



AGENDA

Regular Meeting of the Cuyama Basin Water District

Wednesday, February 22, 2023 at 3:30 p.m. at

**Cuyama Elementary School Board Room
2300 CA-166, New Cuyama, CA 93254**

NOTE: PARTICIPATION BY TELECONFERENCE

Subject to the Board's approval of Resolution 2023-002, the District will hold its regular Board of Directors meeting by teleconference.

There will be an option for the public to attend the meeting in-person subject to the capacity limits of the Cuyama Elementary Board Room.

Participation by computer available by clicking the following Microsoft Teams link:

[Jan 2023 CBWD Board Meeting](#)

Or, participation can be done by telephone using the following instructions:

Call (559) 512-2821, PIN 543 727 190 then #

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Consideration of Resolution 2023-002, renewing use of remote teleconference meeting.**
- 5. Self-Introductions**
- 6. Public Comment**—This portion of the meeting is set aside to provide the public an opportunity to bring to the attention of the Board members matters within the jurisdiction of the Board and which are not on today's agenda. No action will be taken on any matter discussed during this portion of the meeting. The total time allotted for this portion of the meeting may be limited and to no more than 5 minutes for each speaker.
- 7. Minutes**
 - a. January 4, 2023 Board Meeting Minutes – Board Approval Needed**
- 8. Financial Report**
 - a. YTD Financial Report and Accounts Payable – Board Approval Needed**
 - b. 2022 Assessments Status Report**
 - c. Review and potential action on Audit and Technical Support contracts**
 - d. Discuss Draft 2023 Budget and Draft 2023 Assessment**

9. Management/Administration

- a. Status Report

10. Groundwater Sustainability Agency (GSA) for Cuyama Basin

- a. Status Report on Cuyama Basin Groundwater Sustainability Agency
- b. Update on Technical Components – EKI and LandIQ
- c. Review potential CBGSA Agenda items and consider action providing any recommendations regarding agenda items.
- d. Management Area Policy Discussion
- e. Allocation Strategy Discussion

11. New Business—requests for items to be placed on next agenda

12. Announcements

- a. Next meeting March 22, 2023
- b. Future meetings: April 26, 2023
May 24, 2023

13. Closed Session

Government Code Section 54956.9 Anticipated Litigation
Number of Potential Cases: One

14. Closed Session Item

- a. Report action taken in Closed Session required by Government Code Section 54956.9 (d) (2)

15. Adjournment

Americans with Disabilities Act of 1990: Under this act, a qualifying person may request the District provide a disability-related modification or accommodation in order to participate in any public meeting of the District. Such assistance includes alternative formats for the agendas and agenda packets used for any public meetings of the District. Requests for assistance shall be made in person, via telephone, or in written form to Matt Klinchuch at 661-616-5900, or mklinchuch@ppeng.com. Requests must be received at least 48 hours prior to a public meeting.

Acronyms*

AF	Acre-Feet
BMP	Best Management Practice
CBGSA	Cuyama Basin Groundwater Sustainability Agency
CBWD	Cuyama Basin Water District
CCSD	Cuyama Community Services District
CEQA	California Environmental Quality Act
CFS	cubic feet per second
CVGB	Cuyama Valley Groundwater Basin
DAC	Disadvantaged Community (80% CA MHI)
DWR	Department of Water Resources
ET	Evapotranspiration
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
HCM	Hydrogeologic Conceptual Model
ILRP	Irrigated Lands Regulatory Program
JPA	Joint Powers Authority
LAFCo	Local Agency Formation Commission
MOU	Memorandum of Understanding
PSP	Proposed Solicitation Package
SBCWA	Santa Barbara County Water Agency
SDAC	Severely Disadvantaged Community (60% CA MHI)
SGMA	Sustainable Groundwater Management Act of 2014
SWRCB	State Water Resources Control Board
USGS	United States Geological Survey

*More to be added as necessary

**BEFORE THE BOARD OF DIRECTORS OF
CUYAMA BASIN WATER DISTRICT**

IN THE MATTER OF:

Resolution No. **2023-002**

**RESOLUTION INITIALLY AUTHORIZING REMOTE TELECONFERENCE
MEETINGS UNDER AB 361**

WHEREAS, meetings of the Board of Directors (“Board”) of Cuyama Basin Water District (“District”) and its committees are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District’s legislative bodies conduct their business;

WHEREAS, Government Code section 54953(e), as amended by Assembly Bill 361 (2021) (“AB361”), signed by the Governor on September 16, 2021, provides for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, the District wishes to invoke the provisions of AB361 to authorize teleconference meetings subject to the modified standard of Government Code section 54953(e);

NOW, THEREFORE, BE IT RESOLVED that:

Section 1. Findings. The Board hereby finds as follows:

- (a) As required by Government Code section 54953(e)(1), a proclaimed state of emergency exists under the California Emergency Services Act, as declared by the Governor on March 4, 2020.
- (b) State or local officials have imposed or recommended measures to promote social distancing.
- (c) The Board has considered the circumstances of the state of emergency.
- (d) The state of emergency directly impacts the ability of the members to meet safely in person.

Section 2. Procedures for Teleconference Meetings. The District and its committees shall hold teleconference meetings pursuant to the requirements of Government Code section 54953(e).

Section 3. Effective Date. This resolution shall take effect immediately upon its adoption.

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Section 4. Renewal. Pursuant to Government Code section 54953(e)(3), the District will reconsider the state of emergency every 30 days.

PASSED AND ADOPTED by the Board of Directors of Cuyama Basin Water District on February 22, 2023, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY that the foregoing resolution is the resolution of said District as duly passed and adopted by said Board of Directors on February 22, 2023.

WITNESS my hand and seal of said Board of Directors, February 22, 2023.

Secretary of the Board of Directors



MEETING MINUTES
Regular Meeting of the
Cuyama Basin Water District

Wednesday, January 4, 2023, at 3:30p.m.

NOTE: Board & Public Participation In-Person & Teleconference

BOARD MEMBERS PRESENT:

Derek Yurosek, President (Phone)
Byron Albano, Vice-President
Rick Burnes (Phone)
Jane Wooster

BOARD MEMBERS ABSENT:

Matt Vickery

AUDIENCE MEMBERS PRESENT:

Matt Klinchuch, CBWD GM
Brett Stroud, CBWD Counsel
Brad DeBranch, CBWD Secretary
Jeff Shaw, EKI
Dan Clifford
Dan Wilke
Anne Myhre
Brenton Kelly

- 1. Call to Order** – Director Yurosek called the meeting to order at 3:30 p.m.
- 2. Pledge of Allegiance** – Completed
- 3. Roll Call** – Present: Directors Albano, Burnes, Wooster, and Yurosek. Absent: Director Vickery. Board quorum present.
- 4. Consideration of Resolution 2023-001, renewing use of remote teleconference meeting.**
 - a. A motion was made by Director Albano and seconded by Director Wooster to adopt Resolution 2023-001, renewing use of remote teleconference meeting. The motion was unanimously carried.
- 5. Self-Introductions** – All audience members were introduced.
- 6. Public Comment** – No public comment received.
- 7. Minutes**
 - a. A motion was made by Director Wooster and seconded by Director Burnes to approve the December 16, 2022, Regular Meeting Minutes. The motion was unanimously carried.

8. Financial Report

- a. YTD Financial Report & Accounts Payable – An overview of the current financial report and accounts payable was provided by the General Manager. A motion was made by Director Albano and seconded by Director Wooster to accept and pay the Accounts Payable for December 2022. The motion was unanimously carried.
- b. 2022 Assessments Status Report – CBWD has received approximately 96% of landowner assessments for 2022.
- c. Discuss Draft 2023 Budget and Draft 2023 Assessment – The Board discussed last year's budgeting process and how an Ad hoc worked with staff to make recommendations on assessments. Director Albano and Director Burnes agreed to form an Ad hoc to review the 2023 budget.

9. Management/Administration

- a. Status Report – Form 700s are due for April 3rd, 2023.
- b. Appointment of Officers – A motion was made by Director Wooster and seconded by Director Albano to nominate Director Yurosek as Chairman, Director Albano as Vice Chairman, Director Burnes as Treasurer, and Brad DeBranch as Secretary. The motion was unanimously carried.

10. Groundwater Sustainability Agency (GSA) for Cuyama Basin

- a. Status Report on CBGSA – No report by Staff.
- b. EKI Update on Technical Components – EKI presented on the most recent technical items including CMA farming units, CMA allocation & variance process, adaptive management analysis, evaluation of basin faults, land repurposing grants, and model parameter mapping. The Board expressed interest in Land IQ making a presentation to CBWD Board at a future meeting to discuss the origination of the data which is used in the basin's groundwater model.
- c. Review potential CBGSA Agenda items and consider action providing – No discussion held by Board.
- d. Management Area Policy Discussion - No discussion held by Board.
- e. Allocation Strategy Discussion - No discussion held by Board.

11. New Business – No requests for new business.

12. Announcements

- a. Next meeting: February 22, 2023
- b. Future meetings: March 22, 2023

13. Closed Session

- a. Government Code Section 54956.9 Anticipated Litigation
Number of Potential Cases: One

14. Closed Session Item

- a. Report action taken in Closed Session required by Government Code Section 54956.9 (d) (2) - The Board did not move into closed session.

15. Adjournment – Meeting was adjourned by Director Yurosek at 4:59 p.m.

Respectfully Submitted

**Brad DeBranch, Secretary
Cuyama Basin Water District**

Cuyama Basin Water District - 2021 Income, Expenses, & Budget Performance (As of 2/17/2023)

CATEGORY	CODE	DESCRIPTION	2022 Year End	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budget	Budget Remaining	% of Budget
Income																			
	1000	2021 District Assessment	169,982.10	-	-	-	-	-	-	-	-	-	-	-	-	169,982.10	174,600.00	4,617.90	97%
		2022 District Assessment	167,376.73	2,345.22	-	-	-	-	-	-	-	-	-	-	-	169,721.95	175,620.00	5,898.05	97%
	1100	Interest - Savings/Money Market/Etc.	4,279.10	1,021.51	-	-	-	-	-	-	-	-	-	-	-	5,300.61	-	(5,300.61)	#DIV/0!
	2000	Miscellaneous Payments																	
		Santa Barbara Co. Tax Bill (2020 Assessment)	3,245.04	-	-	-	-	-	-	-	-	-	-	-	-	3,245.04	3,877.99	632.95	84%
		Santa Barbara Co. Tax Bill (2021 Assessment)	2,662.10	-	-	-	-	-	-	-	-	-	-	-	-	2,662.10	5,023.56	2,361.46	53%
		San Luis Obispo Co. Tax Bill (2020 Assessment)	575.24	-	-	-	-	-	-	-	-	-	-	-	-	575.24	524.04	(51.20)	110%
		San Luis Obispo Co. Tax Bill (2021 Assessment)		286.67	-	-	-	-	-	-	-	-	-	-	-	286.67	554.60	267.93	52%
		Ventura Co. Tax Bill (2020 Assessment)	17.80	-	-	-	-	-	-	-	-	-	-	-	-	17.80	18.06	0.26	99%
		Ventura Co. Tax Bill (2021 Assessment)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	160.38	160.38	0%
Total Income		348,138.11	3,653.40	-	-	-	-	-	-	-	-	-	-	-	181,809.41	185,778.63	3,969.22	98%	
Expense																			
	3000	Manager - General District	29,873.50	1,370.50	-	-	-	-	-	-	-	-	-	-	-	31,244.00	35,000.00	3,756.00	89%
	3100	Accounting & Auditing Services	6,240.00	-	-	-	-	-	-	-	-	-	-	-	-	6,240.00	5,620.00	(620.00)	111%
	3200	Bank Service Charges	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0%
	3300	Insurance	7,058.00	-	-	-	-	-	-	-	-	-	-	-	-	7,058.00	7,000.00	(58.00)	101%
	3400	Legal Services	16,041.96	588.00	-	-	-	-	-	-	-	-	-	-	-	16,629.96	50,000.00	33,370.04	33%
	4000	Manager - SGMA Activities	27,760.50	1,780.00	-	-	-	-	-	-	-	-	-	-	-	29,540.50	50,000.00	20,459.50	59%
	5000	Data Collection	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,000.00	20,000.00	0%
	6000	Technical Studies	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
	7000	Groundwater Sustainability Plan (GSP) Development	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
	8000	Groundwater Sustainability Plan (GSP) Implementation	151,361.29	-	-	-	-	-	-	-	-	-	-	-	-	151,361.29	151,400.00	38.71	100%
	9000	Miscellaneous Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000.00	8,000.00	0%
	Total Expenses		238,335.25	3,738.50	-	-	-	-	-	-	-	-	-	-	-	242,073.75	327,020.00	84,946.25	74%
Net Income		109,802.86	(85.10)	-	-	-	-	-	-	-	-	-	-	-	-	(60,264.34)	(141,241.37)		
Monthly Bank Balance (month end)		1,229,256.76	1,191,955.03	-	-	-	-	-	-	-	-	-	-	-	-				

Cuyama Basin Water District - YTD Budget Variance Report (As of 2/17/2023)

CATEGORY	DESCRIPTION	2022 Budget	Actual (YTD)	Budget Variance
Income				
	2022 District Acreage Assessment	\$175,620	\$169,722	-\$5,898
	Interest Earnings - Savings/Money Market/Etc.	\$0	\$5,301	\$5,301
	Miscellaneous Member Payments	\$10,159	\$6,787	-\$3,372
	Total Income	\$185,778.63	\$181,809.41	-\$3,969.22
Expense				
	Manager - General District	\$35,000	31,244.00	-\$3,756
	Accounting & Auditing Services	\$5,620	6,240.00	\$620
	Bank Service Charges	\$0	-	\$0
	Insurance	\$7,000	7,058.00	\$58
	Legal Services	\$50,000	16,629.96	-\$33,370
	Manager - SGMA Activities	\$50,000	29,540.50	-\$20,460
	Data Collection	\$20,000	-	-\$20,000
	Technical Studies	\$0	-	\$0
	Groundwater Sustainability Plan (GSP) Development	\$0	-	\$0
	Groundwater Sustainability Plan (GSP) Implementation	\$151,400	151,361.29	-\$39
	Miscellaneous Expenses	\$8,000	-	-\$8,000
	Total Expenses	\$327,020.00	\$242,073.75	-\$84,946.25
	Net Income	-\$141,241.37	-\$60,264.34	\$80,977.03

Cuyama Basin Water District

Accounts Payable - Ready for Approval

February 2023

Num	Date	Name	Account	Paid Amount
1206	1/4/2023 2/6/2023	Young-Wooldridge	2003562 - Valley Repub	
			3400 Legal	-\$752.75
TOTAL				-\$752.75
1207	1/25/2023 2/16/2023	Provost & Pritchard Cons	2003562 - Valley Repub	
			3000 Manager - Gener	-\$2,765.30
			4000 Manager - SGMA	-\$3,867.50
TOTAL				-\$6,632.80



A LIMITED LIABILITY PARTNERSHIP • EST. 1939
1800 30TH STREET, FOURTH FLOOR
BAKERSFIELD . CA. 93301

HTTP://WWW.YOUNGWOOLDRIDGE.COM
EMAIL: ACCOUNTING@YOUNGWOOLDRIDGE.COM
PHONE: (661) 327-9661
FACSIMILE: (661) 327-1087

1206

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

CONFIDENTIAL

CUYAMA BASIN WATER DISTRICT
MATT KLINCHUCH, PC
MANAGER- ASSESSOR-COLLECTOR
1800 30TH STREET, SUITE 280
BAKERSFIELD, CA 93301

December 31, 2022

Client ID 20308 SKK

Statement for period through December 31, 2022

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
1	ACCOUNTING AND AUDIT	\$0.00	\$0.00	\$33.00	\$33.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$649.00	\$0.00	\$147.50	\$796.50
22	ELECTION MATTERS	\$88.00	\$0.00	\$0.00	\$88.00
47	ORGANIZATION - DETACH/ANNEX	\$737.50	\$0.00	\$0.00	\$737.50
100	COSTS	\$5.00	\$0.00	\$14.25	\$19.25
PRIOR STATEMENT BALANCE					\$1,479.50
CURRENT CHARGES					\$194.75
PAY THIS AMOUNT					\$1,674.25

Any Payments Received After 12/31/22 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

A FINANCE CHARGE OF 1.5% WILL BE ADDED TO YOUR BALANCE 30 DAYS AFTER STATEMENT DATE



A LIMITED LIABILITY PARTNERSHIP • EST. 1939
1800 30TH STREET, FOURTH FLOOR
BAKERSFIELD . CA. 93301

HTTP://WWW.YOUNGWOOLDRIDGE.COM
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FACSIMILE: (661) 327-1087

PRIVILEGED AND CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATIONS

1206

CONFIDENTIAL

CUYAMA BASIN WATER DISTRICT
MATT KLINCHUCH, PC
MANAGER- ASSESSOR-COLLECTOR
1800 30TH STREET, SUITE 280
BAKERSFIELD, CA 93301

January 31, 2023

Client ID 20308 SKK

Statement for period through January 31, 2023

Summary by Matter

Matter	Description	Prior Balance	Payments & Adjustments	Current Charges	Total Due
1	ACCOUNTING AND AUDIT	\$33.00	\$0.00	\$0.00	\$33.00
4	BOARD MEETINGS AND MATTERS (INCL. BROWN ACT)	\$796.50	-\$649.00	\$552.50	\$700.00
22	ELECTION MATTERS	\$88.00	-\$88.00	\$0.00	\$0.00
47	ORGANIZATION - DETACH/ANNEX	\$737.50	-\$737.50	\$0.00	\$0.00
100	COSTS	\$19.25	-\$5.00	\$5.50	\$19.75
PRIOR STATEMENT BALANCE					\$1,674.25
TOTAL PAYMENTS AND ADJUSTMENTS					-\$1,479.50
CURRENT CHARGES					\$558.00
PAY THIS AMOUNT					\$752.75

Any Payments Received After 01/31/23 Will Appear on Your Next Statement

Visa, MasterCard and Discover accepted

A FINANCE CHARGE OF 1.5% WILL BE ADDED TO YOUR BALANCE 30 DAYS AFTER STATEMENT DATE

455 W. Fir Avenue
Clovis, CA 93611
(559) 449-2700
Fax (559) 449-2715

EST. 1968
**PROVOST &
PRITCHARD**
CONSULTING GROUP
An Employee Owned Company

Cuyama Basin Water District
1800 30th Street, Suite 200
Bakersfield, CA 93301

January 25, 2023

Project: No: 02620-22-001

Invoice No: 98048

Project Name: 2022 CBWD-Manager

Client Project #:

Activities included the following activities:

MAN: Prepare and participate in Dec. 16 CBWD Board meeting. Filing of the audit with the County. January 2023 CBWD meeting preparation.

SGMA: Tech Forum coordination. Prepare and attend Dec. 16 CBWD Board meeting. SB LAFCo coordination. AB1234 training.

Professional Services from December 1, 2022 to December 31, 2022

Phase: MAN Manager

Labor

	Hours	Rate	Amount	
Senior Engineer	8.00	167.00	1,336.00	
Project Administrator	.60	98.00	58.80	
Totals	8.60		1,394.80	
Total Labor				1,394.80
Total this Phase:				\$1,394.80

Phase: SGMA SGMA

Labor

	Hours	Rate	Amount	
Senior Engineer	12.50	167.00	2,087.50	
Totals	12.50		2,087.50	
Total Labor				2,087.50
Total this Phase:				\$2,087.50
Total this Invoice				<u>\$3,482.30</u>

1207

455 W. Fir Avenue
 Clovis, CA 93611
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 Fax (559) 449-2715

EST. 1968
**PROVOST &
 PRITCHARD**
CONSULTING GROUP
An Employee Owned Company

Cuyama Basin Water District
 1800 30th Street, Suite 200
 Bakersfield, CA 93301

February 16, 2023
 Project: No: 02620-22-001
 Invoice No: 98418

Project Name: 2022 CBWD-Manager

Client Project #:

Activities included the following activities:

MAN: District administration. 2023 budget review. Budget Ad-Hoc coordination. Prepare and attend Jan. 4 CBWD Board meeting. Updates to the CBWD website.

SGMA: Prepare and attend Jan. 4 CBWD Board meeting. GSA coordination. 2023 budget review.

Professional Services from January 1, 2023 to January 31, 2023

Phase: MAN Manager

Labor

	Hours	Rate	Amount	
Senior Engineer	6.50	178.00	1,157.00	
Administrative Assistant	.30	76.00	22.80	
Project Administrator	1.00	101.00	101.00	
Associate GIS Specialist	.70	111.00	77.70	
External Affairs Specialist	.10	120.00	12.00	
Totals	8.60		1,370.50	
Total Labor				1,370.50
Total this Phase:				\$1,370.50

Phase: SGMA SGMA

Labor

	Hours	Rate	Amount	
Senior Engineer	10.00	178.00	1,780.00	
Totals	10.00		1,780.00	
Total Labor				1,780.00
Total this Phase:				\$1,780.00
Total this Invoice				<u>\$3,150.50</u>

2022 Assessment Payment Summary
Through (2/17/2023)

Agenda #8b

UNIQUE_ID		Assessed Amount	Payment Received	Amount Paid
CBWD	1	58.21	4/5/2022	58.21
CBWD	2	4,443.83	9/30/2022	4,443.83
CBWD	3	2,233.54	12/27/2022	2,345.22
CBWD	4	27,683.46	4/20/2022	27,683.46
CBWD	5	6.65		
CBWD	6	35.20	5/26/2022	35.20
CBWD	7	5.31		
CBWD	8	16.90	4/6/2022	16.90
CBWD	9	640.25	4/19/2022	640.25
CBWD	10	6.02		
CBWD	11	10.84		
CBWD	12	24,274.90	5/15/2022	24,274.90
CBWD	13	32,718.10	5/15/2022	32,718.10
CBWD	14	412.02	6/10/2022	412.02
CBWD	15	195.03	4/12/2022	195.03
CBWD	16	35.20		
CBWD	17	15,314.97	5/26/2022	15,314.97
CBWD	18	9.00		
CBWD	19	306.95		
CBWD	21	34.57	5/2/2022	34.57
CBWD	23	9.14		
CBWD	24	37.23		
CBWD	25	186.23	4/7/2022	186.23
CBWD	26	54.00		
CBWD	28	433.94		
CBWD	29	153.68	5/2/2022	153.68
CBWD	30	277.36	5/23/2022	277.36
CBWD	31	11.49		
CBWD	32	17.60	4/8/2022	17.60
CBWD	33	8.80		
CBWD	34	9,684.75	4/20/2022	9,684.75
CBWD	35	19.47		
CBWD	36	2.10		
CBWD	37	123.20	4/11/2022	123.20
CBWD	38	37.25		
CBWD	39	4.81	4/24/2022	4.81
CBWD	40	6.97		
CBWD	41	17.60		
CBWD	42	281.60		
CBWD	43	1.06		
CBWD	44	9.00		
CBWD	45	17.42	5/23/2022	17.42
CBWD	47	900.62		
CBWD	49	47.73	4/8/2022	47.73
CBWD	50	17.60	4/6/2022	17.60

 Assessment Less than \$15

2022 Assessment Payment Summary
Through (2/17/2023)

UNIQUE_ID		Assessed Amount	Payment Received	Amount Paid
CBWD	51	31.53		
CBWD	52	325.55		
CBWD	53	16.57		
CBWD	54	35.20	4/5/2022	35.20
CBWD	55	246.40		
CBWD	55	70.40		
CBWD	56	14.81	10/20/2022	14.81
CBWD	57	97.34		
CBWD	58	35.20		
CBWD	60	52.04	4/20/2022	52.04
CBWD	63	17.60	8/22/2022	17.60
CBWD	64	18.38	7/25/2022	18.38
CBWD	65	35.20	4/11/2022	35.20
CBWD	66	1,202.99	4/11/2022	1,202.99
CBWD	67	32.49		
CBWD	68	105.60	5/23/2022	105.60
CBWD	69	131.56	5/26/2022	131.56
CBWD	70	2.66		
CBWD	71	4.85		
CBWD	72	3.64		
CBWD	73	3.36		
CBWD	74	1,448.98	8/24/2022	1,448.98
CBWD	75	6.23		
CBWD	76	602.44	8/22/2022	602.44
CBWD	77	135.37	4/13/2022	135.37
CBWD	78	2,414.38	4/19/2022	2,414.38
CBWD	79	40.83	5/5/2022	40.83
CBWD	80	22.64	4/20/2022	22.64
CBWD	81	359.46	4/14/2022	359.46
CBWD	82	11.00		
CBWD	83	17.48	4/10/2022	17.48
CBWD	84	4,027.07	5/2/2022	4,027.07
CBWD	85	52.80	9/22/2022	52.80
CBWD	86	6.73		
CBWD	87	4.40		
CBWD	88	33.54		
CBWD	90	0.89		
CBWD	91	33.53		
CBWD	92	43.91		
CBWD	93	230.60		
CBWD	94	9.00		
CBWD	95	67.69		
CBWD	97	6,096.66	4/8/2022	6,096.66
CBWD	98	11,393.04	4/20/2022	11,393.04
CBWD	99	2,682.79	11/7/2022	2,682.79

2022 Assessment Payment Summary
Through (2/17/2023)

UNIQUE_ID		Assessed Amount	Payment Received	Amount Paid
CBWD	100	8.93		
CBWD	101	332.47		
CBWD	102	7.78		
CBWD	103	127.81	4/10/2022	127.81
CBWD	104	480.57	4/6/2022	480.57
CBWD	105	2.52		
CBWD	106	12.66		
CBWD	107	158.40	4/5/2022	158.40
CBWD	108	52.80	4/5/2022	52.80
CBWD	109	32.64	4/8/2022	32.64
CBWD	110	8.99		
CBWD	111	2,038.47	9/23/2022	2,038.47
CBWD	112	396.91	9/23/2022	396.91
CBWD	113	123.27		
CBWD	115	6.67		
CBWD	116	17.60		
CBWD	117	2.41	4/25/2022	2.41
CBWD	118	10.78		
CBWD	119	17.60		
CBWD	120	31.91	5/12/2022	31.91
CBWD	121	64.63		
CBWD	122	4.40		
CBWD	123	17.41		
CBWD	124	20.37		
CBWD	125	17.87	4/15/2022	17.87
CBWD	126	335.45		
CBWD	127	1.00		
CBWD	128	328.25	4/8/2022	328.25
CBWD	129	126.22	4/8/2022	126.22
CBWD	130	8.80		
CBWD	131	18.00	4/5/2022	18.00
CBWD	132	35.00		
CBWD	133	70.88	4/12/2022	70.88
CBWD	134	834.63	9/30/2022	834.63
CBWD	135	17.60	4/5/2022	17.60
CBWD	136	111.35	4/5/2022	111.35
CBWD	137	12.77		
CBWD	138	599.00	4/11/2022	599.00
CBWD	139	44.00		
CBWD	140	10.37		
CBWD	141	1.66		
CBWD	142	196.17	4/5/2022	196.17
CBWD	143	137.59	6/24/2022	137.59
CBWD	144	69.52	4/5/2022	69.52
CBWD	145	17.60	4/25/2022	17.60

Through (2/17/2023)

UNIQUE_ID		Assessed Amount	Payment Received	Amount Paid
CBWD	146	89.16	5/26/2022	90.00
CBWD	147	4,351.75	4/21/2022	4,351.75
CBWD	148	3,888.59	5/24/2022	3,888.59
CBWD	149	87.21	4/20/2022	87.21
CBWD	150	44.96	4/7/2022	44.96
CBWD	151	35.03	7/15/2022	35.03
CBWD	152	2.69	4/8/2022	2.69
CBWD	153	318.80	10/10/2022	318.80
CBWD	154	17.60	4/13/2022	17.60
CBWD	155	2,024.23	10/3/2022	2,024.23
CBWD	156	5.07		
CBWD	157	24.20	4/5/2022	24.20
CBWD	158	13.29		
CBWD	159	35.20	4/25/2022	35.20
CBWD	160	17.60		
CBWD	161	1,185.71	4/14/2022	1,185.71
CBWD	162	8.44		
CBWD	163	3.96		
CBWD	164	1.18		
CBWD	165	4.40		
CBWD	166	225.46		
CBWD	167	476.82		
CBWD	168	8.81		
CBWD	169	1,608.22	4/27/2022	1,608.22
CBWD	171	493.15	4/8/2022	493.15
CBWD	172	37.65	4/19/2022	37.65
CBWD	173	787.34		
CBWD	174	149.35		
CBWD	175	8.95		

Dollars Received 169,721.95

96%

Payments Received 81

69%

2022 Assessment Payment Summary
Through (2/17/2023)

UNIQUE_ID		Assessed Amount	Payment Received	Amount Paid
CBWD	28	433.94		
CBWD	47	900.62		
CBWD	126	335.45		
CBWD	167	476.82		
CBWD	173	787.34		

2,934.17 2% Total Budget



To: Cuyama Basin Water District Board of Directors
From: Matt Klinchuch, Manager
Date: February 22, 2023
Subject: Agenda Item #8c: Audit Engagement & Technical Support

Dear Directors:

As we go into the 2023 Budget year, proposals for the contractual services of the 2022 Fiscal Year Audit (12/31/2022) and technical support are included for discussion and consideration.

Audit:

Services are proposed by our Auditor Barbich Hooper King for preparing the 2022 Audited Financials. The majority of the auditing effort is not anticipated until Summer 2023. The proposed fee is \$5,900 which is up slightly from the previous year (\$5,620).

Technical Support:

Services are proposed by our technical consultant EKI. The proposal is set up to provide support for a number of items that may come about in the 2023 year, so of which could involve modeling analysis. If all items are approved, the costs would be higher than prior years, coming in at \$240,500 versus prior years ranging from \$150,000 to \$160,000. Some of the tasks are 'As Needed' and would only be expended when requested from the District.



February 9, 2023

Board of Directors
Cuyama Basin Water District
1800 30th Street, Suite 280
Bakersfield, CA 93301

We are pleased to confirm our understanding of the services we are to provide for Cuyama Basin Water District (the District) for the year ended December 31, 2022.

Audit Scope and Objectives

We will audit the financial statements of Cuyama Basin Water District, including the related notes to the financial statements, which collectively comprise the basic financial statements of Cuyama Basin Water District as of and for the year of ended December 31, 2022. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the District's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal

control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements and the State Controller's Financial Report of the District in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform the services in accordance with applicable professional standards. The services are limited to the financial statements services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If, for whatever reason, your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate. We understand your staff will prepare all cash and other confirmations we request, will locate any documents selected by us for testing, and prepare schedules and analysis of accounts, all of which has been discussed and coordinated with Mr. Matt Klinchuch.

The audit documentation for this engagement is the property of Barbich Hooper King Dill Hoffman and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to other governmental agencies or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Barbich Hooper King Dill Hoffman personnel. Furthermore, upon request, we may provide copies of selected audit documentation to other governmental agencies or its designee. Other governmental agencies or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Geoffrey B. King is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. We expect to begin our audit approximately in June/July 2023.

Our fees are based on the time required by the individuals assigned to the engagement, plus out-of-pocket costs (such as report reproduction, postage, travel, copies, etc.). Individual hourly rates vary according to the degree of responsibility involved and the skill required. We would propose our fees for the audit of your financial statements not to exceed \$5,900.

The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Billings are due upon submission and will accrue interest at 12% per annum on amounts not paid after 30 days. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

Reporting

We will issue a written report upon completion of our audit of the District's financial statements. Our report will be addressed to the Board of Directors of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to Cuyama Basin Water District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Barbich Hooper King Dill Hoffman
Accountancy Corporation



By: Danhira B. Millan, CPA

RESPONSE:

This letter correctly sets forth the understanding of **Cuyama Basin Water District**:

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

16 February 2023

To: Matt Klinchuch, P.E., Cuyama Basin Water District

From: Anona Dutton, P.G., C.Hg., EKI Environment & Water, Inc. (EKI)
Jeff Shaw, P.G., C.Hg., EKI

Subject: Task Order - Technical Support to the District for
Review and Investigation of GSP Implementation Activities During 2023
Cuyama Basin Water District
(EKI B70069.03)

Dear Mr. Klinchuch,

The Cuyama Basin Water District (District) has requested that EKI Environment and Water, Inc. (EKI) provide a scope and cost estimate to perform additional technical support tasks in calendar year 2023, related to Groundwater Sustainability Plan (GSP) implementation within the District's portion of the Cuyama Valley Basin (Basin). Note that some of the tasks herein (e.g., attendance at meetings) have been completed already during calendar year 2023.

SCOPE OF WORK

The scope of work outlined below is focused on providing technical support to the District related to various work being conducted by the Cuyama Basin Groundwater Sustainability Agency (GSA) for GSP implementation.

Proposed tasks all pertain to probable future decisions required by the Sustainable Groundwater Management Act (SGMA) through the GSA. These decisions are related to multiple aspects of, and possible future conditions within the Basin, including adaptive management practices; potential changes in delineation of the Central Management Area (CMA); possible criteria for and effects of future additional Management Areas; potential effects of sustainable management criteria revisions in different Basin Threshold Regions; likely effects of hypothetical land use changes on water levels and the basin water budget; and efforts to address related gaps in understanding of Basin hydrogeology. Additionally, EKI can assist the District to identify sources of potential funding, and compete for grants to help defray costs to the District of its groundwater management activities in the Basin.

One major pending issue for the District and the Basin is DWR's forthcoming approval or rejection of the Cuyama Basin GSP. DWR's determination is expected at the end of March 2023. If DWR rejects the GSP the basin will go into probationary status and many aspects of Basin groundwater management will be faced with great uncertainty, up to and including the existence of the GSA in its current form. At a minimum, DWR may require additional corrective actions in the 2025 GSP update.

EKI will assist the District however possible regardless of DWR's decision, but if the basin is ruled probationary and the State Water Resources Control Board (SWRCB) assumes management, the District will need technical assistance and advocacy during any negotiations with SWRCB or technical revisions it enforces. The scope or likelihood of this work is completely unknown at this point, so if the situation arises, EKI will submit another Task Order and proposed budget for any additional work anticipated.

For simplicity, all proposed work is lumped under two tasks. Task 1 is technical assistance with several subtasks, Task 2 is District Board meetings, GSA Board meetings, and GSA Technical Forums, plus a small preliminary budget for unforeseen technical review or consultation, potentially related to DWR approval or rejection of the GSP. Likely subtasks are summarized below with pertinent details; some subtasks may change as issues arise, but all work performed will be at the District's direction and authorization.

Task 1. Technical Assistance to the District During 2023

EKI will assist the District by reviewing technical documents, data, model files, and other information from the GSA staff and outside sources, as pertinent to one or more subtasks identified below. Part of EKI's review will include model simulations using the Cuyama Basin Water Resources Model (CBWRM) to check assumptions, examine potential future scenarios, and plan groundwater management efforts. Also included will be preparation of electronic documents, maps, tables, diagrams, and visual explanations to be presented at District Board meetings or distributed to the District via email or other means. Subtasks may include, at District's option:

A) Review and Analysis of New Data (as available)

- i. *3-D analysis of AEM data to help locate hydraulically important faults.* The California Department of Water Resources (DWR) recently collected a very extensive Airborne Electromagnetic (AEM) geophysical dataset in Basin which is publicly available. EKI will analyze these data using three-dimensional visualization software to help identify locations of major known faults or other features potentially affecting groundwater levels, and planning and management efforts, in the Basin.
- ii. *Analysis and mapping of 2022 reported pumping and updated well location data.* EKI will review monthly pumping and well data from last year as it becomes available, and create maps and other graphics to address District questions of where in the Basin pumping is occurring, and what relative demand occurs inside and outside the CMA.
- iii. *Analysis of the effect of recent heavy rainfall inputs to Basin water levels and the projected Basin water budget.* As water level data are available, EKI will review rainfall inputs, streamflow data, and selected water levels in wells to understand what effects future "atmospheric river" storm systems may have on Basin groundwater budgets and projected water levels.
- iv. *Review existing and proposed GSA field data collection.* EKI will review current GSA data collection and instrumentation efforts in wells, identify other potential cost effective non-invasive investigation techniques or locations if available, and consider possible changes to existing monitoring techniques, analytes, or wells to address known data gaps and uncertainties regarding the Basin groundwater budget.

B) CBWRM (Model) Input Data Update and Analyses

EKI's efforts in 2022 included adjusting internal parameters to improve the efficiency of the model without altering its input data or output results. This drastically reduced runtimes for simulations and helped make the CBWRM a much faster and easier tool to use for Basin groundwater management.

- i. *Review and update the CBWRM with well locations, metered or estimated pumping data, and well construction information.* As the new data become available, EKI will update the model inputs related to how supply wells are simulated, inputting specific measured monthly flowmeter data for 2022, and improving accuracy of modeled well locations where possible.
- ii. *Model runs to compare the effects of elemental pumping as modeled previously to pumping modeled with actual flowmeter data.* Using the improved model, EKI will examine the effects of the new flow meter data on Management Area delineation, water levels, and water budgets, to understand the potential effects the new data will have on Basin management actions.
- iii. *Simulations to examine effects of future potential Management Areas.* EKI will use the CBWRM to examine potential future Management Area criteria, alternate delineation criteria, and the effects of groundwater allocation reductions in other potential Management Areas. EKI will interpret the potential effects of such changes on Basin water budgets and allocations.
- iv. *Simulation of potential land use changes.* EKI will, in close consultation with knowledgeable District members, use the CBWRM to examine the effects of potential land use changes (e.g., fallowing of fields, crop changes, irrigation practice changes, etc.) on water levels, water budgets, and likely allocations.
- v. *Simulation of basin response times to changes in pumping.* EKI will use the CBWRM to estimate the time frame for groundwater level recovery in the Basin, using multiple pumping allocation scenarios. Understanding the expected pace of changes given a range of scenarios will help inform appropriate GSA management decisions in light of future groundwater level and pumping data.

C) Grant Assistance for District

- i. *Letter of Support from GSA.* At District's option, EKI will assist the District to obtain a "letter of support" from the GSA, in support of the District applying for grants on behalf of the Basin. This will assist funding for District-managed projects to address specific problems or answer questions specifically posed by District members.
- ii. *Grant identification and application assistance.* EKI will identify timely upcoming funding opportunities that may fit District characteristics and needs, and assist with applications for grants targeted by the District. Recent examples include the DWR LandFlex Grant to pay individual growers to idle lands during droughts, and the Department of Conservation Multibenefit Land Repurposing Program which awards grants to repurpose agricultural land through groundwater conservation projects that also "provide community health, economic well-being, water supply, habitat, and climate benefits."

D) Review Draft GSA Annual & GW Conditions Reports and Other GSA Materials

EKI will review the draft Water Year 2022 Groundwater Conditions Report and Annual Report produced by GSA Staff, and will provide comments to GSA staff and the District. EKI also will review and comment on other GSA-produced or external documents, as requested by the District.

E) General Technical Assistance, As Needed

Other technical tasks may arise from time to time for which the District has interest. EKI will provide technical support to the District, as requested by the District Board of Directors. For budgeting purposes, EKI assumed an annual total of \$15,000 for this subtask, at the District's option.

Task 2. Attend District Board Meetings, Cuyama GSA Board Meetings, and Technical Forums¹

EKI will attend District Board of Directors meetings, and generally will present a technical update and progress report for items reviewed and activities performed. Preparation time is included for each meeting. To help control costs, EKI will participate in approximately half of District Board meetings remotely, where technology is available. EKI will attend selected District Board meetings in-person as requested by the Board, or to facilitate certain discussions, answer questions, or provide specific presentations. EKI also will remotely attend GSA Board meetings to keep abreast of the status of GSP implementation and other issues confronting the Basin. Note that EKI has already participated in one Water District Board meeting and attended one GSA Board meeting so far in 2023.

Under Task 2, EKI will:

- A) Prepare for and attend up to twelve (12) Monthly District Board meetings in calendar year 2023, assumed for budgeting purposes to be eight remotely attended and four in-person;
- B) Attend up to six (6) planned GSA Board meetings for 2023, all remotely via video or audio call;
- C) Participate in four (4) Technical Forum meetings with GSA Staff and other technical consultants with interests in the Basin, providing feedback to GSA staff and updates to the District afterward; and
- D) Communication with the District on other matters, such as preliminary meetings related to DWR GSP approval status and related communications with DWR or the State Water Resources Control Board (SWRCB), as needed²; exchange and standardization of data and modeling inputs; and communication with GSA staff to help ensure that all parties (District, GSA, and others) are using the same CBWRM model to support Basin groundwater management decisions.

SCHEDULE

EKI is prepared to start work on the above Scope of Work immediately upon authorization from the District to proceed. It is anticipated that technical materials will be presented to the District at various Board Meetings as appropriate, depending on the schedule of completion of the various plans and documents to be reviewed.

¹ In 2023, EKI remotely attended and presented information at the 4 January 2023 District Board meeting, and remotely attended the 18 January 2023 GSA Board meeting.

² To date, DWR's ruling on the Cuyama Basin GSP is still pending. If the GSP is rejected, additional work may be requested by the District; scope and budget for any additional work will be addressed in a future Task Order.

TERMS AND CONDITIONS

We propose work performed by EKI under this Task Order be conducted as an addendum, pursuant to the Terms and Conditions of our existing Agreement with the District.

COMPENSATION

Inasmuch as the exact level of effort required to complete the above Scope of Work cannot be known precisely, EKI proposes to perform the work on a time and materials expense reimbursement basis in accordance with our current Schedule of Charges.

Note that EKI in-person attendance at District Board meetings is approximately double the labor cost of remote meetings, so the ratio of remote to in-person attendance can be modified to reduce costs, as needed.

For budgeting purposes, project management is estimated at approximately 4% of labor cost, and EKI's standard 4% communications fee also is applied to labor rates.

The estimated not-to-exceed budget for this scope of work is shown by task, below, assuming all subtasks are authorized. The District is anticipated to authorize tasks only as the need (and data) arise. We will not exceed the total amount without additional authorization.

Proposed Budget

Task 1. Technical Assistance to the District During 2023

A) Review and Analysis of New Data	\$ 42,400
B) CBWRM (Model) Input Data Update and Analyses	\$ 54,600
C) Grant Assistance for District	\$ 29,000
D) Review Draft GSA Reports and Other GSA Materials	\$ 6,300
E) General Technical Assistance, As Needed	\$ 15,000
F) Project Management and Communications	\$ 11,200
Total, Task 1.	\$ 158,500

Task 2. Prepare for and Attend District Board Meetings, Cuyama GSA Board Meetings, and Technical Forums

A) Attend 12 District Board Meetings (8 remotely, 4 in-person)	\$ 42,300
B) Attend 6 GSA Board meetings remotely (remotely)	\$ 5,100
C) Participate in 4 Technical Forums (remotely)	\$ 13,200
D) Communication with District and GSA Staff on other matters	\$ 16,500
E) Project Management and Communications	\$ 4,900
Total, Task 2.	\$82,000

GRAND TOTAL..... \$240,500

Mr. Matt Klinchuch, P. E.
Cuyama Basin Water District
16 February 2023
Page 6 of 6



If this Task Order meets with your approval, please sign where noted below and return a fully executed copy to our office to confirm your authorization to proceed.

We are pleased to have the opportunity to work with you on this very important project. Please call if you have any questions or wish to discuss this proposal in greater detail.

Very truly yours,

EKI Environment & Water, Inc.

A handwritten signature in blue ink, appearing to read 'Anona L. Dutton', followed by a long horizontal flourish.

Anona L. Dutton, P.G., C.Hg.

Vice President / Principal-In-Charge

AUTHORIZATION

CUYAMA BASIN WATER DISTRICT (CLIENT)

By _____

Title _____

Date _____

Attachment

Attachment A - Schedule of Charges

Client/Address: Cuyama Basin Water District

Provost & Pritchard
1800 30th St., Suite 280
Bakersfield, CA 93301

**Proposal/Agreement Date: 16 February 2023****EKI Proposal/Project # B70069.03****SCHEDULE OF CHARGES FOR EKI ENVIRONMENT & WATER, INC.****1 January 2023**

<u>Personnel Classification</u>	<u>Hourly Rate</u>
Officer and Chief Engineer-Scientist	332
Principal Engineer-Scientist	320
Supervising I, Engineer-Scientist	309
Supervising II, Engineer-Scientist	298
Senior I, Engineer-Scientist	286
Senior II, Engineer-Scientist	275
Associate I, Engineer-Scientist	264
Associate II, Engineer-Scientist	248
Engineer-Scientist, Grade 1	231
Engineer-Scientist, Grade 2	218
Engineer-Scientist, Grade 3	200
Engineer-Scientist, Grade 4	178
Engineer-Scientist, Grade 5	157
Engineer-Scientist, Grade 6	138
Project Assistant	130
Technician	125
Senior GIS / Database Analyst	162
CADD Operator / GIS Analyst	144
Senior Administrative Assistant	159
Administrative Assistant	124
Secretary	104

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work will be at cost plus fifteen percent (15%) for items such as:

- a. Maps, photographs, reproductions, printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, drillers, laboratories, and contractors.
- c. Rented vehicles, local public transportation and taxis, travel, and subsistence.
- d. Special fees, insurance, permits, and licenses applicable to the work.
- e. Outside computer processing, computation, and proprietary programs purchased for the work.

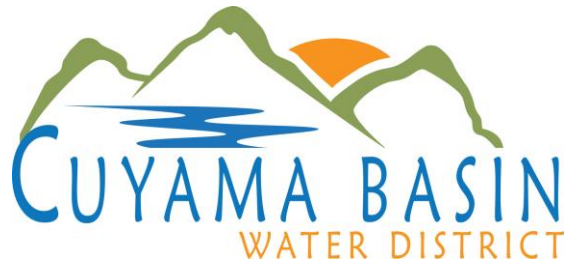
A Communication charge for e-mail access, web conferencing, cellphone calls, messaging and data access, file sharing, local and long distance telephone calls and conferences, facsimile transmittals, standard delivery U.S. postage, and incidental in-house copying will be charged at a rate of 4% of labor charges. Large volume copying of project documents, e.g., bound reports for distribution or project-specific reference files, will be charged as a project expense as described above.

Reimbursement for company-owned automobiles, except trucks and four-wheel drive vehicles, used in connection with the work will be at the rate of sixty cents (\$0.60) per mile. The rate for company-owned trucks and four-wheel drive vehicles will be seventy-five cents (\$0.75) per mile. There will be an additional charge of thirty dollars (\$30.00) per day for vehicles used for field work. Reimbursement for use of personal vehicles will be at the federally allowed rate plus fifteen percent (15%).

CADD and other specialized software computer time will be charged at twenty dollars (\$20.00) per hour. In-house material and equipment charges will be in accordance with the current rate schedule or special quotation. Excise taxes, if any, will be added as a direct expense.

Rate for professional staff for legal proceedings or as expert witnesses will be at a rate of one and one-half times the Hourly Rates specified above.

The foregoing Schedule of Charges is incorporated into the Agreement for the Services of EKI Environment & Water, Inc. and may be updated annually.



To: Cuyama Basin Water District Board of Directors
From: Matt Klinchuch, Manager
Date: February 22, 2023
Subject: Agenda Item 8d: District 2023 Budget and Assessment

Dear Directors:

For discussion regarding the District's 2023 Budget and corresponding Assessment to landowners, this memo and attachments intends to inform of different directions and options the District may take in response to anticipated activities for the upcoming year.

An Ad Hoc of the Board (Directors Albano and Burnes) met to discuss the approach for the 2023 Budget and Assessment year. The current situation for the District is very similar to the position the past couple years. For this reason, the Ad Hoc recommends a similar approach in keeping the assessments reduced and working from District reserve funds for expenses surpassing the proposed assessment revenue.

- Assessing for Reduced Administrative tasks (See included Table 1). This option considers the previous experience with the administrative tasks coming in less than budgeted. This option would cover the majority of administrative tasks as, with the remaining remaining administrative costs and GSP Implementation costs working from District reserves. This option puts the 2023 Assessment at \$5.00 per irrigated acre and \$0.42 per non-irrigated acre to generate approximately \$174,600.

Through the discussion with the Budget Ad Hoc, it was discussed about what amount in reserves does the District which to target. The District does not have a Reserve Policy and a recommendation from the Budget Ad Hoc is to discuss a Reserve Policy that provides a target amount that can facilitate assessment rate setting. The following table is a summary of the assessment alternatives and respective reserve depletion, if any.

Alternative	Assessment Rates		FY 2023			CBWD Banking	
	Irrigated	Non-Irrigated	Income	Expense	Diff.	Starting Balance	Ending Balance
Maximum Rates	\$16.13	\$0.45	\$535,041	\$525,100	\$9,941	\$1,191,955	\$1,201,896
Cover Expenses	\$11.50	\$0.45	\$390,317	\$390,100	\$217	\$1,191,955	\$1,192,173
Only District Admin	\$6.55	\$0.45	\$235,592	\$390,100	(\$154,508)	\$1,191,955	\$1,037,447
Reduced District Admin	\$5.00	\$0.41	\$185,387	\$339,600	(\$154,213)	\$1,191,955	\$1,037,742
Prop 218 Admin - Reduced Assessment	\$5.00	\$0.41	\$185,360	\$390,100	(\$204,740)	\$1,191,955	\$987,215

Additional information is included on the following pages for the other budget considerations and potential options evaluated to date.

The following are items for awareness when considering different 2022 Budget and Assessment options:

- The Cuyama Basin GSA is operating by a volumetric charge on groundwater pumping. This rate is anticipated to increase as pumping quantity is reduced.
- Reductions to groundwater pumping begin for the Central Management Area in 2023.
- The District now has an interest-bearing checking account that will earn interest monthly. This has been slightly over \$1,000 per month. For budgeting \$900 per month has been used.
- Maximum rates through the Proposition 218 have locked going forward (absent future Prop. 218 efforts). The maximum budget through the Prop. 218 is just over \$525,000 with approximately \$225,000 associated with District administration (management, legal, insurance, etc.) and the remaining \$300,000 associated with GSP Implementation. This maximum corresponds to rates of \$16.13 per irrigated acre and \$0.45 per non-irrigated acre. See included Prop. 218 table (Table 2).

Four potential budget/assessment options for assisting the Board's discussion:

- Maximum Assessment (See included Table 3). This would assess the maximum to cover District Administration costs and GSP Implementation. Some GSP Implementation is foreseen (EKI Technical Support), this rate would cover these costs and any additional efforts up to \$300,000. The 2023 Assessment would correspond with the Prop. 218 with \$16.13 per irrigated acre and \$0.45 per non-irrigated acre to generate approximately \$525,000.
- Cover Foreseen Costs (See included Table 4). This would assess to cover the current known costs the District. This assumes \$165,000* for technical support. This option puts the 2023 Assessment at \$11.50 per irrigated acre and \$0.45 per non-irrigated acre to generate approximately \$380,000.
- Cover District Administration Only (See included Table 5). This would cover the administrative items to the maximum contemplated (\$225,000), with the remaining costs working from District reserves. This option puts the 2022 Assessment at \$6.55 per irrigated acre and \$0.45 per non-irrigated acre to generate approximately \$225,000.

*\$165,000 used for estimates as a discussion point. The 2023 proposal is higher than this amount, but subject to District review and discussion with EKI.

Table 1

Cuyama Basin Water District - 2023 Income, Expenses Budget - [District Administration Comparison](#)

CATEGORY	CODE	DESCRIPTION	Budget
Income			
	1000	District Acreage Assessment - Prop 218 Admin	225,101.00
	1000	<i>District Acreage Assessment - Reduce Admin</i>	<i>174,600.00</i>
	1100	Interest - Savings/Money Market/Etc.	10,800.00
	2000	Miscellaneous Payments	-
		Total Income - Prop 218 Admin Only Assessment	235,901.00
		<i>Total Income - Reduced Admin Only Assessment</i>	<i>185,400.00</i>
Expense			
	3000	Manager - General District	41,000.00
	3000	<i>District Acreage Assessment - Reduce Admin</i>	<i>35,000.00</i>
	3100	Accounting & Auditing Services	6,000.00
	3200	Bank Service Charges	-
	3300	Insurance	8,600.00
	3400	Legal Services	55,000.00
	4000	Manager - SGMA Activities	74,000.00
	4000	<i>District Acreage Assessment - Reduce Admin</i>	<i>50,000.00</i>
	5000	Data Collection	25,000.00
	5000	<i>District Acreage Assessment - Reduce Admin</i>	<i>15,000.00</i>
	6000	Technical Studies	-
	7000	Groundwater Sustainability Plan (GSP) Development	-
	8000	Groundwater Sustainability Plan (GSP) Implementation	165,000.00
	9000	Miscellaneous Expenses	15,500.00
	9000	<i>District Acreage Assessment - Reduce Admin</i>	<i>5,000.00</i>
		Total Expenses - Prop 218 Admin Only Assessment	390,100.00
		<i>Total Expenses - Reduced Admin Only Assessment</i>	<i>339,600.00</i>
		Net Income - Prop 218 Admin Only Assessment	(154,199.00)
		<i>Net Income - Reduced Admin Only Assessment</i>	<i>(154,200.00)</i>
Prop 218 Admin Only Assment			
	31,264	Proposed Irrigated Acres (\$6.55 per Acre)	\$204,778
	44,557	Proposed Non-Irrigated Acres (\$0.45 per Acre)	\$20,051
	75,821	Total Assessed Acres	\$224,828
Prop 218 Admin Only Assment			
	31,264	Proposed Irrigated Acres (\$5 per Acre)	\$156,319
	44,557	Proposed Non-Irrigated Acres (\$0.41 per Acre)	\$18,268
	75,821	Total Assessed Acres	\$174,587

CBWD Prop 218 Annual Budget Summary

Table 2

District Budget Summary					
Budget Items	2017	2018	2019	2020	2021
1 General District Operations	\$30,000	\$30,900	\$31,827	\$32,782	\$33,765
2 Special Activities - SGMA	\$170,000	\$175,100	\$180,353	\$185,764	\$191,336
3 Technical Studies	\$150,000	\$250,000	\$0	\$0	\$0
4 GSP Development	\$500,000	\$500,000	\$500,000	\$0	\$0
5 GSP Implementation	\$0	\$0	\$0	\$300,000	\$300,000
	\$850,000	\$956,000	\$712,180	\$518,545	\$525,102
CBWD 5-year Budget Forecast \$3,561,827					

inflated 3% each year

inflated 3% each year

Non-Irrigated and Irrigated Assessment Costs

	2017	2018	2019	2020	2021
1 General District Operations	\$0.40	\$0.41	\$0.42	\$0.43	\$0.45
2 Special Activities - SGMA	\$5.43	\$5.59	\$5.76	\$5.93	\$6.11
3 Technical Studies	\$4.79	\$7.98	\$0.00	\$0.00	\$0.00
4 GSP Development	\$15.96	\$15.96	\$15.96	\$0.00	\$0.00
5 GSP Implementation	\$0.00	\$0.00	\$0.00	\$9.58	\$9.58
Irrigated Assessment (\$/ac)	\$26.57	\$29.93	\$22.13	\$15.94	\$16.13
Non-Irrigated Assessment (\$/ac)	\$0.40	\$0.41	\$0.42	\$0.43	\$0.45

Sums 1-5

Sums 1

Table 3

Cuyama Basin Water District - 2023 Income, Expenses Budget - [Max Assessment](#)

CATEGORY	CODE	DESCRIPTION	Budget	
Income				
	1000	District Acreage Assessment	525,101.00	
	1100	Interest - Savings/Money Market/Etc.	10,800.00	
	2000	Miscellaneous Payments	-	
		Total Income	535,901.00	
Expense				
	3000	Manager - General District	41,000.00	
	3100	Accounting & Auditing Services	6,000.00	
	3200	Bank Service Charges	-	
	3300	Insurance	8,600.00	
	3400	Legal Services	55,000.00	
	4000	Manager - SGMA Activities	74,000.00	
	5000	Data Collection	25,000.00	
	6000	Technical Studies	-	
	7000	Groundwater Sustainability Plan (GSP) Development	-	
	8000	Groundwater Sustainability Plan (GSP) Implementation	300,000.00	
	9000	Miscellaneous Expenses	15,500.00	
		Total Expenses	525,100.00	
		Net Income	10,801.00	
	31,258	Proposed Irrigated Acres (\$16.13 per Acre)	\$504,188	
	44,563	Proposed Non-Irrigated Acres (\$0.45 per Acre)	\$20,053	
	75,821	Total Assessed Acres	\$524,241	

Table 4

Cuyama Basin Water District - 2023 Income, Expenses Budget - [Anticipated Expenses](#)

CATEGORY	CODE	DESCRIPTION	Budget	
Income				
	1000	District Acreage Assessment	390,100.00	
	1100	Interest - Savings/Money Market/Etc.	10,800.00	
	2000	Miscellaneous Payments	-	
		Total Income	400,900.00	
Expense				
	3000	Manager - General District	41,000.00	
	3100	Accounting & Auditing Services	6,000.00	
	3200	Bank Service Charges	-	
	3300	Insurance	8,600.00	
	3400	Legal Services	55,000.00	
	4000	Manager - SGMA Activities	74,000.00	
	5000	Data Collection	25,000.00	
	6000	Technical Studies	-	
	7000	Groundwater Sustainability Plan (GSP) Development	-	
	8000	Groundwater Sustainability Plan (GSP) Implementation	165,000.00	
	9000	Miscellaneous Expenses	15,500.00	
		Total Expenses	390,100.00	
		Net Income	10,800.00	
	31,258	Proposed Irrigated Acres (\$11.5 per Acre)	\$359,464	
	44,563	Proposed Non-Irrigated Acres (\$0.45 per Acre)	\$20,053	
	75,821	Total Assessed Acres	\$379,517	

Table 5

Cuyama Basin Water District - 2023 Income, Expenses Budget - [District Administration Only](#)

CATEGORY	CODE	DESCRIPTION	Budget	
Income				
	1000	District Acreage Assessment	225,101.00	
	1100	Interest - Savings/Money Market/Etc.	10,800.00	
	2000	Miscellaneous Payments	-	
		Total Income	235,901.00	
Expense				
	3000	Manager - General District	41,000.00	
	3100	Accounting & Auditing Services	6,000.00	
	3200	Bank Service Charges	-	
	3300	Insurance	8,600.00	
	3400	Legal Services	55,000.00	
	4000	Manager - SGMA Activities	74,000.00	
	5000	Data Collection	25,000.00	
	6000	Technical Studies	-	
	7000	Groundwater Sustainability Plan (GSP) Development	-	
	8000	Groundwater Sustainability Plan (GSP) Implementation	165,000.00	
	9000	Miscellaneous Expenses	15,500.00	
		Total Expenses	390,100.00	
		Net Income	(154,199.00)	
	31,258	Proposed Irrigated Acres (\$6.55 per Acre)	\$204,738	
	44,563	Proposed Non-Irrigated Acres (\$0.45 per Acre)	\$20,053	
	75,821	Total Assessed Acres	\$224,792	