwater use; c) facilitate implementation of a Groundwater Sustainability Plan; and d) promote sustainable groundwater management within the Agency. Due to the Agency's increased workload and current staffing levels, the Interim Executive Officer exercised the authority granted by the Board via Resolution 2018-02 to enter professional services contracts up to \$25,000 to supplement staff. An additional \$53,977.88 was approved at the July 27, 2024, Board meeting. The Agency has since onboarded a Water Resources Specialist to assume these duties, and the Specialist has brought a data-oriented acumen to the role that allows her to optimize its function across the Agency's work focus areas, such as groundwater extraction reporting, Ordinance compliance, and research. Bringing these services in-house also saves on overall costs when contract administration and consultant management tasks are factored in.

### ***Engineer***

After Board discussion on the Agency's need for project review and analysis, the Engineer position, an Agency liaison with other agencies proposing or reporting on projects, was proposed during adoption of the Fiscal Year 2022-23 Budget<sup>17</sup>. As described in the Board materials for the Budget adoption: "the engineer would manage the Capital Improvement Plan (CIP) [analysis] of water-supply and infrastructure projects, both the Agency's and other agencies' projects needed to achieve sustainable groundwater management, as well as provide technical support to other Agency programs such as the AMI and flowmeter programs."<sup>18</sup> The Engineer does not manage projects for other agencies with authority but serves in liaison capacity to other agencies only.

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<sup>17</sup> June 22, 2022, meeting, Item 2: <https://ventura.primegov.com/Portal/Meeting?meetingTemplateId=15484>

<sup>18</sup> Ibid.

The Engineer, onboarded in winter 2024, also serves as an independent analysis of projects proposed by other agencies to confirm benefits or additional yield, for the Agency's benefit in project evaluation, and to review project compliance as required by existing Board resolution; for example, Resolution 2016-04<sup>19</sup> concerning the North Pleasant Valley Basin Desalter Project, or Resolution 2013-02<sup>20</sup> and Resolution 2023-02<sup>21</sup>, both concerning the City of Oxnard's Groundwater Recovery Enhancement and Treatment (GREAT) program.

Most importantly, the Engineer is tasked with identifying potential improvements to increase benefits to the basin(s), and to mitigate potential conflicts with other proposed projects. Water agencies will design projects to meet their rate payors' needs, whereas small improvements or recommendations for such may provide benefits to sustainable yield. After analysis by the Engineer and subsequent Board discussion and recommendation, the Agency may be able to fund those improvements in the future.

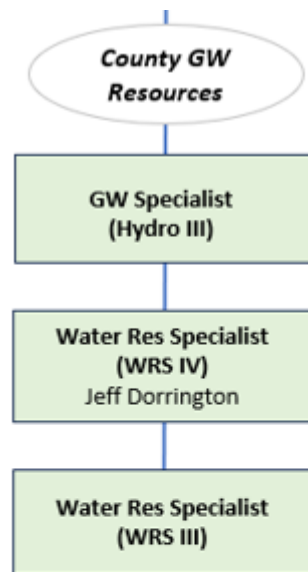
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<sup>19</sup> Resolution 2016-04: <https://s42135.pcdn.co/wp-content/uploads/2024/12/Resolution-2016-04.pdf>

<sup>20</sup> Resolution 2013-02: <https://s42135.pcdn.co/wp-content/uploads/2022/06/resolution-2013-02.pdf>

<sup>21</sup> Resolution 2023-02: <https://s42135.pcdn.co/wp-content/uploads/2024/02/Resolution-2023-02.pdf>

## F. Additional County Support



County Groundwater Resources staff implement the County's GW Ordinance. GW Staff are available to assist FCGMA on an as-needed basis.

In addition to our main staff, the Agency is supported as needed by additional County services from member agencies such as the Public Works Agency (PWA) Groundwater Resources and Central Services departments, and the General Services Agency (GSA).

To provide context: Central Services includes PWA Information Technology (IT) staff, who assist with equipment and software support, database programming and maintenance, website hosting, and Federal accessibility requirements; Fiscal Services staff, who assist with audit management, accounts receivable and accounts payable; and Human Resources (HR) staff, who manage benefits, recruitment efforts, general employee onboarding, workplace safety training, and payroll, among other integral contributions to staff. General Services Agency (GSA) support includes but is not limited to conference room access and coordination, and equipment technicians that set up and troubleshoot the spaces our staff and Board meet in

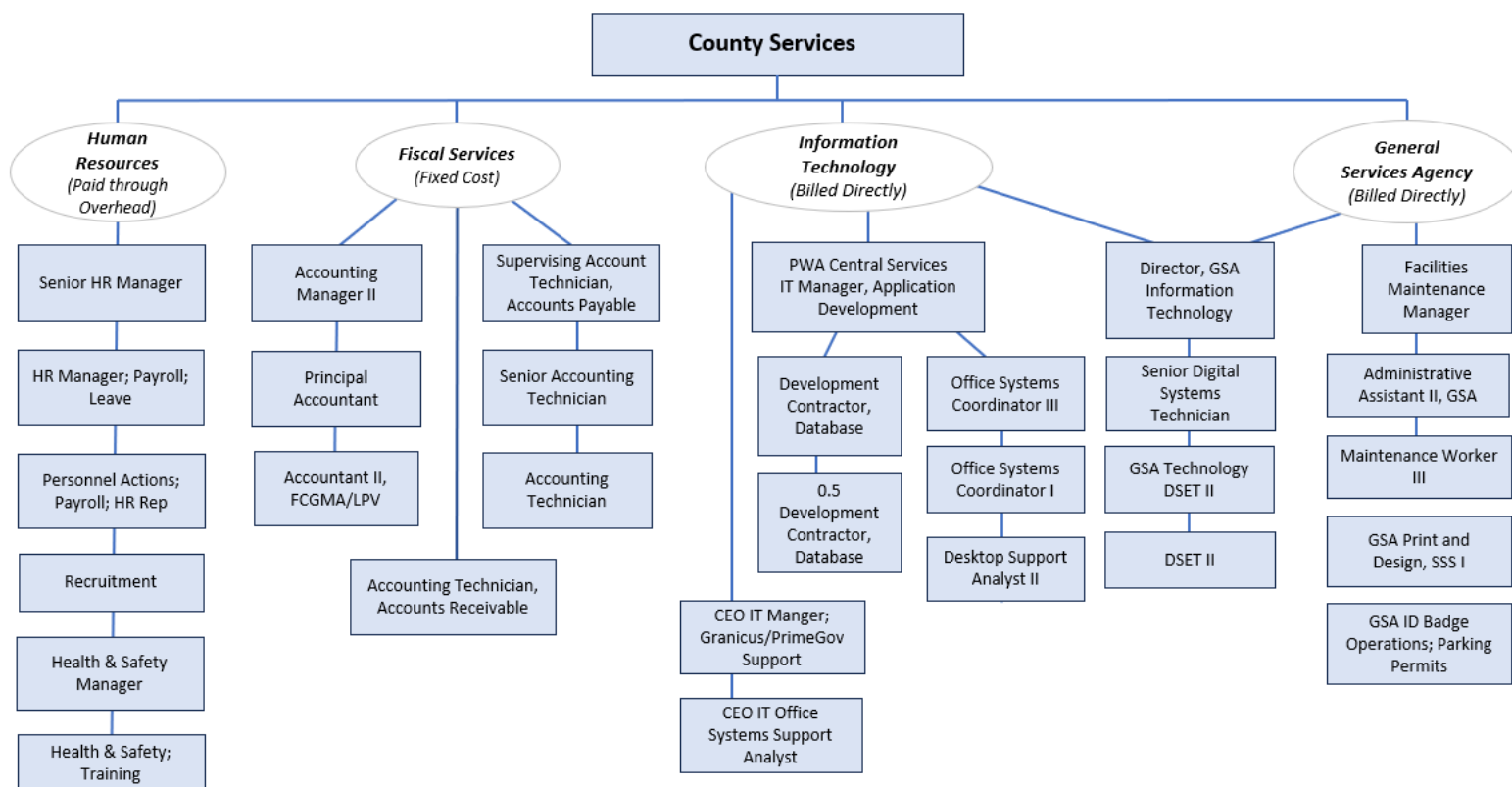
to further our work, and GSA security staff, who administer ID badges and parking permits.

Our Agency is privileged to have the wider resources of the County available to our staff and our duties. You'll notice that services are billed in different ways: fixed cost is lump sum, overhead is a percent, and billed directly is hourly.

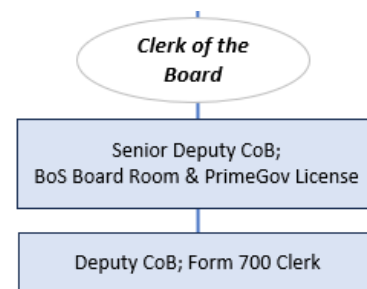
Agency staff work closely with Fiscal Services staff; their accounting technicians process our deposit transmittal reports and make sure payments are deposited swiftly; their Accounts Payable technicians route and pay invoices after we have coded, reviewed, and approved them for payment. FCGMA depends mightily on Fiscal's talented staff,

especially our main Agency accountant, who provides invaluable review and feedback during the development of this report and all budget documents.

## 1. County Services – Example Organizational Chart



County services also include the Board of Supervisors' Clerk of the Board (BOS COB), which shares their Granicus/OneMeeting PrimeGov license with FCGMA, saving the Agency approximately \$100,000 annually. Per the Brown Act<sup>22</sup>, we are required to have our Board agenda materials available online in an open format; PrimeGov allows us to index and archive Board Agenda materials on the PrimeGov platform, which is accessible via a website plug-in on <https://fcgma.org/board-agendas-broadcasts-minutes/>. Thanks to the PrimeGov plug-in



<sup>22</sup> [https://leginfo.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=GOV&sectionNum=54954.2](https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV&sectionNum=54954.2)

on our website, the Agency is able to provide a searchable index of meeting materials dating back to 2001. The BOS COB also allows the FCGMA to use the Board of Supervisors' Boardroom and livestreaming capabilities for the Agency's monthly regular Board meetings, and assists with filing forms related to our Conflict of Interest Code<sup>23</sup> (COIC) and its amendments. BOS COB also coordinates annual Form 700 filings for consultants and those filers who are not required by the California Fair Political Practices Commission (FPPC) to file directly, helping us stay in compliance with the Political Reform Act<sup>24</sup>. As of January 2025, per SB 1156<sup>25</sup>, the FCGMA Clerk coordinates annual filings for the Board and the Executive Officer directly with the FPPC.

Personnel expenses are detailed in the Expenditures section of this Budget Report, and additional staffing information is included in the appendices.

### *G. Consultants and Contractors*

We are budgeting for an Agency that will become fully staffed, but the Draft FY 2025-26 Budget also includes funds for consultants; our current staffing level requires us to utilize consultants to act as staff. The Agency currently has 2 active contracts with consultants or contractors currently performing FCGMA work functions which would normally be accomplished by staff when we are employed at full hiring capacity. In comparison, the Agency had 4 active contracts for such work during FY 2024-25. This assertion does not factor in consultants acting as staff for LPV Watermaster, contracts for which are accounted for in a budget separate from FCGMA.

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<sup>23</sup> COIC: <https://www.ventura.org/county-executive-office/clerk-of-the-board/conflict-of-interest-code/>

<sup>24</sup> Political Reform Act: [https://leginfo.legislature.ca.gov/faces/codes\\_displayexpandedbranch.xhtml?tocCode=GOV&division=&title=9.&part=&chapter=&article=](https://leginfo.legislature.ca.gov/faces/codes_displayexpandedbranch.xhtml?tocCode=GOV&division=&title=9.&part=&chapter=&article=)

<sup>25</sup> SB 1156: [https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202320240SB1156](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202320240SB1156)



### ***Dudek***

Dudek provides specialty technical support for the Agency's compliance with SGMA and also as an extension of staff when needed to meet timely demands. The scope of work under the contract included technical support, GSP annual reports, data gap analysis, basin management scenarios and model coordination, project feasibility studies, Periodic Evaluations of the Basins, and project management. Not included in this draft budget proposal but is in Dudek's contract is work and services in support of the Agency's implementation of the LPV Adjudication, including preparation of technical reports and studies required by the LPV Adjudication Judgment.

### ***Kennedy Jenks Consultants, Inc.***

Kennedy Jenks was contracted to assist with preparing an application for Department of Water Resources (DWR) Sustainable Groundwater Management (SGM) Round 1 Implementation Grants to implement projects in the Oxnard Subbasin and Pleasant Valley Basin. After the Agency was notified by DWR of grant awards for both basins in a letter dated April 28, 2022. The Board approved a contract with Kennedy Jenks to conduct grant administration services, such as for the DWR SGM Round 1 Implementation Grants awarded to the Agency to implement projects in the Oxnard Subbasin and Pleasant Valley Basin.

The Agency successfully applied for the SGM Grant, bringing \$14.2 million to the basins. While most of this funding has been allocated to subgrantees City of Camarillo, Pleasant Valley County Water District, and United Water Conservation District, the Agency has the responsibility of administering the grant to stay in compliance with requirements. The Agency committed to drilling three deep wells and multiple shallow wells under this grant and, during FY 2024-25, was managing that project; all fieldwork and documents for reimbursement were completed in March 2025.

### ***SGM Grant Round 2 Application: LPV***

Consultant expenses for grant application services for the DWR SGM Implementation Grant Round 2 for projects in the Las Posas Valley Basin have been estimated at \$150,000 for FY 2025-26.

Consultants and costs are discussed in further detail in the section *Explanation of Budget*.

## E. Financial Management Process

Annually, the FCGMA prepares an Operating Budget and Work Plan to guide, direct and fund the Agency's work. Work Plan updates and Budget performance monitoring reports are prepared and submitted to the Fiscal Committee for review and discussion. Reporting and business practice documents are prepared as required for Board or Committee review via agenda materials, which include staff reports, Resolutions, or special presentations. Additionally, the FCGMA prepares a Biennial Audit Report every other year.

### 1. Preparation and Monitoring

The FCGMA's fiscal year begins July 1<sup>st</sup> and ends on June 30<sup>th</sup> of the calendar year. Administrative oversight and reporting of the Agency's financial transactions is performed by Agency management in consultation with the Fiscal Services Section of the Central Services Department of the Public Works Agency, pursuant to the ongoing contractual arrangement between the Agency and the County of Ventura.

The Fiscal Committee has recommended presenting draft annual budget materials early for feedback that can be implemented in advanced drafts; the Fiscal Committee recommends an April or May preliminary draft review. Agency management historically prepares quarterly budget-to-actual performance reports which are presented to the Board for their information, review, and feedback.

The Proposed Budget Report will become part of the Agency's financial management process over time, as recommended by the Fiscal Committee. If in the future the Fiscal Committee requires early budget adoption prior to the start of the Fiscal Year, year-end actuals will not be available for future iterations.

Agency quarterly summaries of the Agency's actual financial transactions for the current Fiscal Year are presented to the Board of Directors generally in accordance with the following Board meeting schedule:

Preliminary Draft Budget and Work Plan:	APRIL/MAY
Revised Draft Budget and Work Plan:	JUNE
Recommended Final Budget and Work Plan:	JULY
Previous Fiscal Year-End Budget Report:	SEPTEMBER/OCTOBER
Current FY First Quarter Budget Performance Report:	DECEMBER/JANUARY
Current FY Mid-Year Budget Performance Report:	FEBRUARY/MARCH

Of note is the timeline FY 2025-26 draft budget materials were presented to the Fiscal Committee; after rounds of Committee review and revisions, final versions were presented to the Committee in July for Board discussion later in the month, two months earlier than the previous Fiscal Year.

During its July 2025 meeting, the Fiscal Committee recommended that it begin its budget planning process annually at the end of January or the beginning of February with a Mid-Year Budget Analysis of Actuals; the Committee has the intention to provide recommendations to the Board for a subsequent meeting in the form of a report, to supplement the mid-year budget review usually brought before the Board by Agency staff.

### ***Monthly Balance Reports Presented to the Board***

In the interest of transparency, beginning in Fiscal Year 2024-25 per the Fiscal Committee's recommendation, PWA CS Fiscal Services staff began presenting a monthly balance report<sup>26</sup> to the Board as part of the regular Board meeting consent Agenda. The balance report shows expenditures by accounting period, beginning with cash balance, revenue totals, and total funds available, followed by expenditures for support, contract charges, legal fees, grant costs, GSA charges, special expenditures, and other expenditures (such as hydrology supplies or dues for the Association of Water Agencies). Significant variances in monthly revenue or expenditures are annotated with a short narrative explanation, helping to contextualize the timing of large invoices or significant

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<sup>26</sup> As an example, Balance Report for May 2025: <https://ventura.primegov.com/portal/item?id=276413>

increases in fees collected, which occur when Semi-Annual Extraction Statements are released for reporting submittal.

## **2. Work Plan – Matching Staffing to Priorities**

The [Draft Fiscal Year 2025-26 Work Plan](#) summarizes estimates of staff services needed to meet the major work tasks identified to meet Agency goals during the next Fiscal Year. The Work Plan identifies staff and staff hours expected to be working on each task; staff track their time working on these tasks during the year for cost accounting.

The Work Plan provides the Board with an opportunity to prioritize the goals and objectives for staff to focus on in the Fiscal Year. The Work Plan also includes a separate category for special projects that are not routinely performed by the Agency on an annual basis. In the Draft FY 2025-26 Work Plan, after receiving initial feedback from the Executive and Fiscal Committees, and from the Board, staff have recommended resources be directed towards efforts deemed higher priorities and not others, such as prioritizing database upgrades and specialized IT support services over sourcing, migrating, and implementing an entirely new reporting database.

The Work Plan categorizes annual operations into Administration and Fiscal Services, Records Services, Technical Services, Legal Services, Public Outreach, and Special Expenditures, and then tallies labor hours and cost estimates for each section.

**[Review the Draft FY 2025-26 Work Plan via this link.](#)**

Detailed information about each section is available below, including estimates for labor hours and costs. Each section is subtotaled at its end; the grand total is displayed at the bottom of the Work Plan.



*Administration and Fiscal Services* includes Board and committee meeting administration, agency administration, official document filings and Public Records Act requests, budget administration, PWA CSD-Fiscal services, and biennial audit report administration.

<b>Administration and Fiscal Services</b>				
<b>Task</b>	<b>Board Priority</b>	<b>Description</b>	<b>Labor Hours Estimate</b>	<b>Labor Cost Estimate</b>
<b>1. Board Meeting Administration</b>	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.	<b>1,554</b>	<b>\$295,970</b>
<b>2. Agency Administration</b>	N/A	- Agency-specific administration and clerical tasks - Customer inquiries and data requests - Staff and management planning meetings	<b>1,179</b>	<b>\$168,438</b>
<b>3. Official Document Filings &amp; Public Records Requests</b>	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)	<b>654</b>	<b>\$86,384</b>
<b>4. Budget</b>	II.Legislation or Regulations 3.Annual Work Plan & Budget	- Preparation and adoption of Annual Work Plan, Budget, Proposed Budget Report, and performance reports	<b>378</b>	<b>\$74,772</b>
<b>5. CSD-Fiscal Staff Services</b>	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	<b>Fixed Cost</b>	<b>\$150,000</b>
<b>6. Committee Meetings</b>	I.Committee Meetings 2. Committee Meeting Administration	- Executive, Fiscal, Operations, and other advisory committee meetings coordination, agendas, minutes, etc.	<b>908</b>	<b>\$177,652</b>
<b>7. Biennial Audit Report</b>	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	<b>24</b>	<b>\$4,908</b>
<b>Administration and Fiscal Services Subtotal</b>			<b>4,697</b>	<b>\$958,123</b>

*Records Services* includes specialized data queries, groundwater and credit transactions, operations and maintenance of our reporting database and our website, semi-annual extraction statement (SAES) reporting and allocation administration, well and CombCode registration, late or non-reporting SAES compliance, and meter calibration program maintenance.

<b>Records Services</b>				
<b>Task</b>		<b>Description</b>	<b>Labor Hours Estimate</b>	<b>Labor Cost Estimate</b>
<b>1. Specialized Data Queries / Groundwater and Credit Transactions</b>	IV.Ordinance 3.Allocation Transfer Requests	Conduct specialized data queries and analyses - Routine variance requests - Credit programs - Allocation transfers - Extraction data analysis	<b>989</b>	<b>\$151,531</b>
<b>2. FCGMA Online and Website O&amp;M</b>	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)	<b>236</b>	<b>\$35,238</b>
<b>3. SAES and Allocation Administration</b>	IV.Ordinance 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	<b>6,963</b>	<b>\$718,468</b>
<b>4. Well and CombCode Registration</b>	IV.Ordinance 5.Owner and/or operator changes	- New well registration, change in well registration, CombCode registration or changes '- Unregisterd well compliance and enforcement	<b>466</b>	<b>\$64,386</b>
<b>5. Late/Non-Reporters (SAES) Compliance</b>	IV.Ordinance 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	<b>1,398</b>	<b>\$174,590</b>
<b>6. Meter Calibration Program Maintenance</b>	IV.Ordinance4.Flowmeters & AMI a.Calibration review & processing b.Flowmeter replacement, rollover, water usage estimates c.AMI data management 6.Compliance/Enforcement c.Flowmeter calibration d.AMI	- 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	<b>1,158</b>	<b>\$139,632</b>
<i>Records Services Subtotal</i>			<b>11,210</b>	<b>\$1,283,845</b>

**Technical Services** includes annual reports preparation, data collection, studies and analysis, groundwater and well project reviews, AMI operations, and grant applications.

Technical Services				
Task		Description	Labor Hours Estimate	Labor Cost Estimate
1. Annual Reports Preparation	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
2. Data Collection, Studies and Investigations and Analysis	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
3. Groundwater and Well Project Reviews	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
4. AMI Operations	4. Flowmeters & AMI c. AMI data management	- Administration of AMI program - Coordination of AMI vendors - AMI data management and analysis	1,138	\$139,218
5. Grant Application	VI. Grant - SGM implementation	Review and evaluate grant opportunities and prepare grant applications	100	\$19,586
Technical Services Subtotal			3,518	\$553,799

**Legal Services** includes advisory services, representation for anticipated and ongoing litigation, and outside counsel. Note that outside counsel is not included in labor estimates because they bill directly per their contract as consultants.

Legal Services				
Task		Description	Labor Hours Estimate	Labor Cost Estimate
1. Advisory Services	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
2. Anticipated and Ongoing Litigation (Staff Time)	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
3. Outside Counsel	III. Judgment and Litigation 2. OPV Adjudication a. Discovery	- Special counsel fees related to ongoing and anticipated litigation		
Legal Services Subtotal			506	\$113,996

*Public Outreach* includes participation in regional groundwater issues and stakeholder meetings, and outreach, including updating content on our website and preparing a newsletter or notices. The labor hours estimate for outreach has increased in FY 2025-26 per the Board's recommendation to prepare the Agency for rampdown discussions.

Public Outreach				
Task		Description	Labor Hours Estimate	Labor Cost Estimate
1. Participation in Integrated Regional Groundwater Issues & Stakeholder Meetings	N/A	Attend/participate in AWA Mtgs/events; BofD / City Council mtgs; Stakeholder mtgs (incl. wholesalers); WCVV/VCIRWP meetings; State/Regional Water agency workshops; and GW Forums and Committee Meetings.	888	\$167,697
2. Outreach, Website, Social Media	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.	194	\$33,590
Public Outreach Subtotal			1,082	\$201,287

*Special Expenditures* include Groundwater Sustainability Plan (GSP) implementation, new allocation systems and non-routine variance application processing, improvements to the Agency's data management system, grant administration, and monitoring well installations.

Special Expenditures				
Task		Description	Labor Hours Estimate	Labor Cost Estimate
1. Groundwater Sustainability Plan Implementation	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
2. New Allocation Systems (Variances)	VII. Board Direction 4. OPV variance applications	Implementation of new allocation systems including non-routine variance process.	793	\$133,605
3. Improvements to Data Management System	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
4. Water Market Development and Implementation	VII. Board Direction	Continue implementation of Water Market pilot study and expansion to all of FCGMA	29	\$5,479
5. DWR SGM Grant Administration	VI. Grant - SGM Rd 1 2. Subgrantee awards to UWCD, PVCWD, Camarillo	DWR SGM Grant administration (Consultant contract estimate)	0	\$0
6. Incentives Program		Develop incentives for taking PTP pipeline, OH pipeline, GREAT water instead of pumping in critical areas	570	\$103,225
7. OPV and LPV Monitoring Networks and Well Installation	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
Subtotal Special Expenditures			3,829	\$697,944

Efforts which are not routinely performed each year are included in the Special Expenditures category. Historically, Special Expenditures has included Groundwater Sustainability Plan (GSP) implementation, implementation of new extraction allocation systems, new data management system procurement, 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.

Special Expenditures have moved through the project review and approval steps performed by the Operations Committee, they likely have secured grant funding that incorporated feedback from the Fiscal Committee, and they have proceeded with contract formalization after Board approval; however, prioritizing projects in the Special Expenditures category depends on multiple factors. Competing priorities, staff and consultant availability, and timing all come into consideration.

Aside from ongoing Special Expenditures projects that are well underway, staff expects that Committee and Board discussions of the Draft Fiscal Year 2025-26 Work Plan will identify which Special Expenditures the Agency should prioritize in in this Fiscal Year and in FY 2026-27. For example, is an incentives program on the horizon? Will rampdown outreach become a multi-year initiative? When would the Board prefer staff begin planning for the next round of GSP Periodic Evaluations?

### *A. Tracking Labor Hours*

The Work Plan, as an overview of annual operations, is divided into classifications designated by program, which are sorted internally via project and activity identification (ID) codes. The activities are specific tasks performed in service to that specific project. Staff report their time using these codes.



For example, the first section of the Work Plan, Administration and Fiscal Services, is classified by project ID P6020850, with a range of activity IDs. The following table is a list of project and activity IDs for staff time reporting, which corresponds to the first section of the Work Plan:

Administration and Fiscal Services			
Task	Description	Project ID	Activity ID
1. Board Meeting Administration	Board meeting preparation including agendas, scheduling, Board letters, Board presentations	P6020850	P012
	Board meetings including pre- and post-debriefing meetings	P6020850	P039
2. Agency Administration	Agency-specific overhead (not PWA) - general administration tasks, clerical work; email & phone follow-up that is not direct stakeholder/end-user contact	P6020850	P001
	Internal meetings; staff or management planning meetings	P6020850	P003
	Customer inquiries (not PRAs)	P6020850	P065
	Invoice management: routing, tracking, reporting on or approving invoices for Counsel, consultants	P6020850	P023
	Routing or Filing Incoming & Outgoing Correspondence	P6020850	P053
	Training - Providing or receiving Agency-specific procedural training that is not project-related	P6020850	P004
	Contract preparation, modification, review	P6020850	P008
	Strategic planning and oversight; consultant or vendor management	P6020850	P011
	Executive Officer	Fixed Cost	
3. Official Document Filings & Public Records Requests	Review, edit, process and archive business record filings and certifications, Ordinance Amendments, Resolutions	P6020850	P051
	PRA & other public requests	P6020850	P064
4. Budget	Preparation and adoption of Annual Work Plan, Budget, Proposed Budget Report; analysis and performance reports	P6020850	P175
5. CSD Fiscal Staff Services	Submit 13-Monthly AP FSRs (incl. AP/AR) to the Agency; provide AP/AR and cash-flow management services; provide fiscal reports	Fixed Cost	
6. Committee Meetings	Committee meetings, preparation, agendas, minutes	P6020850	P041
7. Biennial Audit Report	Preparation of scope of work; selection process; assist auditor with inquiries; QA/QC draft audit report	P6020850	P089

[You can find a more comprehensive draft time reporting chart, including all work plan sections mapped to project and activity IDs, in the Appendices.](#)

## *1. Labor Collection and Billing Reports (LCAB)*

Agency staff report their time using project and activity IDs in the Ventura County Human Resources Program, biweekly. Labor Collection and Billing (LCAB) reports are pulled from the time reporting database and are used to estimate labor hours and costs or are used to compare estimates with actual time reporting; this data needs to be refined before it will be featured in future iterations of FCGMA Budget documents.

To better track labor hours, staff are currently working on process improvements for time reporting to ensure further detail can be captured by encouraging use of activity IDs mapped to specific task for each project ID when reporting time.

A few drawbacks to data pulled by these reports:

- Practically speaking, the data arrives unsorted and must be manipulated and organized in order to be helpful;
- Salaried employees may work past 8 hours a day, and
- Overtime data for non-hourly employees is not captured in time reporting; managers may report time differently than other staff as the structure of their meetings may cover multiple projects; and
- All staff regardless of level need to discuss preferences and set procedures, then be trained to use the project and activity IDs for FCGMA in a more uniform way.

While it is far from perfect, a comparison between the adopted Work Plan for a Fiscal Year and the actual labor data provided by LCAB reports is assumed to better inform the Agency's estimates in future Work Plans.

### 3. Agency Priorities

Agency staff have administrative priorities in development that tie in with Board priorities. Staff intend to continue providing high-level services while working to achieve technology upgrades and streamlining internal and public-facing operations, and to continue its hiring initiative to build and maintain an effective workforce. During the 2025-26 Fiscal Year, we hope to see further strategic planning collaboration with the Board, and moving forward we hope the Board will consider including scheduled annual goals and objectives discussions in February or March each year to help guide strategy and continued process development towards an even more transparent, effective budget and work plan.

In lieu of current, formally adopted Agency Objectives<sup>27</sup>, we have a prioritization matrix for the year, based on the seven principal drivers of Agency work tasks:

1. Board Meetings
2. Legislation and Regulations
3. Judgment and Litigation
4. Ordinance
5. Resolutions
6. Grants
7. Board Direction

#### 1. *FCGMA Work Tasks and Board Priorities*

During times of increased workload, additional requirements ordered by the Courts, and of a challenging period for recruiting and maintaining staffing levels, the Agency began the 2024 calendar year with the Work Tasks and Prioritization Matrix, which identified

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<sup>27</sup> We do have an Agency Objectives document, but it is from 1998. [See Appendices.](#)

principal work tasks, drivers, and their current prioritization; the Board weighed in during the January 12, 2024, Regular meeting.

Think of the following as the Agency's current action goals for the year.

Prioritized Task	Frequency	Work Plan Section	Current Priority
I. Board Meetings			
1. Board meetings, agendas, minutes	Ongoing	Administration and Fiscal Services	1
2. Committee meetings, agendas, minutes	Ongoing		1
II. Legislation and Regulations			
1. GSP 5-Year Evaluation	Periodic	Special Expenditures	2
2. GSP Annual Reports	Periodic		2
3. Annual Work Plan & Budget	Periodic	Administration and Fiscal Services	2
4. Biennial Audit	Periodic		2
5. Public Records Act (PRA) Requests	Ongoing		2
III. Judgment and Litigation			
1. LPV Adjudication Judgment	Ongoing	LPV Watermaster Budget – Held Separate from FCGMA	3
a. Watermaster Admin	Ongoing		3
b. Basin Optimization Yield Study	Periodic		3
c. Basin Optimization Plan	Periodic		3
2. OPV Adjudication	Ongoing	Legal Services	3
a. Discovery	Ongoing		3
IV. Ordinance			
1. Semi-Annual Statements (SAES)	Ongoing	Records Services	4
a. Processing SAES	Periodic		4
b. Review flowmeter photos	Ongoing		4
c. Payments, refunds, etc.	Ongoing		4
d. Customer service, walk-ins, etc.	Ongoing		4
2. Well Permit Applications	Periodic	Technical Services	4
3. Allocation Transfer Requests	Periodic	Records Services	4
4. Flowmeters & AMI	Ongoing	Records Services	4
a. Calibration review & processing	Ongoing		4
b. Flowmeter replacement, rollover, water usage estimates	Ongoing		4
c. AMI data management	Ongoing	Technical Services	4
5. Owner and/or operator changes	Ongoing	Records Services	4
6. Compliance/Enforcement	Ongoing	Records Services	5
a. Non-reporting	Ongoing		5
b. Failure to register change of owner/operator	Ongoing		5

c. Flowmeter calibration	Ongoing		5
d. AMI	Ongoing	Technical Services	5
V. Resolution			
1. Conejo Creek Project	Ongoing	Technical Services	5
2. NPV Desalter	Ongoing		5
3. GREAT / RWPA Program	Ongoing		5
VI. Grant - SGM Round 2 Grant Application LPV			
1. Application	One-Time	Technical Services	6
2. Administration	Ongoing		6
3. Quarterly reports	Ongoing		6
VII. Board Direction <i>(Pending Committee &amp; Board Review &amp; Discussion)</i>			
1. Rampdown Outreach and Education	Ongoing	Special Expenditures, Administration Services	6
2. Project Prioritization and Strategic Planning	Periodic	Special Expenditures	7
3. Replenishment Fee	One-Time	Records Services	7
4. OPV Variance Applications	One-Time	Technical Services	7
5. Periodic Evaluation Planning	Periodic	Special Expenditures	7
6. CombCode - Ordinance Amendments	One-Time	Administration and Fiscal Services	7
7. Monitoring Network Improvements	Periodic	Special Expenditures, Technical Services	7

In addition, as noted in the section, “How the Agency is Staffed” earlier in this report, a staff recommendation included in the draft FY 2025-26 Budget proposes funding additional staff support in the form of an entry-level hydrologist and a management or administrative assistant to help offset the tasks our Agency must accomplish to be effective, and to provide support for Board-recommended priorities such as Monitoring Network improvement planning, systematically clearing processing backlogs associated with temporary variances or civil penalty waiver requests, and developing a stakeholder outreach plan to educate and discuss rampdown considerations with stakeholders.

The Agency has additional administrative or operations-focused goals for the year, as well, but they are works in progress, along with the second annual edition of this Draft Proposed Budget Report:



1. Continue to bring staffing levels up by filling vacancies with talented, qualified colleagues,
2. Work with the Board to update policies and procedures, and
3. Develop an annual strategic goal review that is completed in tandem with the mid-year budget review, so that the Board and staff are aligned, and stakeholders have more transparency into our organization.
  - a. This way, we will have more to add under “Agency Priorities” and “Board Action Strategies” in future budget deliverables and will be able to further show how our expenditures align with our goal-based actions.
4. The Board has expressed interest in developing a Five-Year Strategic Plan suited to our Agency; staff are excited to research and compile existing Board mandates and sustainability goals, such as those as asserted in our Groundwater Sustainability Plans, to begin building the practical framework for this process.
5. Members of the Board have also provided immeasurably helpful resources and conversations with local agencies on their established project prioritization matrixes, and how such organizational systems provide measurable results directly tied to documented goals; FCGMA staff are looking forward to systematically implementing an actionable draft version tailored to Agency goals and priorities for discussion and development at the committee level.

#### 4. Financial Audits

California Government Code Section 26909<sup>28</sup> requires the County Auditor-Controller to perform an annual audit of the financial accounts and records of every special district within the County for which an audit by a certified public accountant or public accountant is not otherwise provided. The County Auditor-Controller has discretion as to whether to perform that annual audit using in-house audit staff or by contracting with a certified public accountant or public accountant. In either case, Subsection 26909 (a) (3) requires the special district to bear the costs of the audit report.

Pursuant to Section 26909, the audit requirements applicable to FCGMA are found in the Minimum Audit Requirements and Reporting Guidelines for California Special Districts, as published by the Division of Accounting and Reporting, Office of the State Controller. Essentially, the minimum requirements reflect Generally Accepted Auditing Standards (GAAS)<sup>29</sup>, as described in the American Institute of Certified Public Accountants publication, Audits of State and Local Governmental Units.

In addition, the Agency's audit reports shall be filed with both the County Auditor-Controller of the county in which the special district is located, along with the State Controller, within 12 months of the end of the fiscal year(s) under examination.

Sub-Section 26909 (b) provides for an exception to the annual audit schedule period. That sub-section allows a governing body of a special district, by unanimous vote, to request their Board of Supervisors to replace the annual audit schedule found in Section 26909 with a different period. Specifically, Subsection 26909 (b) (1) allows the governing body of a special district to request a biennial (i.e. covering two years) audit period.

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<sup>28</sup> Link to Section 26909: [https://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?lawCode=GOV&sectionNum=26909](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?lawCode=GOV&sectionNum=26909)

<sup>29</sup> <https://us.aicpa.org/content/dam/aicpa/research/standards/auditattest/downloadabledocuments/au-00150.pdf>

In accordance with California Government Code Subsection 26909 (b)(1), the Agency submits its statement of financial transactions to an independent contract auditor on a biennial basis. The FCGMA is considered a special purpose government, engaged in the management of groundwater extracted within its boundary and operates on a cash-accounting basis. Pursuant to applicable provisions of the Governmental Accounting Standards Board Statement 34 (GASB 34)<sup>30</sup>, Agency management provides financial statements in an enterprise format to its auditors who perform standard audit verification assurances that the statements are free of material misstatements.

The financial audit to be completed during 2025 and delivered in 2026 will reflect financial transaction information for Fiscal Years 2022-2023 (Ending June 30, 2023), and 2023-2024 (ending June 30, 2024). The independent firm Rogers, Anderson, Malody & Scott, LLP (RAMS), is currently performing the analysis of the Agency's statement of financial transactions for the above reporting periods. The report will be presented to the Board with findings and recommendations identified by RAMS.

#### *(a) Audit Schedule*

Currently, FCGMA is on a biennial audit schedule. Accordingly, each year an audit will be scheduled, PWA Fiscal Services, in consultation with the County Auditor-Controller's Office, prepares a letter to qualified CPAs soliciting their interest, qualifications and proposals to provide the Agency with independent auditing services in response to the audit preparation specifications outlined in the body of the letter.

Requests for proposals to contract the next independent fiscal audit will be conducted during the fall of 2026 and will cover both the 2024-2025 and 2025-2026 Fiscal Year periods. PWA Fiscal Services, in their oversight of the process, will prepare the audit

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<sup>30</sup> <https://gasb.org/page/ShowPdf?path=GASBS+34.pdf&title=GASB%20STATEMENT%20NO.%2034.%20BASIC%20FINANCIAL%20STATEMENTS%E2%80%94AND%20MANAGEMENT%27S%20DISCUSSION%20AND%20ANALYSIS%E2%80%94FOR%20STATE%20AND%20LOCAL%20GOVERNMENTS>

solicitation letters to distribute for CPA firm selection to perform an independent audit of the Agency's financial statements as of June 30, 2025, and June 30, 2026, and the related statements of revenues, expenses and changes in net assets and cash flows for the years then ended. The firm selection process takes several months to complete, and we anticipate the audit itself to be underway in spring 2027.

### *(b) Audit Findings*

Upon delivery of the biennial audit report, the report and its findings are discussed with the Board and each finding is detailed in the agenda's accompanying Board letter, sectioned by criteria, condition, cause, effect (or potential effect), recommendation, and views of responsible officials and planned corrective actions. Per previous process, the Audit Report will be uploaded to the Agency website once it is Board approved. Audit findings can be discussed with the Fiscal Committee prior to Board review, depending on timing of report delivery. The Board may prefer that the Fiscal Committee review the Audit Report and provide recommendations before it arrives for their review and approval as a matter of procedure. The Fiscal Committee has expressed interest in developing a formal audit review policy; please see the appendices for a list of policy areas in development.

## IV. EXPLANATION OF BUDGET

This section discusses the accounts the funds are held in, analyzes where the revenue feeds those accounts, and then details the expenses paid out of those accounts.

### A. Agency Accounts Overview

The Agency maintains separate classifications for funds collected from different sources. Here's an overview of our account summary by fund classification:

Account	Board Direction
Designated GEMES Account (Groundwater Extraction Management Enforcement Surcharge)	Designated GEMES Account established by Resolution 2006-04 <sup>31</sup> ; Board directed to fund litigation costs including Agency counsel; Reserve Fee established by Resolution 2020-05 <sup>32</sup> and extended for 4 years with Resolution 2024-05 <sup>33</sup>
Designated Surcharges Account	For Board-directed uses only, not to be used for routine Agency operations
Designated Operating Reserves Account	Maintain \$1,000,000 reserve balance based on Board direction; reallocate contingency fund as annual staircase reserves contribution (\$250,000 for FY 25-26)
Operating Account	Routine annual operation expenses as identified in Work Plan
Grand Total Fund Balance	Total of all above

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<sup>31</sup> Resolution 2006-04: <https://s42135.pcdn.co/wp-content/uploads/2022/09/Resolution-2006-04.pdf>

<sup>32</sup> Resolution 2020-05: <https://s42135.pcdn.co/wp-content/uploads/2023/03/Resolution-2020-05.pdf>

<sup>33</sup> Resolution 2024-05: <https://s42135.pcdn.co/wp-content/uploads/2024/09/Resolution-2024-05.pdf>



## 1. Designated Accounts

Three of these fund classifications are designated accounts where the funds can only be accessed through Board action:

1. Designated GEMES Account
2. Designated Surcharges Account
3. Designated Operating Reserves Account

## 2. The Operating Account

The Operating Account is approved by the Board with the budget to fund efforts associated with better management of groundwater. Activities funded include reporting, enforcement, groundwater management planning, data collection, record keeping, training, outreach, and others as identified through the course of business.

The Operating Account includes pump charges, groundwater sustainability fees, interest earnings, penalties, grant, and miscellaneous revenues, which are detailed later in this Budget Report. Additionally, there are line items for projected reimbursement from the DWR SGM Implementation Grant Round 1 for projects in the OPV Basins and the repayment of a loan (transfer from Designated Surcharges Fund to Operating Accounts in FY 2022-23).

## B. REVENUE

Agency revenue comes primarily from pump charges with a lesser amount from surcharges and penalties and interest earned. Revenue is collected primarily via payments by well owners or operators to reconcile the fees they owe semi-annually based on their extraction reporting.

To forecast revenue from pump charges, an average of historical pumping rates of 121,000 acre-feet (AF) has traditionally been used. Below are the Agency's current pump charges used to calculate forecasted revenue using the historical pumping average.

Pump Charge – set by enabling legislation (only fee for de minimis domestic operators)	\$6 / AF
Groundwater Sustainability Fee (\$29/AF, effective Oct 1, 2022) (Recommended reduction by \$5/AF for FY 25-26)	\$24 / AF
GEMES Reserve Fee (sunsets Oct 1, 2028, unless extended by Board)	\$20 / AF
<b>Total</b>	<b>\$50 / AF</b>

The following table is an expanded version of the fee schedule table displayed on Semi-Annual Extraction Statements (SAES), which are mailed to well owners or operators (and which are available online for those who have registered online accounts with the Agency) for self-reporting during the water year.

Note the amounts and percentages related to penalties, surcharges, and interest that apply when a reporter is late or has exceeded their extraction allocation.

The final column is a hyperlinked list of relevant Resolution or Ordinance documenting the fee type and, if applicable, ways to appeal or request a waiver of said fees; these linked references are also available on our online reporting database, [FCGMAonline.org](https://www.fcgmaonline.org), for each statement period.

Water Year 2025-2026 Fee Schedule				
Fee Type	Amount	Unit	AF Exceedance Range	Resolution or Ordinance
Extraction	\$6	AF	-	<a href="#">2014-02</a>
Groundwater Sustainability*	\$24**	AF	-	<a href="#">2022-05</a>
GEMES Reserve*	\$20	AF	-	<a href="#">2020-05</a> , <a href="#">2024-05</a>
Civil Penalty	\$50	x Days Late	-	<a href="#">2019-1</a>
Non-Metered Water Use	\$12	AF		<a href="#">3.5.1</a>
Extraction Interest	1.5%	x Months Late	-	<a href="#">2.4.2</a>
Surcharge Interest	1.5%	x Months Late	-	<a href="#">5.8.6.2</a>
Surcharge Tier 1	\$1,929	AF	0.000 - 25.000	<a href="#">2024-03</a>
Surcharge Tier 2	\$2,179	AF	25.001 - 99.999	<a href="#">2024-03</a>
Surcharge Tier 3	\$2,429	AF	>100.000	<a href="#">2024-03</a>

\*Sustainability and GEMES Reserve fees are not imposed on any person who extracts, for domestic purposes, two acre-feet per year or less.

\*\*Groundwater Sustainability fee has been recommended for reduction from \$29 / AF to \$24 / AF for WY 25-26 / FY 25-26 Budget.

Surcharges, if incurred, are assessed at the end of the Water Year on the "-2" statement.  
For more information regarding fees, visit [FCGMA.org/Public-Documents/Resolutions](https://fcgma.org/Public-Documents/Resolutions).

## 1. Pump Charge, AKA Extraction Fee

The Agency's current maximum charge of \$6.00 per acre-foot was set through adoption of Resolution No. 2014-02, linked in the above table. These fund efforts are associated with better management of groundwater. Known on the SAES as the Extraction Fee, the activities this pump charge funds include reporting, enforcement, groundwater

management planning, data collection, record keeping, training, outreach, and others as identified through the course of business.

The current cap of \$6 per AF has been adjusted in the past but cannot be adjusted upward without a revision to Section 121-1007 of the FCGMA Act. Projections included in the FY 2025-26 Draft Budget are based on average pumping; the Agency is not currently anticipating drought conditions.

<b>Pump Charge (Extraction Fee) Summary</b>	<b>FY 2022-23 Actuals</b>	<b>FY 2023-24 Actuals</b>	<b>FY 2024-25 Actuals</b>	<b>FY 2025-26 Draft Budget</b>
Revenue	\$801,486	\$841,816	\$874,038	\$800,000

*Revenue note: FY 2025-26 projected pump charge revenue assuming 121,000 AF/YR extraction at \$6.00 per AF.*

## **2. Groundwater Sustainability Fee**

The Sustainable Groundwater Management Act (SGMA)<sup>34</sup> identified the Agency as the exclusive Groundwater Sustainability Agency (GSA) for the basins within its jurisdiction.

As the GSA, the Agency now has additional responsibilities and authority to ensure these basins are managed sustainably by the deadlines set forth in SGMA. To help meet those responsibilities, SGMA authorizes a GSA to “impose fees, including, but not limited to, permit fees and fees on groundwater extraction or other regulated activity, to fund the costs of a groundwater sustainability program, including, but not limited to, preparation, adoption, and amendment of a groundwater sustainability plan, and investigations, inspections, compliance assistance, enforcement, and program administration, including a prudent reserve.” (Water Code Section 10730, emphasis added.)

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<sup>34</sup> SGMA: <https://water.ca.gov/programs/groundwater-management/sgma-groundwater-management#>

SGMA authorizes the Agency to control groundwater extractions by regulating or otherwise establishing groundwater extraction allocations (Water Code section 10726.4(a)(2).) and defines a groundwater sustainability program as “a coordinated and ongoing activity undertaken to benefit a basin, pursuant to a groundwater sustainability plan.” (Water Code section 10721<sup>35</sup>.)

Additional fee authority was granted to the Agency following the adoption of its groundwater sustainability plans (GSPs) to fund costs of groundwater management including the acquisition of land or other property, facilities, and supply, production, treatment, or distribution of water (Water Code Section 10730.2). This is distinct from a regulatory fee for a groundwater sustainability program, authorized under Water Code Section 10730 described above, as it includes projects and replenishment that may not benefit the entirety of the Agency. SGMA specifically states these fees are subject to Prop 218 sections of the California Constitution. The Agency followed the Prop 218 process to adopt a replenishment fee as required under SGMA.

For FY 2025-26, Staff recommend that the established fee of \$29 per Acre-Foot be reduced by \$5 / AF to \$24 / AF.

<b>Groundwater Sustainability Fee Summary</b>	<b>FY 2022-23 Actuals</b>	<b>FY 2023-24 Actuals</b>	<b>FY 2024-25 Actuals</b>	<b>FY 2025-26 Draft Budget</b>
Revenue	\$1,626,366	\$2,756,100	\$3,546,969	\$2,904,000

*Revenue note: Projected groundwater sustainability fee revenues at \$24/AF assuming 121,000 AF extractions and a recommended \$5 reduction in fee for FY 2025-26.*

### 3. Surcharges

One of the principal ways the Agency manages the groundwater resources within its jurisdiction is by controlling groundwater extractions by establishing extraction allocations

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<sup>35</sup> Amended February 13, 2023; Legislative Counsel's Digest: <https://legiscan.com/CA/text/AB828/id/3013211>



and imposing surcharges (in the OPV and ASRV Basins) on extractions in excess of allocations. The Fox Canyon Groundwater Management Act (Act), California Water Code<sup>36</sup> Appendix, Chapter 121, and the Agency's several ordinances authorize these management actions. The Act authorizes the Agency to both establish extraction allocations and surcharges:

"The agency may, by ordinance, establish an operator's extraction allocation for each groundwater extraction facility located within the agency. The agency may, by ordinance, impose upon the operator of any groundwater extraction facility located within the agency, extraction surcharges for extractions in excess of his or her extraction allocation and late penalties for nonpayment of extraction surcharges." (Wat. Code App., § 121-1101.)

The Act states that the purpose of surcharges is "to discourage the use of groundwater beyond the extractions allocation" in recognition that "extraction allocations and extraction surcharges ... are necessary to eliminate overdraft caused by excess extractions[.]" (Id., at §121-1102(a), (b).) Since the Act's enactment in 1982, the Agency has adopted several ordinances that set forth the Agency's surcharge policy and requirements. The Agency Ordinance Code recognizes that extraction surcharges are necessary to achieve the basin(s') management goals and shall be assessed when annual extractions exceed allocations. (Agency Ordinance Code, § 5.8.1.1.)

Surcharges have been based on (1) the cost to import potable water from the Metropolitan Water District of Southern California, or other equivalent water sources that can or do provide non-native water within the Agency jurisdiction and (2) the current groundwater conditions within the Agency jurisdiction, however the Agency Ordinance Code requires the Board to "fix the surcharge ... at a cost sufficiently high to discourage extraction of groundwater in excess of the approved allocation when that extraction will adversely affect achieving" the management goals for the basins. (Agency Ordinance Code, §§ 5.8.1.1, 5.8.3.) In turn, the Agency Ordinance Code authorizes the Board to structure,

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<sup>36</sup> California Water Code: <https://leginfo.ca.gov/faces/codedisplayexpand.xhtml?tocCode=WAT>

tier, and vary the extraction surcharge between basins and aquifers in its discretion. (Agency Ordinance Code, § 5.8.2.)

Historically, the Agency has used Calleguas Municipal Water District's (CMWD) Tier 2 Supply Rate to set surcharges. This calendar year, CMWD did not adopt a Tier 2 Supply Rate and only has a Tier 1 rate<sup>37</sup>. The CMWD Tier 1 rate is less than the Agency's current and previous year's surcharge rates; as such staff will not be requesting a change in the current Agency surcharge rate in 2025.

### *A. Current Surcharge Rates*

<b>Tier</b>	<b>Pumping</b>	<b>Rate</b>	<b>Notes</b>
Tier I	0.001 to 25.000 AF	\$1,929 per AF	
Tier II	25.001 to 99.999 AF	\$2,179 per AF	additional surcharge of \$250 per AF
Tier III	100 AF or more	\$2,429 per AF	additional surcharge of \$500 per AF

### *B. Designated Surcharges Account*

The [FY 2025-26 Draft Designated Accounts Budget](#) projects \$1,000,000 in surcharge revenue. Revenue included in the draft FY 2025-26 Budget is consistent with previously projected revenues.

The Agency does not depend on surcharge revenue for its operation. 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.

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<sup>37</sup> CMWD 2025 Adopted Water Rates: <https://fcgma.org/wp-content/uploads/2025/07/Item-10C-Calleguas-MWD-2025-Adopted-Water-Rates.pdf>

During budget discussions, the Board approved a \$1,000,000 loan from the Designated Surcharges Account 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. At the April 24, 2024, Board meeting, the Board discussed the possibility that these expenses be fully funded through the Designated Surcharges Account<sup>38</sup>. During FY 2024-25 Budget adoption, the Board approved repayment of the loan in FY 2025-26.

<b>Designated Surcharges Account Summary</b>	<b>FY 2022-23 Actuals</b>	<b>FY 2023-24 Actuals</b>	<b>FY 2024-25 Actuals</b>	<b>FY 2025-26 Draft Budget</b>
Revenue	\$1,027,229	\$895,179	\$1,085,523	\$1,000,000

Now that the LPV Adjudication Judgment is implemented, enforcement is levied differently in the LPV Basin. Any monies collected are held in the LPV Watermaster account, separate from FCGMA funds.

#### **4. Operating Reserves Designated Account**

This account, colloquially referred to as the reserves, yet listed in the budget and formally referred to as the Operating Reserves Designated Account, carries a balance that remains at a minimum of \$1,000,000. Each year, when the Board adopts the Budget, we have included a million-dollar reserve; the Agency's reserve was \$1 million for FY 2023-24 and \$1 million for FY 2024-25.

The Fiscal Committee has recommended reallocating previously earmarked "Contingency funds" (\$250,000) to the Operating Reserves Designated Account as an

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<sup>38</sup> See page 16 (FCGMA Board Meeting Minutes, 4/24/2024): [https://s42135.pcdn.co/wp-content/uploads/2024/05/AGENDA-PACKET-5-22-2024\\_Updated.pdf](https://s42135.pcdn.co/wp-content/uploads/2024/05/AGENDA-PACKET-5-22-2024_Updated.pdf)

annual contribution, beginning with FY 2025-26, bringing the total reserves for the year to \$1,250,000. The Fiscal Committee recommends that the fund's target balance be set at 50% of anticipated annual expenses, or \$2.5 mm; in future years, they recommend contributing 10% annually of the net operating results until the target is met.

The intent of the Operating Reserves Designated Account has historically been that it be held for use in case of absolute need, only. During the July Fiscal Committee meeting, policy discussion centered on creating target reserves earmarked for specific needs. For example, revenues have fluctuated over recent years. To find a baseline in the overall program, staff looked at FY 2023-24 actuals (last year experienced high variability in some components, especially regarding expenditures related to the 5-Year Periodic Evaluations, which were completed during FY 2024-25). For more information on this ongoing policy development, see the Appendices.

## **5. GEMES Reserve Fee and Designated Account**

On October 28, 2020, the FCGMA Board adopted Resolution 2020-05 imposing a fee of \$20.00 per Acre-Foot (AF) on groundwater extractions to establish a reserve fund to be used to pay the cost and expenses of legal actions and proceedings related to implementation of the Agency's groundwater sustainability program. The fee became effective January 1, 2021, and is imposed on all pumpers within the Agency's jurisdiction other than small domestic pumpers extracting 2 AF or less per year. On September 25, 2024, the Board adopted Resolution 2024-05 extending the fee for four years. The GEMES Reserves Fee sunsets on October 1, 2028, unless extended by the FCGMA Board.

The reserve fee provides revenue exclusively to the Agency's Groundwater Extraction Management Enforcement Surcharge (GEMES) Fund established in 2006 for the purpose

of retaining special counsel to represent Agency interests. The GEMES Reserve Fee is reflected in the draft budget as the GEMES Designated Account.

<b>GEMES Designated Account Summary</b>	FY 2022-23 Actuals	FY 2023-24 Actuals	FY 2024-25 Actuals	FY 2025-26 Draft Budget
Revenue	\$1,776,295	\$2,137,678	\$2,472,441	\$2,420,000

## 6. Interest Earnings

Annual interest earnings apportionments are projected to be received from funds maintained in the County Pooled Investment Fund. The entire FCGMA fund O170 earns interest.

Interest earnings were historically divided using the formula created by the Agency's former Groundwater Manager: of the collective earnings, 13% were paid to the operating account, and 87% of interest earnings were held in the designated accounts. Per the Fiscal Committee's 2024 recommendation, all interest earnings are now held in the [Operating Account](#).

<b>Interest Earnings</b>	FY 2022-23 Actuals	FY 2023-24 Actuals	FY 2024-25 Actuals	FY 2025-26 Draft Budget
Revenue	\$88,089	\$277,445	\$134,362	\$130,000



*Revenue note: Annual interest earnings apportionments projected to be received from the County Pooled Investment Fund.*

## 7. Grant Funding

Resolutions Nos. 2022-01<sup>39</sup> and 2022-02<sup>40</sup> authorized the Executive Officer to submit applications to the California Department of Water Resources (DWR) for funding from the 2021 Sustainable Groundwater Management (SGM) Implementation Grant Program to implement projects in the Oxnard Subbasin and Pleasant Valley Basin.

The Agency received award notification letters from DWR dated April 28, 2022, for funding of \$7.6 million in each of the two basins. The total grant amounts were \$6,479,700 to United Water Conservation District (UWCD), \$5,810,000 to Pleasant Valley County Water District (PVCWD), and \$332,500 to the City of Camarillo as subgrantees to the Agency. The grant funding also included \$2,577,800 for the Agency's monitoring well projects. All projects were completed, and final deliverables submitted in order for DWR to close out the grants by June 30, 2025.

### A. SGM Implementation Grant Round 1 (OPV) DWR

SGM Impl Grant Round 1 (OPV) - DWR	FY 2023-24	FY 2024-25		FY 2025-26	
	Adopted Budget	Adopted Budget	Actuals Through June 2025	Proposed Budget	Year Over Year % Change
Revenues & Transfers In	\$0	\$2,577,800	\$2,577,800	\$0	(100%)
Expenditures & Transfers Out	\$0	\$4,870,000	\$2,768,117	\$0	(100%)

<sup>39</sup> Resolution 2022-01: <https://s42135.pcdn.co/wp-content/uploads/2023/01/Resolution-2022-01-SGM-Grant-App-Oxnard-Subbasin.pdf>

<sup>40</sup> Resolution 2022-02: <https://s42135.pcdn.co/wp-content/uploads/2023/01/Resolution-2022-02-SGM-Grant-App-PV-Basin.pdf>

*Revenue note: Past projected reimbursement from DWR for SGM Implementation Grant Round 1 funds for FCGMA projects in the Oxnard & Pleasant Valley Basins.*

*Expenditure note: Past monitoring well installation in OPV basins projected expense.*

Regarding the DWR SGM Implementation Grant Round 1 for Oxnard & Pleasant Valley Basins: the \$3,039,717.80 in actual costs from FY 2024-25 will be moved as an asset on the balance sheet now that the grant is closed out.

## B. SGM Implementation Grant Round 1 (OPV) - Administration

UWCD, PVCWD, and the City of Camarillo were subgrantees on Round 1 Administration funding. The Subgrant Agreements flowed down the provisions of the Grant Agreement between DWR and the Agency and they included a requirement to pay the proportional cost of grant administration consultant services.

The Subgrant Agreements also provided the option for the subgrantee to choose to make annual payments to the Agency or to have the costs withheld from disbursements to the subgrantee. The payments are reflected in the following table as revenue.

FY 2024-25 saw \$102,393 in actual spending through June 2025; FY 2025-26 includes an estimate of \$44,800 in expenditures for remaining reimbursements and other costs.

SGM Impl Grant Round 1 (OPV) - Admin	FY 2023-24	FY 2024-25		FY 2025-26	
	Adopted Budget	Adopted Budget	Year Over Year % Change	Draft Budget	Year Over Year % Change
Revenues & Transfers In	\$47,729	\$46,472	(2.63%)	\$51,502	11%
Expenditures & Transfers Out	\$57,477	\$60,000	4.39%	\$44,800	(25%)
<b>Revenues Over/(Under) Expenditures</b>	<b>(\$9,748)</b>	<b>(\$12,528)</b>		<b>\$6,702</b>	

*Revenue note: Reimbursement from subgrantees City of Camarillo, UWCD, and PVCWD for consultant grant administration services per Board direction (7/20/2022).*

*Expenditure note: Previous consultant cost to assist with DWR SGM Implementation Grant Round 1 administration for the OPV Basins. Reimbursement from City of Camarillo, PVCWD, and UWCD, with FCGMA net shared \$9,748 annually.*

### **C. SGM Round 2 Grant Application**

FY 2025-26 includes \$150,000 in estimated expenditures for consultant expenses for grant application for DWR SGM Implementation Grant Round 2, for projects in Las Posas Valley Basin. This line item was not included in past recent budgets.

## 8. Civil Penalties, Late Fees, and Interest

Listed in the draft budget spreadsheet as the line item “Penalties / Interest,” this item is comprised of revenue from civil penalties, late fees, and interest accrued and paid by late or non-reporters, with regards to Semi-Annual Extraction Reporting. This line item is included in the Operating Account because of the extra administrative burden necessary to accommodate late reporters, remediation for erroneously reported SAES, and enforcement.

<b>Penalties / Interest Summary</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>		<b>FY 2024-25</b>		<b>FY 2025-26</b>	
(Pooled in Operating Account)	Year-End Actuals	Adopted Budget	Year-End Actuals	Adopted Budget	Year-End Actuals	Proposed Budget	YoY % Change
Revenues	\$47,965	\$60,000	\$299,408	\$130,000	\$158,717	\$150,000	15%

## C. EXPENDITURES

### 1. Total Operating Account Expenditures

The total proposed Operating Account expenditures for FY 2024-25 are estimated at \$5,520,137 million, which reflects a decrease of \$4,465,211 (or 47%), from the FY 2024-25 budgeted expenditures adopted at \$9,985,348. The Draft 2025-26 Budget assumes a fully staffed Agency and allows for current contract expenses and proposed new expenses, such as Monitoring Wells Network Improvement Planning and Public Outreach and Strategic Planning.

### 2. Transfers Out

The repayment of the loan made in FY 2022-223 to the Operating Account from the Designated Surcharges Account; the loan was approved by the FCGMA Board during adoption of the FY 2022-23 Budget, to be repaid in FY 2024-25. During adoption of the FY 2024-25 Budget, the Board postponed repayment to FY 2025-26. The Fiscal Committee recommends repaying the loan during FY 2025-26.



### 3. Significant Annual Operating Expenditures

Following are the significant annual operating expenditures, those that are greater than \$25,000:

1. *Public Works Agency Charges:* The FY 2025-26 Draft Budget includes \$2,988,752 for PWA staff services per the projections in the draft Annual Work Plan. (The actual amount may vary depending on the negotiated salary of the new full-time dedicated Executive Officer.) The Work Plan categorizes Annual Operations into Administration and Fiscal Services, Records Services, Technical Services, Legal

<b>Significant Annual Operating Account Expenditures</b>		<b>2023-24 Adopted Budget</b>	<b>2024-2025 Adopted Budget</b>	<b>2024-25 Year-End Actuals</b>	<b>2025-26 Proposed Budget</b>	<b>Over / Under</b>	<b>YoY % Change</b>
1	Public Works Agency Charges	\$2,860,200	\$3,382,544	\$2,758,888	\$2,988,752	(\$393,792)	(11.64%)
2	General Services Agency Charges	\$25,000	\$25,000	\$19,784	\$20,000	(\$5,000)	(20%)
3	FCGMA Online Database Support/GIS	\$276,761	\$247,061	\$93,332	\$200,000	(\$47,061)	(19%)
4	Legal Services (County Counsel)	\$150,000	\$170,000	\$119,711	\$255,000	\$85,000	50%
5	Legal Services (Special Counsel)	\$1,350,000	\$1,655,000	\$1,001,490	\$1,560,000	(\$95,000)	(6%)
6	GSP Annual Reports	\$65,730	\$97,000	\$65,248	\$138,000	\$41,000	42%
<b>Total Large Expenditures:</b>		<b>\$4,727,691</b>	<b>\$5,576,605</b>	<b>\$4,058,453</b>	<b>\$5,233,752</b>	<b>\$342,853</b>	<b>6.14%</b>

Services, and Public Outreach. Efforts which are not routinely done each year are included in a separate Special Expenditures category. Time estimates for each staff position's efforts are developed to estimate the budget. This estimate is for a fully staffed Agency.

County Labor Rates are included in the Appendices.

**2. *General Services Agency Charges:*** County General Services Agency (GSA) fees include Board room and AV fees, etc. GSA expenses are budgeted at \$20,000 for FY 2025-26.

**3. *FCGMA Online Database Support:*** Support for the FCGMA Online database management system is supplied by PWA and County IT services. These services include the annual maintenance costs, system revisions and updates, special database queries, software enhancements, and includes GIS and other software license fees. An increase in IT services is requested to provide for 0.65 of additional staff time to cover the Agency's tasks and to provide for redundancy; FCGMA Online support is budgeted at \$200,000 for FY 2025-26.

**4. *Legal Service Fees:*** Agency Counsel legal services are provided by the County Counsel's Office, which serves as Agency Counsel, to provide routine legal services. Legal services are budgeted at \$255,000 for FY 2025-26.

**5. *GSP Annual Reports:*** The Agency is required to prepare GSP annual reports for the LPV, Oxnard, and Pleasant Valley basins. GSP annual reports are budgeted at \$138,000 for preparation of the three annual reports in order to engage consultant

Dudek after the current contract expires October 2025. The Agency previously had a 2022 contract that locked rates for Dudek thus the previous expenditures were low for all three reports. About 15% of this increase will be the rate increase; the rest of the increase is attributed to the updated Department of Water Resources (DWR) preparation guidelines<sup>41</sup> that our annual reports must be formatted to adhere to. We are going to use this Fiscal Year's annual reports to develop templates that better conform to the DWR guidelines.

#### 4. Special Expenditures

The FY 2025-26 Draft Budget identifies special expenditures, including the following:

1. *Groundwater Sustainability Plan Implementation and SGMA Compliance:* The FY 2025-26 Budget includes \$150,000 for GSP implementation based on the agreement with Dudek approved by your Board at the December 9, 2022, and April 22, 2024, meetings. The majority of these costs are for project coordination for planning future periodic evaluations or analyzing incentive programs. The FY 2024-25 expenses reflected the 5-Year Periodic Evaluations<sup>42</sup>.
2. *SGM Round 2 Grant Application:* Projected consultant expenses for grant application for DWR SGM Implementation Grant Round 2 for projects in Las Posas Valley Basin.
3. *Monitoring Network Improvement Planning:* In order to prepare the aforementioned grant application, a plan to expend its proposed funds dovetails with

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<sup>41</sup> <https://water.ca.gov/Programs/Groundwater-Management/SGMA-Groundwater-Management/Best-Management-Practices-and-Guidance-Documents>

<sup>42</sup> Periodic Evaluations: <https://fcgma.org/gsp-periodic-evaluations/>

the stakeholder recommended goal of improving our monitoring network; this proposed analysis can be used as a discussion tool with stakeholders in developing a plan incorporating their feedback, a plan which can then be utilized in the grant application. The FY 2025-26 Draft Budget includes \$150,000 as a contract estimate for this special expenditure.

4. *Stakeholder Facilitation / Public Outreach:* The FY 2025-26 Draft Budget includes \$100,000 for stakeholder facilitation and/or public outreach per Board recommendation to develop an outreach strategy to engage stakeholders in rampdown discussions and education.

5. *Rate Counsel:* The FY 2023-24 Adopted Budget included \$100,000 for rate counsel and consultant assistance with studying and preparing a replenishment fee consistent with your Board's awarded agreement with Jarvis Fay. Less than \$5000 has been spent. The FY 2024-25 Draft Budget projected this effort would be on hold with only \$17,000 budgeted; instead, \$1,976 was expended in FY 2024-25, these funds were targeted towards renewing the GEMES fee in October 2024. \$25,000 is budgeted for FY 2025-26, should the replenishment fee study be prioritized by your Board.

### ***Not Included: A New FCGMA Data Management System***

A Special Expenditure that will not be included in this year's budget, nor last year's, is the new FCGMA Data Management System. Previously discussed at length for sourcing and implementation, the acquisition of a new system has been put on hold.

Significant progress has been made improving the current data management system, and this initiative will continue with the Operations Committee's focused feedback. In August 2024, staff presented a status report on the current online reporting system and discussed action strategies for implementing process improvements to the current system. The current data management system is built on a framework that is not outdated, and it can

be improved in the coming years. A substantial time investment will be required to plan and execute process improvements in collaboration with PWA IT staff, which is a further incentive to make informed decisions that improve upon what we already have.

The Operations Committee also discussed hiring an additional part-time PWA IT developer to support the current data management system, to build in cross-training and redundancy. Percentages updated to 0.825 allocated for Watermaster and 0.825 allocated for FCGMA, which equals a 1.7 FTE, but actual billings may be lower. Projected costs are to meet the needs of the Agency with a list of pending projects that were paused due to low staff availability (so there is a contingency built into the estimate). We can also utilize other IT staff that are available, but the increased FTE percentage is a resource for highly technical database work. That recommendation and estimated amount is factored into the line item "FCGMA Online Support / GIS."

## 5. Expenditures – Personnel

As a reminder, the FY 2025-26 Work Plan was drafted to assume full staffing levels; you will see this factored into all calculations and estimates.

Work Plan Labor Cost Comparison				
Work Plan Sections	FY 2023-24	FY 2024-25	FY 2025-26	
	Adopted	Adopted	Proposed Budget	Cost Difference
Administration and Fiscal Services	\$829,857	\$943,005	\$958,123	\$15,118
Records Services	\$843,647	\$1,152,821	\$1,283,845	\$131,024
Technical Services	\$432,540	\$471,303	\$553,799	\$82,496
Legal Services ( <i>Not paid by GEMES</i> )	\$107,006	\$114,862	\$113,996	\$866
Public Outreach	\$65,020	\$95,930	\$201,287	\$105,357
Special Expenditures	\$582,130	\$604,623	\$697,944	\$93,321
<b>Total Labor Estimates</b>	<b>\$2,860,200</b>	<b>\$3,382,544</b>	<b>\$3,808,994</b>	



## 6. Counsel Expenses and GEMES

### Expenditures

The [GEMES account](#) was established by your Board as a reserve account for legal expenses; projected Special Counsel and Agency Counsel litigation expenses are based on the updated estimates. The GEMES account is funded through a \$20 per Acre-Foot (AF) Reserve Fee which sunsets on October 1, 2028, unless extended by your Board.

GEMES Designated Account		2024-25 Adopted Budget	2024-25 Year-End Actuals	2025-26 Draft Budget	Over / Under	% YoY Change
1	Reserve Fee	\$2,420,000	\$2,472,441	\$2,420,000	\$0	0%
2	Special Counsel	(\$1,655,000)	(\$1,001,490)	(\$1,560,000)	\$95,000	(5.74%)
3	County Counsel	(\$230,000)	(\$73,507)	(\$215,000)	\$15,000	(6.52%)
4	Ending Balance	(\$513,955)	\$548,490	\$1,193,490	\$110,000	(27.77%)

Special Counsel refers to Stoel Rives; Shute, Mihaly & Weinberger (SMW); Rutan Tucker; and Greines, Martin, Stein & Richland LLP (GMSR Appellate Lawyers).

Additional Special Counsel estimates may be added per Board contract with Light Gabler to negotiate the County Staffing Services Contract renewal.

## A. OPERATING ACCOUNT DETAIL

1	Operating Account (Draft)	2024-25 Adopted Budget	2024-25 Actuals Through June 2025	2025-26 Draft Budget	Increase / Decrease Over Previous Year	% Change Over PY
2	<b><u>Revenues</u></b>					
3	Pump Charge <sup>1</sup>	\$726,000	\$874,038	\$800,000	\$74,000	10%
4	Groundwater Sustainability Fee <sup>2</sup>	\$3,509,000	\$3,546,969	\$2,904,000	(\$605,000)	-17%
5	Penalties / Interest	\$130,000	\$158,717	\$150,000	\$20,000	15%
6	SGM Impl Grant Round 1 (OPV) - DWR <sup>3</sup>	\$2,577,800	\$2,577,800	\$0	(\$2,577,800)	-100%
7	SGM Impl Grant Round 1 (OPV) - Admin <sup>4</sup>	\$46,472	\$46,472	\$51,502	\$5,030	11%
8	Interest Earnings <sup>5</sup>	\$287,000	\$134,362	\$130,000	(\$157,000)	-55%
9	Loan From Surcharges <sup>6</sup>	\$0	\$0	\$0	\$0	
10	Misc. Revenue	\$0	\$0	\$0	\$0	
11	<b>Total Revenues</b>	<b>\$7,276,272</b>	<b>\$7,338,358</b>	<b>\$4,035,502</b>	<b>(\$3,240,770)</b>	<b>-45%</b>
12	<b><u>Expenditures</u></b>					
13	Public Works Agency Charges <sup>7</sup>	\$3,382,544	\$2,758,888	\$2,988,752	(\$393,792)	-12%
14	General Services Agency Charges <sup>8</sup>	\$25,000	\$19,784	\$20,000	(\$5,000)	-20%
15	FCGMA Online Support / GIS <sup>9</sup>	\$247,061	\$93,332	\$200,000	(\$47,061)	-19%
16	LAFCO Funding <sup>10</sup>	\$3,510	\$3,510	\$5,192		0%
17	General Legal (County Counsel) <sup>11</sup>	\$170,000	\$119,711	\$255,000	\$85,000	50%
18	Board Member Insurance	\$4,085	\$4,085	\$5,045	\$960	24%
19	Biennial Audit	\$20,000	\$26,820	\$20,848	\$848	4%
20	AWA Dues / Symposium/Conference	\$2,500	\$2,786	\$3,000	\$500	20%
21	Public Notices	\$1,000	\$1,111	\$1,500	\$500	50%
22	GSP Annual Reports (Dudek) <sup>12</sup>	\$97,000	\$65,248	\$138,000	\$41,000	42%
23	Watershed Contributions / Match <sup>13</sup>	\$1,500	\$0	\$1,500	\$0	0%
24	Computer Equipment, Office Software & Website <sup>14</sup>	\$5,000	\$1,473	\$7,500	\$2,500	50%
25	Office Equipment / Supplies / Printing	\$1,000	\$1,347	\$1,500	\$500	50%
26	Misc Expense / Misc Payment	\$2,500	\$383	\$2,500	\$0	0%
27	<b><u>Special Expenditures</u></b>					
28	New FCGMA Data Management System <sup>15</sup>	\$0	\$0	\$0	\$0	
29	GSP Implementation (Dudek) <sup>16</sup>	\$989,000	\$592,213	\$150,000	(\$839,000)	-85%
30	SGM Impl. Grant Monitoring Well Install (OPV) <sup>17</sup>	\$4,870,000	\$2,768,117	\$0	(\$4,870,000)	-100%
31	SGM Impl. Grant Round 1 - Administration <sup>18</sup>	\$60,000	\$102,393	\$44,800	(\$15,200)	-25%
32	Monitoring Wells Network Improvement Planning	\$0		\$150,000	\$150,000	
33	SGM Round 2 Grant Application <sup>19</sup>	\$0	\$0	\$150,000	\$150,000	
34	Public Outreach & Strategic Planning <sup>20</sup>	\$25,000	\$15,879	\$100,000	\$75,000	300%

35	AMI Data Support	61,648	36,627	\$0	(\$61,648)	-100%
36	Oxnard Well Destruction <sup>21</sup>	\$0	\$0	\$0	\$0	
37	Rate & Fee Schedule Consultant (Jarvis Fay) <sup>22</sup>	\$17,000	\$1,976	\$25,000	\$8,000	47%
38	Recruitment - Executive Officer	\$0	\$30,000	\$0	\$0	
39	Repayment of Loan (Initiated FY 2022-23)	\$0	\$0	\$1,000,000	\$1,000,000	
40	Contribution to Reserves <sup>23</sup>	\$0	\$0	\$250,000		
41	<b>Total Expenditures <sup>24</sup></b>	<b>\$9,985,348</b>	<b>\$6,645,681</b>	<b>\$5,520,137</b>	<b>(\$4,465,211)</b>	<b>-45%</b>
42	<b>Net Operating Results</b>	<b>(\$2,709,076)</b>	<b>\$692,677</b>	<b>(\$1,484,635)</b>	<b>\$1,224,441</b>	<b>45%</b>
43	<b>OPERATING RESERVES</b>	<b>\$1,000,000</b>	<b>1,000,000</b>	<b>1,250,000</b>	<b>250,000</b>	<b>25%</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, and assuming fee is reduced by \$5 to \$24/AF for FY 2025-26 per Fiscal Committee.
- (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) Annual interest earnings apportionments projected to be received from the County Pooled Investment Fund. As of FY 2024-25, all interest is allocated to Operating per Fiscal Committee.
- (6) Loan from Designated Surcharges Account approved by Board as part of FY 2022-23 Budget; Fiscal Committee recommends repaying loan in FY 2025-26.
- (7) Projected PWA charges to implement annual Work Plan. FY 2025-26 estimate includes PWA CS Fiscal allocation and FTE Executive Officer; does not include additional proposed roles.
- (8) County General Services Agency (GSA) fees for Board room and AV fees, etc.
- (9) FY 2025-26 Estimate for IT services to support, maintain, and technically improve FCGMA Online Data Management System and interface. IT Services and Support costs are split evenly between FCGMA and Watermaster. Staff proposes increasing FCGMA FTEs to 0.825 from 0.5 for FY 2025-26 (totals 1.7 FTEs for both).
- (10) Payment to LAFCO Per Govt. Code Sect. 56381 (b) (1).
- (11) County Counsel services for regular FCGMA legal services.
- (12) GSP Annual Report expense updated based on new Dudek scope approved by Board 12/9/2022 and amended 3/22/24; estimate accounts for Dudek rates adjusted up from 2022 levels, as contract will be renewed or modified October 2025, and will include revising reporting templates to comply with updated DWR guidelines.
- (13) Includes contributions to Watershed Coalition of Ventura County (\$2,200) and Santa Clara Watershed Committee (\$1,500).

- (14) Equipment cost related to computer hardware and software; a laptop was purchased as part of upgrades. Standard software licenses such as Adobe or MS Office; also includes website management costs (WordPress, Elementor).
- (15) New FCGMA data management system procurement planning-level projections. Not included this FY in favor of upgrading current system per FY 2024-25 Operations Committee recommendation.
- (16) Projected GSP implementation consultant costs based on contract approved 12/9/2022 and subsequent amendments; FY 2024-25 expenses reflected 5-Year Periodic Evaluations.
- (17) Monitoring well installation in OPV basins projected expense. Majority funded by DWR SGM Implementation Grant.
- (18) 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 was \$9,748 annually.
- (19) Estimated grant application consultant expenses for DWR SGM Impl. Grant Round 2 for projects in Las Posas Valley Basin; projection based on routine grant application cost.
- (20) FY 2024-25 included Hallmark contract costs to complete staffing needs analysis; FY 2025-26 estimate is per Board / Fiscal Committee recommendation to develop stakeholder outreach strategy (Board would like to prioritize rampdown conversations) and to develop 5-year strategic plan.
- (21) FY 2023-24; 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.
- (23) FY 2025-26 contribution to reserves is \$250,000 reallocated from funds previously earmarked as contingency. Per Fiscal Committee, future budgets will include a 10% annual contribution of net operating reserve to fund the reserves until the target amount is met (50% of anticipated annual expenses, or \$2.5 mm).
- (24) Additional line items may be added to Expenditures pending Fiscal Committee mid-year budget review and discussion (Light Gabler contract estimate, Board Member Compensation estimate).

## **B. DRAFT FY 2025-26 BUDGET WORKSHEETS**

**Link to Draft FY 2025-26 Operating Account Budget:**

<https://fcgma.org/wp-content/uploads/2025/07/Item-12A-Draft-FY-2025-26-FCGMA-Operating-Account-Budget.pdf>

**Link to Draft FY 2025-26 Designated Accounts Budget:**

[https://fcgma.org/wp-content/uploads/2025/07/Item-12B-Draft-FY-2025-26-FCGMA\\_Designated-Accounts-Budget.pdf](https://fcgma.org/wp-content/uploads/2025/07/Item-12B-Draft-FY-2025-26-FCGMA_Designated-Accounts-Budget.pdf)

**Link to Draft FY 2025-26 Statement of Financial Position:**

<https://fcgma.org/wp-content/uploads/2025/07/Item-12C-Draft-FY-2025-26-FCGMA-Statement-of-Financial-Position.pdf>

## **C. DRAFT FY 2025-26 WORK PLAN**

**Link to Draft FY 2025-26 Work Plan:**

<https://fcgma.org/wp-content/uploads/2025/07/Item-12D-Draft-FY-2025-26-FCGMA-Work-Plan.pdf>



## D. SUMMARY OF RECOMMENDATIONS AND CONSIDERATIONS

This Proposed Draft FY 2025-26 Budget was developed with several recommendations from the Fiscal Committee, including recommendations for future Proposed Budget Reports to improve transparency and clarity.

First, below are summarized the assumptions and recommendations made in the Draft FY 2025-65 budget for the Board's consideration, followed by a short status update on the recommendations made with the FY 2024-25 Proposed Draft Budget Report; we then move on to planning recommendations for future strategy and budget development.

### 1. Negotiate and Renew the County Staffing Services Agreement

The FCGMA Board has expressed interest in reviewing and revising the staffing agreement and has recently retained the services of Light Gabler LLP to represent their negotiations of such. Staff recommend the budget for Light Gabler's services be added to the draft FY 2025-26 Budget as a line item to track expenses throughout the process.

Regarding retention and hiring efforts in the Agency's future, staff requests Board feedback to "identify any necessary changes to policies, procedures, and recruitment activities that may lead to obstacles in the hiring process," as described in AB 2561, as needed. Perhaps this element could be addressed for future attention during negotiations to renew the Agency Staffing Contract with the County.

## **2. Consider Additional Proposed Roles and Labor Estimates**

- A staff recommendation included in the draft FY 2025-26 Budget proposes funding 2 additional roles: additional staff support in the form of an entry-level hydrologist and a management or administrative assistant to help offset the tasks our Agency must accomplish to be effective, and to provide support for Board-recommended priorities such as Monitoring Network improvement planning, systematically clearing processing backlogs associated with temporary variances or civil penalty waiver requests, developing a stakeholder outreach plan to educate and discuss rampdown considerations with stakeholders, and more.
- The labor hours estimate for outreach has increased in FY 2025-26 per the Board's recommendation to prepare the Agency for rampdown discussions.
- In 2024, the Operations Committee discussed hiring an additional part-time PWA IT developer to support the current data management system, to build in cross-training and redundancy. That 0.65% rise in IT staff time and labor amount estimate is factored into the line item "FCGMA Online Support / GIS."

## **3. Reduce the Groundwater Sustainability Fee by \$5 per Acre-Foot for FY 2025-26**

For FY 2025-26, Staff and Fiscal Committee recommend that the established fee of \$29 per Acre-Foot be reduced by \$5 / AF to \$24 / AF.

#### **4. Build Up the Operating Reserves**

The Fiscal Committee has recommended reallocating previously earmarked “Contingency funds” (\$250,000) to the Operating Reserves Designated Account as an annual contribution, beginning with FY 2025-26, bringing the total reserves for the year to \$1,250,000.

#### **5. Repay the Loan Back to the Designated Surcharges Account**

The repayment of the loan made in FY 2022-223 to the Operating Account from the Designated Surcharges Account; the loan was approved by the FCGMA Board during adoption of the FY 2022-23 Budget, to be repaid in FY 2024-25. During adoption of the FY 2024-25 Budget, the Board postponed repayment to FY 2025-26. The Fiscal Committee recommends repaying the loan during FY 2025-26.

#### **6. Perform Initial Research Prior to Formal Strategic Planning**

The Board has expressed interest in developing a Five-Year Strategic Plan suited to our Agency; staff are excited to research and compile existing Board mandates and sustainability goals, such as those as asserted in our Groundwater Sustainability Plans, to begin building the practical framework for this process.

## **7. Strategic Goal Development Sessions and Annual Reviews**

Once Board mandates are collected, Directors, Alternates, and key stakeholders surveyed for input, GSPs reviewed, and prioritized projects are compiled; develop Agency goals and priorities for use with strategic planning.

Members of the Board have provided immeasurably helpful resources and conversations with local Agencies on their established project prioritization matrixes, and how such organizational systems provide measurable results directly tied to documented goals; FCGMA staff are looking forward to systematically implementing an actionable draft version tailored to Agency goals and priorities for discussion and development at the committee level. If needed, consider presenting a use case scenario based on the City of Camarillo's project prioritization framework, showing how the structure can be adapted to the Agency's.

Develop an annual strategic goal review that is completed in tandem with the mid-year budget review, so that the Board and staff are aligned, and stakeholders have more transparency into our organization. If the goal review is linked to framework, the discussions will prove more effective and deliverables can be created to track progress and educate stakeholders.

## E. FY 2024-25 SUMMARY OF RECOMMENDATIONS AND CONSIDERATIONS

### 1. *Budget at Full Staff Levels*

The FY 2024-25 Draft Budget presents a “highest cost scenario” for staff planning purposes. Unlike the development of previous Agency budgets, the Draft FY 24-25 Budget assumes funding of a fully staffed agency, with no vacant positions, along with the funding of a full-time Executive Officer. Previous budgets estimated when existing vacancies would be filled, or positions vacated, and the Executive Officer position was previously set at a fixed cost of 25% of the Public Works Agency Director.

**Status:** Effected and carried over to the FY 2025-26 Draft Budget.

### 2. *GEMES Fee Renewal*

The ongoing litigation the Agency faces will lead to significant costs and therefore it is recommended the GEMES Fee be continued, and that recommendation has been incorporated into the proposed draft budget. Bringing the GEMES Fee to the Board for renewal the same day as the FCGMA Budget will streamline process so the budget discussion can be informed by that action of the Board.

**Status:** Renewed for four years until October 2028.

### **3. FY 2022-2023 Loan from Designated Surcharges Account – Extend Repayment Deadline**

A \$1,000,000 loan from the Designated Surcharges Account in the FYv2022-23 budget was previously scheduled to be repaid in FY 2024-25. The draft FY 2024-25 Budget did not include repayment of this loan. The loan was intended to cover the FY 2023-24 drilling costs for monitoring wells partially funded by a DWR SGM Grant. Those wells are in the process of being drilled right now with almost the entirety of the costs to be in the FY 2024-25 budget. The Board directed repayment of this loan be deferred to FY 2025-26 on September 13, 2024 when they adopted the FY 2024-25 Budget.

**Status:** Deferred to this Fiscal Year for repayment.

### **4. Split Past Costs of the LPV Watermaster Appeal**

Splitting the costs evenly of the appeal of the Las Posas Valley Judgment has been recommended by the Fiscal Committee and is included in this proposed draft FY 2024-25 budget. Half the \$400,000 spent on counsel is included as revenue for the Agency in FY 2024-25. The Agency entered the appeal prior to any designated funding source for the LPV Watermaster, thus legal representation was funded by funds collected Agency-wide. The reimbursement of \$200,000 to the Agency for the LPV Watermaster Rules Appeal was recommended by the Fiscal Committee on June 10, 2024, and approved by the Board on September 13, 2024.

**Status:** The adopted FY 2024-25 Budget reflected that direction.



## **5. 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.

**Status:** The Board has selected a firm to assist with contract negotiations in preparation for a contract renewal discussion.

## **6. Amend Resolution 2005-08**

Amend Resolution 2005-08, appointing the Director of Watershed Protection District as the Executive Officer, to create a full-time Agency Executive Officer to better suit the needs of the agency.

**Status:** The Board adopted Resolution 2024-06<sup>43</sup>, rescinding Resolution 2005-08, on December 13, 2024.

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<sup>43</sup> Resolution 2024-06: <https://s42135.pcdn.co/wp-content/uploads/2024/12/Resolution-2024-06.pdf>

## V. APPENDICES

### A. Organizational Detail

#### 1. Agency Roles

Staff positions and general duties within the FCGMA are summarized below. The summary descriptions will be refined over time.

**Executive Officer** – The Executive Officer (EO) is described in the section, “Agency Profile,” earlier in this report.

**Agency Counsel** – Agency Counsel and Assistant Agency Counsel for the FCGMA from the Ventura County Counsel’s Office. In general two attorneys handle FCGMA-related matters and provide legal advice on an as-needed basis. Agency Counsel attends all Board meetings and closed sessions. With assistance from other County legal staff, Agency Counsel also manages relationships with legal consultants who act as special counsel during litigation and acts as the lead legal expert in any and all court actions or enforcement issues. At the time of this report’s writing, FCGMA currently has one Agency Counsel staff member.

**Deputy Director, Groundwater Manager and Assistant Groundwater Manager, WPD** – These position classifications provide principal administrative, budgetary and program management support to the EO as required. Among the functions performed by these individuals are strategy development; staff supervision, budget management, and reporting performance on Work Plan/task oversight at the direction of the EO; they manage water resources specialists and operations administrators serving the FCGMA; they lead implementation of the LPV Adjudication Judgment and serve as main point of contact for LPV Watermaster.

**Engineer / Hydrologist / Groundwater Specialist** – An engineer or hydrologist. These full-time positions were established to provide technical support for the Agency’s initiatives; they have expertise in groundwater hydrology and are knowledgeable about Ventura County geography and geology. These roles draft reports, conduct hydrologic research and technical reviews, assist in project management as assigned, assists the public with information requests, attends meetings on behalf of the Agency, and acts as Agency technical expert to stakeholders.

**Water Resources Specialists** – Manages AMI data, meter updates and calibration, and oversees and initiates compliance in keeping with relevant ordinance code and resolutions, all of which involves a high degree of stakeholder engagement and collaboration with operations administrators, documentation, research, and follow-up; develops and streamlines processes for ensuring effective compliance enforcement; designs and leads stakeholder education workshops on relevant topics. Provides project oversight or assistance to project managers as assigned.

**Staff Services Specialist / Business Process Coordinator, Administrative Assistant, Management Assistant** – These roles are operations administrators for the Agency, and they manage the semi-annual extraction reporting process for all pumpers within FCGMA boundaries. Previously just one individual, this team builds the processes that document reporting, registration, and other Agency requirements; they process payments and issue reports, memos and receipts; they develop stakeholder outreach materials along with the Board Clerk; they provide a high degree of customer service to member agencies, stakeholders, and staff alike. The Business Process Coordinator manages, trains, and onboards this team, including the student worker extra help role (currently vacant).

**Clerk of the Board** – The Board Clerk is responsible for assisting the EO with agenda preparation and development, meeting logistics, scheduling, director support, invoice and accounts payable tracking, report preparation, contract modifications, document creation and version control, special event planning, and outreach materials, including updating the public-facing website’s content and design. This role is heavily collaborative and

involves action item tracking and follow-up with any given member of the Agency or its stakeholders.

## **2. County Labor Rates**

PUBLIC WORKS AGENCY CONTRACT RATES: The rates are calculated to provide for total cost recovery of the department's Requested Budget. Each department is treated as a separate cost center and a rate is established for each classification within each department. Therefore, rates for the same classification may differ between departments.

DIRECT LABOR RATE: Average annual salary of all employees within each classification divided by 1,800 hours.

FRINGE BENEFIT RATE: Average of all benefits adopted by the Board of Supervisors or mandated by State/Federal law.

DEPARTMENT OVERHEAD RATE: The department overhead rate was computed to recover the departmental operating cost, e.g., supervision; office supplies; training; memberships and dues, uniforms; safety supplies, vehicle and radio charges; insurance; Government Center building expense (office maintenance, utilities, custodial, landscape and security); office equipment maintenance; telephone charges; postage; and depreciation expenses of fixed assets.

AGENCY OVERHEAD RATE: Agency overhead rate allocated the cost of Public Works Agency – Central Services (includes salaries, benefits, department and County overhead costs); Director of Public Works and staff; fiscal services (budgeting, fiscal and accounting services); and support services (payroll and personnel services, agency safety coordination and computer services).

COUNTY OVERHEAD RATE: To Recover General Fund operation, i.e., maintenance of the common area of the Government center and depreciation; Auditor-Controller's Office

(Accounts payable processing, financial reports, audit, payroll, etc.); Personnel; County Counsel; Chief Administrative Office and Civil Service Commission.

*County Overhead Rate, Department, and Agency Rates:*

<b>PUBLIC WORKS AGENCY</b> <b>DISTRIBUTION OF PUBLIC WORKS CHARGES</b> <b>FY 2025 RATES EFFECTIVE 07/01/24</b>					
<b>DEPARTMENT</b>	<b>BUDGET UNIT</b>	<b>DIRECT &amp; BENEFIT</b>	<b>DEPT &amp; AGENCY INDIRECT</b>	<b>CAP INDIRECT</b>	<b>TOTAL %</b>
WATERSHED - GEN	4431	59.6%	38.7%	1.7%	100.0%

## B. Agency Program Codes

### 1. Draft Time Reporting Chart

Below follows the draft, as of September 10, 2024. The Agency hopes to use this chart as a source for developing a key to accompany quarterly or annual budget reports in future.

*Items in progress:* some activity IDs need to be confirmed for a few projects, and further drafts of the time reporting chart will also include a section for LPV Watermaster IDs, as the chart is primarily a reference for staff as they enter time.

TIME REPORTING TRACKED TO ANNUAL OPERATIONS			
Administration and Fiscal Services			
Task	Description	Project ID	Activity ID
1. Board Meeting Administration	Board meeting preparation including agendas, scheduling, Board letters, Board presentations	P6020850	P012
	Board meetings including pre- and post-debriefing meetings	P6020850	P039
2. Agency Administration	Agency-specific overhead (not PWA) - general administration tasks, clerical work; email & phone follow-up that is not direct stakeholder/end-user contact	P6020850	P001
	Internal meetings; staff or management planning meetings	P6020850	P003
	Customer inquiries (not PRAs)	P6020850	P065
	Invoice management: routing, tracking, reporting on or approving invoices for Counsel, consultants	P6020850	P023
	Routing or Filing Incoming & Outgoing Correspondence	P6020850	P053
	Training - Providing or receiving Agency-specific procedural training that is not project-related	P6020850	P004
	Contract preparation, modification, review	P6020850	P008
	Strategic planning and oversight; consultant or vendor management	P6020850	P011
	Executive Officer	Fixed Cost	
3. Official Document Filings & Public Records Requests	Review, edit, process and archive business record filings and certifications, Ordinance Amendments, Resolutions	P6020850	P051
	PRA & other public requests	P6020850	P064



4. Budget	Preparation and adoption of Annual Work Plan, Budget, Proposed Budget Report; analysis and performance reports	P6020850	P175
5. CSD Fiscal Staff Services	Submit 13-Monthly AP FSRs (incl. AP/AR) to the Agency; provide AP/AR and cash-flow management services; provide fiscal reports	Fixed Cost	
6. Committee Meetings	Committee meetings, preparation, agendas, minutes	P6020850	P041
7. Biennial Audit Report	Preparation of scope of work; selection process; assist auditor with inquiries; QA/QC draft audit report	P6020850	P089
<b>Records Services</b>			
<b>Task</b>	<b>Activity</b>	<b>Project ID</b>	<b>Activity ID</b>
1. Specialized Data Queries / Groundwater and Credit Transactions	Conduct extraction data analysis	P6020851	P072
	Allocation transfers, credit programs, routine variance requests; review and or processing of requests	P6020851	P058
2. FCGMA Online and Website O&M	Data management system maintenance, data mgt system testing, custom data queries, small-scale system enhancements	P6020851	P502
	Website programming revisions and content development for statements	P6020851	P082
	Website hosting & GIS fee	Fixed Cost	
3. SAES and Allocation Administration	TIER 1 - Routine SAES Processing: Prepare & mail SAES; Process SAES, IAI Applications and payments into the database; Reviewing meter photos; Administration including payment reporting and tracking; surcharge processing	P6020851	P513
	TIER 2 - Extended Follow-up: Account audits, Researching errors and omissions; Admin and Manager Reviews; Follow-up regarding incorrect or no payment (pumping, civil penalties, surcharges)	P6020851	P512
4. Well and CombCode Registration	Processing registration applications; Researching owners of record; Unregistered well follow-up; Assist new well owners/operators with registration, reporting and payment	P6020851	P505
5. Late/Non-Reporters (SAES) Compliance	Late or non-reporter follow-up and compliance; Civil Penalty assessment and notifications; Retroactive data entry (and billing) into FCGMA Online; Enforcement action recommendations to EO	P6020851	P504
	Process civil penalty waiver/reduction requests	P6020851	P620
<b>6. Flowmeter Records Services</b>			
Meter Calibration Program Maintenance	Mail Flowmeter Calibration Notices, NOVs, and follow-up	P6020851	P514
	Process test results and repair/replacement flowmeter info; Process and track flowmeter exemptions, and 5-year waiver requests	P6020851	P506
AMI	AMI Operations	P6020860	P500

	AMI vendor coordination and management	P6020860	P011
	AMI meetings	P6020860	P003
<b>Technical Services</b>			
<b>Task</b>	<b>Activity</b>	<b>Project ID</b>	<b>Activity ID</b>
1. Annual Reports Preparation	Compile and analyze resource data for GSP and GMA Annual Reports; Prepare, review, finalize and publish	P6020852	P171
2. Data Collection, Studies, Investigations and Analysis	Routine data analysis (GW conditions, pumping trends)	P6020852	P072
	Field investigations; coordination of field investigations	P6020852	P076
	Unregistered well follow-up; new well owner/operator registration	P6020852	P505
	Perform QA/QC review of monitoring programs	P6020852	P665
3. Groundwater and Well Projects			
Well Permits	Technical review for well permit processing	P6020852	P612
Resolutions and Related Board-Approved Projects	Resolution project management, including City of Camarillo North PV Desalter Project, Camrosa WD Conejo Creek Project, Oxnard GREAT & ASR Program, Calleguas MWD ASR Program; meetings (billed under P011 because they are part of the project requirements)	P6020852	P011
	Studies, reviews, comment letters, compliance	P6020852	P665
	Meter calibration resolution implementation, replacement, rollover, water usage estimates	P6020852	P500
	Correspondence	P6020852	P053
	Meetings	P6020852	P003
Oxnard Basin Monitoring Wells	Project Administration [maintenance, monitoring, and permit and post-grant compliance (insurance submittal, data submittals, etc)]	P6020872	P500
	Contract preparation, modification, review	P6020872	P008
	Subgrantee or Vendor Management	P6020872	P011
Pleasant Valley Basin Monitoring Wells	Project Administration [maintenance, monitoring, and permit and post-grant compliance (insurance submittal, data submittals, etc)]	P6020874	P500
	Contract preparation, modification, review	P6020874	P008
	Subgrantee or Vendor Management	P6020874	P011
4. Grant Administration	Grant application and administration; subgrantee awards	P6020852	P021
<b>Legal Services</b>			
<b>Task</b>	<b>Activity</b>	<b>Project ID</b>	<b>Activity ID</b>
1. Advisory Services	Advice to Board and staff on open government laws, conflict of interest rules, Agency regulatory authority, contracting issues, compliance with SGMA, CEQA and other applicable laws; Board letter review and attendance at Board meetings; review and commentary or preparation of Ordinances, Amendments, Resolutions, contracts and other legal documents; code enforcement	P6020853	Invoiced separately; tracked via object code 2185
2. Anticipated and Ongoing			

LPVWRC v FCGMA	Meetings	P6020864	P003
	Correspondence	P6020864	P053
	PRAs and discovery	P6020864	P064
City of Oxnard v FCGMA	Meetings	P6020866	P003
	Correspondence	P6020866	P053
	PRAs and discovery	P6020866	P064
OPV Coalition v FCGMA	Meetings	P6020867	P003
	Correspondence	P6020867	P053
	PRAs and discovery	P6020867	P064
<b>Public Outreach</b>			
<b>Task</b>	<b>Activity</b>	<b>Project ID</b>	<b>Activity ID</b>
1. Participation in Integrated Regional Groundwater Issues & Stakeholder Meetings	Attend / participate in stakeholder meetings (AWA, WCVC, City Council, etc.)	P6020854	P501
2. Outreach, Website, Communications	Semi-Annual Newsletter; stakeholder outreach and engagement; public workshops; outreach materials	P6020850	P646
	Routine content management & maintenance of Agency website and social media presence	P6020850	P082
<b>Special Expenditures</b>			
<b>Task</b>	<b>Activity</b>	<b>Project ID</b>	<b>Activity ID</b>
1. Groundwater Sustainability Plan Implementation	All GSP implementation tasks: meetings, studies, analyses, etc.	P6020858	P507
GSP 5-Year Evaluation and Amendments	Data collection (including data requests) and analyses, report preparation, technical report review, etc	P6020858	P665
	Workshop planning, logistics, materials development promotions, attendance	P6020858	P091
	Prepare and review upload documents / modules, and upload to DWR website.	P6020858	P500
2. New Allocation Systems	New allocation system development, stakeholder meetings, etc.	P6020854	P503
	Variance processing	P6020854	P072
3. New Data Management System Requirements	Develop performance specification for new data management system, prepare and administer RFP; planning and implementation analysis	P6020862	P010
4. Water Market Development and Implementation	Continue implementation of Water Market pilot study and expansion to all of FCGMA	P6020861	P010
5. Oxnard Well Destruction	Destroy abandoned well in Oxnard	P6020854	P617
<b>PWA Admin &amp; Overhead (Billed to Public Works Agency; Not Paid Out of FCGMA Budget)</b>			

Task	Activity	Project ID	Activity ID
Overhead & Administration	Breaks, timesheet, County/PWA/WPD paperwork, etc.	P6990308	P001
Meetings	County/PWA/WPD/WRD/GRS meetings	P6990308	P003
County Training	County/PWA/WPD training	P6990308	P046

## C. Performance Measurements

Our performance measures are based on the budget and work plan, and they tell the Agency's story about whether our work is achieving its objectives, and if progress is being made toward achieving our goals.

"A performance measure is a quantifiable expression of the amount, cost, or result of activities that indicate how much, how well, and at what level, products or services are provided to customers during a given time."<sup>44</sup>

Our draft budget is quantifiable because it includes year-over-year data that shows the progression of the Agency's reserves and expenditures, categorized by sections of the work plan, which is divided by project and activity, reflecting the work, business processes, and functions of FCGMA. These are understandable high-level performance measurements that are further detailed in following sections of this narrative.

### 1. More Measurements in Development

To measure results with more specificity, the Agency should consider developing practical, yet specific results-based performance measurements. Performance measurements must be designed to align with Board and Committee priorities.

To structure future performance measurements, staff will consider creating them with the parameters of S.M.A.R.T. goals<sup>45</sup>, so that we can more effectively show proof of results to our stakeholders and can more easily pinpoint areas for improvement. We hope that this discussion will start with the Fiscal Committee during the development of the FY 2024-2025 Draft Budget.

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<sup>44</sup> <https://ofm.wa.gov/sites/default/files/public/budget/instructions/other/PMGuide.pdf>

<sup>45</sup> University of California, SMART Goals: A How-To Guide <https://www.ucop.edu/local-human-resources/files/performance-appraisal/How%20to%20write%20SMART%20Goals%20v2.pdf>

Examples of possible performance measurements:

- Percentage of saved but unsubmitted SAES reporting in database each quarter
- Average time spent following up with Semi-Annual Extraction Statement (SAES) reporting that contains errors and omissions in a statement cycle
- Number of Flowmeter Calibrations noticed and processed in one year

*Staff goal: Update based on project prioritization methodology structure shared by City of Camarillo.*

## D. Other Financial Information

### 1. Trends and Assumptions for Key Revenue

As noted in the main section of this narrative, to forecast revenue from pump charges, an average of historical pumping rates of 121,000 Acre-Feet has traditionally been used. Below are the Agency's current pump charges used to calculate forecasted revenue using the historical pumping average.

Pump Charge – set by enabling legislation (only fee for de minimis domestic operators)	\$6 / AF
Groundwater Sustainability Fee (GWSF) effective Oct 1, 2022 Note: Reduction in fee recommended for FY 2025-26	\$29 / AF \$24 / AF
GEMES Reserve Fee (sunsets Oct 1, 2026, unless extended by Board)	\$20 / AF
<b>Total</b> With FY 25-26 Reduction in Groundwater Sustainability Fee:	<b>\$55 / AF</b> <b>\$50 / AF</b>



## 2. Two-Year Forecast

2.5 and 3% were used for forecasting based on past practices.

## 3. About Trend and Comparative Data<sup>46</sup>

## 4. Basis of Accounting

The basis of accounting describes how financial activities are recognized and reported; specifically, when revenues, expenditures (or expenses), assets, and liabilities are recognized and reported in the financial statements.<sup>47</sup>

### *D. Appropriations Limit Calculation*

Article XIII B, section 9(C) of the California Constitution<sup>48</sup> exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit.

The following local governments are not subject to Appropriations Limit requirements:

- Special districts which did not, as of FY 1977-78, levy a property tax in excess of 12.5 cents per \$100 of assessed value.
- Any special district which is entirely funded by other than the proceeds of taxes.

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<sup>46</sup> <https://www.gfoa.org/materials/the-use-of-trend-data-and-comparative-data-for-financial>

<sup>47</sup> <https://www.dgs.ca.gov/en/Resources/SAM/TOC/7400/7440>

<sup>48</sup> <https://www.californiacityfinance.com/MRSHBch10GannLimit.pdf>

## E. Policies and Procedures

### 1. Resolutions, Policies, and Procedures

Resolutions reflect a statement of Agency policy and are an official documentation of Board action regarding matters brought before the Board for consideration, which are then approved by a majority vote, provided a quorum is maintained.

Resolutions adopted by the Board typically address specific legal, technical, or administrative goals and objectives of the Agency. Resolutions may also authorize contracts, describe policy changes, or simply honor individuals for service to the Agency.

Any Board member, Alternate member, or individual from the public audience may suggest a resolution; however, the decision to consider deliberation and final approval action on any proposed resolution is at the sole discretion of the Board.

A summary of the resolutions adopted by the FCGMA Board can be found in a numbered listing with each effective date on the FCGMA website at <https://fcgma.org/resolutions/>, or you can download a PDF with hyperlinks to each resolution at <https://s42135.pcdn.co/wp-content/uploads/2025/06/Current-Resolution-List Reverse-Chronological-Order 20250630.pdf>.

## 2. Ordinances

[Agency Ordinance Code](#) – Originally passed and adopted by the FCGMA Board of Directors on June 26, 2002, the current Ordinance Code (No. 8.10) was amended and adopted on Mayon May22, and became effective on the thirty-first day after adoption, June 24, 2022.

### [Summary of FCGMA Ordinances](#)

Visit <https://fcgma.org/ordinances/> to read more about the following:

Water Market-AMI Pilot Project phase 1– An Ordinance to establish a combined Water Market Pilot Program and Advanced Metering Infrastructure system demonstration project.

Water Market Phase 2 Ordinance Extension 2– An Ordinance to extend Phase II of the Water Market.

Water Market Phase 2 Extension- Final– An Ordinance to extend Phase II of the Water Market a second time.

Advanced Metering Infrastructure (AMI) Ordinance – An Ordinance to require that flowmeters be equipped with Advanced Metering Infrastructure (AMI) Telemetry.

Advanced Metering Infrastructure (AMI) Domestic Operator Exemption – An Ordinance to Exempt Domestic Operators from the Requirement that Flowmeters be Equipped with Advanced Metering Infrastructure (AMI) Telemetry.

Emergency Ordinance E – Passed and adopted April 11, 2014, Emergency Ordinance E limits extractions from groundwater extraction facilities, suspends use of credits, and prohibits construction of any groundwater extraction facility and/or the issuance of any permit therefor due to severe drought conditions.

Amendment to Ordinance E – Passed and adopted on December 13, 2019, An Amendment to Emergency Ordinance E repealed Article 2.C of Emergency Ordinance E, with respect to groundwater extractions subject to temporary extraction allocations beginning on January 1, 2020. This amendment restores temporary allocations for municipal and industrial operators.

Ordinance to Establish an Allocation System for the OPV Groundwater Basins with Amendments – Originally passed and adopted by the FCGMA Board of Directors October 2019, the OPV Ordinance was amended and adopted on October 2020 and March 2021, and became effective on the thirty-first day after adoption. This ordinance established a new pumping allocation system for the Oxnard and Pleasant Valley Basins.

On March 27, 2024, the Board passed and adopted An Ordinance Amending Articles 4 and 6 and Rescinding Section 10.2 of An Ordinance to Establish an Allocation System for the Oxnard and Pleasant Valley Groundwater Basins to comply with the Los Angeles County Superior Court’s peremptory writ of mandate issued August 31, 2023, and to ensure the continued applicability and viability of the OPV Ordinance and the sustainable management of the OPV Basins in accordance with SGMA.

Transition Allocation Ordinance – Adopted May 27, 2020, an ordinance to adjust extraction allocations to facilitate the transition from calendar year to water year reporting of groundwater extractions.

LPV Allocation Ordinance with Amendments – Originally passed and adopted by the FCGMA Board of Directors December 2019, the current Ordinance was amended and

adopted February 2021, and became effective on the thirty-first day after adoption, this ordinance establishes a new pumping allocation system for the Las Posas Valley Basin.

LPV Transition Ordinance – Adopted February 24, 2021, An Ordinance to Adjust Extraction Allocations in the Las Posas Valley Basin to Facilitate the Transition from Calendar Year to water Year Reporting of Groundwater Extractions.

Note: Please visit the LPV Watermaster section of our website to learn more about the LPV Adjudication Judgement.

Ordinance History: <https://fcgma.org/ordinances/ordinance-history/>

Emergency Ordinance History: <https://fcgma.org/ordinances/emergency-ordinance-history/>

### 3. Agency Objectives

#### FOX CANYON GROUNDWATER MANAGEMENT AGENCY OBJECTIVES 1998

1. **ADMINISTER GMA ORDINANCES.** Priority work to carry on normal GMA business, schedule and hold monthly meetings, bill and receive payments, and scheduling agenda items for action on items beyond the authority of the Coordinator.
2. **IMPLEMENT THE MANAGEMENT PLAN.** Implement the GMA Management Plan by bringing individual items to the board for approval.
3. **IMPLEMENT THE GMA WATER QUALITY OBJECTIVES.** Follow-on action for the water quality objectives as approved by the board.
4. **DESIGN AND SUBMIT A NEW BUDGET FORMAT SUITABLE TO THE BOARD.** Submit new budget format based upon the Waterworks District formatting. Obtain approval and submit 1998-1999 budget in new format.
5. **DEVELOP CHLORIDE DATA.** Continue to hold discussions, obtain new information and develop GMA position on chloride concentrations.
6. **INCREASE PENALTY CHARGES.** Review the need for increased penalties for overpumping and determine the new penalty assessments if appropriate.
7. **PLACE ORDINANCES AND AGENDA ON INTERNET.** Install all ordinances, enabling legislation, GMA history, directors biography and publish monthly agenda on the internet.
8. **RETURN TO A MONTHLY MEETING SCHEDULE.** Keep meeting schedule to monthly, or bi-monthly unless pressing items demand attention.
9. **INVESTIGATE USING PUMP CHARGES TO FUND WELL DESTRUCTION.** Investigate the desirability of using \$.80 per acre foot of water pumped out of the GMA to augment the well destruction program funding.
10. **CONSIDER CHANGING ORDINANCE 5.6 TO MAKE THE APPLICATION FOR CONSERVATION CREDITS AUTOMATIC.** Ordinance 5.6 requires each operator to apply for conservation credits by July 1<sup>st</sup> each year. Many credits are not applied for because they will not be used. However, there are a few pumpers who need and want the credits and some of those are not meeting the annual deadline for credit applications. Since all pumping is recorded in a data base, we already know how many credits are due each year. Automatic generation of credits would simplify the process for pumpers and staff. Alternately, making the credit application process automatic will result in approximately 20,000 acre feet of additional credits each year most of which will never be used.
11. **DISCUSS THE DESIRABILITY OF APPOINTING A COMMITTEE TO STUDY AND RECOMMEND SOLUTIONS TO THE LAS POSAS BASIN OVERDRAFT PROBLEM.** Resolution of the overdraft problems in the Las Posas Basin can best be accomplished by involving the pumpers who depend upon this basin for water. A truly representative group will have a greater probability of finding and implementing a solution to the problem.

*Staff goal: Draft new objectives document based on Board initiatives, GSP sustainability goals - mark as draft for Board review and discussion.*



## 4. Fiscal Committee

### A. *FY 2025-26 Policy and Procedures Recommendations*

The Fiscal Committee's recent policy and procedures recommendations are summarized below.

#### **Procedures**

- The Fiscal Committee has agreed to begin its budget planning with a late January/early February midyear budget review in order to analyze estimates in the current Fiscal Year's adopted budget against its actual expenses. The Committee will then direct staff to develop a report based on their midyear recommendations and considerations for the discussion at a subsequent Board meeting.

#### **Budget Presentation**

- Clearly identify contributions to Reserves as Expense line items on any presentations.
- Separate out and provide more detail for Designated Accounts, including the GEMES fund, the Surcharge fund, and the Reserves fund. Prioritize the presentation of the Operating Account and Designated Accounts worksheets to the Board when the budget is discussed in a subsequent Item on this meeting's Agenda to provide greater clarity.
- *Year End Account Balance*: Remove year end account balance and other such statements of financial condition from Operating or Designated Accounts budget worksheets; such as yearend account balance, carry forward balance, debits for the year, and net operating results, as they are confusing to stakeholders when included with the budget. Move to a separate accounting and label it a Statement of Financial Position. The Committee would prefer total expenses to be more clear on the budget itself.

## **FCGMA Reserves Policy Development**

1. *Formalize the Fiscal Policy Regarding an Annual Contribution to Operating Reserve:* The Committee has requested the FCGMA Operating Reserve Target be set at 50% of anticipated annual expenses, or \$2.5 million, and recommends an annual contribution until the target is met. This Fiscal Year, the funds previously held as a \$250,000 contingency policy have been reallocated to the Reserves fund, bringing the Agency's current total reserves to \$1,250,000.
2. *Net Operating Reserve Policy:* The Fiscal Committee discussed funding the reserve by a percentage of the net operating results, 10% annually until the Operating Reserve Target is met.
3. *Reserves Policy Discussion:* As revenues and expenses have fluctuated over recent years, with major projects such as the 5-Year Periodic Evaluations or installing monitoring wells, the Committee discussed establishing a nuanced reserves policy to manage rate stabilization elements and saving for capital projects in closely monitored and clearly reported on separate accounts. The funds would only be utilized after Board approval. Set a target amount and contribute until it's met. Use unspent revenue to contribute to a rate stabilization reserve so it is funded by the efficiencies in the budget, and consider utilizing funds collected from surcharges for improvement projects. The Committee discussed allocating a percentage of net operating results into these different reserve accounts.
4. *Rate Stabilization Reserve and Policy:* The Committee recommends creating this targeted fund, and notes that funding it would need further discussion, but suggests contributing 50% of net operating results into the rate stabilization fund as a working plan. Rate stabilization would be a major contributing factor for predictable rates for the next 3 to 5 years, which would be beneficial for stakeholders as they plan their own budgets and decision making.
5. *Capital Improvement Reserve and Policy:* The Committee discussed how a targeted capital improvement reserve could, after extensive planning and Board approval, help add water to the system, whether through funding incentives or grants to support projects by member agencies that benefit the basins. The Committee identified the need to first discuss this concept with major stakeholders, especially the Agency's definition of "capital improvement" and possible uses for the fund after it is established and defined. Chair West suggests utilizing the Surcharge account as a major component of the Capital Improvement Reserve, perhaps with the addition of a 5% annual contribution from net operating results. This fund and its intent will need to be communicated to stakeholders efficiently to show how the capital improvement funds are tied to specific projects, including their timeline and costs. First, the capital improvement reserve would need to be created, then funded, then project prioritization established, then funding projects would be approached. The Committee discussed developing a 5-year capital improvement plan in the future.

## **5. FY 2024-25 Staff Recommendations for Development**

### **Annual Agency Objectives Discussion**

A review of Agency objectives should be scheduled 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.

### **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 and Reimbursement Policies
- Reserve Policy

Sufficient reserves should be available to ensure Agency operations. A clear policy on how reserves are set, contributed to, and accessed through a separate accounting should be developed.

#### Review Policy

- Budget and Fiscal Policy
- Fiscal Management Policy

- Audit Management Policy
  - Audit Review Policy
- Enforcement Policy
  - Collect resources for review<sup>49</sup>
- Funding Policies
  - Grants
  - Interfund Loans
    - Loans to Other Programs (LPV Watermaster)

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<sup>49</sup> <https://www.cdtfa.ca.gov/taxes-and-fees/manuals/cpm-07.pdf>

F. Table of Figures

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GSA. See Groundwater Sustainability  
Agency

Sustainable Groundwater Management  
Act  
SGMA, 52, 82



## H. Agency Contacts

### 1. DIRECTORS

**Eugene F. West (Chair)** – Small Water Districts (805) 657-2121 (*Term Exp 2-28-27*)  
*Executive Committee, Fiscal Committee*

**Kelly Long (Vice Chair)** – Ventura County Board of Supervisors (805) 654-2276 (*Term Exp 2-28-27*)  
*Executive Committee*

**Michael Craviotto** – Farming Interests (805) 766-9602 (*Term Exp 2-28-26*)  
*Operations Committee, Flynn Award Selection Committee*

**Lynn Maulhardt** – United Water Conservation District (805) 982-0780 (*Term Exp 2-28-27*)  
*Operations Committee*

**Tony Trembley** – Five Cities (805) 388-5307 (*Term Exp 2-28-26*)  
*Fiscal Committee, Flynn Award Selection Committee*

### 2. ALTERNATE DIRECTORS

Reddy Pakala – Seven Water Districts (805) 990-6809 (*Term Exp 2-28-27*)

David Borchard – Farming Interests (805) 485-3525 (*Term Exp 2-28-26*)

Vianey Lopez – Ventura County Board of Supervisors (805) 654-2613 (*Term Exp 2-28-27*)

Keith Ford – United Water Conservation District (805) 207-9062 (*Term Exp 2-28-27*)

Bert Perello – Five Cities (805) 240-6194 (*Term Exp 2-28-26*)

### 3. STAFF

Jeff Palmer – Interim Agency Executive Officer (805) 654-2373

Jason Canger – Agency Legal Counsel (805) 654-2879

Farai Kaseke – Assistant Groundwater Manager (805) 654-2954

Robert Hampson – Groundwater Specialist (805) 654-3952

Raya Nour – Engineer II (805) 654-2454

Kathy Jones – Staff Services Specialist (805) 645-1372

Elka Weber – Clerk of the Board (805) 654-2014  
Cynthia Rodriguez – Administrative Assistant (805) 662-6831  
Erin Ware – Administrative Assistant (805) 654-2032  
Fatima Perez – Management Assistant (805) 650-4073  
Kylan Wooley – Water Resources Compliance Specialist (805) 658-4374  
Briana Barajas – Water Resources Specialist (805) 654-2021  
Arne Anselm – Groundwater Specialist Ret. PT (805) 654-3942  
Kathleen Riedel – Groundwater Specialist Ret. PT (805) 654-2064

# Fiscal Year 2025-2026 FCGMA Budget

## Item No. 12 – July 23, 2025



Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager



# Background

- Board must adopt an annual budget
- The Fiscal Committee met to discuss the draft Work Plan and Budget on:
  - March 18
  - April 15
  - July 15
- Fiscal Committee (FC) recommendations
  - Lower Groundwater Sustainability Fee by \$5 per AF to \$24/AF for FY2025-26
  - Revise budget format presentation
  - Formalize fiscal policy regarding an annual contribution to Operating Reserve
  - Repay FY2022-23 loan from Designated Surcharges Account
  - Board adopt the proposed Work Plan and Budget



# FY2025-26 Budget Materials and Structure

- Operating Account
- Designated Accounts
- Statement of Financial Position
- Work Plan
- Proposed Budget Report

# Agency Accounts

Account	Board Direction
<u>Designated</u> GEMES Account (Groundwater Extraction Management Enforcement Surcharge)	Designated GEMES Account established by Resolution No. 2006-04; Board directed to fund litigation costs including Agency counsel; Reserve Fee established by Resolution 2020-05
<u>Designated</u> Surcharges Account	For Board-directed uses only, not to be used for routine Agency operations
<u>Designated</u> Operating Reserves Account	Maintain \$1,000,000 reserve balance based on Board direction. FC recommends 50% of expenditure or \$2.5 million
Operating Account	Routine annual operation expenses as identified in Work Plan
Grand Total Fund Balance	Total of all above

**NB\*** FCGMA Budget does not include Watermaster efforts or accounts



# Revenues

Pump fees per Acre-Foot	
Pump Charge – set by enabling legislation (only fee for de minimis domestic operators)	\$6.00
Groundwater Sustainability Fee (proposed WY 2025-26)	<del>\$29.00</del> \$24.00
GEMES Reserve Fee	\$20/AF
<b>Total</b>	<b>\$50/AF</b>

Surcharges		
Tier	Pumping	Rate
Tier I	0.001 to 25.000 AF	\$1,929 per AF
Tier II	25.001 to 99.999 AF	\$2,179 per AF
Tier III	100 AF or more	\$2,429 per AF

# Operating Account Annual Revenue

<i><b>Annual Operating Account Revenues</b></i>	<b>2024-25 Year-End Actual</b>	<b>2025-26 Draft Budget</b>
Pump Charge	\$874,038	\$800,000
Groundwater Sustainability Fee	\$3,546,969	\$2,904,000
Penalties / Interest	\$158,717	\$150,000
SGM Impl. Grant Round 1 (OPV) - DWR	\$2,577,800	-
SGM Impl. Grant Round 1 (OPV) - Admin	\$46,472	\$51,502
Interest Earnings	\$134,362	\$130,000
<b>Total Revenues:</b>	<b>\$7,338,358</b>	<b>\$4,035,502</b>

# Operating Account Annual Expenditure

<b><i>Significant Annual Operating Account Expenditures</i></b>	<b>2024-25 Year-End Actual</b>	<b>2025-26 Draft Budget</b>
Public Works Agency Charges	\$2,758,888	\$2,988,752
FCGMA Online Database Support/GIS	\$93,332	\$200,000
Legal Services (County Counsel)11	\$119,711	\$255,000
SGM Impl. Grant Monitoring Well Install (OPV)17	\$2,768,117	-
GSP Impl. (Dudek)16	\$592,213	-
GSP Annual Reports12	\$65,248	\$138,000
<b>Total Large Expenditures:</b>	<b>\$6,397,509</b>	<b>\$3,581,752</b>

**Total Expenditures for the FY:**

**\$6,645,681**

**\$5,520,137**

**Net Operating Results:**

**\$692,677**

**(\$1,484,635)**

# FCGMA Designated Accounts – Net Results

Accounts	2024-25 Year-End	2025-26 Draft Budget
<u>Designated</u> GEMES Account	\$1,597,444	\$645,000
<u>Designated</u> Surcharges Account	\$1,085,523	\$2,000,000
<u>Designated</u> Operating Reserves	\$1,000,000	\$1,250,000

- Contingency moved to Operating Reserves
- FY2025-26 net positive results for all designated accounts projected

# Statement of Financial Position

FCGMA FY 2025-26 BUDGET - DRAFT STATEMENT OF FINANCIAL POSITION				
Account	2023-24 Year-End Actuals	2024-25 Adopted Budget	2024-25 Actuals Through June 2025	2025-26 Draft Budget
Designated GEMES Account	(\$1,048,955)	(\$513,955)	\$548,490	\$1,193,490
Designated Surcharges Account	\$4,474,411	\$5,474,411	\$5,559,934	\$7,559,934
Designated Operating Reserves	\$1,000,000	\$1,000,000	\$1,000,000	\$1,250,000
Operating Account	\$1,080,583	(\$2,709,076)	\$692,677	(\$1,484,635)
Operating Account Carryforward	\$1,604,813	\$2,685,396	\$2,563,241	\$3,255,918
<b>Year End Total Fund Balance</b>	<b>\$7,110,852</b>	<b>\$5,936,776</b>	<b>\$10,364,342</b>	<b>\$11,774,707</b>

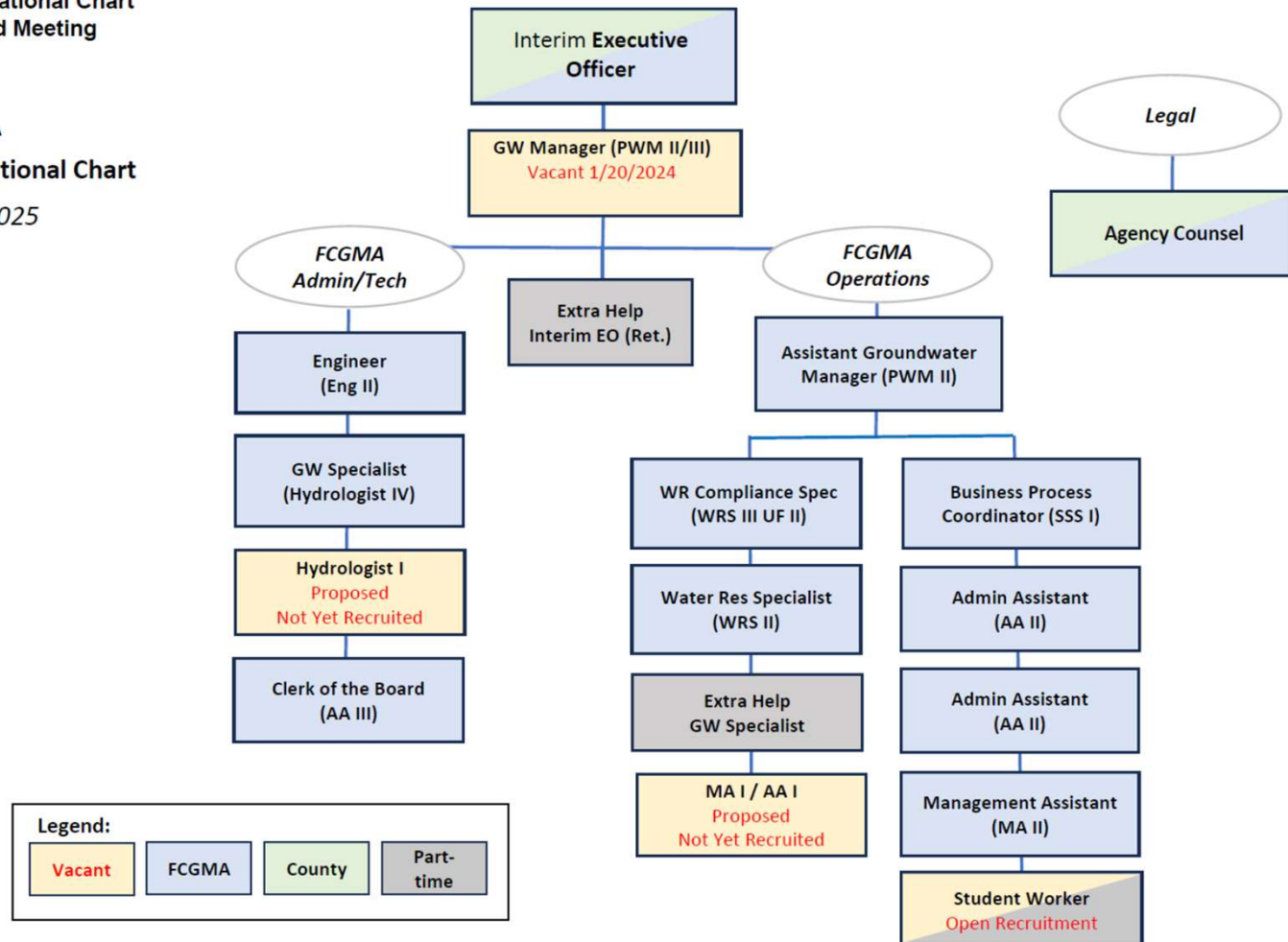
# FCGMA Staffing

- FY 2025-26 Work Plan assumes 14 full-time equivalents (FTEs) – 2 *proposed*
  - Assumes no vacancies
  - Full-time Executive Officer
  - No staff for LPV Watermaster
- Human Resources Support – included in work plan rates
- Fiscal Support – fixed cost
- Information Technology



Item 11A – Agency Organizational Chart  
July 23, 2025 FCGMA Board Meeting

**FCGMA**  
**Main Staff - Organizational Chart**  
*As of 7/18/2025*





# Summary

- Statement of Financial Position shows healthy balance
- Lower Groundwater Sustainability fee by \$5 for WY 2026, FY2025-26
  - Resolution to be brought before your Board at a later meeting
- Designated Surcharges Account (Agency Ordinance Code section 5.8.6.4)
- First dedicated full-time Executive Officer for the Agency
- Updated materials and budget presentation



# Recommendations

- Receive and file this presentation; and
- Adopt the Fiscal Year 2025-26 Budget.

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## 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

**Jeff Palmer**

July 23, 2025

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT: Adopt Proposed Resolution No. 2025-04 Cancelling the Fourth Installment of the Las Posas Valley Watermaster Basin Assessment for Fiscal Year 2024-25, Water Year 2024 [LPV Watermaster] – (New Item)**

**RECOMMENDATIONS:** (1) Receive a presentation from Agency staff on Watermaster's collection of Basin Assessments for Fiscal Year (FY) 2024-25, Water Year (WY) 2024 and Watermaster budgets, revenues, and cashflow; and (2) Adopt Resolution No. 2025-04 cancelling the fourth installment of the Basin Assessment for WY 2024, FY 2025-26.

## BACKGROUND:

At the September 25, 2024, meeting, your Board directed that Water Right Holders be invoiced a Basin Assessment of \$64.58 for FY 2024-25, WY 2024 (October 1, 2024 – September 30, 2025), in quarterly installments of \$16.145 per acre foot (AF) of water right allocation, with the final installment amount subject to differences based on an accounting after the Board reviewed a cost assessment prepared by Agency staff. Watermaster funds are held in a separate account from FCGMA funds and are used exclusively for Watermaster related activities.

Watermaster has invoiced three of the four Basin Assessment installments scheduled for Water Year 2024 by the end of FY 2024-25. A total of \$1,864,759 in Basin Assessments has been collected from the \$1,937,400 invoiced for the three installments, coupled with \$24,469 in Basin Assessment Interest and \$27,335 in non-operating revenue (investment income) to give total revenues of \$1,916,563 against expenditures of \$1,864,824. In addition, the Watermaster account had a beginning balance of \$1,127,505; thus, as of June 30, 2025, the Watermaster account balance is \$1,012,561, with an additional \$184,682 in operating reserves established at your Board's direction to build a cumulating operating reserve set at 10% of the budget. At this time, the Watermaster account contains sufficient funds to carry over some account balance into FY 2025-26, until revenue from the next Basin Assessment is collected, following the adoption of the FY 2025-26 Budget and the determination of the WY2025 Annual Allocations.

At the July 15, 2025, Fiscal Committee meeting, the Committee recommended that the Watermaster Board waive the invoicing and collection of the fourth Basin Assessment for WY 2024. Proposed Resolution No. 2025-04 would cancel invoicing and collection of the fourth installment of the Basin Assessment for Water Year 2024, Fiscal Year 2024-25. (Exhibit 13A.)

### **CONCLUSION**

Agency staff recommends your Board (1) receive and file this presentation; and (2) adopt proposed Resolution 2025-04 cancelling the fourth installment of the Basin Assessment for Fiscal Year 2024-25, Water Year 2024.

This letter has been reviewed by Agency Counsel. If you have any questions, please call me at (805) 654-2954.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kaseke', with a stylized flourish at the end.

Kudzai Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager

Attachments:

Exhibit 13A – Proposed Resolution No.2025-04

# RESOLUTION NO. 2025 - 04 OF THE FOX CANYON GROUNDWATER MANAGEMENT AGENCY

## A RESOLUTION OF THE FOX CANYON GROUNDWATER MANAGEMENT AGENCY BOARD OF DIRECTORS RESTATING THE AMOUNT AND NUMBER OF INSTALLMENTS FOR FISCAL YEAR 2024-2025 LAS POSAS VALLEY WATERMASTER BASIN ASSESSMENTS

**WHEREAS**, the Fox Canyon Groundwater Management Agency (FCGMA) is a groundwater management agency created by the California Legislature with the enactment of the Fox Canyon Groundwater Management Agency Act (Act) and is the exclusive groundwater sustainability agency for the Las Posas Valley Groundwater Basin (LPV Basin) under the Sustainable Groundwater Management Act (SGMA); and

**WHEREAS**, on July 10, 2023, the Santa Barbara Superior Court (Court) entered a final Judgment in *Las Posas Valley Water Rights Coalition, et al. v. Fox Canyon Groundwater Management Agency*, Santa Barbara Sup. Ct. Case No. VENC100509700 (Judgment), which, among other things, determined all groundwater rights in the LPV Basin and appoints FCGMA as the Watermaster to assist the Court implement the Judgment and manage the LPV Basin; and

**WHEREAS**, Section 7 of the Judgment requires the Watermaster to set, levy, and collect Basin Assessments from the Water Right Holders for management of the LPV Basin; and

**WHEREAS**, at its September 25, 2024, meeting, the FCGMA Board of Directors adopted a Watermaster Budget of \$2,583,095 for Fiscal Year (FY) 2024-2025 and determined a Basin Assessment of \$64.58 per acre-foot of Annual Allocation is required to fund implementation of the Judgment and management of the LPV Basin.

**WHEREAS**, since adopting the FY 2024-2025 Watermaster Budget and Basin Assessment, the Watermaster reviewed its previous September 2024 Budget and Basin Assessment determinations, and now wishes to revise the amount and number of installments for FY 2024-25 Watermaster Basin Assessments.

**NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED** that the Fiscal Year 2024-2025 Basin Assessment for LPV Basin Water Right Holders is \$48.43 and shall be collected by the Watermaster in three installments and/or invoices.

**Item 13A – Proposed Resolution 2025-04**  
**July 23, 2025, FCGMA Board Meeting**

On a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_, the foregoing resolution was passed and adopted on July 23, 2025, by the following vote:

AYES –  
NOES –  
ABSTAINS –  
ABSENT –

By: \_\_\_\_\_  
Eugene F. West, Chair, Board of Directors  
Fox Canyon Groundwater Management Agency

ATTEST: I hereby certify that the above is a true and correct copy of Resolution No. 2025-04.

By: \_\_\_\_\_  
Elka Weber, Clerk of the Board



# **Resolution No. 2025-04**

**of the**

## **Fox Canyon Groundwater Management Agency**

### **A RESOLUTION OF THE FOX CANYON GROUNDWATER MANAGEMENT AGENCY BOARD OF DIRECTORS RESTATING THE AMOUNT AND NUMBER OF INSTALLMENTS FOR FISCAL YEAR 2024-2025 LAS POSAS VALLEY WATERMASTER BASIN ASSESSMENTS**

**WHEREAS**, the Fox Canyon Groundwater Management Agency (FCGMA) is a groundwater management agency created by the California Legislature with the enactment of the Fox Canyon Groundwater Management Agency Act (Act) and is the exclusive groundwater sustainability agency for the Las Posas Valley Groundwater Basin (LPV Basin) under the Sustainable Groundwater Management Act (SGMA); and

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**WHEREAS**, Section 7 of the Judgment requires the Watermaster to set, levy, and collect Basin Assessments from the Water Right Holders for management of the LPV Basin; and

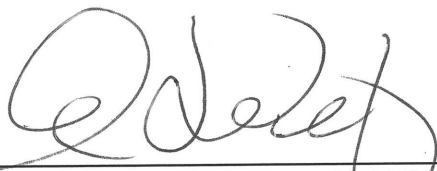
**WHEREAS**, at its September 25, 2024, meeting, the FCGMA Board of Directors adopted a Watermaster Budget of \$2,583,095 for Fiscal Year (FY) 2024-2025 and determined a Basin Assessment of \$64.58 per acre-foot of Annual Allocation is required to fund implementation of the Judgment and management of the LPV Basin.

**WHEREAS**, since adopting the FY 2024-2025 Watermaster Budget and Basin Assessment, the Watermaster reviewed its previous September 2024 Budget and Basin Assessment determinations and now wishes to revise the amount and number of installments for FY 2024-25 Watermaster Basin Assessments.

**NOW, THEREFORE, IT IS HEREBY PROCLAIMED AND ORDERED** that the Fiscal Year 2024-2025 Basin Assessment for LPV Basin Water Right Holders is \$48.43 and shall be collected by the Watermaster in three installments and/or invoices.

On a motion by Tony Trembley and seconded by Lynn Maulhardt, the foregoing resolution was passed and adopted on July 23, 2025, by the following vote:

AYES – 5  
NOES – 0  
ABSTAINS –  
ABSENT –

By:   
Eugene F. West, Chair, Board of Directors  
Fox Canyon Groundwater Management Agency

ATTEST: I hereby certify that the above is a true and correct copy of Resolution No. 2025-04.

By:   
Elka Weber, Clerk of the Board

# Adopt Proposed Resolution No. 2025-04 Cancelling the Fourth Installment of the Las Posas Valley Watermaster Basin Assessment for Fiscal Year 2024-25, Water Year 2024

Item 13 - July 23, 2025



Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager

# Background

- September 25, 2024, your Board adopted current Watermaster Budget & Basin Assessment (BA) of \$64.58 per acre-foot of Annual Allocation for FY 2024-25, WY2024 (October 1, 2024 – September 30, 2025)
- Quarterly invoicing of BA - \$16.145 per acre-foot of Annual Allocation
  - 1<sup>st</sup> installment invoice date – October 1, 2024,
  - 2<sup>nd</sup> installment invoice date – January 6, 2025
  - 3<sup>rd</sup> installment invoice date – April 1, 2025
  - 4<sup>th</sup> installment invoice date - ?
- February 27, March 18, April 15 & July 15, 2025 Fiscal Committee held Watermaster Budget Study Sessions focused on development of the next fiscal year budget, discussions on year-end cash balance and needs of Watermaster



# Statement of Financial Position

	Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Draft Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024-4) <sup>1</sup>
<b>Beginning Year Account Balance</b>	\$ -	\$ 1,127,505	\$ 1,127,505	\$ 1,012,561	\$ 1,012,561
<b>Revenues</b>	\$ 1,289,479	\$ 2,583,200	\$ 1,916,563	\$ 2,530,401	\$ 1,904,051
<b>Total Expenses</b>	\$ 161,974	\$ 2,583,095	\$ 2,031,507	\$ 2,468,375	\$ 2,468,375
<b>Net Operating Results</b>	\$ 1,127,505	\$ 105	\$ (114,944)	\$ 62,026	\$ (564,325)
<b>Ending Year Account Balance</b>	\$ 1,127,505	\$ 1,127,610	\$ 1,012,561	\$ 1,074,587	\$ 448,236

RESERVES	Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Draft Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024-4) <sup>1</sup>
<b>Beginning Year Balance</b>	\$ -	\$ -	\$ -	\$ 184,682	\$ 184,682
<b>Contribution from Operating</b>	\$ -	\$ 234,827	\$ 184,682	\$ 224,398	\$ 224,398
<b>Expenses</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Year Balance</b>	\$ -	\$ 234,827	\$ 184,682	\$ 409,080	\$ 409,080

7/23/2025

Las Posas Valley Basin Watermaster

3

# Summary

- Invoicing 4<sup>th</sup> installment will result in Watermaster Account amassing about \$1,000,000 in unspent funds
- Watermaster Account contains sufficient funds to forgo invoicing the 4<sup>th</sup> installment of the LPV Basin Assessment for WY2024, FY2024-25
- Statement of Financial Position will remain positive in FY2025-26, WY2025 without the fourth installment of the WY2024 Basin Assessment.





# Fiscal Committee Recommendation

- Watermaster should not levy the 4<sup>th</sup> quarter WY2024 BA (***Resolution 2025-04***).





# Recommendations

1. Receive and file this presentation; and
2. Adopt proposed *Resolution 2025-04* cancelling the fourth installment of the Basin Assessment for Fiscal Year 2024-25, Water Year 2024.

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## 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

**Jeff Palmer**

July 23, 2025

Board of Directors  
Fox Canyon Groundwater Management Agency  
800 South Victoria Avenue  
Ventura, CA 93009-1600

**SUBJECT: Adopt the Fiscal Year 2025-26 Las Posas Valley Watermaster Budget; Adopt Resolution No. 2025-05 Approving a \$60 Basin Assessment for Water Year 2025 [LPV Watermaster] – (New Item)**

**RECOMMENDATIONS:** (1) Receive a presentation on the proposed Watermaster Budget and Basin Assessment for Fiscal Year (FY) 2025-26; (2) Adopt the proposed Watermaster Budget for FY 2025-26; and (3) Adopt proposed Resolution No. 2025-05 approving a Basin Assessment of \$60 per acre-foot of Annual Allocation for Water Right Holders in the Las Posas Valley for Water Year (WY) 2025 to be invoiced quarterly.

## BACKGROUND:

Agency staff developed the current proposed draft FY 2025-26 Watermaster Budget (Exhibit 14A) through a series of Agency Fiscal Committee budget development sessions, February 27, March 18, April 15 and July 15, 2025. Each budget study session afforded stakeholders an opportunity to provide feedback and input into the next iteration of the proposed draft budget.

The Las Posas Valley Watermaster Policy Advisory Committee (PAC) considered the draft budget at March 6, and July 17, 2025, PAC meetings, and the PAC provided Recommendation Reports, dated March 13, and July 17, 2025, Exhibits 14B and 14C, respectively. The Judgment requires the Watermaster Budget be adopted at the same meeting the Agency adopts its annual budget (Judgment Exhibit A § 2.7.6). The Agency's budget is an earlier Item on this Agenda.

## DISCUSSION:

### WATERMASTER BUDGET

The draft Watermaster Budget for FY 2025-26, WY 2025, has been divided into seven principal tasks consistent with the requirements in the Judgment, and an eighth task to provide IT services and support during implementation of the Judgment:

1. Watermaster Administration
2. Allocations & Record Keeping
3. Basin Management
4. Committee Coordination and Consultations
5. Budget and Assessments
6. IT Services and Support
7. Calleguas Aquifer Storage & Recovery Project
8. Legal Services

The budget expenses are further divided into Ventura County Public Works Agency (PWA) Labor Costs versus contract costs. PWA labor costs are accompanied by the Labor Cost Support which breaks the principal tasks into subtasks listing the reference to the applicable Judgment section(s), the prior fiscal year's labor hours and cost as well as the next fiscal year's estimates of labor hours and costs (Labor Cost Support, Exhibit 14D).

The total Watermaster Budget for FY 2025-26 is estimated at \$2,468,375 consisting of \$378,862 in estimated labor costs, \$1,865,295 in contract or estimated contract costs, and a 10% contribution of total expenses to the operating reserves, \$224,398 (Exhibit 14A). Total revenues are estimated at \$2,530,401. Net operating results are therefore expected to be positive, \$62,026. However, the statement of financial position shows a healthy beginning year balance for FY 2025-26, thus staff prepared a budget assuming omission of the 4<sup>th</sup> installment of the WY 2024 Basin Assessment which results in a negative operating balance, \$564,325 (Statement of Financial Position, Exhibit 14E). The negative operating balance can be offset by the balance in the Watermaster account without affecting operations and cashflow such that the anticipated end year balance for FY 2025-26 will be \$448,236 with an additional \$409,080 in the operating reserves (Exhibit 14A). The fourth installment of the Basin Assessment for WY 2025 would be invoiced in the first quarter of FY 2026-27, pending your Board's direction after a review of the Watermaster finances, mid-year.

### **BASIN ASSESSMENT**

The Judgment requires that the Watermaster “shall assess all Water Right Holders a uniform Basin Assessment per acre-foot of Annual Allocation held by the Water Right Holder” (Judgment § 7.2). The Basin Assessment is calculated as the total budget divided by the Operating Yield. The Proposed Draft LPV Watermaster Budget for Fiscal Year 2025-26 of \$2,468,375, and your Board's direction to extend the initial Operating Yield of the LPV Basin at 40,000 acre-feet (AF) per year through WY 2025 at the January 22, 2025, FCGMA Board of Directors meeting, acting as the Watermaster, results in a \$61.71 Basin Assessment per acre-foot of Annual Allocation.

### **ADMINISTRATION OF WATERMASTER BUDGET**

Funds from the LPV Basin Assessments are held in a separate LPV Watermaster Fund, separate from the accounts in the FCGMA Fund, and are administered in accordance

with the Judgment (Judgment § 7.6). As with work conducted for FCGMA, County staff only charge for time spent on specific tasks with separate billing codes for LPV Watermaster tasks. Consultant and contractor invoices are coded and logged similarly. Any Basin Assessment funds that may remain at the end of the current Fiscal Year will be held in the LPV Watermaster Fund and will be available for the following Fiscal Year.

Watermaster finances are subject to an annual audit by a certified public auditing firm with a full certified audit every three years (Judgment § 7.7).

### **COMMITTEE RECOMMENDATIONS**

The proposed draft LPV Watermaster Budget for FY 2025-26 was developed substantially from the FY 2024-25 Watermaster Budget adopted September 25, 2024, and incorporates recommendations from both the Fiscal Committee and Policy Advisory Committee. Fiscal Committee recommendations are provided in detail below and the PAC's recommendations are contained in the attached recommendation reports (Exhibits 14B, and 14C).

Notably, the Fiscal Committee recommends:

1. Staff refine estimates included in the budget for the Calleguas ASR Study at midyear after the ASR Study Group has convened and has a better idea of its expenses and timeline.
2. Watermaster approve and authorize expenses of the ASR Study Group Landowner Representative. The PAC recommendation dated July 17, 2025 (Exhibit 14B), recommends the landowner Calleguas ASR Study Group representative be funded through the Basin Assessments at a cost not to exceed \$25,000, listed as a separate line in the budget. Watermaster staff have provisionally included this recommendation in the draft FY 2025-26 Budget, subject to your Board's approval and a Watermaster Response report as provided by the Judgment (Judgment § 6.3). This item will be brought before your Board at a future meeting.
3. Watermaster lower the WY 2025 (October 1, 2025 – September 30, 2026) Basin Assessment (BA) rate to \$60/AF. Staff recommends your Board consider approving and adopting this Basin Assessment rate during adoption of the FY 2025-26 Budget, via proposed Resolution 2025-05 (Exhibit 14F).
4. Watermaster should not levy the 4<sup>th</sup> quarter WY2024 BA. This recommendation is reflected in draft budget.
5. Fiscal Committee mid-year budget review meeting in late January or early February 2026, in order to perform a year over year comparison of actual expenses, so that they may consider recommending your Board permanently cancel the 4<sup>th</sup> quarter BA installment invoice in future years.

### **SUMMARY**

This proposed Watermaster Budget is an estimate of the labor hours and contract costs it will take to implement the Judgment in FY 2025-26. In the implementation of the Judgment, it is possible some tasks may take significantly more or less time than estimated. It is thus anticipated that Watermaster may consider reviewing the budget



against expenses midway through the fiscal year to adjust funding. Any mid-year adjustment of the Watermaster Budget may require an adjustment of the Basin Assessment as appropriate. Proposed Resolution No. 2025-05 (Exhibit 14F) sets the FY 2025-26, WY 2025, Basin Assessment at \$60.00 an acre foot of Annual Allocation following the Fiscal Committee's recommendation. The Agency will begin invoicing quarterly assessments of \$15.00 on October 1, 2025.

The Fiscal Committee's four LPV Watermaster Budget Development meetings provided opportunities for the public and the Committee to evaluate the proposed draft LPV Watermaster Budget for Fiscal Year 2025-26. The attached draft budget has been recommended by the Fiscal Committee and reviewed by the LPV Watermaster PAC.

### **CONCLUSION**

Agency staff recommends that your Board (1) receive and file this presentation; (2) adopt the proposed Watermaster Budget for Fiscal Year 2025-26, WY 2025; and (3) adopt proposed Resolution No. 2025-05 approving a Basin Assessment of \$60 per acre-foot of Annual Allocation for Water Right Holders in the Las Posas Valley for Water Year 2025 to be invoiced quarterly.

If you have any questions, please call me at (805) 654-2954.

Sincerely,



Kudzai Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager

### **Attachments:**

- Exhibit 14A – FY 2025-26 Draft Watermaster Budget
- Exhibit 14B – PAC recommendation Report March 13, 2025
- Exhibit 14C – PAC recommendation Report July 17, 2025
- Exhibit 14D – Labor Cost Support
- Exhibit 14E – Statement of Financial Position
- Exhibit 14F – Proposed Resolution 2025-05

Item 14A - Draft FY 2025-26 Watermaster Budget  
July 23, 2025 FCGMA Board Meeting

Las Posas Valley Watermaster  
Draft Budget FY 2025-26

Description	Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024-4) <sup>1</sup>	Increase/ Decrease over PY Budget	% Change over PY
REVENUES							
Operating:							
Basin Assessment Fee	\$ 1,259,607	\$ 2,583,200	\$ 1,864,759	\$ 2,468,375	\$ 1,851,281	\$ (114,825)	-4%
Basin Assesment Interest	\$ 20,026	\$ -	\$ 24,469	\$ 37,026	\$ 27,769	\$ 37,026	
Non-Operating:							
Investment Income (from County Pooled Investment fund)	\$ 9,846	\$ -	\$ 27,335	\$ 25,000	\$ 25,000	\$ 25,000	
Total REVENUES	\$ 1,289,479	\$ 2,583,200	\$ 1,916,563	\$ 2,530,401	\$ 1,904,051	\$ (52,799)	-4%
EXPENSES							
PWA Labor Cost							
Watermaster Administration	66,034.35	\$ 106,848	\$ 80,624	\$ 89,653	\$ 89,653	\$ (17,195.27)	-16%
Allocations & Record Keeping	3,071.70	\$ 217,088	\$ 71,196	\$ 121,144	\$ 121,144	\$ (95,944.41)	-44%
Basin Management	3,936.87	\$ 156,880	\$ 52,349	\$ 26,257	\$ 26,257	\$ (130,623.50)	-83%
Committee Coordination and Consultations	3,622.07	\$ 71,232	\$ 37,102	\$ 40,813	\$ 40,813	\$ (30,418.65)	-43%
Budget and Assessments	4,768.26	\$ 136,528	\$ 48,465	\$ 58,429	\$ 58,429	\$ (78,099.23)	-57%
IT Services and Support	3,338.46	\$ 40,704	\$ 20,434	\$ 23,794	\$ 23,794	\$ (16,910.23)	-42%
Calleguas Aquifer Storage & Recovery Project		\$ 81,408	\$ 717	\$ 10,087	\$ 10,087	\$ (71,321.13)	-88%
Staff time (ongoing or anticipated litigation)		\$ -	\$ 6,813	\$ 8,507	\$ 8,507	\$ 8,506.63	
Total PWA Labor Cost <sup>2</sup> :	\$ 84,772	\$ 810,688	\$ 317,700	\$ 378,682	\$ 378,682	\$ (432,005.78)	-53%
Contract Costs							
Allocations & Record Keeping							
Extraction Monitoring and Reporting <sup>3</sup> (Ex A <sup>4</sup> , Article V)	\$ 17,244	\$ 20,000	\$ 44,442	\$ 53,000	\$ 53,000	\$ 33,000	165%
Subtotal - Allocations & Record Keeping	\$ 17,244	\$ 20,000	\$ 44,442	\$ 53,000	\$ 53,000	\$ 33,000	165%
Basin Management							
Initial Basin Optimization Plan <sup>5</sup> (5.3)	-	\$ 78,000	\$ 78,840	\$ -	-	\$ (78,000)	-100%
2025 Basin Optimization Yield Study <sup>6</sup> (4.10)	-	\$ 122,000	\$ 31,698	271,302	\$ 271,302	\$ 149,302	122%
GSP Update (Periodic Evaluation) <sup>7</sup>		\$ 43,440	\$ 6,579	-	\$ -	\$ (43,440)	-100%
Annual Report <sup>8</sup>		\$ 48,860	-	-	\$ -	\$ (48,860)	-100%
Watermaster Technical Support <sup>9</sup>				\$ 50,000	\$ 50,000	\$ 50,000	
Subtotal - Basin Management	\$ -	\$ 292,300	\$ 117,117	\$ 321,302	\$ 321,302	\$ 29,002	10%
Committee Coordination and Consultations							
PAC Administrator <sup>10</sup>	-	\$ 170,000	\$ 22,349	\$ 175,100	\$ 175,100	\$ 5,100	3%
Technical Advisory Committee <sup>11</sup> (6.11, Ex A Article IV)	-	\$ 97,440	\$ 66,694	\$ 100,363	\$ 100,363	\$ 2,923	3%
TAC Member Cost <sup>12</sup>	-	\$ 259,200	\$ 148,399	\$ 276,480	\$ 276,480	\$ 17,280	7%
Insurance <sup>13</sup>		\$ 5,000	\$ -	\$ -	\$ -	\$ (5,000)	-100%
Subtotal - Committee Coordination and Consultations	\$ -	\$ 531,640	\$ 237,441	\$ 551,943	\$ 551,943	\$ 20,303	4%
Budget and Assessments							
Basin Assessments (7.1-7.3,7.6, Ex A 2.8)	-	\$ 25,000	\$ -	\$ -	\$ -	\$ (25,000)	-100%
Processing Fees (7.4)	-	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ 25,000	
Audits (7.7)	-	\$ 20,000	\$ 17,650	\$ 14,150	\$ 14,150	\$ (5,850)	-29%
CSD Fiscal Services Staff <sup>14</sup>	-	\$ -	\$ 33,900	\$ 24,900	\$ 24,900	\$ 24,900	
Subtotal - Budget and Assessments	\$ -	\$ 45,000	\$ 51,550	\$ 64,050	\$ 64,050	\$ 19,050	42%
IT Services and Support							
Data Management and Support <sup>15</sup>	-	\$ 200,000	\$ 90,200	\$ 200,000	\$ 200,000	\$ -	0%
Subtotal - IT Services and Support	\$ -	\$ 200,000	\$ 90,200	\$ 200,000	\$ 200,000	\$ -	0%
Calleguas Aquifer Storage & Recovery Project							
Calleguas ASR Project Operations Study <sup>16</sup> (8.4)	-	-	-	\$ 100,000	\$ 100,000	\$ 100,000	
ASR Study Group Landowner Respresentative <sup>17</sup>	-	-	-	\$ 25,000	\$ 25,000	\$ 25,000	
Subtotal - Calleguas Aquifer Storage & Recovery Project	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	
Legal Services*							
Agency Counsel (Ventura County Counsel's Office)**	\$ 59,959	\$ 248,640	\$ 185,434	\$ 175,000	\$ 175,000	\$ (73,640)	-30%
LPV WM Special Counsel (Stoel Rives)***	-	-	\$ 602,941	\$ 375,000	\$ 375,000	\$ 375,000	
LPV Water Rules Appeal <sup>18</sup> (9.2)	-	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ (200,000)	-100%
Subtotal - Legal Services *	\$ 59,959	\$ 448,640	\$ 988,375	\$ 550,000	\$ 550,000	\$ 101,360	23%
Total Contract Costs:	\$ 77,203	\$ 1,537,580	\$ 1,529,125	\$ 1,865,295	\$ 1,865,295	\$ 327,715	21%
Contribution to Reserves:	\$ -	\$ 234,827	\$ 184,682	\$ 224,398	\$ 224,398	\$ (10,429)	-4%
TOTAL EXPENSES:	\$ 161,974	\$ 2,583,095	\$ 2,031,507	\$ 2,468,375	\$ 2,468,375	\$ (114,720)	-4%
Net Operating Results	\$ 1,127,505	\$ 105	\$ (114,944)	\$ 62,026	\$ (564,325)		

Footnotes

- 1

LPV-2024-4 Basin Assessment (4<sup>th</sup> Quarter, July - September 2025) falls into FY 2025-26.
- 2

Labor cost estimate based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates for FY 2024-25. For FY 2025-26, Labor cost estimates are based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates, assuming a 10% increase from FY 2024-25 actual rates.
- 3

Contract costs for Regional Government Services assisting Extraction Monitoring and Reporting (approved 09/25/2024). The FY 2025-26 projection of \$53K is based on past actual contract spend plus estimates for the first and second Extraction and Use reporting periods.
- 4

Reference to LPV Adjudication Judgment section; "Ex A" is Exhibit A of the Judgment.
- 5

Contract costs for Dudek for assissting with preparation of BOP \$76,025 (approved 01/12/2024); projection based on actual contract spend.
- 6

Contract costs for Dudek for assissting with BOYS \$303,000 (modification approved 06/01/2025); projection based on actual contract spend.
- 7

Contract estimates for Dudek assisting with GSP Periodic Evaluation (Task 10.2.1, Committeee Evaluation Review and Response).
- 8

Annual Report costs are covered by FCGMA per the Fiscal Committee's recommendation.
- 9

Consultant to provide technical support to Watermaster as needed on Basin Management, proposed for FY 2025-26.
- 10

PAC Adminstrator contract \$170,000 (approved 09/25/2024).
- 11

Contract cost estimate for Dudek for assissting as Watermaster TAC member \$97,440 (approved 05/22/2024). Assumes two meetings per month.
- 12

Contract cost estimate for three TAC members including Administrator, and preparation of Recommendation Reports. Assumes two meetings per month.
- 13

PAC request for PAC and TAC members insurance; covered under FCGMA Budget.
- 14

CSD Fiscal services is an annual allocation. Costs are allocated quarterly between FCGMA and Watermaster; as of FY 2025-26, no longer an equivalent allocation but a split estimate based on past paid services.
- 15

IT Services and Support costs are split evenly between FCGMA and Watermaster. Increasing Watermaster FTEs to 0.825 from 0.5 proposed for FY 2025-26 (totals 1.7 FTEs for both).
- 16

Estimate provided by Calleguas Municipal Water District for \$100,000 for Watermaster's responsibility of 20% of ASR Study expenses with regard to total study cost.
- 17

Estimated expenses for ASR Study Group Landowner Representative; proposed for FY 2025-26 as recommended by PAC 07/17/2025).
- \*

Agency Counsel and Special Counsel FY 25-26 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 interpretation of LPV Judgment, Watermaster administration and Judgment implementation; initiation of compliance, enforcement actions; coordination with Agency Counsel.
- 18

Share of legal expenses for LPV Watermaster Rules Appeal (approved 9/13/2024).



Gene West, Chair  
Las Posas Valley Watermaster  
800 S. Victoria Ave.  
Ventura, CA 93009

March 13, 2025

Re: PAC Review of 2/21/2025 Draft LPV FY 2025-2026 Watermaster Budget

Chair West:

At its March 6, 2025, meeting, the Las Posas Basin Policy Advisory Committee (PAC) reviewed the Draft Las Posas Valley Watermaster Budget for Fiscal Year 2025-2026 (FY25-26). PAC Vice Chairman Rob Grether provided an update on the February 18 Fox Canyon Groundwater Management Agency (FCMGA) Fiscal Committee meeting. The PAC appreciates the Fiscal Committee's diligence and thorough evaluation of the budget.

The PAC has identified several budget items that warrant revision, many of which align with the Fiscal Committee's recommendations.

1. The PAC recommends that the FY25-26 Watermaster Budget expenses be clearly described and segregated from any expenses incurred by FCGMA in its duties managing Ventura County water basins, including the Las Posas Valley Water Basin. The objective is that there is no duplication of expenses for the same task allocated to both Watermaster and FCGMA. In order to confirm appropriate segregation of expenses, the PAC requests review of the FY25-26 FCGMA Budget concurrently with review of the FY25-26 Watermaster Budget.
2. Year-to-date (YTD) actuals in the budget are through January 31, 2025, seven months into the fiscal year. PAC appreciates having YTD actuals but believes the budget would be much more informative if year-to-go (YTG) projections were included, as well, so that we can better estimate the total FY24-25 expenses and project ending reserves. Without refined YTG projections, the safest assumption is that YTG expenses will be approximately five-sevenths YTD expenses and carryover reserves will be approximately \$1.6 million.

	<b>FY 2024-25</b>
FY 2024-25 Beginning Year Account Balance	\$1,127,505
Basin Assessment Fee YTD (75% of 2 assessments @ \$16.145 x 40,000)	972,177
<b>Basin Assessment Fee YTG (2 assessments @ \$16.145 x 40,000)</b>	<b>1,291,600</b>
Basin Assessment Interest	16,283
Investment Income	6,167
Total Revenues	2,286,227
Total Expenditures YTD (7 of 12 months)	(931,991)
<b>Total Expenditures YTD (5 of 12 months)</b>	<b>(665,708)</b>
Operating Reserve	(214,827)
Total FY 2024-25 Expenditures	(1,812,526)
Projected Year End Watermaster Budget	\$1,601,206

3. This projected year-end surplus suggests the 3<sup>rd</sup> and 4<sup>th</sup> installments of the FY24-25 Watermaster Assessment will not be required for the Watermaster to maintain a positive cash balance, and therefore the assessments should not be levied. Or, per the PAC's February 7, 2025 letter, the assessments could be reserved for future replenishment actions.
4. Budget line items 16, 18, 19 and 20 should all be removed from the Watermaster Budget as they are all for work performed by Watermaster in response to a Water Rights Holder making a request or seeking approval. According to the Judgment, these costs should be borne by the Water Rights Holder:

*7.4 Processing Fees. Watermaster shall develop, impose, and publish a schedule of fees sufficient to offset the expenses borne by Watermaster in processing requests for approvals as specified in this Judgment.*

New Uses / Subscription Projects is described in section 4.6; Change of Point of Extraction is in section 4.13; New or Replacement Well is in section 4.14; and Transfers is in section 4.12, with fees specifically addressed in section 4.12.7:

*Transfer Costs. All costs of Transfers will be borne by the Parties to the Transfer. Watermaster shall develop a reasonable schedule of fees for processing Transfers.*

5. PAC appreciates the efforts by FCGMA staff to estimate expenses for FY25-26 by line item. However, PAC recommends that the combined budget for FY25-26 for Watermaster Administration and Allocations & Record Keeping be contemplated against the baseline of combined relevant expenses in FY24-25. YTD expenditures in these categories combined was only \$94,129. Assuming YTG expenses keep pace, total FY24-25 expenses will be ~\$161,000. The budget for FY25-26 is more than twice as high for the same responsibilities. In the table below, the section budgets are combined and then User Fee-Based Items and Enforcement (because it is new) are removed. PAC recommends the budgets for these sections be no more than \$200,000, which is still 23% higher than FY24-25.

	YTD through Jan 31, 2025	YTG Projections (5/7ths of YTD)	Total FY 2024-25	FY 2025-26 Budget
Watermaster Administration	77,421	55,301	132,722	249,057
Allocations & Record Keeping	16,708	11,934	28,642	206,355
				455,412
16 New Uses / Subscription				9,518
18 Transfers				22,962
19 Change of Point of Extraction				17,551
20 New or Replacement Well				17,551
User Fees-Based to be Removed				67,582
				387,830
Enforcement - new				56,947
Combined without User Fee Items and Enforcement	94,129	67,235	161,364	330,883

6. Budget item 23, Enforcement, should include appropriate funding for legal services to assist Watermaster in enforcing the Judgment, captured either here or in the Legal Services section below.
7. Item 25, GSP Update, should be removed from the Watermaster Budget as preparing the GSP Update is the responsibility of the FCGMA:

*Judgment Section 1.55 GSP Updates – The regular and periodic evaluations and updates to the GSP to be undertaken by the FCGMA pursuant to SGMA. (Wat. Code, § 10728.2.)*

8. Item 34, Insurance, should be removed as it was determined that the PAC and TAC are already covered by the existing policy:

2. Each of the following is also an insured:

a. **Elected Or Appointed Officials.** Your elected or appointed officials, including elected or appointed officials of your operating authorities, boards, commissions, districts, or other governmental units but only for acts within the course and scope of their duties for the insured public entity or its operating authorities, boards, commissions, districts or other governmental units.

**Your Public Officials and Management Liability coverage began upon appointment and covers acts within the course and scope of your duties for LPV Watermaster or its operating authorities.**

Attached is the 2024-2025 FCGMA Package Policy for the Committees to review.

Regards,

**LPV Watermaster**

9. Item 37, Basin Assessments, should be more clearly defined. The budget in FY25-26 appears to be \$65,704 (\$40,704 + \$25,000), but to date none of the budget for contract work has been spent and it is unclear how much of the \$6,238 spent YTD in the Budget & Assessments category was spent on Basin Assessments.
10. Item 38, Processing Fees. PAC has the same request for further definition and basis for the \$43,742 budget.
11. Item 44, Calleguas ASR Project Operations Study, should be removed from the budget as its development is a shared financial responsibility of Calleguas and the FCGMA:

*Section 8.4.7. Calleguas ASR Study Group Budget and Cost Sharing. The budget for the Calleguas ASR Study Group work to be performed pursuant to the Judgment shall be determined by unanimous agreement of all the members of the Calleguas ASR Study Group. The costs of the Calleguas ASR Study Group work, which must be unanimously authorized by the Calleguas ASR Study Group, shall be shared as follows: the FCGMA will pay 20% and Calleguas will pay 80%. Parties shall bear their own costs for attendance at meetings and analysis of completed work.*

12. Additionally, the Watermaster budget should not cover any expenses for FCGMA staff or consultants participating in the ASR Study Group, as this is the responsibility of the FCGMA, not the Watermaster:

*8.4.1. Participants. The Calleguas ASR Study Group shall consist of representatives, who shall be either licensed engineers with relevant Groundwater experience or certified hydrologists or similarly qualified, of the FCGMA, Calleguas, and the Landowners. It is anticipated the representatives will include equal representation of the overlying landowners and Calleguas, and a Watermaster representative.*

13. However, there should be a budget line created for the Landowners' representative on the Calleguas ASR Study Group as approved by the PAC. PAC will return to the Watermaster in the coming weeks with an estimated expense for this based on feedback from Calleguas regarding the anticipated time commitment.
14. Item 49, Judicial Review (outside counsel) should be broken into three explicitly defined line items:
  - a. Administrative – a modest amount to cover the expense of attending status conferences with the Court, etc.
  - b. Enforcement – noted above in item 6.
  - c. Defense of a Decision Appeal – a budget for Watermaster to defend an appeal by a Water Rights Holder against the Watermaster based on an action taken by Watermaster under the Judgment. PAC recommends Watermaster work with counsel to estimate the cost of defending one appeal per year, noting that we have not had an appeal to date.
15. Item 49, Judicial Review (outside counsel) should not include any additional, undefined budget for any activities that do not fall within the three categories listed in item 14. The PAC maintains its position that legal fees associated with the FCGMA's appeal of the Judgment should be borne by FCGMA as a party to the adjudication, recovered through FCGMA extraction fees, and not solely by the LPV landowners, recovered through the basin assessment.

The FCGMA agreed to serve as Watermaster for the Las Posas Basin and to perform the duties assigned to it under the Phase 3 Settlement and Judgment, consistent with the Judgment's terms and the Watermaster Rules and Regulations. This includes establishment of the Physical Solution, establishment of the PAC and TAC, and the Basin Optimization Plan.

The Judgment allows for certain legal fees to be borne by the Watermaster, but these are for implementation of the Judgment, not for contesting the Judgment. Contesting the Judgment via an appeal strikes the PAC as the FCGMA's "own costs" as described in Section 12.4 of the Judgment:

*12.4 Costs Except subject to any existing Court orders and stipulations or separate agreement of one or more Parties, each Party shall bear its own costs and attorneys' fees arising from the Comprehensive Adjudication.*
16. PAC anticipates that the final FY 2025-26 Watermaster Budget can be trimmed down by at least \$1,000,000 and the Basin Assessment can be reduced to \$50 per AF:

**Item 14B – PAC Recommendation Report March 13, 2025**  
**July 23, 2025 FCGMA Board Meeting**

	<b>Labor Cost</b>	<b>Contract Cost</b>	<b>Combined</b>
Watermaster Administration, Allocations & Record Keeping			
Combined Labor Cost Estimate - all activities	200,000		
Extraction and Use Monitoring and Reporting - contract		61,800	
Enforcement	56,947		
Subtotal - Admin and Allocation & Record Keeping	256,947	61,800	318,747
Basin Management			
2025 Basin Optimization Yield Study	34,346	125,000	
Annual Report	42,530	60,326	
Initial Basin Optimization Plan	35,649	58,000	
Subtotal - Basin Management	112,525	243,326	355,851
Committee Coordination - all items excl. insurance	62,919	542,233	605,152
Budgets and Assessments			
Watermaster Budget	27,805		
Basin Assessments	10,000		
Processing Fees	10,000		
Audits	6,063	15,000	
CSD Fiscal Services Staff		37,290	
Subtotal - Budget and Assessments	53,868	52,290	106,158
IT Services and Support	49,079	200,000	249,079
Calleguas ASR Study Group - Landowner Representative		25,000	25,000
Legal Services			
Advisory		125,000	
Staff Time - assuming this explicitly supports the 3 categories below	79,045		
Admin		25,000	
Enforcement		50,000	
Defense of Rights Holder Appeal		50,000	
	79,045	125,000	204,045
<b>TOTAL FY 2025-26 Budget</b>	<b>614,383</b>	<b>1,224,649</b>	<b>1,839,032</b>
Projected FY 2024-25 Expenditures			1,812,526
YOY Change			1.5%
Operating Reserves at 10%			181,253
<b>Grand Total:</b>			<b>1,993,778</b>
Total Annual Allocation (AF):			40,000
Basin Assessment per AF (rounded up to nearest dollar):			\$50.00
Quarterly Assessment			\$12.50

The PAC is grateful that the Watermaster has started the process of developing and refining the FY 2025-26 Watermaster Budget well in advance of the next fiscal year and believe that together we can shape it into a budget that is detailed and reasonable. Thank you for your consideration of PAC's recommendations.

Sincerely,



Ian Prichard, Chair, Las Posas Valley Basin PAC

**Item 14C – PAC Recommendation Report July 17, 2025  
July 23, 2025 FCGMA Board Meeting**

**TO: Las Posas Valley Watermaster**

**FROM: Las Posas Valley Watermaster Policy Advisory Committee**

**RE: Recommendation Report – Calleguas ASR Study Group Landowner Representative Funding**

**DATE: July 17, 2025**

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The Las Posas Valley Watermaster Policy Advisory Committee (PAC) provides this Recommendation Report on Committee Attendance.

Recommendation:

Fund the Landowners' representative on the Calleguas ASR Study Group, Bob Abrams, through the Basin Assessment.

Policy Rationale for Recommendation:

The Basin Assessment provides the simplest way to collect funds from Landowners in the Las Posas Valley. Given the breakdown of ASR Study Group participants described by Section 8.4.1 of the Judgment (Landowners, FCGMA, and Calleguas), the Landowner participant would represent all constituent groups paying a Basin Assessment (neither the FCGMA nor Calleguas pay a Basin Assessment). As such, the Basin Assessment is the logical mechanism by which to collect funds and the PAC, representing as it does all constituent groups covered under the Landowner participant as defined in Section 8.4.1 of the Judgment, is the logical body to recommend this mechanism.

The PAC anticipates the cost of the Landowner representative's participation shouldn't exceed \$25,000 and requests that this cost be included as a separate line item in the Watermaster budget and monthly reports.

Summary of Facts in Support of Recommendation:

See Sections 8.4, 8.4.1, and 8.4.7 of the Judgment.

Tally of Committee Member Votes: [see next page]



**Item 14C – PAC Recommendation Report July 17, 2025  
July 23, 2025 FCGMA Board Meeting**

	YES	NO	ABSTAIN	ABSENT
Ian Prichard, Calleguas MWD	X			
Jeff Palmer, VC WWD No. 1 & 19				X
John Menne, Zone MWC	X			
Rob Grether, West LPV Large Ag	X			
David Schwabauer, East LPV Large Ag	X			
Josh Waters, East LPV Small Ag				X
Richard Cavaletto, West LPV Small Ag	X			
Laurel Servin, East LPV MWC	X			
Steven Murata, West LPV MWC				X
Arturo Aseo, Commercial	X			

Report of Bases for Majority and Minority Committee Member Positions:

The Majority concurred that funding the Landowner representative on the Calleguas ASR Study Group through the Basin Assessment is logical and simple.

**Item 14D – Labor Cost Support**  
**July 23, 2025 FCGMA Board Meeting**

Labor Cost Support, as of June 2025

OPERATING EXPENSES <sup>1</sup>									
	Budget FY 2024-25 Labor Hours	Budget FY 2024-25 Labor Cost	Actuals YTD FY 2024-25 Labor Hours	Actuals YTD FY 2024-25 Labor Cost	Projections FY 2024-25 Labor Cost	Budget FY 2025-26 Labor Hours Estimate	Budget FY 2025-26 Labor Cost Estimate	Increase / Decrease Over Previous Year Labor Cost	% Change Over PY Labor Cost
<b>PWA LABOR COST</b>									
<b>Watermaster Administration</b>									
Watermaster Meetings and Notice (Ex A 2.5)	384	\$ 81,408	190	\$ 36,971	\$ 55,456	205	\$ 44,396	\$ (37,012)	-45%
Review of Records (Ex A 2.4)	96	\$ 20,352	98	\$ 13,936	\$ 20,904	95	\$ 14,368	\$ (5,984)	-29%
Website (Ex A 2.4.1)	24	\$ 5,088	84	\$ 11,454	\$ 17,181	90	\$ 13,811	\$ 8,723	171%
Administration (customer inquiries and data requests, emails, staff meetings)	-		110	\$ 18,263	\$ 27,395	108	\$ 17,079	\$ 17,079	
				\$ -	\$ -				
<b>Subtotal - Watermaster Administration</b>	<b>504</b>	<b>\$ 106,848</b>	<b>482</b>	<b>\$127,392 (\$80,624)</b>	<b>\$ 120,936</b>	<b>498</b>	<b>\$ 89,653</b>	<b>\$ (17,195)</b>	<b>-16%</b>
<b>Allocations &amp; Record Keeping</b>									
Annual Allocations & Allocation Schedule (4.2, 4.3)	40	\$ 8,480	64	\$ 11,499	\$ 17,248	40	\$ 6,372	\$ (2,108)	-25%
New Uses / Subscription Projects (4.6)	40	\$ 8,480	-	\$ -	\$ -	-	\$ -	\$ (8,480)	-100%
Transfers (4.12) and change in WMID ownership	96	\$ 20,352	60	\$ 11,392	\$ 17,088	110	\$ 20,695	\$ 343	2%
Change of Point of Extraction (4.13)	96	\$ 20,352	35	\$ 6,567	\$ 9,851	90	\$ 17,296	\$ (3,056)	-15%
New or Replacement Well (4.14)	96	\$ 20,352	-	\$ -	\$ -	-	\$ -	\$ (20,352)	-100%
Carryover (4.11)	192	\$ 40,704	25	\$ 4,800	\$ 8,228	30	\$ 5,002	\$ (35,702)	-88%
Overuse (4.15)	80	\$ 16,960	-	\$ -	\$ -	-	\$ -	\$ (16,960)	-100%
Extraction and use Monitoring and Reporting (Ex A, Article V)	384	\$ 81,408	206	\$ 29,445	\$ 44,168	200	\$ 30,672	\$ (50,736)	-62%
Enforcement	-		37	\$ 7,492	\$ 11,239	300	\$ 41,107	\$ 41,107	
<b>Subtotal - Allocations &amp; Record Keeping</b>	<b>1,024</b>	<b>\$ 217,088</b>	<b>426</b>	<b>\$57,360 (\$71,196)</b>	<b>\$ 107,822</b>	<b>770</b>	<b>\$ 121,144</b>	<b>\$ (95,944)</b>	<b>-44%</b>
<b>Basin Management</b>									
GSP Update (5-year evaluation) (4.9.1)	220	\$ 46,640	-	\$ -	\$ -	-	\$ -	\$ (46,640)	-100%
2025 Basin Optimization Yield Study (4.10)	220	\$ 46,640	119	\$ 22,873	\$ 34,310	130	\$ 26,257	\$ (20,383)	-44%
Annual Report (5.2.3, Ex A 2.7.10)	120	\$ 25,440	-	\$ -	\$ -	-	\$ -	\$ (25,440)	-100%
Initial Basin Optimization Plan (5.3)	180	\$ 38,160	146	\$ 29,475	\$ 44,213	-	\$ -	\$ (38,160)	-100%
<b>Subtotal - Basin Management</b>	<b>740</b>	<b>\$ 156,880</b>	<b>265</b>	<b>\$50,579 (\$52,349)</b>	<b>\$ 78,523</b>	<b>130</b>	<b>\$ 26,257</b>	<b>\$ (130,623)</b>	<b>-83%</b>
<b>Committee Coordination and Consultations</b>									
Policy Advisory Committee (6.1, Ex A Article III)	288	\$ 61,056	100	\$ 18,642	\$ 27,963	90	\$ 18,937	\$ (42,119)	-69%
PAC Administrator	-		9	\$ 1,164	\$ 1,746	10	\$ 1,422	\$ 1,422	
Technical Advisory Committee (6.11, Ex A Article IV)	48	\$ 10,176	96	\$ 17,297	\$ 25,945	100	\$ 20,454	\$ 10,278	101%
TAC Member Cost	-		-	\$ -	\$ -	-	\$ -	\$ -	
Insurance	-		-	\$ -	\$ -	-	\$ -	\$ -	
<b>Subtotal - Committee Coordination and Consultations</b>	<b>336</b>	<b>\$ 71,232</b>	<b>205</b>	<b>\$30,456 (\$37,102)</b>	<b>\$ 55,653</b>	<b>200</b>	<b>\$ 40,813</b>	<b>\$ (30,419)</b>	<b>-43%</b>
<b>Budget and Assessments</b>									
Watermaster Budget (7.5, Ex A 2.7.6)	80	\$ 16,960	113	\$ 19,236	\$ 28,854	100	\$ 20,689	\$ 3,729	22%
Basin Assessments (7.1-7.3, 7.6, Ex A 2.8)	192	\$ 40,704	205	\$ 24,353	\$ 36,529	210	\$ 27,320	\$ (13,384)	-33%
Processing Fees (7.4)	192	\$ 40,704	0	\$ -	\$ -	16	\$ 3,628	\$ (37,076)	-91%
Audits (7.7)	180	\$ 38,160	33	\$ 4,877	\$ 7,315	35	\$ 6,791	\$ (31,369)	-82%
CSD Fiscal Services Staff	-		-	\$ -	\$ -	-	\$ -	\$ -	
<b>Subtotal - Budget and Assessments</b>	<b>644</b>	<b>\$ 136,528</b>	<b>351.25</b>	<b>\$30,565 (\$48,465)</b>	<b>\$ 72,698</b>	<b>361</b>	<b>\$ 58,429</b>	<b>\$ (78,099)</b>	<b>-57%</b>
<b>IT Services and Support</b>									
Data Management and Support	192	\$ 40,704	137	\$ 20,434	\$ 30,651	140	\$ 23,794	\$ (16,910)	-42%
<b>Subtotal - IT Services and Support</b>	<b>192</b>	<b>\$ 40,704</b>	<b>137</b>	<b>\$18,204 (\$20,434)</b>	<b>\$ 30,651</b>	<b>140</b>	<b>\$ 23,794</b>	<b>\$ (16,910)</b>	<b>-42%</b>
<b>Calleguas Aquifer Storage &amp; Recovery Project</b>									
Calleguas ASR Project Operations Study (8.4)	384	\$ 81,408	4	\$ 717	\$ 1,076	50	\$ 10,087	\$ (71,321)	-88%
<b>Subtotal - Calleguas Aquifer Storage &amp; Recovery Project</b>	<b>384</b>	<b>\$ 81,408</b>	<b>4</b>	<b>\$ 717</b>	<b>\$ 1,076</b>	<b>50</b>	<b>\$ 10,087</b>	<b>\$ (71,321)</b>	<b>-88%</b>
<b>Legal Services</b>									
Advisory (Implementation, administration, Board meetings, Staff reports)	576	\$ 149,184	-	\$ -	\$ -	-	\$ -	\$ (149,184)	-100%
Staff time (ongoing or anticipated litigation)	-		32	\$ 6,813	\$ 10,219	45	\$ 8,507	\$ 8,507	
Judicial Review (County Counsel) (9.2)	384	\$ 99,456	-	\$ -	\$ -	-	\$ -	\$ (99,456)	-100%
Judicial review (outside counsel)	-		-	\$ -	\$ -	-	\$ -	\$ -	
LPV Water Rules Appeal (9.2)	-		-	\$ -	\$ -	-	\$ -	\$ -	
<b>Subtotal - Legal Services</b>	<b>960</b>	<b>\$ 248,640</b>	<b>32</b>	<b>\$ 6,813</b>	<b>\$ 10,219</b>	<b>45</b>	<b>\$ 8,507</b>	<b>\$ (240,133)</b>	<b>-97%</b>
<b>Total PWA LABOR COST:</b>	<b>4,784</b>	<b>\$ 1,059,328</b>	<b>1,903</b>	<b>\$317,708 (\$317,700)</b>	<b>\$ 477,578</b>	<b>2,194</b>	<b>\$ 378,682</b>		

Footnote:

<sup>1</sup> Labor cost estimate based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates for FY 2024-25. For FY 2025-26, Labor cost estimates are based on Ventura County Public Works Agency providing LPV Watermaster staff at actual rates, assuming a 10% increase from FY 2024-25 actual rates.

A B C D E F

### LPV Watermaster Statement of Financial Position

		Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Draft Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024- 4) <sup>1</sup>
1						
2	Beginning Year Account Balance	\$ -	\$ 1,127,505	\$ 1,127,505	\$ 1,012,561	\$ 1,012,561
3	Revenues	\$ 1,289,479	\$ 2,583,200	\$ 1,916,563	\$ 2,530,401	\$ 1,904,051
4	Total Expenses	\$ 161,974	\$ 2,583,095	\$ 2,031,507	\$ 2,468,375	\$ 2,468,375
5	Net Operating Results	\$ 1,127,505	\$ 105	\$ (114,944)	\$ 62,026	\$ (564,325)
6	Ending Year Account Balance	\$ 1,127,505	\$ 1,127,610	\$ 1,012,561	\$ 1,074,587	\$ 448,236
	RESERVES	Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Draft Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024- 4) <sup>1</sup>
7						
8	Beginning Year Balance	\$ -	\$ -	\$ -	\$ 184,682	\$ 184,682
9	Contribution from Operating	\$ -	\$ 234,827	\$ 184,682	\$ 224,398	\$ 224,398
10	Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
11	Ending Year Balance	\$ -	\$ 234,827	\$ 184,682	\$ 409,080	\$ 409,080
	AF	FY 2024-25	FY 2025-26			
12						
13	Total Annual Allocation (AF):	40,000	40,000			
14	Basin Assessment per AF <sup>3</sup> :	\$ 64.58	\$ 61.71			
15	Quarterly Assessment	\$ 16.14	\$ 15.43			

Footnotes:

- 1 LPV-2024-4 Basin Assessment (4th Quarter, July - September 2025) falls into FY 2025-26.
- 2 Operating reserves are calculated at 10% of annual budget and are cumulative.
- 3 Basin Assessment calculation based on the FY 2025-26 budget.

# RESOLUTION NO. 2025-05 OF THE FOX CANYON GROUNDWATER MANAGEMENT AGENCY

## A RESOLUTION ESTABLISHING THE AMOUNT AND AUTHORIZING THE LEVYING OF A BASIN ASSESSMENT ON WATER RIGHT HOLDERS IN THE LAS POSAS VALLEY GROUNDWATER BASIN FOR FISCAL YEAR 2025-26

**WHEREAS**, the Fox Canyon Groundwater Management Agency (the Agency) is a groundwater sustainability agency under the Sustainable Groundwater Management Act (the Act) for the basins within the Agency's statutory boundaries; and

**WHEREAS**, on July 10, 2023, the Santa Barbara Superior Court entered final Judgment in *Las Posas Valley Water Rights Coalition, et al. v. Fox Canyon Groundwater Management Agency*, Santa Barbara Sup. Ct. Case No. VENC100509700 (Judgment); and

**WHEREAS**, the Judgment comprehensively determines and adjudicates all groundwater rights within the Las Posas Valley Groundwater Basin (Basin) and establishes and implements a Physical Solution for the Basin; and

**WHEREAS**, the Judgment appoints the Agency as Watermaster to administer the Judgment; and

**WHEREAS**, Section 7 of the Judgment requires the Watermaster to set, levy, and collect Basin Assessments from the Water Right Holders to fund implementation and administration of the Judgement; and

**WHEREAS**, the Agency Board of Directors adopted a Watermaster Budget of \$2,559,814 for Fiscal Year 2025-246at a regular meeting on July 23, 2025; and

**WHEREAS**, at the July 23, 2025, meeting the Agency Board of Directors determined that a Basin Assessment of \$60.00 per acre-foot of Annual Allocation is required to fund the Watermaster's management of the Basin for Fiscal Year 2025-26, Water Year 2025.

**NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED** that effective July 23, 2025, a Basin Assessment of sixty dollars (\$60.00) per acre-foot of Annual Allocation is levied on all Water Right Holders in the Las Posas Valley Groundwater Basin to be invoiced quarterly.

On motion by \_\_\_\_\_ and seconded by \_\_\_\_\_, the foregoing resolution was passed and adopted on July 23, 2025, by the following vote.

AYES –  
NOES –  
ABSTAINS –  
ABSENT –

By:

\_\_\_\_\_  
Eugene F. West, Chair, Board of Directors  
Fox Canyon Groundwater Management Agency

ATTEST: I hereby certify that the above is a true and correct copy of Resolution No. 2025-05.

By: \_\_\_\_\_  
Elka Weber, Clerk of the Board

# **Resolution No. 2025-05**

of the

## **Fox Canyon Groundwater Management Agency**

### **A RESOLUTION ESTABLISHING THE AMOUNT AND AUTHORIZING THE LEVYING OF A BASIN ASSESSMENT ON WATER RIGHT HOLDERS IN THE LAS POSAS VALLEY GROUNDWATER BASIN FOR FISCAL YEAR 2025-26**

**WHEREAS**, the Fox Canyon Groundwater Management Agency (the Agency) is a groundwater sustainability agency under the Sustainable Groundwater Management Act (the Act) for the basins within the Agency's statutory boundaries; and

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**WHEREAS**, the Judgment comprehensively determines and adjudicates all groundwater rights within the Las Posas Valley Groundwater Basin (Basin) and establishes and implements a Physical Solution for the Basin; and

**WHEREAS**, the Judgment appoints the Agency as Watermaster to administer the Judgment; and

**WHEREAS**, Section 7 of the Judgment requires the Watermaster to set, levy, and collect Basin Assessments from the Water Right Holders to fund implementation and administration of the Judgment; and

**WHEREAS**, the Agency Board of Directors adopted a Watermaster Budget of \$2,559,814 for Fiscal Year 2025-246at a regular meeting on July 23, 2025; and

**WHEREAS**, at the July 23, 2025, meeting the Agency Board of Directors determined that a Basin Assessment of \$60.00 per acre-foot of Annual Allocation is required to fund the Watermaster's management of the Basin for Fiscal Year 2025-26, Water Year 2025.

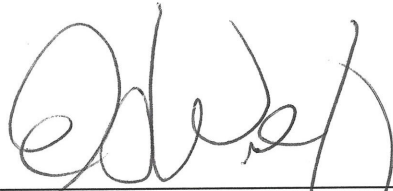
**NOW, THEREFORE, IT IS HEREBY RESOLVED AND ORDERED** that effective July 23, 2025, a Basin Assessment of sixty dollars (\$60.00) per acre-foot of Annual Allocation is levied on all Water Right Holders in the Las Posas Valley Groundwater Basin to be invoiced quarterly.



On motion by Michael Cravotto and seconded by Tony Trombley, the foregoing resolution was passed and adopted on July 23, 2025, by the following vote.

AYES – 5  
NOES – 0  
ABSTAINS –  
ABSENT –

By:

  
\_\_\_\_\_  
Eugene F. West, Chair, Board of Directors  
Fox Canyon Groundwater Management Agency

ATTEST: I hereby certify that the above is a true and correct copy of Resolution No. 2025-05.

By:

  
\_\_\_\_\_  
Elka Weber, Clerk of the Board

# **Adopt the Fiscal Year 2025-26 Las Posas Valley Watermaster Budget; Adopt Resolution No. 2025-05 Approving a \$60 Basin Assessment for Water Year 2025**

**Item No. 14 - July 23, 2025**



Farai Kaseke (Ph.D., PH, PMP, CSM)  
Assistant Groundwater Manager



# Introduction

- The Judgment appoints FCGMA as Watermaster to implement Judgment
  - Requires Watermaster to take Management Actions by certain dates
  - Requires Watermaster set, levy, and collect Basin Assessments & fees from Water Rights Holders to fund Management Actions and Basin Optimization Projects
- Agency staff prepared a Watermaster Budget as basis of proposed Basin Assessment



# FY 2025-26 LPV Watermaster Budget Development

- The Fiscal Committee met to discuss the draft Watermaster Budget
  - February 27, 2025
  - March 18, 2025
  - April 15, 2025
  - July 15, 2025
- March 13 & July 17, 2025, Policy Advisory Committee (PAC) considered draft budget & provided Recommendation Reports
- Fiscal Committee recommendations
  - Refine Calleguas ASR Study estimates mid year
  - Approve and authorize expenses of the ASR Landowner representative
  - Lower WY 2025 Basin Assessment Rate to \$60/AF
  - Rescind 4<sup>th</sup> quarter WY2024 Basin Assessment (***Resolution No. 2025-05***)

# LPV Watermaster Draft FY 2025-26 Budget

- 7 principal tasks consistent with requirements in the Judgment
  1. Watermaster Administration
  2. Allocations & Record Keeping
  3. Basin Management
  4. Committee Coordination and Consultations
  5. Budget and Assessments
  6. Calleguas Aquifer Storage & Recovery Project
  7. Legal Services
  8. IT Services and Support



# LPV Watermaster Draft FY 2025-26 Budget

Task	Actuals YTD FY 2024-25	Budget FY 2025-26	Budget FY 2025-26 (no 4 <sup>th</sup> BA WY24-4)
<b>Total Revenues</b>	<b>\$1,916,563</b>	<b>\$2,530,401</b>	<b>\$1,904,051</b>
<i>Total PWA Labor Cost</i>	<i>\$317,700</i>	<i>\$378,682</i>	<i>\$378,682</i>
<i>Contract Costs</i>	<i>\$1,529,125</i>	<i>\$1,865,295</i>	<i>\$1,865,295</i>
<i>Contribution to Reserves</i>	<i>\$184,682</i>	<i>\$224,398</i>	<i>\$224,398</i>
<b>Total Expenses</b>	<b>\$2,031,507</b>	<b>\$2,468,375</b>	<b>\$2,468,375</b>
Net Operating Results	\$(114,944)	\$62,026	\$(564,325)



# Statement of Financial Position

	Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Draft Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024-4) <sup>1</sup>
<b>Beginning Year Account Balance</b>	\$ -	\$ 1,127,505	\$ 1,127,505	\$ 1,012,561	\$ 1,012,561
<b>Revenues</b>	\$ 1,289,479	\$ 2,583,200	\$ 1,916,563	\$ 2,530,401	\$ 1,904,051
<b>Total Expenses</b>	\$ 161,974	\$ 2,583,095	\$ 2,031,507	\$ 2,468,375	\$ 2,468,375
<b>Net Operating Results</b>	\$ 1,127,505	\$ 105	\$ (114,944)	\$ 62,026	\$ (564,325)
<b>Ending Year Account Balance</b>	\$ 1,127,505	\$ 1,127,610	\$ 1,012,561	\$ 1,074,587	\$ 448,236

RESERVES	Actuals FY 2023-24	Adopted Budget FY 2024-25	Actuals YTD FY 2024-25 (through Jun. 30, 2025)	Draft Budget FY 2025-26	Budget FY 2025-26 (without 4th Assessment WY 2024-4) <sup>1</sup>
<b>Beginning Year Balance</b>	\$ -	\$ -	\$ -	\$ 184,682	\$ 184,682
<b>Contribution from Operating</b>	\$ -	\$ 234,827	\$ 184,682	\$ 224,398	\$ 224,398
<b>Expenses</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Ending Year Balance</b>	\$ -	\$ 234,827	\$ 184,682	\$ 409,080	\$ 409,080

7/23/2025

Las Posas Valley Basin Watermaster

6

# Basin Assessment WY2025 (FY2025-26)

- Watermaster “shall assess all Water Right Holders a uniform Basin Assessment per acre-foot of Annual Allocation held by the Water Right Holder”
- Initial Operating Yield (IOY) extended through WY 2025 (January 22, 2025)
- IOY is 40,000 AFY through at least WY2024 (*Judgment § 4.9.1.1*)
- Therefore:

Watermaster Budget ÷ Operating Yield = Basin Assessment (BA)

$\$2,468,375 \div 40,000 \text{ AF} = \text{\$61.71 per AF}$

$\$61.71 \text{ per AF} / 4 \text{ payments} = \text{\$15.43 per AF per quarter}$

- Fiscal Committee recommends a BA of ***\\$60 per AF*** invoiced at ***\\$15 per AF per quarter***
- Future adjustment of the LPV Watermaster Budget may affect Basin Assessment



# Administration of Watermaster Budget

- Basin Assessments will be held in separate LPV Watermaster Account
- County staff only charge for time spent on specific tasks with separate codes for Watermaster tasks
- Same with consultants and contractors
- Any remaining Basin Assessment funds at end of fiscal year held in LPV Watermaster Account and available for following fiscal year
- Judgment requires annual audits of Watermaster finances and full certified audits every three years

# Recommendations

1. Receive and file this presentation;
2. Adopt the proposed Watermaster Budget for Fiscal Year 2025-26, WY 2025;
3. Adopt proposed Resolution No. 2025-05 approving a Basin Assessment of \$60 per acre-foot of Annual Allocation for Water Right Holders in the Las Posas Valley for Water Year 2025 to be invoiced quarterly.

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

## DIRECTORS

**Eugene F. West (Chair)** – Small Water Districts (805) 657-2121 (*Term Exp 2-28-27*)  
*Executive Committee, Fiscal Committee*

**Kelly Long (Vice Chair)** – Ventura County Board of Supervisors (805) 654-2276 (*Term Exp 2-28-27*)  
*Executive Committee*

**Michael Craviotto** – Farming Interests (805) 766-9602 (*Term Exp 2-28-26*)  
*Operations Committee, Flynn Award Selection Subcommittee*

**Lynn Maulhardt** – United Water Conservation District (805) 982-0780 (*Term Exp 2-28-27*)  
*Operations Committee*

**Tony Trembley** – Five Cities (805) 388-5307 (*Term Exp 2-28-26*)  
*Fiscal Committee, Flynn Award Selection Subcommittee*

## ALTERNATE DIRECTORS

**Reddy Pakala** – Small Water Districts (805) 990-6809 (*Term Exp 2-28-27*)

**Vianey Lopez** – Ventura County Board of Supervisors (805) 654-2613 (*Term Exp 2-28-27*)

**David Borchard** – Farming Interests (805) 485-3525 (*Term Exp 2-28-26*)

**Keith Ford** – UWCD (805) 207-9062 (*Term Exp 2-28-27*)

**Bert Perello** – Five Cities (805) 240-6194 (*Term Exp 2-28-26*)

## STAFF

Jeff Palmer – Interim Agency Executive Officer (805) 654-2373

Jason Canger – Agency Legal Counsel (805) 654-2879

Farai Kaseke – Assistant Groundwater Manager (805) 654-2954

Arne Anselm – Groundwater Specialist Ret. PT (805) 654-3942

Kathleen Riedel – Groundwater Specialist Ret. PT (805) 654-2064

Robert Hampson – Groundwater Specialist (805) 654-3952

Raya Nour – Engineer II (805) 654-2454

Kathy Jones – Staff Services Specialist (805) 645-1372

Cynthia Rodriguez – Administrative Assistant (805) 662-6831

Erin Ware – Administrative Assistant (805) 654-2032

Fatima Perez – Management Assistant (805) 650-4073

Kylen Wooley – Water Resources Compliance Specialist (805) 658-4374

Briana Barajas – Water Resources Specialist (805) 654-2021

Elka Weber – Clerk of the Board (805) 654-2014