

# FOX CANYON GROUNDWATER MANAGEMENT AGENCY

A STATE OF CALIFORNIA WATER AGENCY



## BOARD OF DIRECTORS

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## INTERIM EXECUTIVE OFFICER

**Arne Anselm**

September 13, 2024

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

**SUBJECT:** Consideration of the Las Posas Valley (LPV) Policy Advisory Committee (PAC) Recommendation to Appoint Tony Morgan to Serve as PAC Administrator [LPV Watermaster] -- (New Item)

**RECOMMENDATION:** Consider and provide direction regarding the recommendations of the LPV PAC to appoint Tony Morgan and a separate administrative assistant to serve as the PAC Administrator and include \$170,000 annually in the Watermaster budget for this expense.

## BACKGROUND:

The judgment entered in *Las Posas Valley Water Rights Coalition, et al. v. Fox Canyon Groundwater Management Agency, et al.*, Santa Barbara Sup. Case No. VENC100509700 (LPV Adjudication) provides that the PAC may appoint a PAC Administrator responsible for organizing PAC meetings, preparing PAC meeting agendas, taking and preparing PAC meeting minutes, drafting and preparing PAC recommendation reports, and presenting PAC reports to Watermaster if requested. (Judgment, § 6.10.3.1, 6.10.3.2.) The Watermaster must consent to the PAC's appointment in the absence of cause. (Judgment, § 6.10.3.1.)

## CONCLUSION:

It is recommended that your Board consider the PAC's recommendations to appoint Tony Morgan and the administrative assistant currently already staffing PAC (Caroline Wesley) to serve as PAC Administrator and to include in the Watermaster budget \$170,000 annually to pay for these PAC Administrator positions.

This letter has been reviewed by Agency Counsel. If you have any questions, please call me at (805) 654-3942.

Sincerely,

Arne Anselm  
Interim Executive Officer

Attachment: Exhibit 13A: PAC Letter dated May 2, 2024, Requesting Appointment of PAC Administrator and Budget

**Item 13 - Exhibit 13A – LPV PAC Letter, dated May 3, 2024, RE: PAC Administrator Appointment and Budget Request**

Eugene West, Chair  
Las Posas Basin Watermaster  
800 S. Victoria Ave.  
Ventura, CA 93009

May 3, 2024

**Re: PAC Administrator Appointment and Budget Request**

Chair West:

At its April 4, 2024 meeting, the Las Posas PAC determined to appoint Tony Morgan, of Daniel B. Stephens & Associates, as the PAC Administrator. Mr. Morgan's role as a Technical Advisory Committee member, his knowledge of the basin and its stakeholders, and his exceptional interpersonal skills make him an ideal candidate to carry the PAC's message to the Watermaster board and the community.

The Watermaster budget does not currently include funding for a PAC Administrator. At its December 15, 2023 meeting, the Watermaster Board requested that the PAC develop a work plan and budget and submit them along with the nomination for PAC Administrator. The attached table categorizes the main functions of the PAC Administrator. In the interest of efficiencies, the PAC determined to name a "PAC Administrative Assistant" in addition to the PAC Administrator. At its April 4 meeting, the PAC appointed Caroline Wesley to this role. Ms. Wesley has been serving as the de facto clerk of the PAC since our establishment last fall, and the PAC hopes to continue availing itself of her organizational prowess and clear communication. It is anticipated she will subcontract to Mr. Morgan/DBS&A.

To establish a budget for the PAC Administrator and Administrative Assistant, the PAC reviewed the duties listed in Section 6.10.3.2 of the Judgment and, based on our collective experience of PAC activities to date and similar efforts elsewhere, estimated work hours required to fulfill them. Assuming no more than **four days a month** for each position, and using \$317 for the PAC Administrator, based on our understanding of Mr. Morgan's rate, and \$125 for the PAC Administrative Assistant, the PAC requests a line item for PAC Administration in the Watermaster budget of **\$170,000 per year**.

Section 6.10.3.1 of the Judgment requires that the Watermaster, absent a demonstration of cause not to, consent to this appointment. I will be available for consultation before the Watermaster board when you agendaize this item, hopefully May 22, 2024.

Thank you for your consideration,

**Item 13 - Exhibit 13A**



Ian Prichard, Chair

<b>LAS POSAS WATERMASTER POLICY ADVISORY COMMITTEE ADMINISTRATOR DUTIES</b>		
<b>DUTIES</b>	<b>TECHNICAL RESPONSIBILITIES</b>	<b>ADMINISTRATIVE RESPONSIBILITIES</b>
<b><u>PAC Administrator</u></b>		
Determine, in consultation with PAC Chair, agenda for PAC meetings	X	
Prepare draft and final PAC Recommendation Reports	X	
Present Recommendation Reports to the WM Board during WM meetings	X	
Provide reports to PAC on TAC's findings/recommendations	X	
Address technical issues/questions from the PAC	X	
Other duties as assigned by PAC or as defined in WM Rules	X	
<b><u>PAC Administrative Assistant</u></b>		
Organize PAC meeting materials, coordinate with host venue as necessary		X
Prepare and distribute meeting agendas		X
Take and produce meeting minutes		X
Circulate draft reports and other data for PAC approval		X
Coordinate and liaise with PAC and constituents as required		X
Other duties as assigned by PAC or as defined in WM Rules		X