

Cuyama Basin Groundwater Sustainability Agency Board of Directors

Derek Yurosek Chairperson, Cuyama Basin Water District
Lynn Compton Vice Chairperson, Co. of San Luis Obispo
Das Williams Santa Barbara Co. Water Agency
Cory Bantilan Santa Barbara Co. Water Agency
Glenn Shephard Co. of Ventura
David Couch Co. of Kern

Paul Chounet Cuyama Community Services District
George Cappello Cuyama Basin Water District
Byron Albano Cuyama Basin Water District
Jane Wooster Cuyama Basin Water District
Tom Bracken Cuyama Basin Water District

Agenda **November 1, 2017**

Agenda for a meeting of the Cuyama Basin Groundwater Sustainability Agency Board of Directors to be held on Wednesday, November 1, 2017 at 4:00 PM, at the Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254

In compliance with the Americans with Disabilities Act, if you need disability-related modifications or accommodations, including auxiliary aids or services, to participate in this meeting, please contact Matt Young at (805) 568-3546 by 4:00 p.m. on the Friday prior to this meeting. Agenda backup information and any public records provided to the Board after the posting of the agenda for this meeting will be available for public review at 4885 Primero Street, New Cuyama, California. The Cuyama Basin Groundwater Sustainability Agency reserves the right to limit each speaker to three (3) minutes per subject or topic.

- 1. Call to order**
- 2. Roll call**
- 3. Pledge of Allegiance**
- 4. Approval of minutes**
 - **Special Meeting on September 21, 2017**
 - **Regular Meeting on October 4, 2017**
 - **Special Meeting on October 9, 2017**
- 5. Board interview of GSP Preparation Consultant firms. Each firm will begin with a 15 minute presentation followed by 30 minutes of preselected questions and will finish with 30 minutes for open questions from the Directors. The presentations will begin at the times shown below, with an approximate break of 15 minutes between interviews. The order and timing of the interviews, however, are estimates. Members of the public are encouraged to arrive at the commencement of the meeting to ensure they are present for all of the interviews in the event that circumstances warrant changes in the order or timing.**
 - 5.1. Hydrometrics [4:15PM-5:30PM]**
 - 5.2. RMC [5:45pm-7:00PM]**
- 6. Public comment regarding GSP Preparation Consultant firm interviews, consideration of firms and selection of successful firm for the GSP Preparation Consultant, and possible action to approve a professional services contract with the successful firm.**
- 7. Report of the Advisory Committee**
- 8. Receive an update from the Executive Director regarding the application and agreement with the California Department of Water Resources for the Sustainable Groundwater Planning Grant Program's "Groundwater Sustainability Plans and Projects" solicitation.**

9. Receive an update from Legal Counsel regarding contracting with Executive Director and future task order needs; discussion and possible action regarding approval of task order for Board of Directors and Advisory Committee meeting management, GSP consultant management, financial information coordination, and outreach.

10. Consider option for public CBGSA Board of Directors meeting teleconferencing.

11. Public comment for items not on the Agenda

At this time, the public may address the Board on any item not appearing on the agenda that is within the subject matter jurisdiction of the Board. Persons wishing to address the board should fill out a comment card and submit it to the board chair prior to the meeting. Unscheduled comments will be limited to three minutes.

12. Adjourn

Cuyama Basin Groundwater Sustainability Agency (GSA)

DRAFT Board of Directors Meetings Minutes

September 21, 2017

Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254

The Cuyama Basin GSA Board of Directors met in a special session at approx. 4:00 PM.

PRESENT: Directors: Vice Chair Lynn Compton, Paul Chounet, Tom Bracken, Jane Wooster, Derek Yurosek (Teleconference), George Cappello, Byron Albano, Cory Bantilan, Glenn Shephard,

Alt. Directors: Alan Christensen, Darcel Elliot

ABSENT: Das Williams, David Couch

1. Call to order

Vice Chair Compton calls the meeting to order at approx. 4:00 PM.

2. Roll call

Vice Chair Compton calls roll of the Board (shown above).

3. Pledge of allegiance

The pledge of allegiance is led by Vice Chair Compton.

4. Public Comment for Items on the Agenda:

Vice Chair Compton: opens floor to public comment.

Public Comment - Randall Tognazzini, Brenton Kelly, Phillip Jankosky, Pamela Baczk, Gene Zannon, Lynn Carlisle, Casey Walsh: speaks

5. Board Interviews Jim Beck of The Hallmark Group, proposed Executive Director of the GSA

Director Chounet: States concern over the mileage in Jim Beck's proposal suggesting that Jim Beck will only come to the Cuyama once a month.

Alt. Director Elliot: States concern over Jim Beck's Statement of Qualifications not indicating very much time dedicated for community involvement. She would like the Executive Director to hold office hours and attend advisory meetings.

Jim Beck: Introduces himself and gives his professional background: He started his career with the Kern County Water Agency at their Water Treatment Plant as an operator and water quality analyst. He switched over to working in the administrative building of the Kern County Water Agency and clarifies that he has never worked for the Kern Water Bank. He was an employee of the Kern County Water Agency during the development of the water bank. He was the District Manager of Improvement District 4, where he was the main technical and policy representative. He then became the Assistant General Manager for Kern County Water Agency for five years then he became the General Manager for the Kern County Water Agency. In total, he worked for Kern County Water Agency for 32 years before retiring. He formed his own consulting firm, Beck Consulting after retiring. After 6 months, he decided to join The Hallmark Group as a consultant.

Vice Chair Compton: Asks Jim Beck to respond to initial public comments.

Jim Beck: Responds to questions about community involvement. He states that he would like to meet with the ad hoc committee to determine the level of outreach that should be completed with associated budget. He mentions that he did not include this item in the proposal because this level of involvement was best determined by the Board.

Jim Beck: Responds to concerns over water banking interests and clarifies that he has never worked for the Kern Water Bank. He did perform groundwater modeling for the water banking project, but he was always an employee of the Kern County Water Agency.

Jim Beck: Responds to a question about how groundwater pumping and management has changed post-SGMA regulations. He states that groundwater supplies are no longer reliable and water efficiency investments are a lot more valuable now.

Director Albano: Asks Jim Beck how the outreach will fall into his not-to-exceed budget because it is currently not included.

Jim Beck: States that the budget will be flexible, and if there is more outreach required than initially planned then this will affect the budget. Currently, outreach is not a part of his budget and a task order would be required to cover costs of community engagement.

Vice Chair Compton: Asks Jim Beck if he sees Cuyama Basin as a potential location for groundwater banking.

Jim Beck: States that he does not think that Cuyama currently has the infrastructure or surface water required for groundwater banking.

Director Chounet: States concern over Jim Beck addressing SGMA as “nasty thing called SGMA.”

Jim Beck: States that groundwater management is very important, but he does not think that SGMA was the best legislation for it.

Director Chounet: Asks if Jim Beck believes his time is too valuable or too expensive for the outreach required by the position.

Jim Beck: Says he thinks his hourly fee is fair based on his experience and that he does not want to commit excess hours to this position.

Director Chounet: Asks if Jim Beck thinks that water banking is in Cuyama Basin’s future.

Jim Beck: States that right now he does not think water banking is economically feasible, but it could be an option in the future.

Vice Chair Compton: Asks how Jim Beck sees balancing a basin in critical overdraft with users who have a right to beneficially use the water.

Jim Beck: Says it is in the hands of the community to allocate water. Users can no longer use all water they want.

Alt. Director Christiansen: Asks Jim Beck if he ever had experienced issues with siding with a certain district or community over another.

Jim Beck: States that he made sure to have enough technical information to support his decisions when he brought them to the board.

Chair Yurosek: Asks what Jim Beck hopes to accomplish in 180 days as Executive Director.

Jim Beck: Says that the 180-day goal is to first hire the GSP consultant and then make sure all administrative issues are handled. The budget should be fully developed in the first 90 days. There should be a draft GSP completed by the end of 2018 to allow for public input and revisions.

Vice Chair Compton: Asks Jim Beck if he oversaw the formation of groundwater banks when he was the general manager.

Jim Beck: States that the water banks were already formed when he became the general manager.

Vice Chair Compton: Asks if Jim Beck thought the groundwater banking was successful?

Jim Beck: Says that there were mixed results with the groundwater banking, but in general he thought it was successful.

Chair Yurosek: Asks Jim Beck to clarify his work with public entities.

Jim Beck: Reiterates with his experience with Kern County and the Kern County Water Agency Board of elected supervisors. He considers himself a public servant.

Vice Chair Compton: Reads excerpt from newspaper regarding connections between the Kern County Water Agency and the Kern Water Bank through the Monterey Agreement.

Jim Beck: Explains that he was not general manager at the time of the agreement and was not involved, but the rest of the article was correct.

Vice Chair Compton: Asks Jim Beck to clarify his involvement with a lawsuit from Rosedale-Rio Bravo against the Kern County Water Agency. She also asked if he thought the basin was mismanaged.

Jim Beck: Says that the biggest flaw was that there were no annual reports on the status of the basin sent to all users.

Vice Chair Compton: Asks if Jim Beck thinks that Cuyama Basin can be brought into sustainable yield.

Jim Beck: States that he thinks that a sustainability plan can bring this basin into a sustainable yield, but it will require some creativity.

Director Albano: Asks how Jim Beck plans to approach differences in the existing USGS data and what SGMA requires.

Jim Beck: States that the first five years will be collecting new data and addressing deficiencies in the data set.

Vice Chair Compton: Asks who will do the community outreach, the Executive director or the GSP consultant.

Jim Beck: States that the GSP consultant should do the outreach directly related to the GSP while the Executive Director will supplement that as necessary. A Hallmark group employee will perform the admin work and charge a lower rate than Jim Beck's.

6. Floor Reopened for Public Comments:

Vice Chair Compton: reopens floor to public comment.

Public Comment: Randall Tognazzini: Speaks

Jim Beck: Mr. Beck addresses the public comment and states that he currently interviewed for an executive director position for a Kern County basin, but was not selected.

Director Bantilan: Asks Jim Beck how many other clients Jim Beck currently has.

Jim Beck: States that he has two current clients, Grimmway Farms and Tejon Ranch. He does not see any conflicts with maintaining his consulting positions while acting as Executive Director.

Alt. Director Christiansen: Asks Jim Beck if he would be willing to give up Grimmway Farms as a client.

Jim Beck: States that he cannot answer that at the moment.

7. Board discusses approving the contract with Jim Beck and Hallmark Group or review other candidates.

Alt. Director Elliot: Says that she wouldn't vote to approve contract tonight, because of concerns over public interest in interviewing other candidates and outreach not included in Beck's proposal. Bondy Groundwater Consulting, Inc. included outreach in their proposal.

Director Wooster: Believes that Jim Beck might be most knowledgeable of most candidates and did not include outreach in his proposal because he knew that outreach was part of GSP development.

Director Chounet: States that Jim Beck's rate is higher but his overall efficiency is also higher, so the overall cost is lower.

Alt. Director Christensen: States that because this is not a public works agency, selection can be done on best value basis not based on lowest cost.

Director Cappello: States that Bondy Groundwater Consulting, Inc.'s monthly rate is much higher than Jim Beck's monthly rate. Bondy Groundwater Consulting, Inc. also does not have administrative staff available, so an administrative worker would need to be hired and this would add to their budget.

Vice Chair Compton: States that most of her concerns with Jim Beck were assuaged, but she still believes that the other two candidates should be interviewed to build community trust.

Director Shephard: Agrees that the other two candidates should be brought to the next board meeting.

Director Cappello: Says that all three candidates should be brought to next meeting.

Director Albano: States that the board should respect the ad hoc committee and move forward with a decision as soon as possible because the consultants may not wait long for a decision.

Director Bantilan: Mentions to bring back all three candidates to be interviewed.

Alt. Director Christensen: Suggests that it would be wise to not move too quickly and to bring back all the candidates.

Chair Yurosek: States that the board already agreed to only bring back Beck.

Vice Chair Compton: Says that there was controversy at the last meeting regarding hiring an Executive Director without having a public interview.

Director Bantilan: Mentions that at the last board meeting there was no vote to bring all candidates back.

Alt. Director Elliot: Asks if it is a conflict of interest that Jim Beck and Hallmark group already have a contract with Grimmway Farms. She asks Legal Counsel to research this question.

Director Cappello: States that the board needs to be ready to move forward with a decision once they hear the Legal Counsel's advice on whether it is a conflict of interest.

Vice Chair Compton: Emphasizes need for community to trust the Executive Director.

Motion by: George Cappello: to bring all three candidates back to interview within 30 days and vote to select the Executive Director.

Second by: Tom Bracken

Yes: Directors Wooster, Cappello, Compton, Shephard, Bracken, Yurosek and Alt. Director Christensen

No: Directors Chounet, Bantilan, Albano, and Alt. Director Elliot

Motion passed.

8. Public comment for items not on the Agenda

Vice Chair Compton: Opens floor to comments without response.

9. Adjourn

Vice Chair Compton adjourns the Cuyama Basin GSA Board of Directors meeting at approximately 7:00 PM.

I, Catherine Martin, temporary Secretary to the Cuyama Basin Groundwater Sustainability Agency Board of Directors, do hereby certify that the foregoing is a fair statement of the proceedings of the special meeting held on Thursday, September 21, 2017, by the Cuyama Basin Groundwater Sustainability Agency Board of Directors.

Cathy Martin

Dated: October 25, 2017

Cuyama Basin Groundwater Sustainability Agency (GSA)

DRAFT Board of Directors Meetings Minutes

October 4, 2017

Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254

The Cuyama Basin GSA Board of Directors met in regular session at approx. 4:00 PM.

PRESENT: Directors: Paul Chounet, Cory Bantilan, Jane Wooster, Byron Albano, Derek Yurosek, Glenn Shephard, George Cappello, Tom Bracken

Alt. Directors: Darcel Elliott (joined at 4:20 pm)

ABSENT: Directors: Lynn Compton, David Couch (no Alternate appeared as substitute for Directors)

1. Call to order

Chair Yurosek calls the meeting to order at approx. 4:00 PM.

2. Roll call

Secretary Carolyn Berg calls roll of the Board (shown above).

3. Pledge of allegiance

The pledge of allegiance is led by Chair Yurosek.

4. Reconsider approval of revised minutes of the August 02, 2017 meeting

Carolyn Berg (SLO County staff): describes that following the September 6, 2017 Board meeting, a minor error was identified in Item #8 of the approved August 2, 2017 meeting minutes; therefore, she requested that the Board consider re-approval of the revised minutes.

Chair Yurosek: opens floor to comments with no response.

Motion by: Director Albano moves to approve minutes.

Second by: Director Wooster.

Motion passes unanimously.

5. Approval of minutes of the September 6, 2017 meeting

Chair Yurosek: opens floor to comments with no response.

Motion by: Director Shephard moves to approve minutes.

Second by: Director Wooster.

Motion passes unanimously.

6. Submittal of a resolution designating the Executive Director or Chairman to file an application and execute an agreement with the California Department of Water Resources for the Sustainable Groundwater Planning Grant Program's "Groundwater Sustainability Plans and Projects" solicitation.

Rob Morrow (RMC a Woodard & Curran Company/ Grant Consultant): Mr. Morrow reviews that on September 6, 2017, the GSA Board designated a committee to help in developing the scope of work to be included in the grant application. Following that meeting, RMC convened a work group conference call to vet the scope of work. Participants on the work group included: Directors Bantilan, Cappello,

Compton, and Wooster, as well as the following staff Chris Hephpen (EKI), Cathy Marin (SLO County), Carolyn Berg (SLO County), and Matt Young (SBCWA). He briefly reviews the two major focal points of the grant application scope of work: to conduct feasibility study of potential infrastructure projects, and to develop a GSP. Mr. Morrow letters of support from each member agency of the GSA would benefit the competitiveness of the application. Ideally letters of support would be provided to RMC no later than November 1, 2017.

Public Comments: Lynn Carlile.

Directors: Discussion ensues regarding what forms of and level of support would benefit the grant application's competitiveness from a State perspective. Director Yurosek and Wooster ask about the process for finalizing and submitting the application. Questions arise regarding whether the public or stakeholder advisory committee would be providing input. Legal Counsel Joe Hughes offers that, if the Board wanted, the stakeholder advisory committee could be convened to review the scope as it falls within the committee's general intent to provide input on the implementation of SGMA. Alternate Director Elliott concurs with Mr. Hughes.

Motion by: Director Chounet moves to approve a resolution designating the Executive Director or Chairman of the Cuyama GSA as the authorized representative to file an application and execute an agreement with the California DWR for the Sustainable Groundwater Planning Grant Program's "Groundwater Sustainability Plans and Projects" solicitation for the Cuyama Groundwater Basin, and directs staff to engage the stakeholder advisory committee in review of grant scope.

Second by: Director Bantilan.

Motion passes unanimously.

7. Receive an update from Legal Counsel regarding securing an Executive Director and current candidates; receive an update on scheduling of the next special meeting to interview all three candidates; and provide any further direction on the procurement process.

Joe Hughes (Legal Counsel): Mr. Hughes briefly describes his analysis of questions regarding one of the Executive Director candidate's potential conflicts of interest that were identified during the Board's special meeting on September 21, 2017. In general, he describes the Political Reform Act of 1974, and its requirement that public officials need to recuse themselves if a decision will have a foreseeable financial effect on them. He also describes the "public generally rule", which essentially allows that even if a decision affects the public official, if enough of the public is also affected by the decision, then there is no need for a recusal from the discussion or decision making. Mr. Hughes then provides more specific analysis of the candidate in question, Jim Beck of Hallmark Group. Mr. Beck works for Hallmark Group which has Grimmway Farms as a client. Due to Mr. Beck's compensation arrangement with Hallmark Group, Grimmway Farms is considered an "economic interest" of Mr. Beck. If Hallmark Group is hired, Mr. Beck would need to include Grimmway Farms on his Form 700 and consider his potential conflicts arising from Grimmway Farms as they relate to each item or decision. Mr. Hughes notes that, at the special meeting, the GSA Board decided that it would hold a subsequent special meeting to interview all three potential Executive Director candidates. Mr. Hughes passes out a draft agenda for that meeting and describes staff's proposed approach to the meeting.

Public Comments: Roberta Jaffe, Lynn Carlile

Directors: Director Byron inquired regarding the potential for Hallmark Group to assign a different member of staff to Grimmway. Mr. Hughes points out that his analysis would remain the same, unless Hallmark Group closed out the project or contract with Grimmway. Director Wooster asked if an

individual recuses him or herself, what are the recusing from? Mr. Hughes says anything related to that item, including discussion of the item. Discussion ensues about what sorts of decisions might constitute a conflict for Mr. Beck. Discussion ensues about the best approach and format for the upcoming special meeting to interview all three candidates. Directors provide direction that staff should generate a list of approximately 9-10 interview questions, which includes collecting potential questions from any members of the public through Friday, October 6th at 5:00 PM, aggregating into a single comprehensive list of questions and ranking to determine the staff's recommended list of 10 or so questions. Directors request that staff publish all three candidates' original proposals and/or revised scopes of work by Friday, October 6th as well to allow transparency and review prior to interviews.

8. Report from ad hoc committee for GSP Preparation Consultant; discussion and possible action regarding process for selection of GSP Preparation Consultant.

GSP Preparation Consultant Ad Hoc Committee Verbal Report (Directors Chounet, Albano, and Yurosek): Director Chounet overviews the results of a recent ad hoc committee meeting to determine an approach to reviewing the four potential consultants/ proposals. The committee decided to create objective criteria with staff input, which would then be used to review all proposals against. He notes that the intent would be to engage the Executive Director in this review process, assuming an Executive Director candidate is selected at the October 9th special meeting. The intent would be for the ad hoc committee to return with a recommendation at the November 1st GSA Board meeting. Chairperson Yurosek notes that the ad hoc committee wants to confirm the approach and Board expectations, prior to engaging consultants and conducting review/ recommendation process. He highlights that their aim is consensus – if reached, the ad hoc committee would return with one recommended consultant, but if differing opinions among the committee members, they would return with a shortlist of 2 or more consultants for the Board's consideration.

Public Comments: Ann Meyre, Louise Drauker, Lynn Carlile.

Directors: Director Bantilan notes that this particular decision requires a supermajority approval by the GSA Board. Discussion ensues regarding best approach, ability to reach goal of consensus, and if/ how the public would be engaged in the selection process. Director Bantilan suggests that the ad hoc committee consider input from staff and the public.

9. Consider approval of staff recommendation to select the JPRIMA insurance option, directing staff to complete any necessary documents for insurance contract for the GSA, and authorizing the Chairman to execute a contract for the GSA, and authorizing the Chairman to execute a contract with JPRIMA, subject to review of Counsel.

Matt Klinchuch (Water District staff): Mr. Klinchuch reported back on two follow up items regarding the insurance for the GSA. One follow up item was to confirm with Cal Mutuals (JPRIMA) whether a draft budget would be acceptable for the contracting documents, since a final budget has not been set for the GSA. Cal Mutuals confirmed a draft budget was acceptable. The other follow up item was considering the possibility of insurance through the ACWA JPIA. There are several requirements for this option including memberships in both ACWA and ACWA JPIA by a member agency, and said member agency would need to have insurance coverage through ACWA JPIA. It was recommended to not pursue this latter option and continue with the staff recommendation for the JPRIMA insurance option through Cal Mutuals.

Motion by: Director Bantilan moves to approve staff's recommendation.

Second by: Director Albano.

Motion passes unanimously (*note Alternate Director Elliott not present at time of the vote*).

10. Public comment for items not on the Agenda

A Director notes that the Board may want to consider rescheduling its January 3rd regular Board meeting, given the holiday schedule. No further public comment is made.

11. Adjourn

Chair Yurosek adjourns the Cuyama Basin GSA Board of Directors meeting at approximately 5:59 PM.

I, Carolyn Berg, temporary Secretary to the Cuyama Basin Groundwater Sustainability Agency Board of Directors, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held on Wednesday, October 4, 2017, by the Cuyama Basin Groundwater Sustainability Agency Board of Directors.

CAROLYN BERG

Dated: October 17, 2017

Cuyama Basin Groundwater Sustainability Agency (GSA)

DRAFT Board of Directors Meeting Minutes

October 9, 2017

Cuyama Valley Family Resource Center, 4689 CA-166, New Cuyama, CA 93254

The Cuyama Basin GSA Board of Directors met in a special session at 4:00 pm.

PRESENT: Directors: Paul Chounet, Lynn Compton, Jane Wooster, Byron Albano, Das Williams, Derek Yurosek, Cory Bantilan, Glenn Shephard, David Couch, George Capello, Tom Bracken

ABSENT: Directors: [None]

1. Call to order

Chair Yurosek calls the meeting to order at approximately 4 PM.

2. Roll call

Interim Secretary Young calls roll of the Board (shown above).

3. Pledge of allegiance

The pledge of allegiance is led by Chair Yurosek.

4. Board interview of GSA Executive Director candidates.

The length of each interview will be 45 minutes and will begin at the estimated times shown below, with a break of 10 minutes between interviews. Interview questions for consideration by the Board incorporated public comments received by Staff on Friday, October 6th by 5:00 pm. Interview questions were presented by Staff.

4.1 Richard Sweet

1) *A. What makes you uniquely qualified to lead our team as we develop a Groundwater Sustainability Plan?*

Mr. Sweet mentioned governance, time spent in special districts, and engineering experience, but noted that he is not a SGMA expert. He has perspective on Santa Maria Groundwater Basin issues and perspective on Santa Barbara water issues.

B. Please indicate specific experiences or qualifications that would prove valuable to us, and which would enable you to move forward efficiently, if you were to take this job.

Mr. Sweet mentioned that he runs the South San Luis Obispo County Sanitation District and was requested by the District to return and lead, experience writing Requests for Proposals.

2) *A. What are your thoughts about how you would ensure a successful relationship between yourself and the Board?*

Mr. Sweet mentioned that the short timeframe for finding a solution, explains ideas for facilitation meetings for choosing consultants and ways to incorporate Board input into the plan,

references agency's goal to narrow solution focus.

B. What experience have you had in dealing with Boards?

Mr. Sweet mentioned experience with multiple boards and councils; including currently the South San Luis Obispo County Sanitation District.

C. Describe to us how you would facilitate the GSA Board processes, such running meetings?

Mr. Sweet mentioned that he would structure discussions to allow input and obtain decisions. He also prepares agendas and minutes.

3) *A. What is your level of knowledge with respect to the legislation that governs the operation of this type of agency? B. What is your knowledge of and experience with SGMA?*

Mr. Sweet mentioned that he is not a SGMA expert, concerns about Department of Water Resources' flexibility, has worked with adjudicated basins only, chair of the Twitchell Management Authority, and has relationships with agriculture and municipal providers.

C. How will SGMA address the groundwater issues in the Cuyama Valley?

Mr. Sweet mentioned that Cuyama Valley basin should be sustainable, balanced, 20 years after the plan is in place.

4) *A. Do you or your firm have any affiliation or conflict of interest with the Cuyama GSA Board of Directors? B. Do you have any current connections or affiliations to other public agencies? C. What is your current or most recent role?*

Mr. Sweet mentioned that he previously worked for Cities of Santa Maria and several water purveyors in Santa Barbara County. Presently working at the South County Sanitation District.

5) *A. Please explain your community engagement strategy as outlined in your proposal, and what experience you have in conducting such community or stakeholder engagement activities?*

Mr. Sweet mentioned that he has spent his entire career in public government, notes the benefit of an interested community in this case. He would try mailing and "coffee klatch" outreach, discuss issues, and discover connections.

6) *A. How do you plan to keep the community involved in decision making processes and GSP development?*

Mr. Sweet mentioned that he would have a personal relationship with the advisory committee and give feedback to Executive Director.

B. What do you consider to be the role of the Cuyama Basin Stakeholder Advisory Committee?

Mr. Sweet mentioned that the advisory committee is good for releasing information.

C. How much time do you plan on allocating for public outreach?

Mr. Sweet mentioned that time depends on the effectiveness of the committee and the process, it will take sufficient time to meet the goals.

- 7) A. *What 'checks or methods' are important to ensure programs are on the right track and meeting their objectives?*

Mr. Sweet mentioned goals, objectives, and a list to track them, as well as timelines.

- 8) A. *When should the draft GSP be complete?*

Mr. Sweet mentioned that the first draft should be prepared six months earlier than GSP due date.

B. *Given this short timeframe, what do you hope to accomplish in 180 days as executive director?*

Mr. Sweet mentioned that he would accomplish substantial interface with community in first two months, a Request for Proposal to prepare the GSP, and hire an expert to monitor the GSP development or Executive Director.

C. *Do you have enough time among other projects/ roles to perform the role of Cuyama executive director?*

Mr. Sweet mentioned that the only major role is South County San Luis Obispo Sanitation District, which ends in January. This would be the primary role.

- 9) Board follow up:

Director Chounet: What do you mean when you say you would interface with the community?

Mr. Sweet mentioned that those in the community who are interested includes the Board, advisory committee, and other people.

Vice Chair Compton: Do you have any experience with water banking?

Mr. Sweet mentioned that he does have experience in water banking for Santa Maria.

Director Williams: Can you describe a few things that would be important in managing a GSP consultant?

Mr. Sweet mentioned that the timeframe and direction is important to make sure that the consultant is going in the direction the Board wants, in the timeframe allotted, and under budget.

Chair Yurosek: What would be your approach to the budget?

Mr. Sweet mentioned that he has low fees. The Board will direct him on the time spent on tasks and defer to the Board to choose how much time to spend on outreach, etc.

4.2 Bryan Bondy

- 1) A. *What makes you uniquely qualified to lead our team as we develop a Groundwater Sustainability Plan?*

Mr. Bondy mentioned that he has a unique blend of public agency and hydrogeology experience. He is working on the Calleguas Municipal Water District Aquifer Storage and Recovery (ASR) Project, which is a blend of technical analysis and public policy.

B. Please indicate specific experiences or qualifications that would prove valuable to us, and which would enable you to move forward efficiently, if you were to take this job.

Mr. Bondy is working with ag stakeholders for the Las Posas Valley Basin on behalf of Calleguas. Works on the technical question of how ASR affects groundwater, but also helping show ag stakeholders how it works. Some similarity to SGMA; engagement with landowners in a subdivided basin with an allocation system.

- 2) *A. What are your thoughts about how you would ensure a successful relationship between yourself and the Board?*

Mr. Bondy stated that relationships are important, it may be difficult with an 11-member board. The job is not to take sides but take direction from the whole board and work toward consensus in decisions. He plans to educate the board on new regulations as part of the SGMA process and give a range of options for addressing topic, such as basin characterization, defining sustainability, and identifying options for augmenting supply.

B. What experience have you had in dealing with Boards?

Mr. Bondy has an executive advisor role in upper Ventura and is developing the board relationship currently. Previously worked with three other boards that had conflicting issues.

C. Describe to us how you would facilitate the GSA Board processes, such running meetings?

Mr. Bondy routinely develops agendas, staff reports, and communicates with the board.

- 3) *A. What is your level of knowledge with respect to the legislation that governs the operation of this type of agency?*

Mr. Bondy has extensive knowledge from working in 7 basins: technical, stakeholder, and executive roles; and knows regulations. He has been through the SGMA regulations and BMPs numerous times. Mr. Bondy worked with DWR to help develop Groundwater Dependent Ecosystems guidance.

B. What is your knowledge of and experience with SGMA?

Mr. Bondy started working first on SGMA with Fox Canyon. He served on the technical advisory committee, nominated by the ag group.

C. How will SGMA address the groundwater issues in the Cuyama Valley?

Mr. Bondy mentioned that it is up to the board and community to decide. He also stated that the basin needs to meet SGMA requirements of sustainability and be developed by the people with the consultant.

- 4) *A. Do you or your firm have any affiliation or conflict of interest with the Cuyama GSA Board of Directors?*

Mr. Bondy mentioned that he is not aware of affiliation or conflict of interest with other directors. However, he is involved with Upper Ventura GSA, but is not under contract with the County or Ag entities, to the best of his knowledge.

B. Do you have any current connections or affiliations to other public agencies? C. What is your current or most recent role?

Mr. Bondy is working with Ventura County on a groundwater monitoring program, a one-time project and nothing contractual.

- 5) *A. Please explain your community engagement strategy as outlined in your proposal, and what experience you have in conducting such community or stakeholder engagement activities?*

Mr. Bondy led the Las Posas group through two years of negotiations over allocation and is operating in similar capacity for landowner groups in other basins. He has performed community outreach at Fox Canyon Groundwater Management Agency. However, he expects the GSP consultant will have professional facilitator when brought on board.

- 6) *A. How do you plan to keep the community involved in decision making processes and GSP development?*

Mr. Bondy stated that he would rely on the Board's approach for reaching out to landowners, local community. He said that the web is an approach for disseminating information, but face to face works the best. He stated that we need to cast a wide net, identify the right mix of stakeholder working group to each type of situation, and give stakeholders a specific task.

B. What do you consider to be the role of the Cuyama Basin Stakeholder Advisory Committee?

Mr. Bondy mentioned that advisory committees are critical to SGMA process: most work has been with groups serving in this role. Its role is to be a place for people to get informed and provide input on issues. Allows dissenters to be part of process in a real and tangible way. He would encourage the board to view it as more than a committee.

C. How much time do you plan on allocating for public outreach?

Mr. Bondy mentioned that he will spend as much time as the Board thinks is necessary and will update the cost estimate as the process continues.

- 7) *A. What 'checks or methods' are important to ensure programs are on the right track and meeting their objectives?*

Mr. Bondy mentioned that the project needs to be managed carefully to meet the two-year timeframe. He will use basic project management tools, schedule and budget, adjust as needed. He will work with DWR to identify items that do not need to be fully developed and lots of check-ins with consultant, regular reporting to board and stakeholders. It is all about

communication.

8) *A. When should the draft GSP be complete?*

Mr. Bondy mentioned that he looks at project as having components. He would compartmentalize phases – produce draft documents that can be reviewed early in the process. Complete early as possible and break it into pieces.

B. Given this short timeframe, what do you hope to accomplish in 180 days as executive director?

Mr. Bondy mentioned that the GSA needs a GSP consultant on board by April, insurance needs to be in place, engage in stakeholder process under SGMA, know if the Proposition 1 grant is awarded, and manage the grant implementation.

C. Do you have enough time among other projects/ roles to perform the role of Cuyama executive director?

Mr. Bondy mentioned that he has time, this is a large contract, and he is a one-man company.

9) Board follow up:

Vice Chair Compton: Why cut the cost proposal in half?

Mr. Bondy stated that the initial estimate was based on heavy burn rate and that the committee gave feedback that the original estimate was high. He revised the cost for the estimated initial startup from the feedback. The initial estimate included a lot of time present in the basin and his original cost was an estimate of peak effort.

Vice Chair Compton: Any involvement in the Paso Robles basin?

Mr. Bondy mentioned that several years ago, he did work for GSI water solutions for some private water users. He also provided education on groundwater work in Shandon area.

Director Williams: What are your priorities and role in managing a GSP consultant?

Mr. Bondy mentioned that SGMA lays out what is needed in the GSP. He would prioritize what their focus would be and verify that the Consultant understands the work with the USGS model. He would determine the level of comfort with the model, what changes need to be made, and once we get past that point tasks will become clearer. He mentioned that contingencies are needed because it will be challenging to meet deadlines.

Director Williams: Is it possible to time work with upper Ventura to coincide with Cuyama GSA to save money?

Mr. Bondy sad that this is not likely. However, there is economy of scale in that the roles are similar. Opportunity to work with DWR on behalf of both agencies.

Director Couch: Given your experience, could you write the GSP yourself?

Mr. Bondy stated that he could write the GSP, but would need support because of the scale of the GSP.

Director Couch: How would you handle the relationship between districted land and undistracted lands for supervisors?

Mr. Bondy mentioned that white space landowners can have a non-profit to give a single voice, but there will be conflict with issues with water rights, property values, similar concerns to landowners in water districts. He also mentioned that the adjudication should be looked at as a business decision and it may be more cost effective to try to work together first.

Director Capello: What is the staff time for clerical work?

Mr. Bondy would charge \$100-hour rate for admin hours. He may hire contractor services to support the company or look for opportunities within one of the counties or the CSD.

Director Capello: Can you go over your modeling experience?

Mr. Bondy stated that he built a groundwater model for the San Diego River Valley and models in Paso Robles, Morro Bay, USGS alternatives for ocean intake desalination. Reviewed USGS regional model for Ventura County and discovered critical issues that led to scrapping the model and develop a new one.

Chair Yurosek: What are the sizes of the basins you work on?

Mr. Bondy discussed the following basin sizes that he has worked on: Oxnard Plain with 30,000 acres of irrigated ag plus cities, Pleasant Valley with 10,000 acres, Las Posas with approximately 70,000 acres irrigated ag total, Fox Canyon with 140,000 acre-feet, and Ventura River with 5,000 acre-feet/year irrigated ag and public wells. He has also worked on small basins.

Chair Yurosek: Are you better qualified to be Executive Director or local project lead for the GSP?

Mr. Bondy would rather be the Executive Director. He mentioned that he would have a greater impact and aligns with career goals and interests.

Vice Chair Compton: What are your thoughts on private property rights, how do you protect overlying property use?

Mr. Bondy mentioned that rights are correlative with other land owners, no process for establishing specific right. There is opportunity for landowners to try to agree on a management scheme without spending a lot of money on lawyers. Protecting groundwater rights is important.

Director Capello: Are you affiliated with a company?

Mr. Bondy is affiliated with Hydrometrics.

4.3 Jim Beck

- 1) A. *What makes you uniquely qualified to lead our team as we develop a Groundwater Sustainability Plan?*

Mr. Beck said that he has 32 years in the water industry with technical expertise in groundwater modeling, monitoring plans, database management, hydrologic models including Kern River.

B. Please indicate specific experiences or qualifications that would prove valuable to us, and which would enable you to move forward efficiently, if you were to take this job.

Mr. Beck said that he has an administrative background as the director of Kern County Water Agency (KCWA), spent 2-3 years working on the groundwater management plan, used stakeholder involvement and captured all stakeholder interests. He also has a unique position as a general manager that also did groundwater modeling.

- 2) A. *What are your thoughts about how you would ensure a successful relationship between yourself and the Board?* B. *What experience have you had in dealing with Boards?*

Mr. Beck mentioned his role as general manager in Kern County Water Agency and assistant general manager in a special district where he directly interacted with the board. He also worked with stakeholder boards and other boards, and mentioned that the Executive Director's job is to facilitate the actions of the Board of Directors.

C. Describe to us how you would facilitate the GSA Board processes, such running meetings?

Mr. Beck stated that the Executive Director is to make the meeting run smoothly, give the Board information in a timely manner, help set the agenda, and perhaps working in a subcommittee. He would also ensure reports are formatted so that they best suit the Board's needs, create monthly action items, and have staff present documents that are needed.

- 3) A. *What is your level of knowledge with respect to the legislation that governs the operation of this type of agency?*

Mr. Beck mentioned that he is very knowledgeable of SGMA and its development.

B. What is your knowledge of and experience with SGMA?

Mr. Beck participated directly in efforts to address deficiencies in SGMA legislation, expressed agency's concerns to legislature, was involved in SGMA during its drafting, and has close relationships with those in DWR who oversee SGMA. He was in the initial phases of implementing SGMA in Kern County, until he retirement in 2016. He participated in legislative policy and board meetings for GSA development until he retirement, but continues to attend meetings and follow progress.

C. How will SGMA address the groundwater issues in the Cuyama Valley?

Mr. Beck discussed that SGMA will provide guidelines for the basin and groundwater issues will be addressed by the Board and stakeholders, working together. He mentioned that the development of sustainability guidelines, definition of adverse impacts, tools for

groundwater management, critical thresholds and metrics, allocation of water supplies will all be determined by the Board and stakeholders.

- 4) A. *Do you or your firm have any affiliation or conflict of interest with the Cuyama GSA Board of Directors?* B. *Do you have any current connections or affiliations to other public agencies?*

Mr. Beck said that he is a consultant for the Hallmark Group. The Hallmark Group has a contract with Grimmway Farms in Kern County area and worked with David Couch in the past, but there is no conflict. He has also worked with Tejon Ranch and Tejon-Castac Water District in Kern County. The Hallmark group was the primary managers for the California WaterFix.

C. *What is your current or most recent role?*

Mr. Beck's most recent role is that he is retired from the Kern County Water Agency.

- 5) A. *Please explain your community engagement strategy as outlined in your proposal, and what experience you have in conducting such community or stakeholder engagement activities?*

Mr. Beck mentioned that the development of the outreach process would be in conjunction with Board and GSP consultant, and his revised submittal contains an outreach plan. He mentioned that the outreach will be interactive and that the proposal will be revised to show efforts in outreach, such as weekly newsletters, email distribution, open house with opportunity for public questions, and optional development of a webpage. He also mentioned using direct one on one communication with specific important individuals over phone for GSP development.

- 6) A. *How do you plan to keep the community involved in decision making processes and GSP development?*

Mr. Beck mentioned that his involvement starts with the selection of the GSP consultant and technical discussions will be accessible to the public. Regular meetings will be properly noticed, have appropriate agendas, and information will be released in advance.

B. *What do you consider to be the role of the Cuyama Basin Stakeholder Advisory Committee?*

Mr. Beck mentioned that "Whatever the Board decides" is the easy answer and his role is to provide a voice for stakeholders and to assist the board with key technical and policy issues. He also mentioned that the Board is looking for input as well as specific responses to questions that come before the board.

C. *How much time do you plan on allocating for public outreach?*

Mr. Beck mentioned that he will do public outreach whenever asked. He is always prepared to represent the interest of the GSA; such as attend meetings, send mailers, develop a website, and hold office hours with board consent and within the budget.

- 7) A. *What 'checks or methods' are important to ensure programs are on the right track and meeting their objectives?*

Mr. Beck mentioned that metrics are needed and there must be a target to hit. He suggests using a monthly program management dashboard of tasks to meet the GSP deadline, monthly budget summaries, and third-party activities, such as DWR workshop with board member attendance.

- 8) A. *When should the draft GSP be complete?*

Mr. Beck discussed the draft GSP should be done by the end of 2018 and that time will be needed for unforeseen events. He also mentioned that if the GSA puts forward a unique approach for DWR to consider. It is better to be the first GSP to be reviewed.

B. Given this short timeframe, what do you hope to accomplish in 180 days as executive director?

Mr. Beck mentioned that in 90 days a GSP consultant will need to be selected and engaged and by the beginning of 2018 the GSP consultant should have a schedule and strategy for the rest of the year. He mentioned that the stakeholders input is important and that the GSP should be completed by the end of October with November/December to finalized the GSP efforts.

C. Do you have enough time among other projects/ roles to perform the role of Cuyama executive director?

Mr. Beck mentioned that he has enough time, two existing clients don't even take half of his time. If selected, he would make sure other work is secondary.

- 9) Board follow up:

Director Chounet: What experience do you have with a similarly diverse group, including agriculture and domestic users?

Mr. Beck mentioned working with smaller landowners on district boards. KWCA has a flood control agency in a small community of 300 people, attended workshops with those people to explain flood control, assessments, and engagement. Also, he worked with drinking water and dealing with water complaints from individual homeowners. He likes that part of the job is to assuage fears and water complaints.

Director Albano: Will you have a full rate on travel time?

Mr. Beck mentioned that he would have the full rate on travel time, 60-mile distance from house, but he plans to minimize the travel.

Director Williams: Can you explain why your Grimmway affiliation wasn't disclosed earlier in the process?

Mr. Beck assumed that the Board already new about the Grimmway affiliation because Grimmway informed him of the position. He has attended public meeting on their behalf in Kern County and assumed this was public knowledge. He spoke with legal counsel and doesn't see conflict. He will discuss any concerns and is not trying to hide anything.

Director Couch: Could you write the GSP yourself?

Mr. Beck mentioned that he could write the GSP by himself.

Director Couch: Can you advise Supervisors who represent both undistracted and districted lands on how to deal with the situation?

Mr. Beck mentioned that there are two types of stakeholders: those who fall under the Cuyama Basin Water District and everyone else. Those in white areas should go to supervisors for representation. Conflicts are inevitable, especially when there is allocation of water. He recommends having discussions directly with the stakeholders you represent and each supervisor will need to determine how to engage the stakeholders they represent.

Chair Yurosek: What do you see as your role in engaging with the advisory committee?

Mr. Beck mentioned that he will put time into the budget for facilitating advisory committee meetings, such as organizing, setting agendas, making sure the advisory committee gets information, and providing a summary of recommendations.

Director Chounet: What about the conflict between large districts and small districts?

Mr. Beck mentioned that conflict resolution will be needed between large districts and small districts. The Board will need to work with stakeholders to resolve issues. He will help facilitate the discussions and rely on GSP consultant to facilitate as well.

5. Discussion on Before Closed Session

Counsel laid out the process for closed session in compliance with Brown Act. Can be used for hiring of employees or independent contract. Executive Director falls within personnel exception of the Brown Act.

Director Chounet: Can members of the public address the board before the closed session?

Chairman Yurosek: Yes

Director Couch: We will be discussing the interviews and having a discussion.

Public Comment:

Lynne Carlisle: Concerned about conflict of interest issues. Asks if Mr. Beck or others have conflicts of interest, how would their recusal work and how the Board would address it. Asks how future conflicts of interest can be prevented.

Brenton Kelley: Still has concerns about conflict of interest for Mr. Beck.

Casey Walsh: Thinks Mr. Bondy is a strong candidate. Likes that his background is in a region not closely connected with Cuyama.

Anne Myhre: Likes ideas about early completion timelines. Mentions Mr. Bondy's timeline seemed to not be conservative enough.

Sue Blackshear: Concerned with Mr. Beck's long involvement with other water boards.

Motion by: Director Couch: Closed session for consideration of candidates.

Second by: Director Chounet.

Motion passes unanimously.

Closed session begins: 7:20 PM

6. Consideration of executive director candidates and possible action to approve a professional services contract: 8:00 PM

Motion by: Director Couch: Three really qualified candidates and two stood out. Both have technical and management expertise. Back office support from Hallmark and Mr. Becks' ability and experience with DWR: move selection of the Hallmark Group as Executive Director.

Second by: Director Bracken.

Motion passes: Directors Wooster, Albano, Yurosek, Shephard, Couch, Capello, and Bracken - Ayes.

Legal Counsel: Staff will review the contract and work through final issues.

Motion by: Director Albano moved to direct staff to work through contract and have Chair Yurosek sign.

Second by: Director Couch.

Motion passes unanimously.

7. Public comment for items not on the Agenda: None.

8. Adjourn

Chair Yurosek adjourns the Cuyama Basin GSA Board of Directors meeting at approximately 8:05 PM.

I, Cathy Martin, temporary Secretary to the Cuyama Basin Groundwater Sustainability Agency Board of Directors, do hereby certify that the foregoing is a fair statement of the proceedings of the SPECIAL meeting held on Monday, October 9, 2017, by the Cuyama Basin Groundwater Sustainability Agency Board of Directors.

CATHY MARTIN

Dated: October 26, 2017

Presented to the Cuyama Basin Groundwater Sustainability Agency

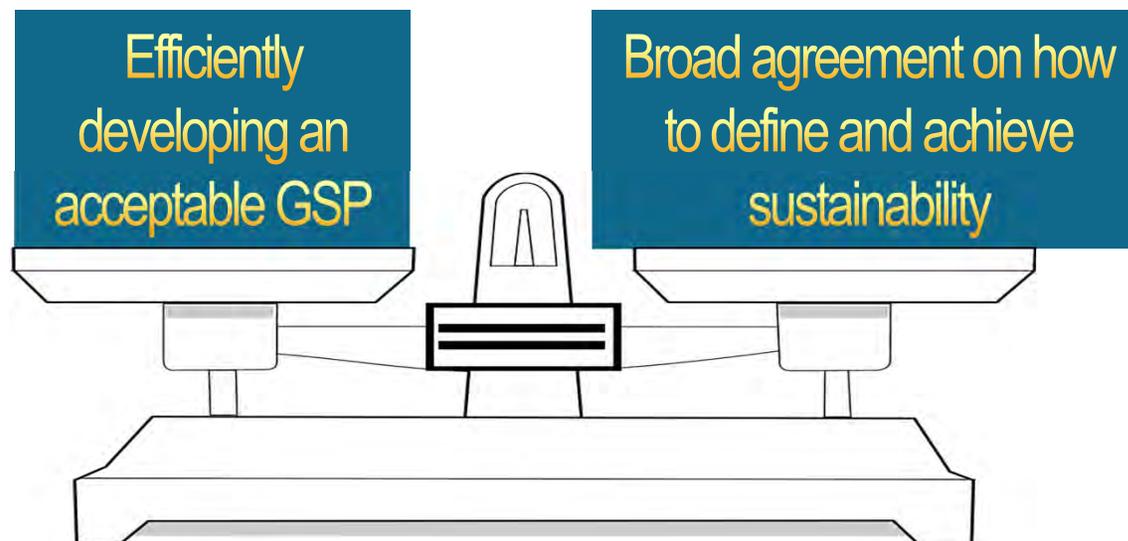
Consulting Services for Developing a Groundwater Sustainability Plan

October 26, 2017



Presentation Overview

- Recap our team's strengths
- Demonstrate:
 - Why we are the right team
 - Why our balanced approach is most favorable for Cuyama Basin GSA

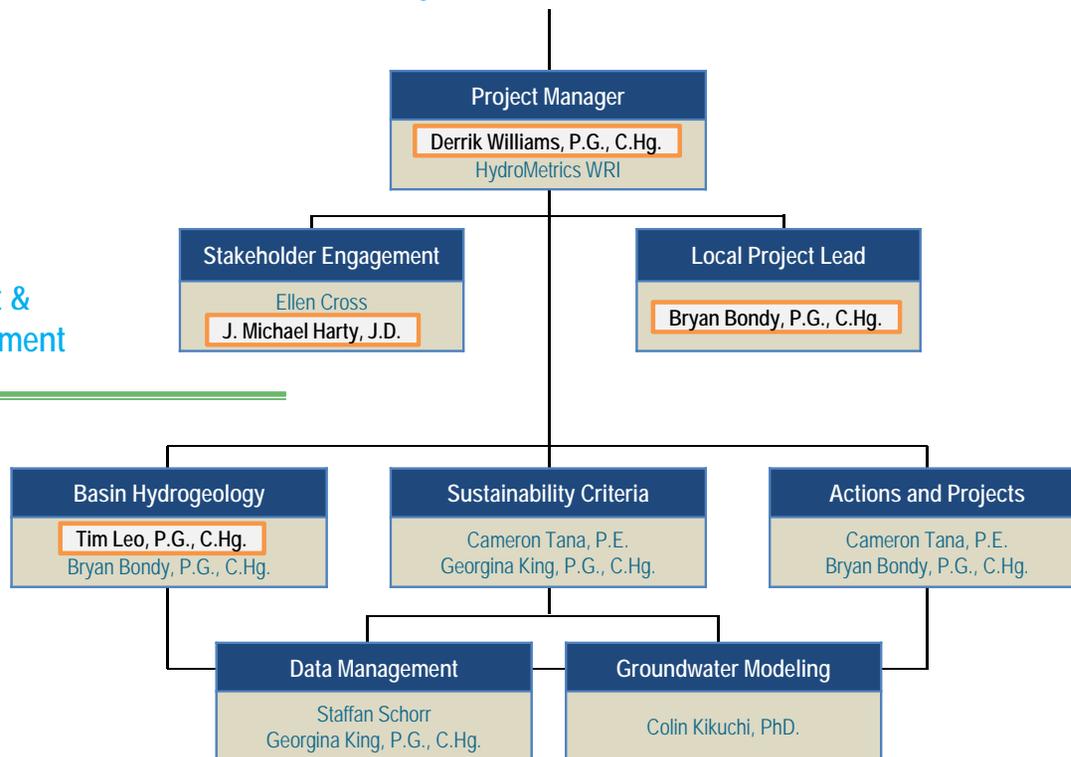


HydroMetrics WRI Team

Cuyama Basin GSA

Project Management &
Stakeholder Engagement

Technical Team



Our Team

- ✓ Led by leading groundwater professionals
- ✓ Experienced groundwater hydrologists
- ✓ Extensive outreach toolbox
- ✓ Local presence and regional perspective
- ✓ Trusted advisor to DWR
- ✓ Available staff to complete project on time

Strengths & Benefits of our Team

TEAM STRENGTHS

Unparalleled SGMA Knowledge

Proven Stakeholder Coordination

Local Hydrogeologist Directs GSP

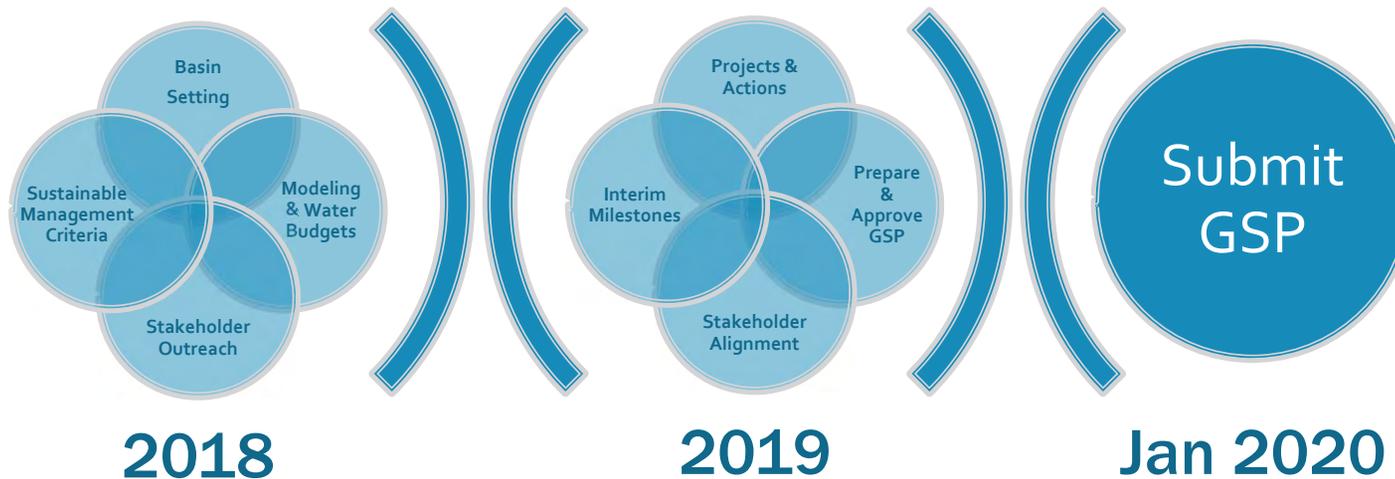
Proven Technical Expertise

Neutrality & Commitment

BENEFITS TO CUYAMA BASIN GSA

- Streamlined GSP development resulting from effective and informed strategies to achieve sustainability
- Less conflict and smoother GSP process by identifying key stakeholders and aligning their interests
- Better responsiveness and integration of technical work & stakeholder coordination
- Reduced effort on GSP by focusing on necessary work and avoiding efforts that are secondary to success
- Effective guidance from an unbiased team with sufficient resources to complete project on time

Our Unparalleled SGMA Knowledge Allows the Cuyama Basin GSA to Meet Deadlines:



1. Prioritize important work (Sustainable Management Criteria)
2. Minimize effort on work secondary to success (Sustainable Yield)
3. Update to an **acceptable** model, not **perfect** model (DWR expects uncertainty!)
4. Plan for adaptive management during GSP implementation

Our SGMA Experience

- ✓ Contractor to DWR for SGMA
- ✓ Developed BMPs and SGMA policies
- ✓ Helped create GSAs
- ✓ GSP work since 2015
- ✓ Modified basin boundaries
- ✓ Effective groundwater models that meet GSP requirements

Effective Stakeholder Engagement is the Key to SGMA Success

- SGMA is about people making important choices at the local level for their communities and regions
- Our approach prioritizes Stakeholder Engagement
 - Specific tasks and sequence to support project milestones
 - Customized, practical, aligned with GSP requirements
- Investing in listening and understanding pays dividends
 - Board of Directors and GSA member agencies
 - Stakeholder Advisory Committee
 - Environmental groups/NGOs
 - Interested public
 - All beneficial uses and users

Competing Issues

- Local quality of life
- Economic prosperity
- Ecological health
- Cost of SGMA

Solutions

- Inform Locals on SGMA
- Assess stakeholder concerns
- Frequent communication
- Structured feedback on decisions and documents

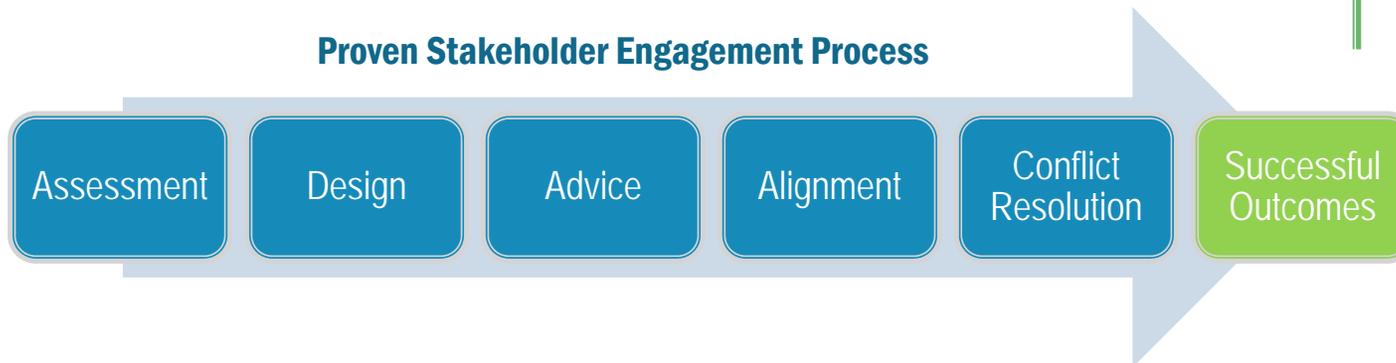
Our Engagement Team: SGMA Experience, Proven Process and Result

- Understand GSA representation challenges
- Clear presentations of technical and policy information
- Proven understanding of key stakeholder needs and interests
- Build on areas of agreement
- Focus on priorities for communities and region

Stakeholder Engagement Experience

- ✓ Direct SGMA work
- ✓ Helped create GSAs
- ✓ Worked in several basins
- ✓ Proven track record with diverse clientele

Proven Stakeholder Engagement Process



Our Local Project Lead Guides Project Direction and Decisions

- Bryan Bondy is local project lead (hydrogeologist)
- 30% commitment to the project
- Work with all stakeholders to understand concerns
- Integrate stakeholder concerns & policy/technical solutions



- ✓ President, Bondy Groundwater Consulting
- ✓ Former groundwater manager in Ventura County
- ✓ 21 years experience in groundwater hydrology
- ✓ Licensed P.G. and C.Hg. in California
- ✓ Significant stakeholder engagement experience

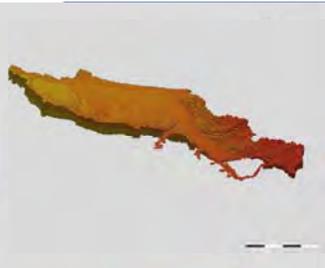
Potential Stakeholder Concerns

- Groundwater model
- Different economic interests
- Pumping restrictions
- Loss of crop acreage
- Cost of projects/who benefits from projects

Policy & Technical Solutions

- Account for model uncertainty
- Sustainable management criteria reflect stakeholder input
- Water supply augmentation
- Demand management

Our Technical Expertise Avoids Unnecessary Effort and Costs



Groundwater Modeling

Efficiently evaluate and use USGS model

Acceptable model not perfect model

Develop broad confidence in model for GSP

Decision support modeling



Data Management

Focus on GSP requirements

Phased development

Works with your website

Works with DWR website

Our Modeling Team

- ✓ Developed SGMA modeling BMP
- ✓ Decades of experience
- ✓ Colin Kikuchi, PhD
- ✓ MODFLOW-OWHM for research and projects
- ✓ Experts in ag basin water budgets

Our Team is:

Neutral

No conflicts with GSA members

Available

Priority project | ready to start

Committed

Will guide GSA to successful GSP

Trusted

Assisted DWR in developing SGMA

Cost Control is Important

- Estimated at \$1.27 million in our proposal
- Cost Drivers:
 - Effective stakeholder engagement is critical to develop GSP acceptable to stakeholders and DWR
 - Number of public meetings
 - Effort developing Sustainable Management Criteria
 - Developing stakeholder confidence in model results
- Grant funding
 - Include DACs to reduce match
 - Request funds for all eligible work



Why Select the HydroMetrics WRI Team?

- We are committed to effective public engagement that will lead to broad alignment on GSP
- Our approach is optimized and focused on the work DWR values highest
- Our local lead has authority to dictate project direction
- We will use the model in a way that stakeholders can accept
- We are neutral, available, trusted, and committed to success

Questions

Cuyama Basin Groundwater Sustainability Agency

Development of a Groundwater Sustainability Plan

October 26, 2017

Presenters:

Lyndel Melton | Ali Taghavi | Charles Gardiner
Brian Van Lienden | Rob Morrow | John Ayres



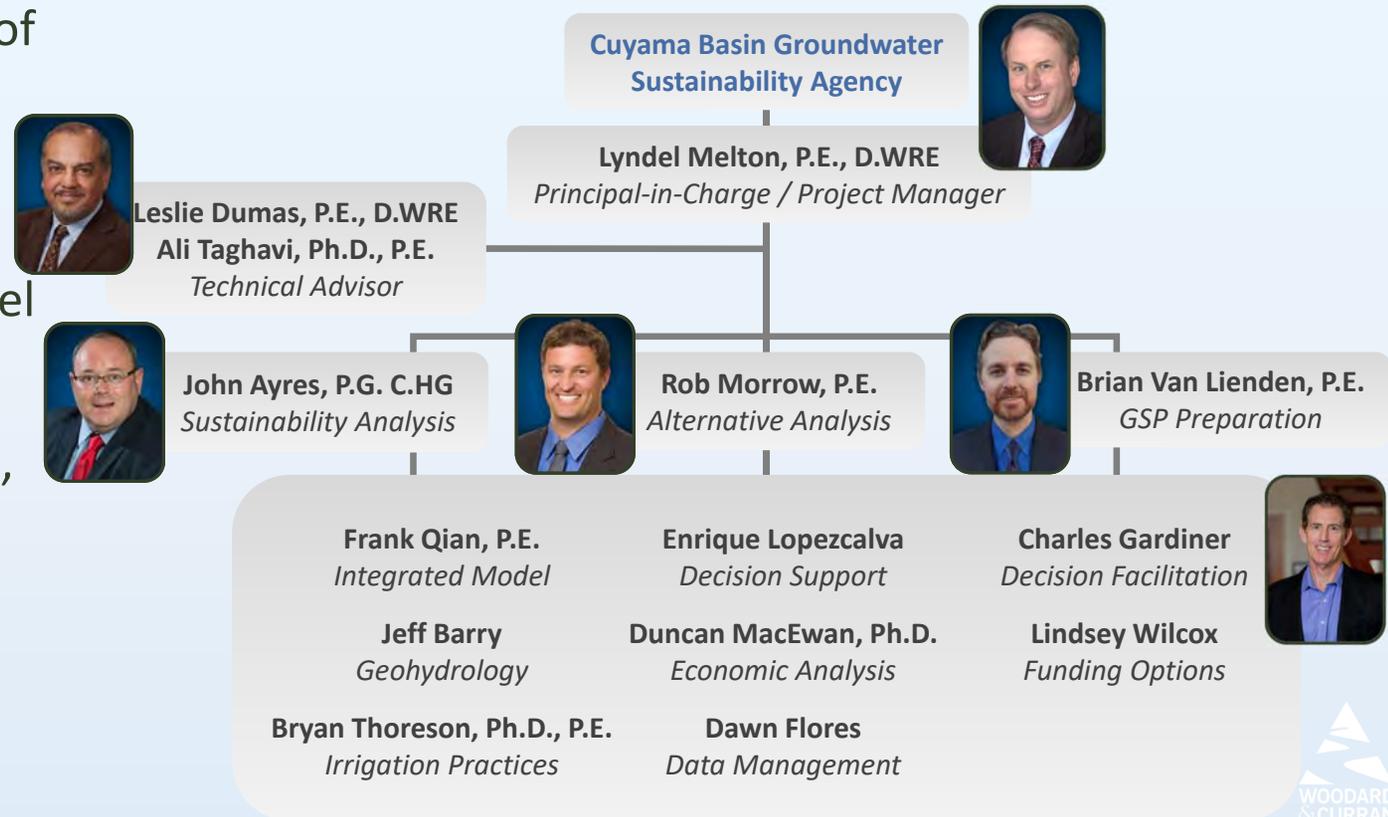
Our Mission

Create a transparent environment
to develop a Groundwater Sustainability Plan
that fully meets the Cuyama Basin's
stakeholders needs and objectives.

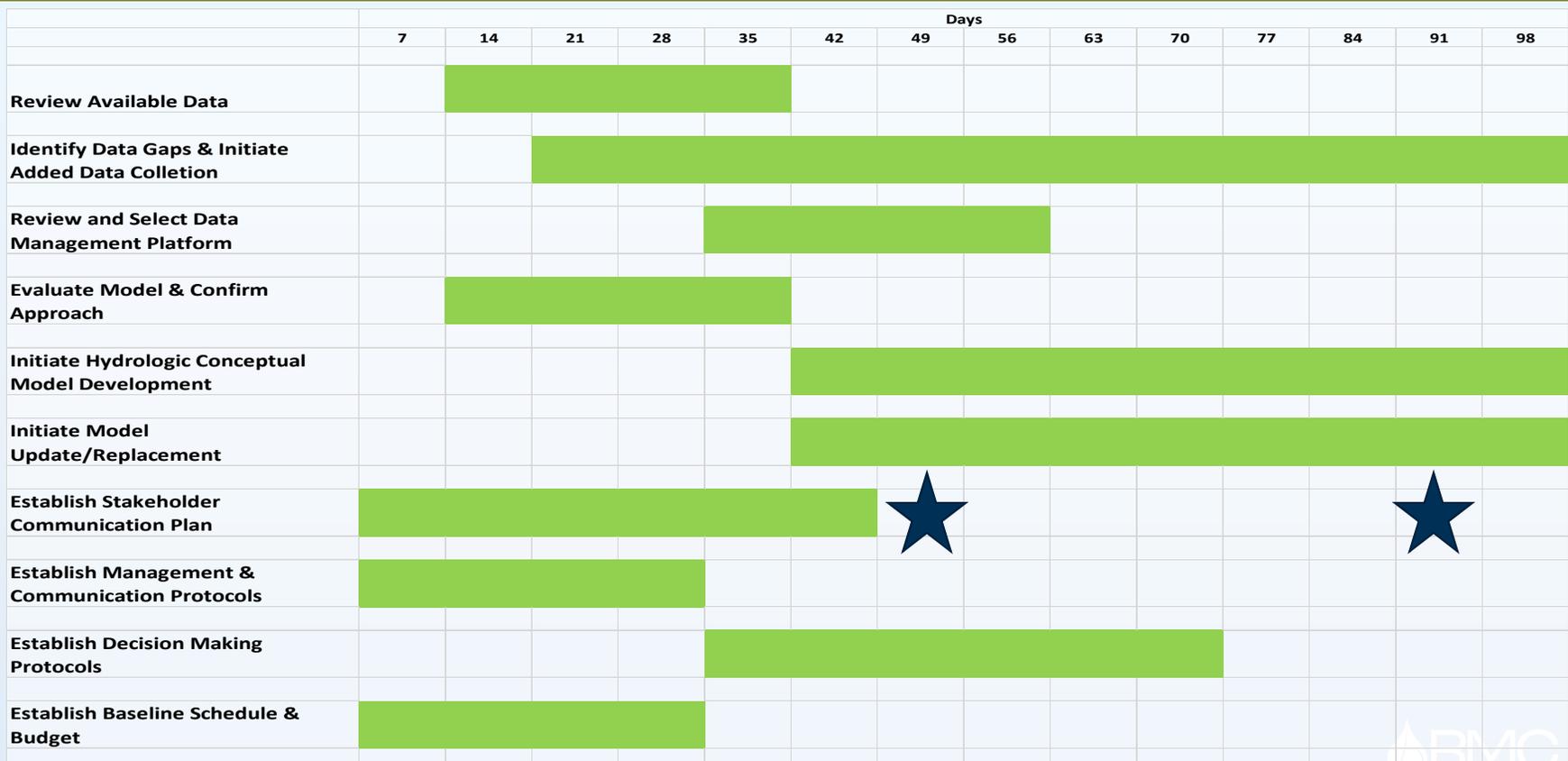


Our Comprehensive Team Understands How to Develop a GSP That Meets the Cuyama Basin's Needs

- A thorough understanding of DWR's GSP requirements
- Working relationships with DWR SGM personnel
- CUVHM Groundwater Model experience and knowledge
- Clear understanding of the Cuyama Basin stakeholders' needs and objectives



The Key to Meeting the January 2020 Deadline is an Initial 100-Day Plan



Our Approach Ensures we Work Together to Achieve Success



Effective stakeholder engagement that results in high levels of trust



Leveraging our technical capabilities and experience with CUVHM and DWR



Providing technical soundness and effective coordination that results in practical and realistic solutions that meet the Basin's needs



Effective stakeholder engagement
that results in high levels of trust



A Comprehensive Bi-Lingual Stakeholder Process will Generate a Locally-Supported GSP



- Public workshops – involvement by residents and landowners
- Advisory Committee – input and guidance to decision makers and project team
- GSA Leadership – overall authority for decision-making, GSP development and implementation



Effective Outreach Requires Trust and Transparency, and Occurs at All Levels



Advisory Committee

Cuyama Basin Public

**Cuyama Basin
Landowners**

Areas of Outreach Focus

Education

Status of the Basin
SGMA Requirements
GSP Process

Tools and Analyses

Data
Model
Alternatives

Problem Solving

Costs
Economics
Implementation Strategy



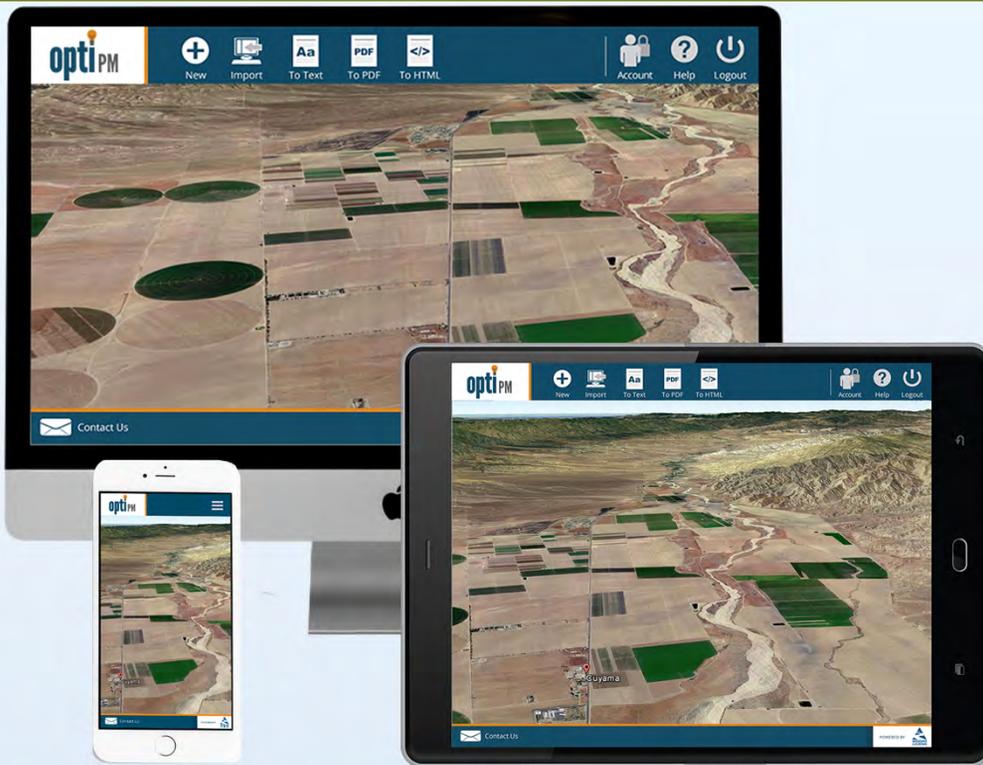
Cuyama Basin GSA

**Cuyama Community
Services District**

**Cuyama Basin
Water District**



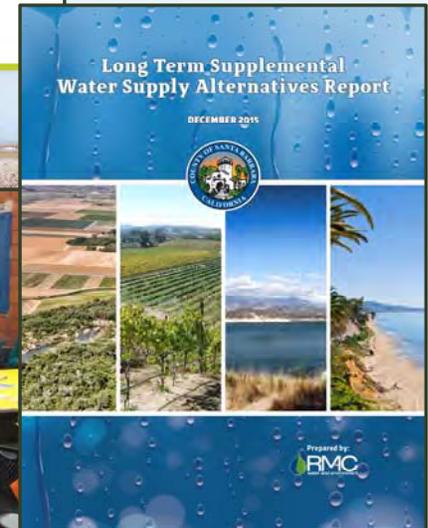
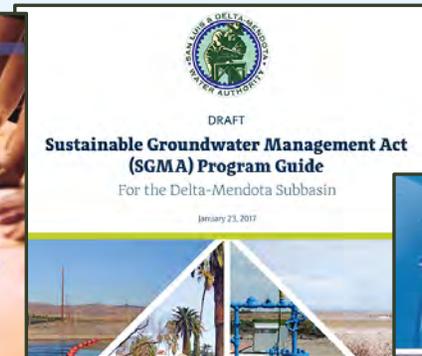
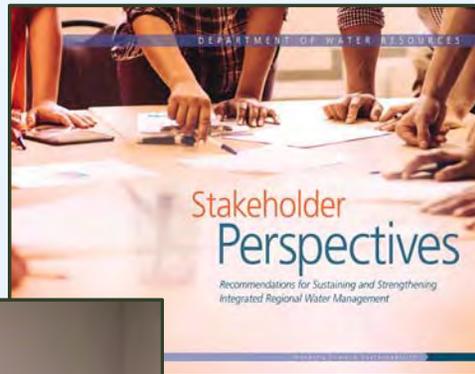
We Will Use OptiPM to Make Information Accessible Anywhere



- **GSA Team Access**
 - Schedule and Budget Reporting
 - Information Management
 - Data Sharing
 - Document Management
- **Stakeholder Access**
 - Data Sharing
 - Educational Information
 - Outreach/Communications



The W&C Team Has A Track Record of Stakeholder Success Throughout the State



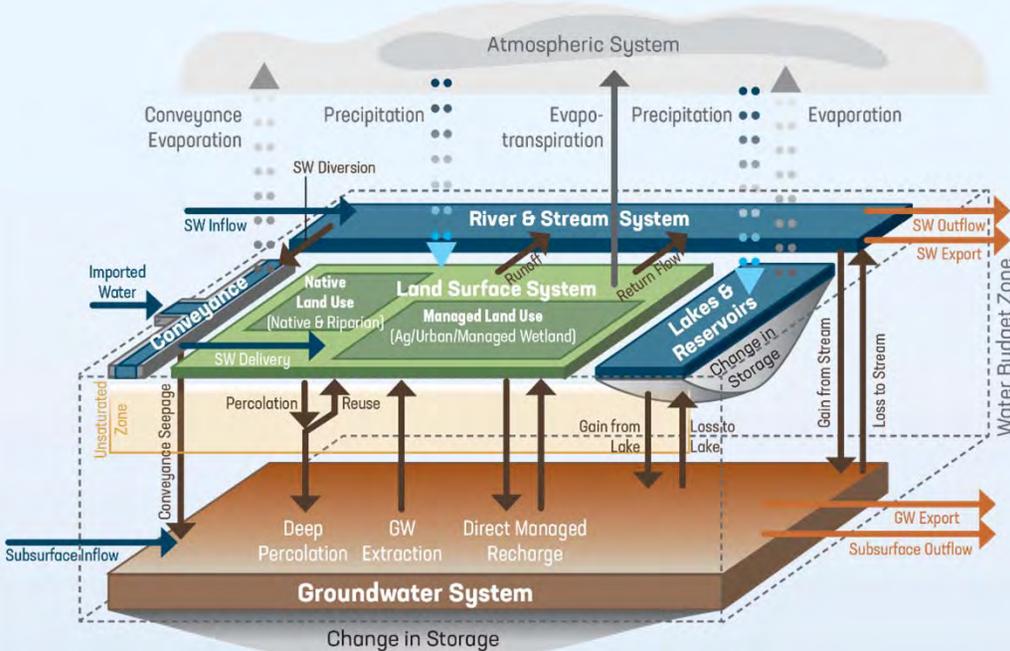


Leveraging our technical capabilities
and experience with CUVHM and DWR





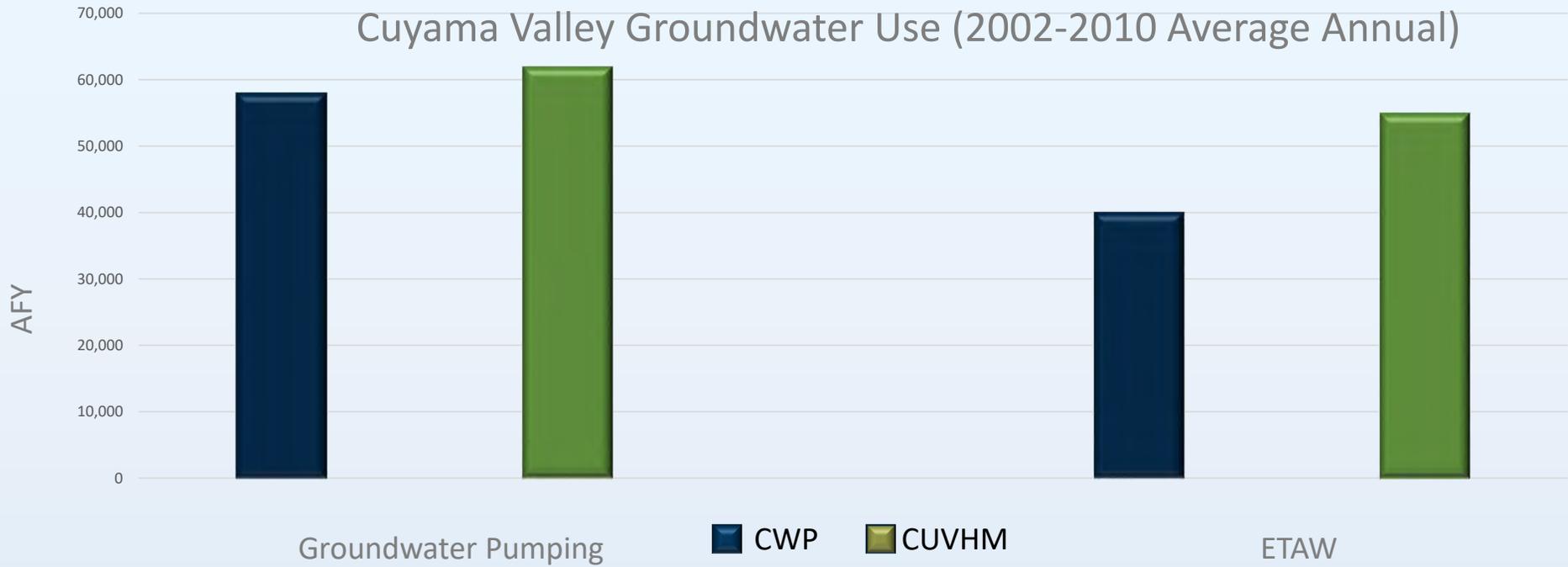
As DWR's SGMA, Modeling, and Water Budget Technical Consultant, We Provide You the Most Cost-Effective Modeling Solution



- **Modeling Analysis:**
 - Publicly available documentation
 - Developed based on defensible data
 - Equivalent defensible methods are acceptable
- **Water budget:**
 - Accounting of the total groundwater and surface water entering and leaving a basin



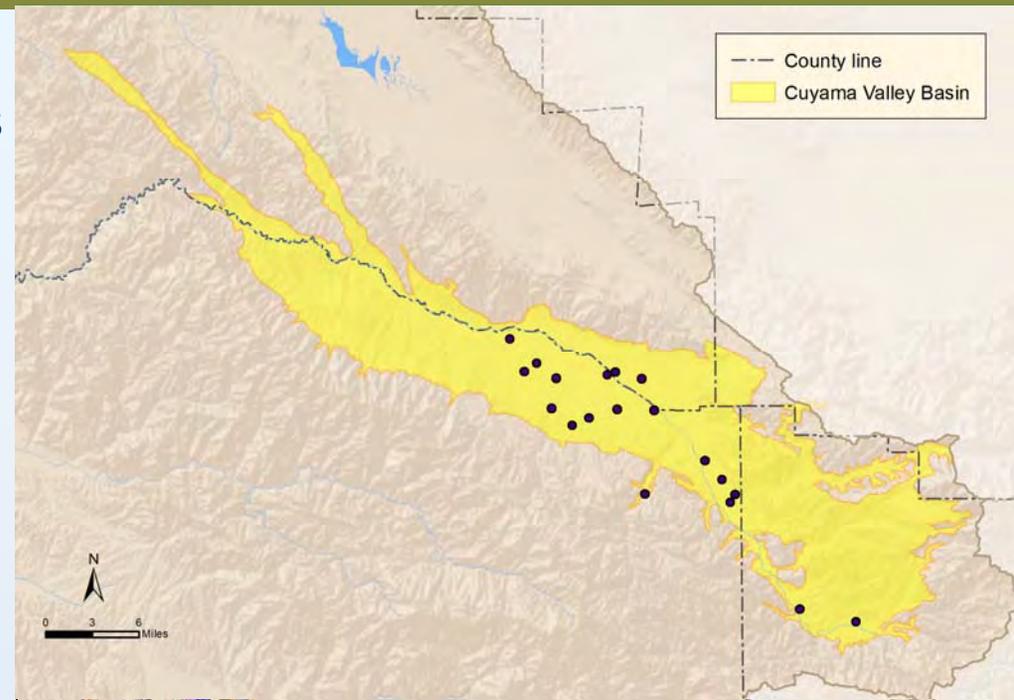
The CUVHM Water Use Estimates are Not Consistent with Other Water Use Documentation





We Will Evaluate Options to Enhance the Model thru an Open, Transparent Stakeholder Process

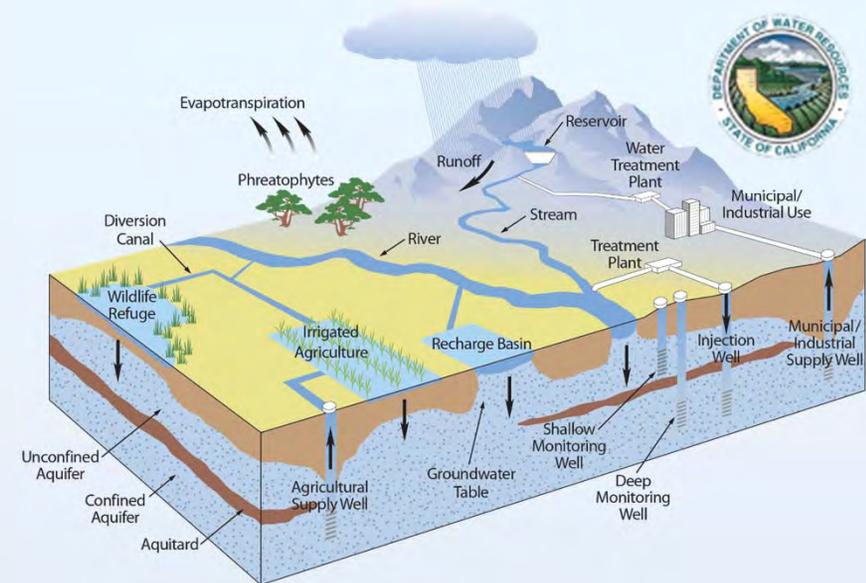
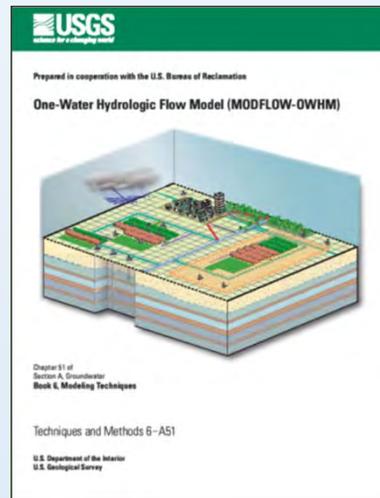
- **Data Enhancements:**
 - Rainfall Patterns and Climate Conditions
 - Streamflow Rates and Frequencies
 - Topography and Soil Conditions
 - Land Use and Cropping Patterns
 - Agricultural Practices and Irrigation Systems
 - Water Supply Conditions
 - Environmental Water Needs
- **Open and Transparent Process:**
 - Targeted Outreach
 - Stakeholder Workshops





We Will Utilize the Right Model Platform to Meet the Cuyama Basin's Needs

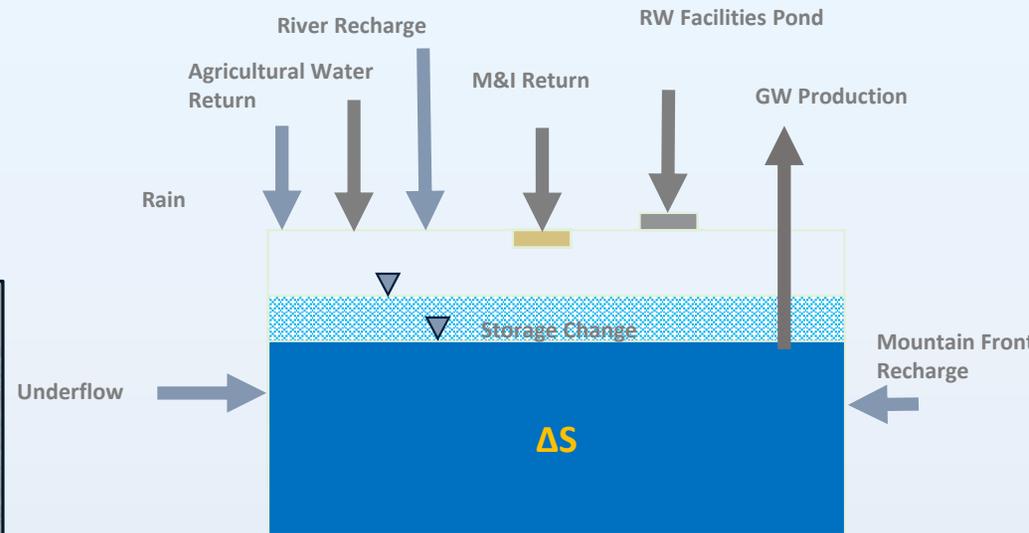
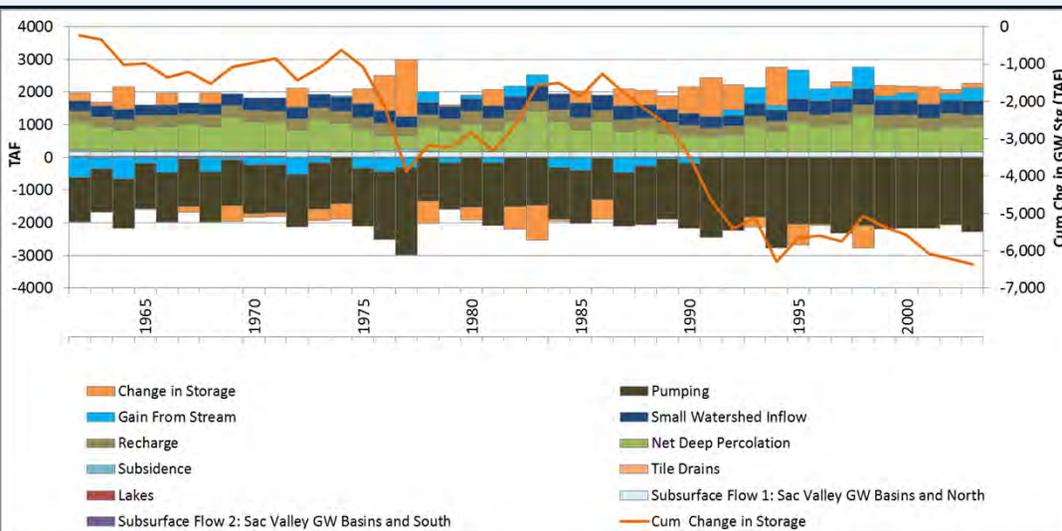
- **Model Platform Considerations:**
 - USGS (CUVHM) Hydrologic Model
 - DWR Integrated Water Resources Model
- **Open and Transparent Process:**
 - Targeted Outreach
 - Stakeholder Workshops





We Will Use the Model to Account for Every Drop of Water in the Basin

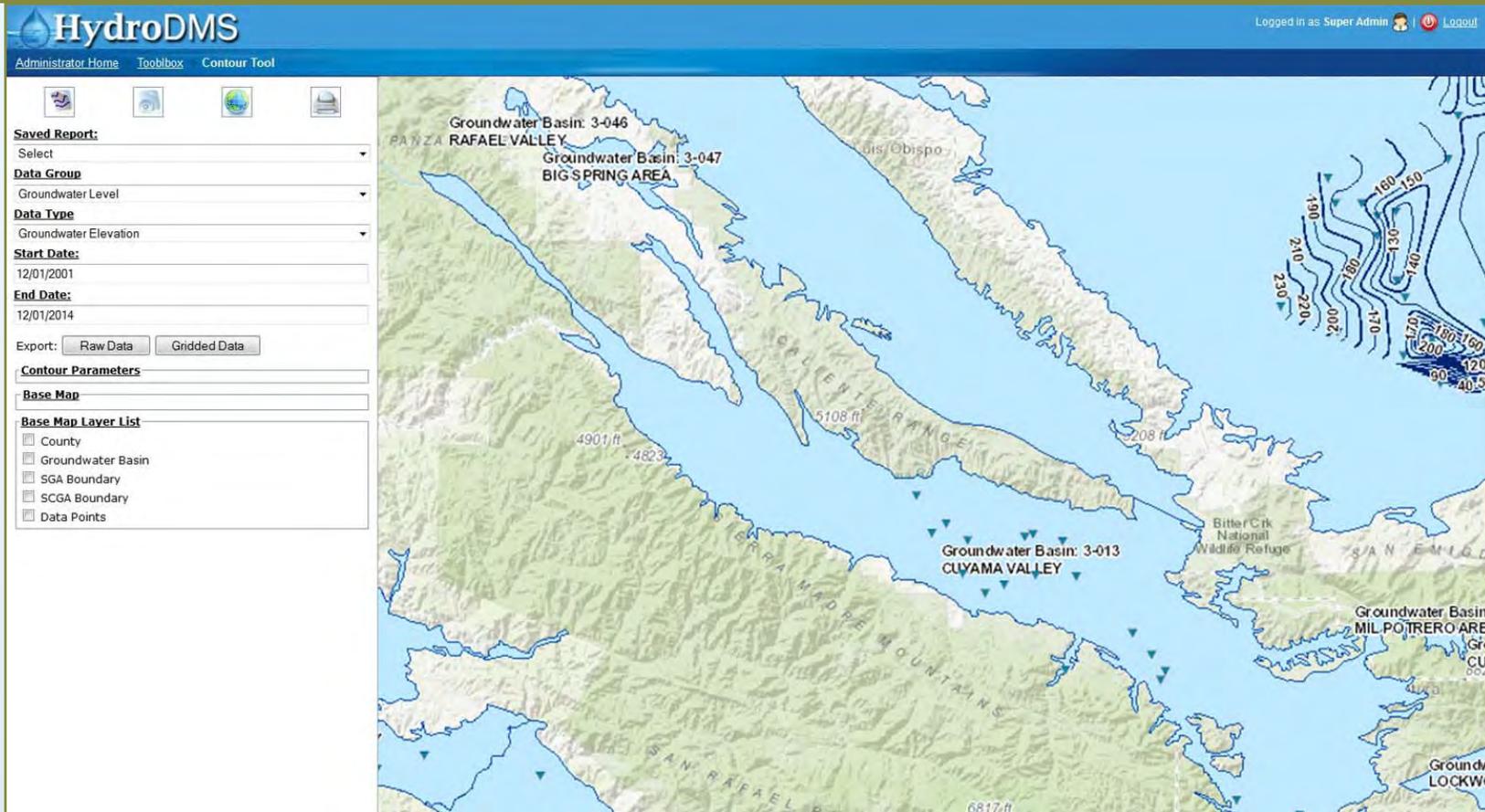
- Comprehensive Water Budget:
 - Land and Water Use
 - Groundwater System
 - Stream System





Our Approach to Data Management is to Cost-Effectively Employ “Off the Shelf” System

- Comprehensive
- Off the Shelf
- Flexible
- Expandable
- Cost-Effective
- Customizable





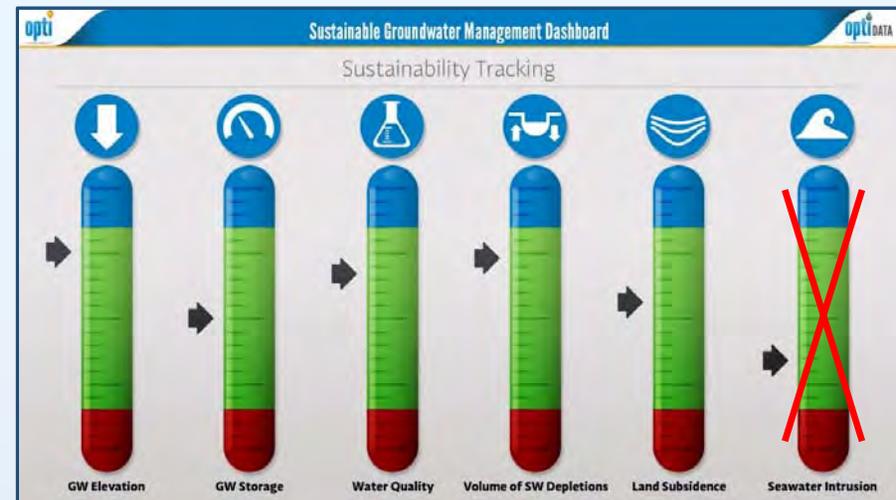
Providing technical soundness and effective coordination that results in practical, realistic solutions that meet the Basin's needs





We Will Prepare a GSP that Addresses “Real World” Projects and Management Programs

- Pathway to sustainability goals
- GSP will include:
 - Management Actions
 - Projects
 - Monitoring
 - Adaptive Management
 - Evaluation and Adjustment Process





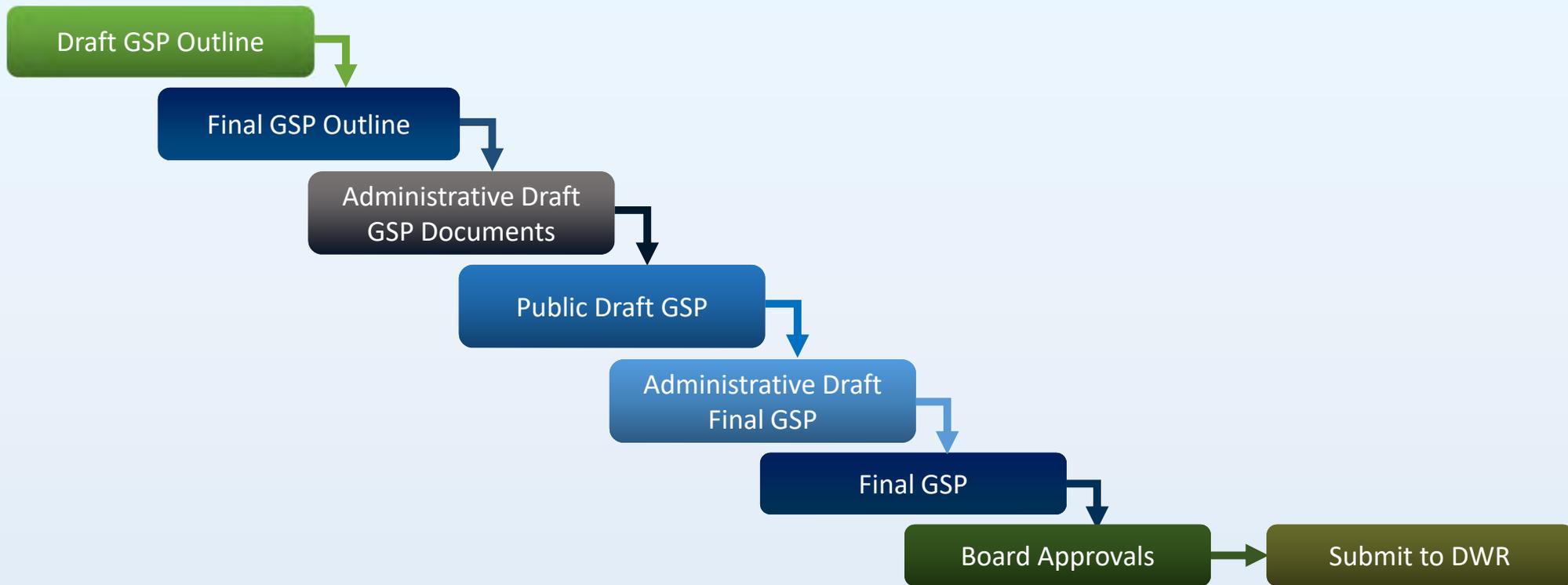
We Will Work With You to Identify and Evaluate Projects and Management Actions

- Identify potential projects and management actions through Stakeholder input
- Evaluate each project/management action
 - Screening
 - Detailed Evaluation
- Develop implementation strategy

Option Name	Cost	Quantity of Yield	Timing	Technical Feasibility	Permitting	Legal	Policy
In-Basin Water Supply							
Recycled Water	D	B	C	C	C	C	C
Storm & Flood Water Capture	C	B	C	B	C	C	A
Imported Water Supply							
Twitchell Exchange	E	C	C	B	D	C	B
New Imported Supply	B	A	C	B	C	C	B
In-Basin Water Management							
Water Allocations	C	B	C	B	B	B	A
Managed Aquifer Recharge	A	B	C	D	C	C	E



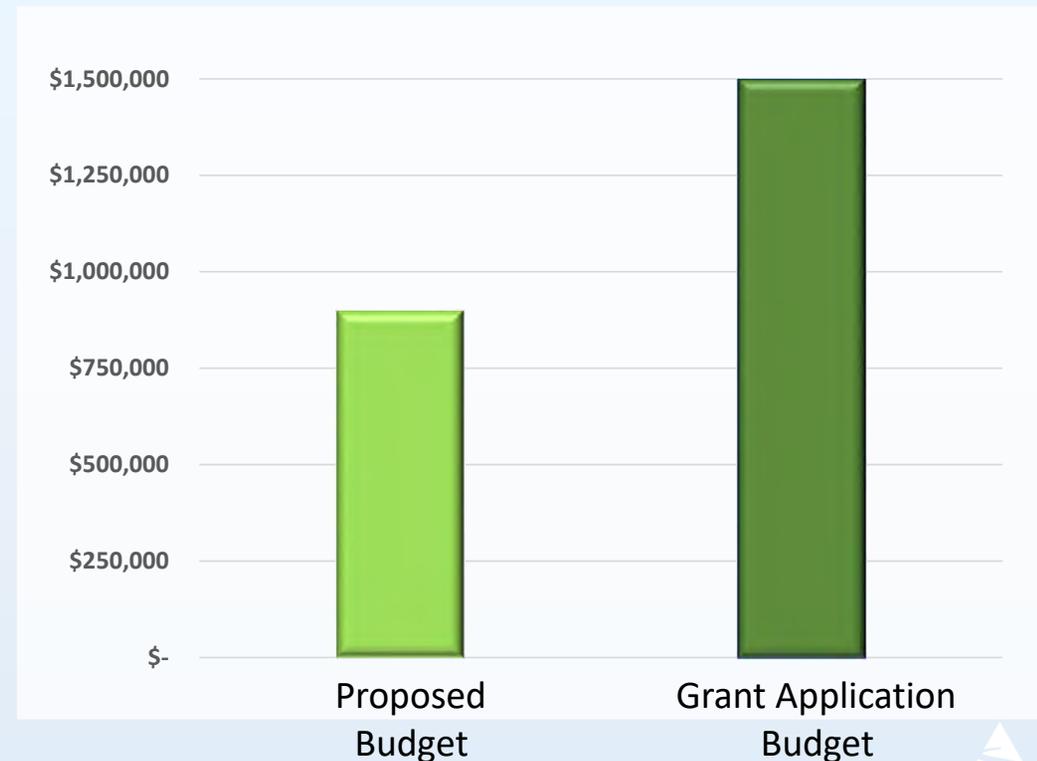
The Final GSP Will be Available for Approval Before Thanksgiving 2019





We Will Work with You to Optimize Opportunity of State Grant Funding

- Use difference in budget vs. grant opportunity for:
 - Refining/expanding model
 - Improving basis for estimating crop water use
 - Expanding outreach
- Maintain no added local match status



Why Select the Woodard & Curran team?



Mission: Our mission is to develop a plan in a transparent environment that meets YOUR needs and complies with SGMA



People: The people on the call today are the people you will be working with day-to-day



Experience: We have unparalleled experience supporting regional water management efforts, groundwater planning, and stakeholder engagement



Commitment: Groundwater management is our lifeblood, and we are committed to your success.

Cuyama Basin Groundwater Sustainability Agency

Development of a Groundwater Sustainability Plan

October 26, 2017

Presenters:

Lyndel Melton | Ali Taghavi | Charles Gardiner
Brian Van Lienden | Rob Morrow | John Ayres



TO: Cuyama Basin Groundwater Sustainability Agency Board of Directors
FROM: Jim Beck, Executive Director
DATE: November 1, 2017
SUBJECT: Agenda Item #9: Executive Director Task Order Approval

Recommendation

Review the Executive Director task order to prepare for approval.

Discussion

The attached task order is consistent with the executed contract for Executive Director services and outlines associated tasks for the CBGSA.

TASK ORDER CB-HG-001

TASK ORDER NO. CB-HG-001

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY EXECUTIVE DIRECTOR

Task Order No.: CB-HG-001
Contractor: The Hallmark Group
Request for Services: Agreement Number 201709-CB-001
Dated: October 16, 2017
Effective Date: October 16, 2017

DESCRIPTION OF TASK

The Cuyama Basin Groundwater Sustainability Agency (CBGSA) was formed on June 6, 2017 and requests Hallmark Group provide Executive Director services to perform management and administrative duties in the role of a general manager supporting staff for a public agency acting as a Groundwater Sustainability Agency.

SCOPE OF WORK FOR CBGSA EXECUTIVE DIRECTOR

TASK 1 – GSA BOARD OF DIRECTORS AND ADVISORY COMMITTEE MEETINGS

Contractor will perform the following meeting management services:

- 1.1 Prepare agendas of meetings of the GSA Board of Directors (anticipated one meeting monthly).
- 1.2 Board of Directors Meeting attendance.
- 1.3 Board of Directors Meeting minute development.
- 1.4 Prepare agendas of meetings of the Advisory Committee (anticipated one meeting monthly).
- 1.5 Advisory Committee Meeting attendance.
- 1.6 Advisory Committee Meeting minute development.

TASK 2 – CONSULTANT MANAGEMENT AND GSP DEVELOPMENT

Contractor will perform the following consultant management and GSP development services:

- 2.1** Coordinate with other consultants retained by the GSA, including legal counsel and the firm(s) preparing the GSP and facilitating its development.
- 2.2** Support of consultant contracting, deliverables, invoicing, budget, and schedule.
- 2.3** Facilitate teleconferences as needed.

TASK 3 – FINANCIAL INFORMATION COORDINATION

Contractor will perform the following financial management services:

- 3.1** Coordinate with the Treasurer of the GSA to provide financial information to the GSA Board.

TASK 4 – CBGSA OUTREACH

Contractor will perform the following outreach services:

- 4.1** Monthly email newsletter development, distribution, and website posting.

TASK NUMBER	DELIVERABLE	TARGET DATE
1.1	Develop monthly BoD agenda.	Monthly
1.2	Attend monthly BoD session.	Monthly
1.3	BoD meeting minute development.	Monthly
1.4	Develop monthly Advisory Committee agenda.	Monthly
1.5	Attend monthly Advisory Committee session.	Monthly
1.6	Advisory Committee meeting minute development.	Monthly
3.1	Prepare summary of the monthly revenues, expenses, and annual budget status for monthly CBGSA BoD meeting.	Monthly
4.1	Email newsletter	Monthly

TERM

The term of this Task Order is October 16, 2017 through December 31, 2018.

DETAILED COSTS

Contractor shall invoice all services according to the Agreement. The total amount of this Task Order shall not exceed \$165,750 (cost proposal of \$11,050/month x 15 months).

CONTACT PERSONS

CUYAMA BASIN GROUNDWATER SUSTAINABILITY AGENCY	HALLMARK GROUP
Representative:	Representative: Charles R. Gardner Jr.
	1901 Royal Oaks Drive, Suite 200
	Sacramento, CA 95815
Phone:	Phone: (916) 923-1500
Email:	Email: cgardner@hgcpm.com

AUTHORIZED SIGNATURES

Contractor and the Cuyama Basin Groundwater Sustainability Agency agree that these services will be performed in accordance with the terms and conditions of Standard Agreement Number 201709-CB-001.

**CUYAMA BASIN GROUNDWATER
SUSTAINABILITY AGENCY**

HALLMARK GROUP

Signature

Signature

Date

Date

➤ PROJECT PROFESSIONAL SERVICE
AGREEMENT

Agreement No. 201709-CB-001

October 16, 2017



DOCUMENTS INCLUDED

Exhibit A –Consultant’s Proposal (as revised October 2, 2017)



AGREEMENT

Hallmark Group ("Consultant") and Cuyama Basin Groundwater Sustainability Agency (the "Client") hereby agree to the following terms in connection with consulting services that Consultant may provide to the Client. This Agreement is effective as of October 16, 2017 (the "Effective Date").

1. SERVICES

The Client hereby engages Consultant to perform, and Consultant agrees to perform, such services as Consultant and the Client may from time to time mutually agree ("Services"). James Beck will be the responsible person within the Consultant for performance of the Services and the primary Consultant contact for the Client. The parties agree that this Agreement shall initially cover the Services described in Consultant's proposal attached hereto as Exhibit A and incorporated herein by reference. All Services (including those described on Exhibit A) to be performed and the schedule for performance for each task shall be described in one or more authorizations issued to Consultant by the Client ("Task Order Authorizations"). Any changes to the Services, such as additions or deletions, shall be pursuant to further Task Order Authorizations, or amendments to existing Task Order Authorizations, agreed and executed by the Client and Consultant.

2. RESPONSIBILITY FOR SERVICES

Consultant shall perform the Services in accordance with the degree of care, diligence, professional skill, practices and judgment that is exercised by recognized professionals in his/her/its field of expertise with respect to services of a similar nature, and Consultant shall be responsible for the professional quality, technical accuracy, and completeness of all Services furnished under this Agreement. Consultant warrants that such Services shall be free of error or omission, and shall conform to any requirements specified in Exhibit A or the applicable Task Order Authorization, and shall not result in or contribute to any infringement of any patent, copyright, trademark or other intellectual property right. In the event that Client determines that Consultant's Services have failed to meet any of the above standards, Consultant agrees, upon written notice from Client, to correct the faulty portion of the Services and that it shall be responsible for all resulting damages and losses, attributable to Consultant Services or work product. Consultant understands that Client will rely on the data, findings and recommendations obtained from the Consultant under this Agreement. Any and

all tools, materials and instruments required to perform the Work shall be furnished by Consultant.

3. COMPENSATION

The parties agree that Consultant will be compensated by the Client in connection with the Services for its professional fees and expenses on each task. The estimated cost agreed to by the parties for each task shall be described in the proposal for such task. The estimated fees and expenses for the current set of tasks are detailed in Exhibit A, or as otherwise agreed to by the parties. The consideration to be paid to Consultant, as provided herein, shall be in compensation for Consultant's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided. Travel and per diem expenses to be reimbursed under this Agreement shall be at the same rates the State of California provides for unrepresented employees in accordance with the provisions of Title 2, Chapter 3 of the California Code of Regulations.

Invoices shall be submitted to the Client on a monthly basis and shall reference this Agreement, the applicable Task Order Authorization, and completed tasks (as specified in Exhibit A or the applicable Task Order Authorization). Client shall make payment within 45 business days of receipt of an approved invoice and monthly report.

4. CONFIDENTIALITY

Consultant agrees to keep confidential all information concerning the Client that is furnished by the Client to Consultant in connection with the Services hereunder ("Confidential Information"). When required by the Client, Consultant shall require its employees and subcontractors, if any, to enter into appropriate non-disclosure agreements. Without the Client's consent, Consultant will not disclose Confidential Information to any persons other than those of its directors, officers, employees, advisors, or agents who have a need to know such information, or to advisors to the Client. Confidential Information shall not include information that is (i) or becomes publicly available other than as a result of a breach of this Agreement by Consultant, (ii) already known to Consultant, (iii) independently acquired or developed by Consultant without violating any of its obligations under this Agreement, or (iv) required to be disclosed by law or judicial process.

All documents supplied by the Client to Consultant in connection with the Services hereunder will, upon written request, be returned by Consultant to the Client or destroyed, provided that Consultant may retain a copy for its records subject to the obligation to maintain such copy confidential in accordance with this Agreement. The Client recognizes and confirms that Consultant will use and rely primarily on the Confidential Information and on information available from public sources in performing the Services hereunder without having independently verified the same and does not assume responsibility for the accuracy or completeness of the Confidential Information or such other publicly available information.

In the event that Consultant receives a request to disclose all or any part of any Confidential Information under the terms of a valid and effective subpoena or order issued by a court of competent jurisdiction, judicial or administrative agency or by a legislative body or committee, such disclosure by Consultant shall not constitute a violation of this Agreement provided that Consultant (i) promptly notifies the Client of the existence, terms and circumstances surrounding such request, (ii) consults with the Client on the advisability of taking available legal steps to resist or narrow such request, and (iii) if disclosure of such Confidential Information is required or deemed advisable, exercises its best efforts to obtain an order or other reliable assurance that confidential treatment will be accorded to such portion of the Confidential Information to be disclosed which the Client designates; provided, however, that any expense incurred by Consultant in doing so shall be paid by Client.

5. INDEMNIFICATION

To the extent of Consultant's negligent errors or omissions or willful misconduct, Consultant agrees to indemnify, defend, and save harmless Client and Client's successors and assigns, and each of their respective officers, directors, agents and employees ("Indemnified Parties"), from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers laborers and any other person, firm or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Consultant in the performance of this Agreement.

In the event of Client's sole negligence or willful misconduct, Client agrees to indemnify, defend, and save harmless Consultant and Consultant's respective officers, directors, agents and employees ("Indemnified Parties"), from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers laborers and any other person, firm or corporation furnishing or supplying work, services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Client in the performance of this Agreement.

6. INDEPENDENT CONTRACTOR

Consultant is an independent contractor. Neither Consultant, nor any of its employees, are or shall be deemed to be agents or employees of Client. Consultant has sole authority and responsibility to employ, discharge or otherwise control its employees.

7. TERMINATION

Either party may terminate Services hereunder effective upon written notice to the other. In the event of any termination hereunder, the Client's sole responsibility with respect to professional fees and related expenses shall be to pay those professional fees and related expenses earned or incurred through the effective date of termination.

8. INSURANCE REQUIREMENTS

A. CERTIFICATE OF INSURANCE

Coverage Term – Coverage shall be in force for the complete term of this Agreement. If insurance expires during the term of this Agreement, a new certificate must be received by the Client at least ten (10) calendar days prior to the expiration of such insurance. Any new insurance must still comply with the terms of this Agreement.

Policy Cancellation or Termination & Notice of Non-Renewal – Insurance policies shall contain a provision stating coverage will not be cancelled without thirty (30) days prior written notice to the Client. In the event the Consultant fails to keep in effect at all times the specified insurance coverage, the Client may, in

addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event, subject to the provisions of this Agreement.

Deductible – Consultant is responsible for any deductible or self-insured retention contained within their insurance program.

Primary Clause – Any required insurance contained in this Agreement shall be primary, and not excess or contributory, to any other insurance carried by the Client.

Insurance Carrier Required Rating – All insurance companies must carry a rating acceptable to the Client.

Endorsements – Any required endorsements requested by the Client must be physically attached to all requested certificates of insurance and not substituted by referring to such coverage on the certificate of insurance.

Inadequate Insurance – Inadequate or lack of insurance does not negate the Consultant's obligations under this Agreement.

Waiver of Subrogation – A waiver of subrogation in favor of Client and Client's officers, agents, and employees shall be included, except on Professional Liability insurance.

B. REQUIRED COVERAGES

Commercial General Liability – Consultant shall maintain general liability on an occurrence form with limits not less than \$1,000,000 per occurrence for bodily injury and property damage liability combined with a \$2,000,000 annual policy aggregate. The policy shall include coverage for liabilities arising out of premises, operations, independent contractors, products, completed operations, personal and advertising injury, and liability assumed under an insured's contract. This insurance shall apply separately to each insured against whom claim is made or suit is brought subject to the Consultant's limit of liability. The policy must include the Client and Client's directors, officers, agents, and employees as additional insureds, but only with respect to work being performed under this Agreement. This endorsement must be supplied under form acceptable to Client. In the case of Consultant's utilization of subcontractors to complete the contracted scope of work, Consultant shall include all subcontractors as insured's

under Consultant's insurance or supply evidence of insurance to the Client equal to policies, coverage and limits required of Consultant.

Automobile Liability – Consultant shall maintain motor vehicle liability with limits not less than \$1,000,000 combined single limit per accident. Such insurance shall cover liability arising out of a motor vehicle including owned, hired and non-owned motor vehicles. The policy must include the Client and Client's directors, officers, agents, and employees as additional insureds.

Workers Compensation and Employers Liability – Consultant shall maintain statutory worker's compensation and employer's liability coverage for all its employees who will be engaged in the performance of the Agreement. Employer's liability limits of \$1,000,000 are required.

Professional Liability – Professional liability insurance coverage for protections from claims arising out of performance of professional services under this Agreement in an amount of not less than \$1,000,000 per claim is also required, with a 24-month discovery period after completion of the performance under the Agreement.

C. PROOF OF INSURANCE

The Consultant shall provide proof of insurance within ten (10) days of the Effective Date. Subsequent renewals of the insurance certificate shall be sent to the person named as the Client Representative named in this Agreement. These names and addresses shall appear on the certificate as the certificate holder.

9. MISCELLANEOUS

Neither party may assign its rights or obligations under this Agreement to any person or entity without the written consent of the other party. The provisions of this Agreement are severable. If any provision of this Agreement (or portion thereof) is held to be invalid, illegal or unenforceable, such provision (or portion thereof) shall be deemed severed from this Agreement, and the balance of this Agreement shall remain in full force and effect. This Agreement and the proposals constitute the entire agreement between the parties, and there are no prior or contemporaneous oral or written representations, understandings or agreements relating to this subject matter that are not fully expressed herein or therein. This Agreement and the proposals shall (i) be governed by and construed in accordance with the laws of the State of California without regard to conflicts of

law principles, and (ii) inure to the benefit of and be binding on the successors and assigns of the Client and Consultant. This Agreement shall survive the completion or any termination of the Services hereunder. All notices, requests, demands, and other communications to be given under this Agreement and the proposals (other than routine operational communications) will be in writing and will be delivered either by hand, by overnight mail, by fax, or by email. Notices sent by email shall also be sent by hand, overnight mail, or by fax if not acknowledged by the receiving party within two business days. All notices shall be effective on the date received.

HALLMARK GROUP

By: _____
Charles R. Gardner Jr., President

CUYAMA BASIN GROUNDWATER
SUSTAINABILITY AGENCY

By: _____
Derek Yurosek, Chair

EXHIBIT A

PROJECT APPROACH

The overall project approach for the Hallmark Group in providing Executive Director services for the CBGSA will be to provide the appropriate level of support at the lowest possible price. When the extensive experience and skills of Mr. Beck are determined to best meet the needs of the CBGSA for a specific task, he will be the one completing that task. When administrative or financial support is required, those services will be provided by other well-qualified and capable Hallmark Group team members, under a lower billing rate. As other tasks arise, Hallmark Group will evaluate what level of service is required and insure that those services are effectively provided at the lowest cost utilizing the broad skills and abilities available from the entire staff of the Hallmark Group.

The specific approach for implementing each of the items in the project scope in a cost-effective and timely manner is discussed in the following sections.

Task 1: GSA Board of Directors Meetings

Prepare agendas of meetings of the GSA Board of Directors and any regular committees, including an Advisory Committee appointed by the GSA Board, attend those meeting, and prepare minutes of those meetings; it is expected that the GSA Board on average will meet monthly.

Hallmark Group staff will work closely with the President of the CBGSA to develop the agenda for each CBGSA meeting. The appropriate team member will attend those meetings and minutes will be prepared by administrative staff and reviewed with the CBGSA President. The conduct of any CBGSA meeting, including the preparation of the agenda and the minutes, will strictly adhere to all the requirements that govern public agencies in California under the “Brown Act”. To ensure that CBGSA Directors and members of the Public have sufficient time to prepare prior to meetings, the standard practice will be to distribute all meeting materials at least one week prior to the meeting date. For preparation of a typical monthly cost estimate, it will be assumed that one meeting lasting 2 hours will be held each month.

Hallmark Group’s Program Management approach resulted in nearly \$4 million a month in savings on the California WaterFix.



Task 2: Consultant Management and GSP Development

To coordinate with other consultants retained by the GSA, including legal counsel and the firm(s) preparing the GSP and facilitating its development.

Hallmark Group staff will oversee all activity of the consultant selected to prepare the GSP to ensure that the plan is delivered on time and on budget. This consultant management activity will include direct interaction with the consultant on contracting, deliverables, invoicing, budget, and schedule. To reduce costs, it is expected that management of the consultant will occur via telephone or email and will not

require travel. If travel is required, travel time will be billed at actual time and travel costs will be reimbursed at the IRS rate. For preparation of a typical monthly cost estimate, it will be assumed that the consultant will prepare project status and budget reports under the direction of the Hallmark Group staff. Hallmark Group staff will provide budget updates only as part of the overall financial reports provided under Task 3.

Hallmark Group staff will meet with legal counsel only as necessary to facilitate the development of the GSP. It is expected that consultation with legal counsel will occur via telephone or email.

If other consultants are retained by the CBGSA to assist in the completion of the GSP, Hallmark Group will provide a similar level of management services to the CBGSA required for the oversight of the additional consultant. For preparation of a typical monthly cost estimate, no additional consultants will be assumed to be retained by the CBGSA. If an additional consultant is retained, the Hallmark Group will prepare a Task Order for review and approval by the CBGSA Board that identifies the nature of the services to be provided and their cost. The Hallmark Group team will only begin work on a Task Order following CBGSA Board approval.

Task 3: Financial Information Coordination

Working with the Treasurer of the GSA to provide financial information to the GSA Board.

As part of the monthly CBGSA Board meeting, the Hallmark Group team will prepare a summary of the monthly revenues and expenses as well an update on the status of the annual budget.

Task 4: Secure Other Services as Needed

To secure any other services needed by the GSA, such as insurance.

When directed by the CBGSA Board, the Hallmark Group team will secure other services needed by the GSA. Prior to securing those services, Hallmark Group will prepare a Task Order for review and approval by the CBGSA Board that identifies the cost for Hallmark Group to acquire and administer those services. The Hallmark Group will only begin work on a Task Order following CBGSA Board approval. Since the nature and scope of these services are unknown at this time, they will not be included in the typical monthly cost estimate.

Task 5: Cuyama Basin GSA Outreach

To communicate with residents and landowners within the Cuyama Basin, and other interested parties, as the principle point of contact for the GSA, and to provide for communications to such residents and landowners as directed by the GSA Board, such as periodic newsletters.

There are a variety of methods for the CBGSA to communicate with residents, landowners, and interested stakeholders. The Hallmark Group is committed to structure a communication strategy that meets the needs of the CBGSA Board at an affordable cost. Hallmark Group will work with the CBGSA to

develop a communication plan, that identifies the methods of communication to be used by the CBGSA. Included in that plan will be the costs associated with the development and implementation of the selected strategy. Prior to development of the communication plan, Hallmark Group will develop a Task Order for review and approval by the CBGSA Board that describes the plan for developing the Communication Plan and the cost for the Hallmark Group team to provide those services.

Task 6: Other Activities as Required

Other activities as directed by the Board of Directors.

When other activities are required by the CBGSA as determined by the Board of Directors, the Hallmark Group team will develop a Task Order for review and approval by the CBGSA Board that identifies the cost for Hallmark Group to acquire and administer those services. Hallmark Group will only begin work on a Task Order following CBGSA Board approval. Since the nature and scope of these services are unknown at this time, they will not be included in the typical monthly cost estimate.

PROPRIETARY STATEMENT

Hallmark Group acknowledges that nothing contained in this submittal or subsequent interviews is proprietary.

INSURANCE

INSURANCE COVERAGE	COVERAGE IN FORCE
Comprehensive General Liability	
Bodily Injury and Property Damage liability, covering the operations of the selected consultant and its officers, agents, and employees and with limits of liability which shall not be less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, and Personal & Advertising Injury liability with a limit of not less than \$1,000,000.	√
Automotive General Liability	
All automobiles owned, used or maintained by Proposer and Proposer’s officers, agents and employees, including but not limited to owned, leased, non-owned and hired automobiles, with limits of liability which shall not be less than \$1,000,000 combined single limit per occurrence.	√
Workers Compensation	
The amount required by the applicable laws, and Employer’s Liability insurance with a limit of not less than \$1,000,000 per employee and \$1,000,000 per occurrence, and any and all other coverage of Proposers’ employees as may be required by applicable law.	√
Errors and Omissions Professional Liability Insurance	
In an amount no less than \$1,000,000 each claim, including damages, claimed expenses, and supplemental payments; \$2,000,000 in the aggregate for all claims, including damages, claimed expenses, and supplemental payments. If such policy is written on a “Claims-Made” (rather than an “occurrence”) basis, Proposer agrees to maintain continuous coverage in effect from the date of the commencement of services to the termination or completion of services or until expiration of any applicable statute of limitations, whichever is longer. The policy shall provide coverage for all work performed by the selected consultant and any work performed or conducted by any subconsultant working for or performing services on behalf of the Proposer. No contract or contract between the selected consultant and any subconsultant shall relieve the consultant of the responsibility for providing this Errors & Omissions or Professional Liability coverage for all work performed by the consultant and any subconsultant working on behalf of the consultant on the project.	√

CONSULTING RATES AND OTHER COSTS

CLASSIFICATION	PROPOSED PERSONNEL	RATE
Executive Director	Jim Beck	\$250.00 /hr
Project Administrator	Claudia Rodriguez	\$100.00 / hr

This hourly rate is inclusive of all overhead and administrative expenses. It is assumed that all mileage and travel expenses shall be reimbursed at the current IRS rate. Upon request, Hallmark Group will provide a cost proposal for additional staff that may be required to support the CBGSA. Other costs will be determined upon final scope requirements and approved by the CBGSA.

ADDITIONAL AVAILABLE SERVICES

CLASSIFICATION	PERSONNEL	RATE
Strategic Advisor	Chuck Gardner (as requested by the GSA)	\$326.00 / hr
Project Controls	As requested by the GSA	\$200.00 / hr
Project Manager	As requested by the GSA	\$175.00 / hr
Contract Analyst	As requested by the GSA	\$140.00 / hr
Project Coordinator	As requested by the GSA	\$125.00 / hr



October 2, 2017

Cuyama Basin Groundwater Sustainability Agency
c/o Matt Young
Santa Barbara County Water Agency
130 E. Victoria Street, Suite 200
Santa Barbara, CA 93105

Re: Cuyama Basin Groundwater Sustainability Agency Request for Qualifications (RFQ)
for Executive Director

Dear Selection Panel Members,

Our initial proposal described an interactive process with the Cuyama Basin GSA Board of Directors for developing detailed task orders and costs for Tasks 4, 5 and 6. We appreciated that the start of that interactive process began when Jim Beck was interviewed by the Board on September 21, 2017. Through that discussion, we felt it would be helpful to provide a preliminary description of the outreach efforts included in Task 5.

These estimates would be refined into a final outreach plan through discussions with the Cuyama Basin GSA Board of Directors. The revised cost estimate includes additional assumptions to our cost estimate for your consideration. The website component is optional and further detailed as a separate effort outside of the anticipated monthly estimate. Additional scope may be added through individual task orders.

We thank you for your consideration, and welcome the opportunity to work with you.

Best regards,

Charles R. Gardner, Jr.
President and CEO of Hallmark Group



ESTIMATED MONTHLY LEVEL OF EFFORT

Classification		Executive Director	Project Manager I	Project Admin.	Total Hours
Rate / HR		250	150	100	
Total Labor					
Task 1	GSA Board of Directors and Advisory Committee Meetings	14	-	7	21
Task 2	Consultant Management and GSP Development	11	-	9	20
Task 3	Financial Information Coordination	1	-	6	7
Task 4	Secure Other Services (as needed)	-	-	-	-
Task 5	Cuyama Basin GSA Outreach (1 monthly email newsletter, distribution management, and basic website maintenance)	4	2	8	14
Task 6	Other Activities (as needed)	-	-	-	-
Total Estimated Hours		30	2	30	62

ESTIMATED MONTHLY COSTS

Classification		Executive Director	Project Manager I	Project Admin.	Total Cost
Rate / HR		250	150	100	
Total Labor		7,500	300	3,000	10,800
Task 1	GSA Board of Directors and Advisory Committee Meetings	3,500	-	700	4,200
Task 2	Consultant Management and GSP Development	2,750	-	900	3,650
Task 3	Financial Information Coordination	250	-	600	850
Task 4	Secure Other Services (as needed)	-	-	-	-
Task 5	Cuyama Basin GSA Outreach (1 monthly email newsletter, distribution management, and basic website maintenance)	1,000	300	800	2,100
Task 6	Other Activities (as needed)	-	-	-	-
Total Travel					150
Travel					
Mileage [miles/ \$0.535]					150
Hotel [nights / rooms / \$90 /Approx. 15% tax]					-
Per Diem [days / Persons / \$46]					-
Total Other Direct Costs					100
Other Direct Costs					
Website Domain / Interface / Mail Management < 2,500 Contacts					100
Printing / Reprographics					-
Conference Line [Approx. \$500/ mo based on usage]					-
Total Monthly Fee Proposal					11,050

ESTIMATED ONE TIME WEBSITE COSTS

Classification		Executive Director	Project Manager I	Project Admin.	Total Hours
Rate / HR		250	150	100	
Website Stand-up		-	38	-	38
Task 5a	Secure Website Services	-	3	-	3
Task 5b	Design Development (Pages: Home, About, Board of Directors, Resources, Calendar, Contact, Mailing List Sign-Up)	-	15	-	15
Task 5c	Content Development and Initial Document Upload (Pages: Home, About, Board of Directors, Resources, Calendar, Contact, Mailing List Sign-Up, Contact)	-	15	-	15
Task 5d	Distribution Development (Total Contacts < 2,500)	-	5	-	5

Classification		Executive Director	Project Manager I	Project Admin.	Total Cost
Rate / HR		250	150	100	
Website Stand-up		-	5,700	-	5,700
Task 5a	Secure Website Services	-	450	-	450
Task 5b	Design Development (Pages: Home, About, Board of Directors, Resources, Calendar, Contact, Mailing List Sign-Up)	-	2,250	-	2,250
Task 5c	Content Development and Initial Document Upload (Pages: Home, About, Board of Directors, Resources, Calendar, Contact, Mailing List Sign-Up, Contact)	-	2,250	-	2,250
Task 5d	Distribution Development (Total Contacts < 2,500)	-	750	-	750
Total Website Stand-Up Fee Proposal					5,700