

**ARROYO SANTA ROSA VALLEY BASIN**  
**GROUNDWATER SUSTAINABILITY AGENCY**

**BOARD MEETING AGENDA**  
**THURSDAY, JANUARY 9, 2025**

**4:45 P.M.**

Camrosa Water District - 7385 Santa Rosa Road - Camarillo, CA 93012

**MEMBERS OF THE BOARD**

ARNE ANSELM, *Ventura County Public Works Agency*  
JEFFREY C. BROWN, *Camrosa Water District*  
TERRY L. FOREMAN, *Camrosa Water District*  
TIMOTHY H. HOAG, *Camrosa Water District*  
ANDREW F. NELSON, *Camrosa Water District*  
EUGENE F. WEST, *Camrosa Water District*

ALL AGENDA DOCUMENTS ARE AVAILABLE ONLINE  
AT [WWW.ASRGSA.COM](http://WWW.ASRGSA.COM)

**CALL TO ORDER**

**PUBLIC COMMENTS**

At this time, the public may address the Board on any item not appearing on the agenda that is subject to its jurisdiction. Persons wishing to address the Board must fill out a speaker card and are subject to a five-minute time limit.

**CONSENT AGENDA**

Matters appearing on the Consent Agenda are expected to be noncontroversial and will be acted upon by the Board collectively, without discussion, unless a member of the Board or staff requests an opportunity to address a given item. Approval by the Board of Consent Items means that the recommendation of staff is approved along with the terms and conditions described in the Board Memorandum.

**1. Approve the Minutes of the September 26, 2024 Regular Meeting**

**2. Vendor Payments Ratification**

Approve vendor payments as presented by staff.

**PRIMARY AGENDA**

**3. Accept Nominations for the Santa Rosa GSA Board Officers and Accept the 2025 Calendar**

- 1) Accept nominations and elect Chair and Vice Chair of the GSA; and
- 2) Adopt the Camrosa Water District's Board Calendar to establish the Arroyo Santa Rosa Valley Basin GSA's regularly scheduled meetings.

**4. Fiscal Year 2024-25 First Quarter Results**

Receive FY 2024-25 first quarter results.

**COMMENTS BY THE INTERIM EXECUTIVE DIRECTOR; COMMENTS BY DIRECTORS**

**ADJOURNMENT**

# ARROYO SANTA ROSA VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY

## MINUTES OF THE MEETING OF THE BOARD

September 26, 2024

4:30 P.M.

Camrosa Water District, 7385 Santa Rosa Road, Camarillo, CA 93012

### MEMBERS OF THE BOARD

ARNE ANSELM, *Ventura County Public Works Agency*

JEFFREY C. BROWN, *Camrosa Water District*

TERRY L. FOREMAN, *Camrosa Water District*

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ANDREW F. NELSON, *Camrosa Water District*

EUGENE F. WEST, *Camrosa Water District*

**CALL TO ORDER** The meeting was called to order at 4:30 P.M.

Present: Arne Anselm  
Terry L. Foreman  
Timothy H. Hoag  
Eugene F. West  
Andrew F. Nelson

Absent: Jeffrey C. Brown

Staff: Norman Huff, Interim Executive Director  
Tamara Sexton, Treasurer (teleconference)  
Josi Zabarsky, Camrosa Water District  
Terry Curson, Camrosa Water District  
Martin Koczanowicz, Legal Counsel

### **PUBLIC COMMENTS**

None

### **CONSENT AGENDA**

1. **Approve Minutes of the Regular Meeting of September 12, 2024**

2. **Vendor Payments Ratification**

**Motion to approve the Consent Agenda:** West. **Second:** Anselm.

**Yes:** Nelson-West-Hoag-Anselm-Foreman

**Absent:** Brown

### **PRIMARY AGENDA**

3. **Conflict of Interest Code Public Hearing**

The Board held a public hearing at 4:32 p.m. to receive comments regarding changes to the ASRBGSA's Ordinance 1-24: Conflict of Interest Code; no public comments were received; closed the Public Hearing at 4:32 p.m., and adopted Ordinance 1-24: Conflict of Interest Code.

**Motion:** Nelson. **Second:** West.

**Rollcall:** Nelson-Yes; Hoag-Yes; Anselm-Yes; Foreman-Yes; West-Yes

**Absent:** Brown

**4. ASRBGSA Model Update & SGMA Annual Reporting**

The Board authorized the Interim Executive Director to enter into an agreement and issue a purchase order to Intera Incorporated for the ASRBGSA Water Year 2024 Model Update and the SGMA Annual Reporting.

**Motion:** Hoag. **Second:** West.

**Yes:** Nelson-West-Hoag-Anselm-Foreman

**Absent:** Brown

**5. GSA Cost Allocation & Recovery**

The Board discussed the Groundwater Sustainability Agency's cost allocation and recovery. Counsel instructed staff to place the item on the next agenda to appoint an ad hoc committee.

**No action was necessary; for information only.**

**COMMENTS BY THE INTERIM EXECUTIVE DIRECTOR**

None

**COMMENTS BY THE BOARD OF DIRECTORS**

None

**ADJOURN**

There being no further business, the meeting was adjourned at 4:54 p.m.

\_\_\_\_\_  
Norman Huff  
Interim Executive Director  
**Arroyo Santa Rosa Valley Basin GSA**

\_\_\_\_\_  
Terry L. Foreman, Chair  
Board of Directors  
**Arroyo Santa Rosa Valley Basin GSA** (ATTEST)

# ARROYO SANTA ROSA VALLEY BASIN

## GROUNDWATER SUSTAINABILITY AGENCY

Camrosa Water District - 7385 Santa Rosa Road - Camarillo, CA 93012

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### BOARD MEMORANDUM

**DATE:** January 9, 2025

**TO:** Board of Directors

**FROM:** Norman Huff, Interim Executive Director

**OBJECTIVE:** Ratify Vendor Payments as presented by staff

**ACTION:** Ratify accounts payable.

**DISCUSSION:** A summary of accounts payable previously paid by the Arroyo Santa Rosa Valley Basin Groundwater Sustainability Agency in the amount of \$7,380.93 is provided for Board information and ratification.

| Check Number                 | Post Date  | Vendor Name            | Invoice Number | Description   | Amount             |
|------------------------------|------------|------------------------|----------------|---|--------------------|
|                              | 9/30/2024  | US Bank                |                | Bank Fees   | 64.12              |
| 139                          | 10/16/2024 | ACWA                   | 2025-GSA       | ACWA Membership   | 4,060.00           |
| 140                          | 10/16/2024 | Camrosa Water District | 2007           | ACH Payment for BON01-102-03_Track2_Review Intera Annual Report Proposals. Research County RMA invoice. | 198.75             |
| 141                          | 10/30/2024 | Aleshire & Wynder, LLP | 90589          | Legal Services September 2024   | 1,785.00           |
|                              | 10/31/2024 | US Bank                |                | Bank Fees   | 39.03              |
|                              | 11/30/2024 | US Bank                |                | Bank Fees   | 39.03              |
| 142                          | 12/4/2024  | Aleshire & Wynder, LLP | 91190          | Legal Services October 2024   | 70.00              |
| 143                          | 12/4/2024  | Camrosa Water District | 2010           | ACH Payment for ACW02 FY2024-25 Liability Insurance   | 1,125.00           |
| <b>Total Vendor Payments</b> |            |                        |                |   | <b>\$ 7,380.93</b> |

The ASRVBGSAs bank account as of November 30, 2024 was \$208,302.71.

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## GROUNDWATER SUSTAINABILITY AGENCY

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EUGENE F. WEST, *Camrosa Water District*

## BOARD MEMORANDUM

**DATE:** January 9, 2025

**TO:** Board of Directors

**FROM:** Norman Huff, Interim Executive Director

**OBJECTIVE:** Accept Nominations for the Santa Rosa GSA Board Officers and Accept the 2025 Calendar

**ACTION:**

- 1) Accept nominations and elect Chair and Vice Chair of the GSA; and
- 2) Adopt the Camrosa Water District's Board Calendar to establish the Arroyo Santa Rosa Valley Basin GSA's regularly scheduled meetings.

**SUMMARY:** The Joint Exercise of Powers Agreement (JPA) creating the Arroyo Santa Rosa Valley Groundwater Sustainability Agency (ASRVGSA) states Officers shall be elected annually by, and serve at the pleasure of, the Board of Directors. Officers shall be elected at the first Board meeting following January 1<sup>st</sup> of each year. An officer may serve for multiple consecutive terms, with no term limit. Any officer may resign at any time upon written notice to the Board and may be removed and replaced by a decision of the Board.

The JPA also requires that the Board meet at least once a quarter. It is recommended that the Board set the meetings to be held on the same dates and immediately preceding the regular meetings of the Camrosa Water District meetings. The Arroyo Santa Rosa GSA may cancel in advance the regularly scheduled meeting if there is no business to be considered by the GSA.

# 2025 Camrosa Board Calendar

| JANUARY |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 | 31 |    |

| FEBRUARY |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 |    |

| MARCH |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | T  | F  | S  |
|       |    |    |    |    |    | 1  |
| 2     | 3  | 4  | 5  | 6  | 7  | 8  |
| 9     | 10 | 11 | 12 | 13 | 14 | 15 |
| 16    | 17 | 18 | 19 | 20 | 21 | 22 |
| 23    | 24 | 25 | 26 | 27 | 28 |    |

| 2025 Holidays   |  |
|---|--|
| January 1 <sup>st</sup> - New Year's Holiday (Observed)     |  |
| February 17 <sup>th</sup> - President's Day                 |  |
| May 26 <sup>th</sup> - Memorial Day                         |  |
| July 4 <sup>th</sup> - Independence Day                     |  |
| September 1 <sup>st</sup> - Labor Day                       |  |
| November 11 <sup>th</sup> - Veteran's Day                   |  |
| November 27 <sup>th</sup> & 28 <sup>th</sup> - Thanksgiving |  |
| December 24 <sup>th</sup> & 25 <sup>th</sup> - Christmas    |  |
| December 31 <sup>st</sup> - New Year's Eve                  |  |

| APRIL |    |    |    |    |    |    |
|-------|----|----|----|----|----|----|
| S     | M  | T  | W  | T  | F  | S  |
|       |    | 1  | 2  | 3  | 4  | 5  |
| 6     | 7  | 8  | 9  | 10 | 11 | 12 |
| 13    | 14 | 15 | 16 | 17 | 18 | 19 |
| 20    | 21 | 22 | 23 | 24 | 25 | 26 |
| 27    | 28 | 29 | 30 |    |    |    |

| MAY |    |    |    |    |    |    |
|-----|----|----|----|----|----|----|
| S   | M  | T  | W  | T  | F  | S  |
|     |    |    |    | 1  | 2  | 3  |
| 4   | 5  | 6  | 7  | 8  | 9  | 10 |
| 11  | 12 | 13 | 14 | 15 | 16 | 17 |
| 18  | 19 | 20 | 21 | 22 | 23 | 24 |
| 25  | 26 | 27 | 28 | 29 | 30 | 31 |

| JUNE |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | T  | F  | S  |
| 1    | 2  | 3  | 4  | 5  | 6  | 7  |
| 8    | 9  | 10 | 11 | 12 | 13 | 14 |
| 15   | 16 | 17 | 18 | 19 | 20 | 21 |
| 22   | 23 | 24 | 25 | 26 | 27 | 28 |
| 29   | 30 |    |    |    |    |    |

| 2025 Conferences   |  |
|--|--|
| CASA Winter Conf. (Palm Springs) Jan. 29 <sup>th</sup> - 31 <sup>st</sup>                  |  |
| ACWA Spring Conf. (Monterey) May 13 <sup>th</sup> - 15 <sup>th</sup>                       |  |
| CASA 70 <sup>th</sup> Annual Conf. (San Diego) July 30 <sup>th</sup> - Aug 1 <sup>st</sup> |  |
| ACWA Fall Conf. (San Diego) Dec 2 <sup>nd</sup> - 4 <sup>th</sup>                          |  |

| JULY |    |    |    |    |    |    |
|------|----|----|----|----|----|----|
| S    | M  | T  | W  | T  | F  | S  |
|      |    | 1  | 2  | 3  | 4  | 5  |
| 6    | 7  | 8  | 9  | 10 | 11 | 12 |
| 13   | 14 | 15 | 16 | 17 | 18 | 19 |
| 20   | 21 | 22 | 23 | 24 | 25 | 26 |
| 27   | 28 | 29 | 30 | 31 |    |    |

| AUGUST |    |    |    |    |    |    |
|--------|----|----|----|----|----|----|
| S      | M  | T  | W  | T  | F  | S  |
|        |    |    |    |    | 1  | 2  |
| 3      | 4  | 5  | 6  | 7  | 8  | 9  |
| 10     | 11 | 12 | 13 | 14 | 15 | 16 |
| 17     | 18 | 19 | 20 | 21 | 22 | 23 |
| 24     | 25 | 26 | 27 | 28 | 29 | 30 |
| 31     |    |    |    |    |    |    |

| SEPTEMBER |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | T  | F  | S  |
|           | 1  | 2  | 3  | 4  | 5  | 6  |
| 7         | 8  | 9  | 10 | 11 | 12 | 13 |
| 14        | 15 | 16 | 17 | 18 | 19 | 20 |
| 21        | 22 | 23 | 24 | 25 | 26 | 27 |
| 28        | 29 | 30 |    |    |    |    |

| 2025 AWA Meetings                                     |  |
|---|--|
| AWA Board Meetings (Highlighted in Orange)            |  |
| WaterWise Breakfast (Highlighted in Yellow)           |  |
| April 17 <sup>th</sup> - Annual Symposium             |  |
| <b>August - DARK (No events or meetings)</b>          |  |
| September 18 <sup>th</sup> - Reagan Library Reception |  |
| December 11 <sup>th</sup> - Holiday Mixer             |  |

| OCTOBER |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | T  | F  | S  |
|         |    |    | 1  | 2  | 3  | 4  |
| 5       | 6  | 7  | 8  | 9  | 10 | 11 |
| 12      | 13 | 14 | 15 | 16 | 17 | 18 |
| 19      | 20 | 21 | 22 | 23 | 24 | 25 |
| 26      | 27 | 28 | 29 | 30 | 31 |    |

| NOVEMBER |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          |    |    |    |    |    | 1  |
| 2        | 3  | 4  | 5  | 6  | 7  | 8  |
| 9        | 10 | 11 | 12 | 13 | 14 | 15 |
| 16       | 17 | 18 | 19 | 20 | 21 | 22 |
| 23       | 24 | 25 | 26 | 27 | 28 | 29 |
| 30       |    |    |    |    |    |    |

| DECEMBER |    |    |    |    |    |    |
|----------|----|----|----|----|----|----|
| S        | M  | T  | W  | T  | F  | S  |
|          | 1  | 2  | 3  | 4  | 5  | 6  |
| 7        | 8  | 9  | 10 | 11 | 12 | 13 |
| 14       | 15 | 16 | 17 | 18 | 19 | 20 |
| 21       | 22 | 23 | 24 | 25 | 26 | 27 |
| 28       | 29 | 30 | 31 |    |    |    |

| 2025 VCSDA Meetings                      |  |
|--|--|
| February 4 <sup>th</sup> - Annual Dinner |  |
| April 1 <sup>st</sup>                    |  |
| June 3 <sup>rd</sup>                     |  |
| August 5 <sup>th</sup>                   |  |
| October 7 <sup>th</sup>                  |  |
| December 2 <sup>nd</sup>                 |  |

Camrosa Water District  
7385 Santa Rosa Road  
Camarillo, CA 93012

**Note:** Camrosa Board Meetings are highlighted in **RED**. Board Meetings are held on the **2nd & 4th Thursday** of each month at 5pm unless indicated.

*Calleguas Board Meetings are held 1st & 3rd Wednesday - 5:00 PM*

# ARROYO SANTA ROSA VALLEY BASIN

## GROUNDWATER SUSTAINABILITY AGENCY

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 EUGENE F. WEST, *Camrosa Water District*

### **BOARD MEMORANDUM**

**DATE:** January 9, 2025

**TO:** Board of Directors

**FROM:** Norman Huff, Interim Executive Director

**OBJECTIVE:** Receive Fiscal Year 2024-25 First Quarter Results

**ACTION:** No action is necessary; for information only.

**SUMMARY:** Receive Fiscal Year 2024-25 first quarter results.

| Arroyo Santa Rosa GSA           | Budget<br>FY 24-25 | 1st QTR<br>Actuals | Encumbrances | 1st QTR<br>Actuals plus<br>encumb | Variance     |
|---------------------------------|--------------------|--------------------|--------------|-----------------------------------|--------------|
| <b>Transfer In</b>              |                    |                    |              |                                   |              |
| Camrosa Water District          |                    |                    |              |                                   |              |
| Contribution Budgeted           | \$ 80,000          | \$ -               | \$ -         | \$ -                              | \$ (80,000)  |
| Transfer from Reserves          | 195,375            | 785                | -            | 785                               | (194,590)    |
|                                 | \$ 275,375         | \$ 785             | \$ -         | \$ 785                            | \$ (274,590) |
| <b>Operating Expenses</b>       |                    |                    |              |                                   |              |
| Professional Services           | \$ 251,775         | \$ 398             | \$ 31,776    | \$ 32,174                         | \$ 219,601   |
| Materials & Supplies            | 5,600              | -                  | -            | -                                 | 5,600        |
| Legal Services                  | 10,000             | 210                | -            | 210                               | 9,790        |
| Dues & Subscriptions            | 5,000              | -                  | -            | -                                 | 5,000        |
| Fees & Charges                  | 1,000              | 177                | -            | 177                               | 823          |
| Insurance                       | 2,000              | -                  | -            | -                                 | 2,000        |
| <b>Total Operating Expenses</b> | \$ 275,375         | \$ 785             | \$ 31,776    | \$ 32,561                         | \$ 242,814   |

Notes:

- (1) *Camrosa Water District contributed \$100,000 to the ASRGSA in FY 2016-17*
- (2) *Camrosa Water District contributed \$650,000 to the ASRGSA in FY2021-22*
- (3) *Camrosa Water District contributed \$80,000 to the ASRGSA in FY2023-24*
- (4) *The Arroyo Santa Rosa GSA's bank account balance as of September 2024 was \$214,634.52*