

**SEASIDE GROUNDWATER BASIN WATERMASTER  
MEETING AGENDA  
WEDNESDAY, MAY 2, 2007, 1:30 P.M.  
SOPER FIELD COMMUNITY CENTER  
220 COE AVENUE  
SEASIDE, CALIFORNIA**

**WATERMASTER BOARD:**

City of Seaside – Mayor Ralph Rubio, Chairman  
Laguna Seca Subarea Landowner – Director Bob Costa, Vice Chairman  
Monterey Peninsula Water Management District – Director Michelle Knight, Secretary  
City of Monterey – Vice Mayor Jeff Haferman, Treasurer  
City of Sand City – Mayor David Pendergrass  
California American Water – Director Steve Leonard  
City of Del Rey Oaks – Mayor Joseph Russell  
Monterey County/Monterey County Water Resources Agency - Supervisor Jerry Smith, District 4  
Coastal Subarea Landowner – Director Paul Bruno

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. APPROVAL OF MINUTES;**

The minutes of the Regular Board meeting of April 18, 2007 is attached to this agenda. Watermaster Board is requested to approve the minutes.

**IV. REVIEW OF AGENDA**

If there are any items that arose after the 72-hour posting deadline, a vote may be taken to add the item to the agenda, pursuant to the requirements of Government Code Section 54954.2(b). (A 2/3-majority vote is required.)

**V. PUBLIC PARTICIPATION/ ORAL COMMUNICATIONS**

Oral communications is on each meeting agenda in order to provide members of the public an opportunity to address the Watermaster on matters within its jurisdiction. Matters not appearing on the agenda will not receive action at this meeting but may be referred to the Watermaster Administrator or may be set for a future meeting. Presentations will be limited to three minutes or as otherwise established by the Watermaster. In order that the speaker may be identified in the minutes of the meeting, it is helpful if speakers would use the microphone and state their names. Oral communications are now open

**VI. CONSENT CALENDAR**

- A. Request approval for payment of April, 2007 bills
- B. Current Year Financial Reports – Through March 31, 2007

**VII. ORAL PRESENTATION**

- A. Mr. Martin Feeney will give an update on his progress with Well Drilling Timeline and progress on Contract terms and conditions

**VIII. OLD BUSINESS**

**A. COMMITTEE REPORTS**

**1. TECHNICAL COMMITTEE**

No current report

**2. BUDGET/FINANCE COMMITTEE**

**A) Adopt revised Fiscal Year 2007 Budgets**

- 1. Administrative Fund Budget
- 2. Monitoring and Management – Operations Fund Budget
- 3. Monitoring and Management—Capital Fund Budget
- 4. Replenishment Fund Budget

**IX. NEW BUSINESS**

- A. Discussion on adding **Pledge of Allegiance** to the agenda

**X. INFORMATIONAL REPORTS (No Action Required)**

- A. Timeline schedule of Milestone dates (Critical date monitoring)

**XI. DIRECTOR'S REPORTS**

**XII. EXECUTIVE OFFICER COMMENTS**

**XIII NEXT MEETING DATE – JUNE 6, 2007 (Soper Field Community Center) 1:30 P.M.**

**XIV. ADJOURNMENT**

This agenda was forwarded via e-mail to the City Clerks of Seaside, Monterey, Sand City and Del Rey Oaks; the Clerk of the Monterey Board of Supervisors; the Clerk to the Monterey Peninsula Water Management District; the Clerk at the Monterey County Water Resources Agency and the California American Water Company for posting on April 27, 2007 per the Ralph M. Brown Act. Government Code Section 54954.2(a)..

**ITEM NO. III**

**APPROVAL OF  
MINUTES**

**REGULAR MEETING**  
Seaside Groundwater Basin Watermaster  
*April 18, 2007*

**MINUTES**

**I. PLEDGE OF ALLEGIANCE**

**II. CALL TO ORDER**

Chairman Rubio called the meeting to order at 1:34 p.m. in the Seaside Council Chambers at Seaside City Hall, 440 Harcourt Avenue, Seaside, California.

**III. ROLL CALL**

City of Seaside – Mayor Ralph Rubio, Chairman  
Laguna Seca Subarea Landowner – Bob Costa, Vice Chairman  
Monterey Peninsula Water Management District – Director Michelle Knight, Secretary  
City of Monterey – Director Les Turnbeaugh (alternate)  
City of Sand City – Mayor David Pendergrass  
California American Water – Director Steve Leonard  
City of Del Rey Oaks – Mayor Joseph Russell  
Coastal Subarea Landowner – Paul Bruno  
Monterey County/Monterey County Water Resources Agency – David Potter, District 5 Supervisor  
(Replacing Supervisor Jerry Smith, District r Supervisor who is ill)

**IV. APPROVAL OF MINUTES**

**Moved by Mayor Pendergrass, seconded by Director Turnbeaugh and unanimously carried, to approve the Watermaster March 7, 2007, Regular Meeting minutes. Supervisor Potter abstained from voting having not attended that meeting.**

**V. PUBLIC PARTICIPATION/ORAL COMMUNICATIONS**

There were no questions or comments from the public.

**VI. CONSENT CALENDAR**

Contract Compensation—CEO	\$5,625.00
Reimbursable—General	2,082.83

**Moved by Director Leonard, seconded by Director Costa, and unanimously carried, to approve the payment of March 2007 bills.**

**VII. OLD BUSINESS**

**A. COMMITTEE REPORTS**

**1. BUDGET/FINANCE COMMITTEE**

- A) The Board received and reviewed the Staff Report regarding an adjustment to California American Water (“Cal-Am”) 2006 Water Year Replenishment Assessment of \$2,106,000.

**Moved by Director Turnbeaugh, seconded by Director Costa, and unanimously carried, to approve a \$465,648 adjustment to 2006 Water Year Replenishment Assessment for California American Water based on its recharge of 411.35 acre feet of water into the Seaside groundwater basin during Water Year 2006.**

- B) The Board received and reviewed the Staff Report regarding a Seaside Groundwater Basin Watermaster web site.

**Moved by Director Costa, seconded by Director Turnbeaugh, and unanimously carried, to approve a Seaside Groundwater Basin Watermaster web site to make available to interested parties a library of public documents, a dynamic calendar of Board and committee meeting times and agendas, and a roster of Board members and staff with associated e-mail addresses.**

- C) The Board received and reviewed the Staff Report regarding increasing financial assessments and modifying fiscal year 2007 budgets.

**Moved by Director Turnbeaugh, seconded by Director Leonard, and unanimously carried, to approve additional assessments and budget increases in the amounts of \$27,150 for the Administrative Fund and \$300,000 for the Monitoring and Management – Operations Fund, as recommended by the Watermaster Budget/Finance Committee, to allow for increased levels of administrative tasks, to fund three pending contracts for Seaside Basin Monitoring and Management Program (“BMMP”) implementation, and to fund a part-time contractual position to manage and oversee the adopted BMMP contracts. Approval of an increased assessment and budget for the Monitoring and Management – Operations Fund is subject to approval of the three contracts and the technical project management position to be presented under section 2 below.**

**2. TECHNICAL COMMITTEE**

- A) Creation of a Technical Project Manager Position**

The Board received and reviewed the Staff Report regarding creating and establishing a part-time technical project manager (“TPM”) position. Director Knight urged that specifications be developed for the TPM to deliver services within the budgeted 20 hours per week for the remaining administrative year.

Chair Rubio understood the BMMP project timeline to be the overlying template for time management and adherence to goals set forth for the TPM by the Board. The Technical Advisory Committee (“TAC”) had in mind appointing to the position someone local and perhaps retired, seeking initially 20 hours per week of work at \$100 per hour, increasing hours of work in the next fiscal year. It would be preferred to see if eligible candidates would be inclined to work from their own established offices. If not, then arrangements could be made by Watermaster to find appropriate office space for the new TPM appointee. Mr. David Laredo, Esq., cautioned that the wording of the job description specify that the position is contractual with Watermaster and is not an employee position. BMMP implementation contracts being presented in item B below are “not to exceed” contracts so that the appointed TPM can determine duties within each contract that can be taken over by the TPM. The TAC determined that the transfer of duties would equate to approximately \$75,000 from the three contracts, covering the 20 hours per week at \$100 per hour (\$64,000) anticipated cost for the TPM position for the remainder of the administrative year. No CEO duties would be transferred to the TPM. The \$64,000 estimated cost for the TPM does not include reimbursable expenses. Chair Rubio tasked the Budget/Finance Committee and the TAC with budgeting reimbursable expenses as best as possible at this point. Director Turnbeaugh clarified that the need for a TPM was determined by the TAC due to increasing contracts being let by Watermaster for BMMP implementation and the TAC being unable to meet frequently enough to oversee the progress of technical work being performed under the contracts. Director Leonard stated a Board-appointed TPM could meet the Board’s need of a technical repository of increasing knowledge to effectively manage BMMP projects with TPM oversight diminishing as infrastructure is completed and project processes are established. Chair Rubio reminded the Board that approval of the creation of the TPM position and the presented job description is all that is to be considered at this meeting. Chair Rubio requested legal counsel review the job description to ensure that it is contract driven. Chair Rubio specified that an RFP would be developed and presented to the Board to provide financial and logistical details of the position.

**Moved by Director Leonard, seconded by Director Knight, and unanimously carried, to approve the creation of a Watermaster Technical Project Manager position and include in the finalized job description language that distinguishes the position as contractual with the Watermaster Board, and to set a ceiling of \$100 per hour for budgeting and contracting purposes.**

**B) RBF Contract for Phase I – Implementation of BMMP**

The Board received and reviewed the Staff Report regarding award of contracts for Phase I – Implementation of the BMMP.

Sarah Hardgrave, RBF Consulting, submitted to the Board and reviewed contract changes being recommended by RBF: 1) Insert that RBF is a California Corporation, 2) page 2 section 4, addition of a sentence: *Use of such documents by the Watermaster for projects not subject to this agreement shall be at the Watermaster's risk solely without legal liability or exposure to the consultant*, and 4) insurance coverage additional verbiage. The Board concurred, and Mr. Paul Finley, RBF Vice President, agreed, to retaining 10% of each monthly RBF invoice and revising the contract under section B Method of Payment in that regard.

**Moved by Director Leonard, seconded by Director Turnbeaugh, and unanimously carried, to award a contract to RBF Consulting for Phase I – Implementation of the Seaside Basin Monitoring and Management Program for a price not to exceed \$390,071, with revisions including: insertion that RBF is a California Corporation; addition of the sentence *Use of such documents by the Watermaster for projects not subject to this agreement shall be at the Watermaster's risk solely without legal liability or exposure to the consultant*; insurance coverage additional language; and 10% to be retained by the Board from each monthly RBF Consulting invoice until submission of the final work product. Exhibit A is to be in final form upon signature.**

**C) Monterey Peninsula Water Management District / Monterey County Water Resources Agency Contract for Phase I – Implementation of BMMP**

**Moved by Director Leonard, seconded by Director Turnbeaugh, and unanimously carried, for the Board to consider a motion on both items VII A 2 C and VII A 2 D together, and to award contracts to Monterey Peninsula Water Management District for Phase I – Implementation of the Seaside Basin Monitoring and Management Program for a price not to exceed \$76,080, and Monterey County Water Resources Agency for Phase I – Implementation of the Seaside Basin Monitoring and Management Program for a price not to exceed \$20,064, with a revision to each contract indicating 10% is to be retained by the Board from each monthly Monterey Peninsula Water Management District invoice and from each monthly Monterey County Water Resources Agency invoice until submission of the final work product.**

**VIII. NEW BUSINESS**

**A. Request for change to Watermaster Rules and Regulations**

The Board received and reviewed the Staff Report regarding a request by the CEO for a change to Section 3.5.2 of the adopted Watermaster Rules and Regulations Special Meetings Called by the Watermaster Board to conform more to the Brown Act to allow

more flexibility in the meeting notice time. The request would change the current 10 days' notice of such a special meeting to 72 hours notice. Mr. Don Freeman, Esq., stated that the change, if approved today, would be subject to court approval prior to being instituted. Also, clarification needs to be made by the court whether email is an acceptable meeting notification method. The notice of a special meeting is to specify the exact purpose of the meeting and would effectively be the agenda, not necessarily with the attachments. Mr. Jim Heisinger, Esq., recommended 5 days' notice as an adequate notification timeframe.

**Moved by Director Knight, seconded by Director Bruno, and unanimously carried, to amend Section 3.5.2 Special Meetings Called by Watermaster Board in the adopted Watermaster Rules and Regulations to conform more with the Brown Act and allow a reasonable meeting notice time of at least 5 days for Special Meetings that are not considered urgent and not less than 24 hours for Special Meetings considered urgent, and that the amendment be submitted for approval by the court at the next regularly scheduled court hearing date.**

**IX. STAFF INFORMATIONAL REPORTS**

- A. Contract with RBF Consulting, \$35,000**
- B. Contract with MPWMD for quarterly well water testing, \$7,080**
- C. Quarterly Water Quality Report – MPWMD**
- D. Timeline schedule of milestone dates (Critical date monitoring)**
- E. Current Year Financial Reports – Through March 31, 2007**

The Board received the reports as informational. Director Knight requested, and Counsel Freeman concurred, that Financial Reports should be placed on the consent calendar and accepted by the Board at each meeting.

**X. DIRECTOR'S REPORTS**

Director Bruno noted that Saturday is Earth Day and Carmel River Watershed Conservancy will be participating at CSUMB. Anyone interested can contact Charlie Kemp, California American Water, for further information.

Chair Rubio requested directors to highlight any concerns related to the critical path timeline at the next meeting, or bring them to the attention of the CEO.

**XI. EXECUTIVE OFFICER COMMENTS**

CEO Evans gave an update on monitor well installation work being performed by Martin Feeney. Mr. Feeney, in conjunction with Denise Duffy, is currently conducting the first of two spring surveys to identify and map flora and fauna within the four well areas. The second spring survey will take place in early May. A project information initial study checklist is to be submitted to the California State Parks Department to obtain a right of entry permit, and Mr. Feeney is initiating contact with the California Coastal Commission within the next month.



CEO Evans will place on the May 2<sup>nd</sup> agenda an item for budget review and modification to take into consideration the actions taken by the Board today and to include the contract previously awarded to Martin Feeney for \$850,000.

The Watermaster web site will be up and operating by May 2<sup>nd</sup>, the agenda is now being presented in a new format, and a gavel and sound block will be present at the next meeting for use by the Chair.

**XII. NEXT MEETING DATE – MAY 2, 2007, 1:30 P.M. SOPER FIELD COMMUNITY CENTER.**

**XIII.** Chair Rubio called for a moment of silence for the victims of violence at Virginia Tech University. There being no further business, Chairman Rubio adjourned the meeting at 3:05 p.m.

DRAFT

**ITEM - VI**

**CONSENT CALENDAR**

ITEM VI.A.  
05/02/07

**SEASIDE GROUNDWATER BASIN  
WATERMASTER**

TO: Board of Directors  
FROM: Dewey D Evans, CEO  
DATE: May 2, 2007  
SUBJECT: Payment of April, 2007 Bills

---

PURPOSE:

Pay for services and supplies needed to conduct Watermaster monthly business

RECOMMENDATION:

Consider approving the payment of bills listed on the attached schedule.

COMMENTS:

Contract Compensation—For the period from March 25, 2007 through April 21, 2007 a total of 101 billable hours were recorded working directly on Watermaster related business. During this period there was one Board meetings to prepare for with all the related staff reports, coordination of reports from others and meetings to attend. The major focus of this billing period was the preparation, coordination and mailing of the three contracts necessary to cover the remaining issues outstanding for Phase I of the Seaside Basin Monitoring and Management Program. Creation of a Seaside Basin web site, working with the TAC and the Budget/Finance Committee on developing and making a recommendation on hiring a contractual position to oversee and manage the various contracts awarded by the Board of Directors.

Reimbursables—Direct expenditures that are being requested to be reimbursed for are: rent of office space at 2600 Garden Road, Suite 228 for the month of May, 2007. Administrative support for the recording and transcribing of Board minutes, data entry into QuickBooks, preparation of a timeline requested by Board other reports and research on various Watermaster matters. Monthly telephone and internet services for the month, long distance telephone calls, purchase of printer ink cartridges, computer paper, postage and other necessary office supplies.

FISCAL IMPACT:

Payment of bills reduces the adopted budgeted amounts in the Administrative Fund by a total of \$9,717.43



**SEASIDE GROUNDWATER BASIN  
WATERMASTER  
April, 2007**

**Request for Payment of Bills**

Request for Payment:

Contract Compensation:

Chief Executive Officer—Dewey D Evans 101 hours—March 25 through, April 21, 2007 At \$75.00 per hour--	<u>\$7,575.00</u>
--	-------------------

Reimbursables:

Pay to Dewey D Evans for personal expenses paid on behalf of  
Watermaster program:

Office rental-2600 Garden Road, Suite 228 (May, 2007)	\$280.00
Administrative Support—Preparation of Board meeting minutes and other general administrative support	1,425.00
Telephone and Internet Services (March)	109.71
Computer paper and ink cartridges	189.21
Office supplies	<u>138.51</u>

Total Reimbursables	<u>\$2,142.43</u>
---------------------	-------------------

**SEASIDE GROUNDWATER BASIN  
WATERMASTER**

**TO:** Board of Directors

**FROM:** Dewey D Evans, CEO

**DATE:** May 2, 2007

**SUBJECT:** Current Year Financial Reports – Through March 31, 2007

---

**PURPOSE:**

To keep the Board of Directors informed of the current status of the Watermaster's financial records

**RECOMMENDATION:**

That the Board of Directors approve and accept the latest financial reports for the month ending March 31, 2007

**DISCUSSION:**

The Board of Director's at the April 18, 2007 Watermaster Board meeting requested that all future monthly financial reports be placed on the regular Consent Calendar portion of the Watermaster's agenda. The following four (4) financial schedules illustrate the status of the Watermaster's four (4) Funds adopted budgets and the actual financial activity that has occurred in each of these funds for the current Administrative Year 2007; January 1 through March 31, 2007.

**FISCAL IMPACT:**

No direct fiscal impact; but, does provide very valuable financial information on a monthly basis

**ATTACHMENTS:**

Four financial schedules

10:55 AM  
 02/02/07  
 Accrual Basis

**Seaside Groundwater Basin Watermaster**  
**Budget vs. Actual**  
**Administrative Fund**  
 Fiscal Year (January 1 - December 31, 2007)  
 Balance Through March 31, 2007

	<u>Adopted Budget</u>	<u>Expenses</u>	<u>Balance</u>
<b>Assessment</b>			
FY 2006 Rollover	58,866.47		
Assessment 2007	64,000.00		64,000.00
<b>Total</b>	<u>122,866.47</u>		<u>122,866.47</u>
<b>Total</b>			
<b>Expense</b>			
<b>Administrative</b>			
Computer Maint. & Supplies	3,000.00	37.52	2,962.48
Contract Staff	60,000.00	18,562.50	41,437.50
Meetings, Travel & Membership	2,000.00	0.00	2,000.00
Mileage Reimbursement	1,500.00	0.00	1,500.00
Office Consumables & Other	6,000.00	311.33	5,688.67
Office Equip. Maint. & Rental	1,000.00	0.00	1,000.00
Office Rental	3,500.00	840.00	2,660.00
Administrative Support	8,000.00	3,775.00	4,225.00
Legal	10,000.00	0.00	10,000.00
Utilities	1,000.00	311.30	688.70
<b>Total Administrative</b>	<u>96,000.00</u>	<u>23,837.65</u>	<u>72,162.35</u>
<b>Total</b>	<u>96,000.00</u>		
<b>Total Available</b>	26,866.47		
<b>Less Dedicated Reserve</b>	<u>25,000.00</u>		
<b>Net Available</b>	<u>1,866.47</u>		

10:10 AM  
02/02/07  
Accrual Basis

**Seaside Groundwater Basin Watermaster  
Budget vs. Actual  
Monitoring & Management - Operations Fund  
Fiscal Year January 1 - December 31, 2007  
Balance Through March 31, 2007**

	<u>Adopted Budget</u>	<u>Encumbrance</u>	<u>Expense</u>	<u>Balance</u>
<b>Assessment</b>				
Monitoring & Mgmt Fund - Ops	400,000.00			400,000.00
<b>Total Assessment</b>	<u>400,000.00</u>			<u>400,000.00</u>
<b>Expense</b>				
<b>Monitoring &amp; Management - Ops</b>				
<b>Groundwater Modeling</b>				
Feeney, Martin B.	14,600.00	0.00	14,755.59	-155.59
GW Modeling Consultants Travel	16,370.00	0.00	14,972.52	1,397.48
<b>Total Groundwater Modeling</b>	<u>30,970.00</u>	<u>0.00</u>	<u>29,728.11</u>	<u>1,241.89</u>
<b>BMMP Implementation Work Plan (contract awarded to RBF consulting)</b>	35,000.00	35,000.00		0.00
<b>GW Resource Database</b>				
Annual Maintenance 40 hours/qtr	11,200.00	0.00	0.00	11,200.00
Develop/Populate 200 hrs	14,000.00	0.00	0.00	14,000.00
<b>Total GW Resource Database</b>	<u>25,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>25,200.00</u>
<b>Monitoring of wells</b>				
Coastal well monitoring	48,240.00	7,080.00 <sup>(1)</sup>	0.00	41,160.00
Inland well monitoring	2,240.00		0.00	2,240.00
<b>Total Monitoring of wells</b>	<u>50,480.00</u>	<u>7,080.00</u>	<u>0.00</u>	<u>43,400.00</u>
<b>Totals</b>	<u>141,650.00</u>	<u>42,080.00</u>	<u>29,728.11</u>	<u>69,841.89</u>
<b>Total Assessment Available</b>	<u>258,350.00</u>			

Notes:

- (1) Contract awarded to MPWMD to record, monitor, and analyze well water extractions for first two quarters (six months) of calendar year 2007.



10:38 AM  
 02/02/07  
 Accrual Basis

**Seaside Groundwater Basin Watermaster**  
**Budget vs. Actual**  
**Monitoring & Management - Capital Fund**  
 Fiscal Year (January 1 - December 31, 2007)  
 Balances Through March 31, 2007

	<u>Budget</u>	<u>Encumbrance</u>	<u>Income/ Expense</u>	<u>Balance</u>
<b>Assessment</b>				
<b>Monitoring &amp; Mgmt Fund - Capit</b>	1,000,000.00		250,000.00	750,000.00
<b>Total Assessment</b>	<u>1,000,000.00</u>		<u>250,000.00</u>	<u>750,000.00</u>
<b>Expense</b>				
<b>Monitoring &amp; Management - Cap</b>				
Coastal Wells Dataloggers (22)	44,000.00	0.00	0.00	44,000.00
Inland Wells Dataloggers (2)	4,000.00	0.00	0.00	4,000.00
Monitor Well Construction (5)	900,000.00	846,025.00	3,975.00	50,000.00
<b>Total Monitoring &amp; Management - Cap</b>	<u>948,000.00</u>	<u>846,025.00</u>	<u>3,975.00</u>	<u>98,000.00</u>
Reserve Available	52,000.00			
Balance of Assessment after Expenses	98,000.00			
<b>Total Assessment Available</b>	<u>150,000.00</u>			

**Seaside Groundwater Basin Watermaster  
Budget vs. Actual**

**Replenishment Fund**

Fiscal Year (January 1 - December 31, 2007)

Balances Through March 31, 2007

	<u>Budget</u>	<u>Encumbrance</u>	<u>Income/ Expense</u>	<u>Balance</u>
<b>Assessment</b>				
<b>Replenishment Fund</b>				
California American Water	2,106,000.00			2,106,000.00
(Credit Toward Replenishment Assessment) <sup>1</sup>	0.00			0.00
<b>Total California American Water Assessment</b>	<u>2,106,000.00</u>			<u>2,106,000.00</u>
<b>City of Seaside</b>				
Exceeding Natural Safe Yield considering Alternative Producers	169,010.00			169,010.00
Operating Yield Overproduction Replenishment	50,940.00			50,940.00
<b>Total City of Seaside</b>	<u>219,950.00</u>			<u>219,950.00</u>
<b>Total Assessment</b>	<u>2,325,950.00</u>	<u>0.00</u>	<u>0.00</u>	<u>2,325,950.00</u>
<b>Expense</b>				
<b>Total Expense</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Assessment Available</b>	<u>2,325,950.00</u>			

<sup>1</sup> Subject to Board approval at March 7, 2007 Watermaster Board meeting.

**ITEM NO. VII.**

**ORAL PRESENTATIONS**

**ITEM NO. VII**  
**05/02/07**

**SEASIDE GROUNDWATER BASIN**  
**WATERMASTER**

TO: Board of Directors

FROM: Dewey D Evans, CEO

DATE: May 2, 2007

SUBJECT: Oral Presentation – Martin Feeney will give an update on Well Drilling Contract term and conditions

---

**PURPOSE:**

To keep Watermaster Board and Other Interested Parties informed on progress being made to designate and identify the sites for drilling the groundwater monitoring wells required by the Superior Court Decision on Case No. M66343 and the adopted Seaside Basin Monitoring and Management Program.

**RECOMMENDATION:**

None

**DISCUSSION:**

In order to comply with the Superior Court decision on Case No. M66343 it is necessary that no later than June 11, 2007 the Watermaster shall report to the Court that the consultant implementing the Seaside Basin Monitoring and Management Program will have designated and identified the sites for drilling the groundwater monitoring wells. This update will inform the Watermaster Board of Directors and Other Interested Parties the progress being made on this Court order.

**FISCAL IMPACT:**

None know on this time

**ATTACHMENTS:**

None

# **ITEM - VIII**

## **OLD BUSINESS**

**ITEM NO. VIII.A.2.**

**BUDGET/FINANCE  
COMMITTEE**

**SEASIDE GROUNDWATER BASIN WATERMASTER**

**ADMINISTRATIVE FUND BUDGET**  
**(As amended 04/18/07)**

**Administrative Year 2007**  
**(January 1 through December 31, 2007)**

Prior Assessments and Rollover		\$122,866
April 18, 2007 Assessment		<u>27,150</u> <sup>1</sup>
	<b>Total Assessments</b>	<b>\$150,016</b>
 <b>Appropriations:</b>		
CEO-Compensation		\$73,000
Professional Services:		
Legal—(6 mo. @ \$1,000 and 6 mo. @ \$500)		10,000
Administrative Support—(Minutes, agendas, filing, etc.)		<u>22,150</u>
	<b>Total Personnel Budget</b>	<b>\$105,150</b>
 Office Consumables and Other Expenses		 6,000
(Supplies, postage, printing, insurance, etc.)		
Office Rental		3,500
Computer Maintenance and Supplies		3,000
Meetings, Travel, Publications and Memberships		2,000
Mileage Reimbursement		1,500
Utilities (Power, Gas, Water, Waste, Telephone, Internet, etc.)		1,000
Office Equipment Maintenance		<u>1,000</u>
	 <b>Total Revised Budget</b>	 <b><u>\$123,150</u></b>
	Available	26,866
	Dedicated Reserve	<u>25,000</u> <sup>2</sup>
	Assessment Available	<u>\$1,866</u>

Notes:

1. The initial Administrative Budget for Fiscal Year 2007 was adopted by the Watermaster Board of Directors on October 27, 2006 for a total of \$96,000. On April 18, 2007 the Watermaster Board of Directors increased the Administrative Budget by \$27,150; \$13,000 increase in CEO Compensation and \$14,150 for Administrative Support services. This increase was approved to recognize the increase work load demanded by the job.
2. Budget and Finance Committee recommends that a separate reserve account of \$25,000 be established that will only be used with the approval of the Watermaster Board of Directors.

SEASIDE GROUNDWATER BASIN WATERMASTER  
MONITORING AND MANAGEMENT – OPERATIONS FUND BUDGET  
(As Amended 04/18/07)

Administrative Year 2007  
(January 1 through December 31, 2007)

Prior Assessments (2006 – 2007)	\$400,000
April 18, 2007 Assessment	<u>300,000</u>
<b>Total Assessments</b>	<b><u>\$700,000</u></b>

**Appropriations:**

Technical Project Manager	\$64,000
Groundwater Modeling (Feeney)	30,970
BMMP / Implementation Work Plan (RBF)	35,000
Coastal Well Monitoring (2 Quarters) (MPWMD)	7,080

RBF Consulting

Labor Costs

Program Administration	80,900
Monitor Well Construction	14,471
Production, Water Level and Quality Monitoring	144,600
Basin management	6,300
Seawater Intrusion Contingency Plan	<u>88,800</u>

Subtotal **\$335,071**

Direct Costs:

Reproduction, Mileage, Misc.	\$15,000
Durbin Model Documentation	<u>40,000</u>

Subtotal **\$55,000**

Total RBF Consulting **\$390,071**

MPWMD

Labor Costs

Program Administration	24,552
Monitor Well Construction	3,168
Production, Water Level and Quality Monitoring	21,280
Basin Management	<u>3,280</u>

Subtotal **\$52,280**

Direct Costs:

Data Server	\$4,200
Data Archiving Hardware	3,600
Water Quality Sampling Services	<u>16,000</u>

Subtotal **\$23,800**

Total MPWMD **\$76,080**

MCWRA

Seawater Intrusion Contingency Plan	<u>\$20,064</u>
-------------------------------------	-----------------

**Total Revised Budget \$623,265**

Assessment Available **\$76,735**



SEASIDE GROUNDWATER BASIN WATERMASTER  
MONITORING AND MANAGEMENT - CAPITAL FUND BUDGET

Administrative Year 2007  
(January 1 through December 31, 2007)

Judgment Assessment		<u>\$1,000,000</u>
<u>Martin Feeney (Contract)</u>		
Professional Service:		
Project Management / Meetings		\$15,250
Permitting / Network Review		11,300
Well Construction		58,150
Initial Data collection / Reporting		<u>12,900</u>
	Subtotal	<u>\$97,600</u>
Other Direct Charges:		
Permitting – Denise Duffy		\$34,040
Well Drilling		690,000
E-logs / Well Permits / Induction Logs / Laboratory Services		17,600
Per Diem		<u>8,400</u>
	Subtotal	\$750,040
	<b>Total Revised Budget</b>	<b><u>\$847,640</u></b>
	Assessment Available	<u>\$152,360</u>

**SEASIDE GROUNDWATER BASIN WATERMASTER**  
**REPLENISHMENT FUND BUDGET**

**Administrative Year 2007**  
**(January 1 through December 31, 2007)**

Replenishment Assessment		
California American Water		\$2,106,000
Credit toward Replenishment Assessment		<u>(465,648)</u>
	Subtotal	<u>\$1,640,352</u>
City of Seaside		
Exceeding Natural Safe Yield Considering Alternative Producers		169,010
Operating Yield Overproduction Replenishment		<u>50,940</u>
	Subtotal	<u>\$ 219,950</u>
	<b>Total Assessments</b>	\$1,860,302
	<b>Total Appropriations</b>	<u>0</u>
	Assessment Available	<u>\$1,860,302</u>

**ITEM NO. IX**

**NEW BUSINESS**

**ITEM NO. X.A.**

**INFORMATIONAL  
REPORTS**

SEASIDE GROUNDWATER BASIN WATERMASTER  
CRITICAL MILESTONE DATES

MILESTONES	2006	2007	2008	2009	2010	2011	2012	2013							
<b>ADMINISTRATIVE</b>															
Board Terms															1-Complet
Budget (Administrative) <sup>6</sup>		15-Jan	15-Jan	15-Jan	15-Jan	15-Jan	15-Jan	15-Jan							2-Yet to be
Budget (Operations) <sup>6</sup>		15-Jan	15-Jan	15-Jan	15-Jan	15-Jan	15-Jan	15-Jan							3-Schedul
Budget (Replenishment) <sup>6</sup>		7-Mar	15-Jan	15-Jan	15-Jan	15-Jan	15-Jan	15-Jan							4-Imminen
Watermaster Board Regular Meeting Schedule				7-Mar-07	11-Apr-07	2-May-07	6-Jun-07	3-Jul-07	1-Aug-07	5-Sep-07	3-Oct-07	7-Nov-07	5-Dec-07		
<b>OPERATIONS</b>															
<b>Critical Dates</b>															
Adjudication ordered by Court and filed		27-Mar-07													
Monitoring and Management Plan submitted to Court for review															
Watermaster submission of a revised Monitoring and Management Plan and Replenishment Assessment Calculation to the Court			12-Jan-07												
Service Contract for Well Installation and Implementation of BMMP															
1-Year Anniversary of Adjudication: Provide further estimates, programs and plans <sup>5</sup>				27-Mar-07											
Report to Court designation of sites for drilling groundwater monitoring wells required by BMMP							11-Jun-07								
<b>Timelines</b>															
<i>Note: Dates indicated are task completion dates</i>															
<b>Program Administration (RBF, MPWMD)</b>															
1. Develop scope of services and RFP for consultant program oversight															
2. Develop Implementation Plan															
3. Watermaster Board and Judge review of Implementation Plan															
4. Review proposals, secure oversight consultant contract															
<b>Basin Monitor Well Construction (Feeney, RBF, MPWMD, ASR/Pueblo)</b>															
1. Develop scope of services and RFP for consultant program oversight															
2. Review proposals, secure oversight consultant contract															
3. CEQA Notice of Exemption															
4. California Coastal Commission					14-Mar-07										
5. State Parks ROE Permit					14-Mar-07										
6. MoCo Env Health Well Construction Permit						11-Apr-07									
7. Develop scope of services and request bids for drilling/monitor wells						4-Apr-07									
8. Sentinel Monitor Well Construction						11-Apr-07									
9. Sentinel Monitor Well Development							23-May-07								
10. ASR Monitor Well Construction (by CWP)								20-Jun-07							30-Nov-07
<b>Production, Water Level and Water Quality Monitoring (RBF, MPWMD, ASR/Pueblo)</b>															
1. Develop database RFP															
2. Review proposals, select consultant															
3. Review existing MPWMD database															
4. Develop Scope to Enhance or Create New Database															
5. Create Basin Management Database															
6. Populate database (historical & curret data from all sources)															
7. Establish data exchange and collection protocol															
8. Develop data archiving procedures															
9. Develop data QA/QC procedures															
10. Review Laguna Seca and Subcoastal monitor wells															
11. Laguna Seca WQ investigatio															
<b>Seaside Basin Management Program (RBF, MPWMD)</b>															
1. Develop scope of services and budget for consultant															
2. Advertise, select consultant, execute contract															
3. Review groundwater models, select best model for enhancement															
4. Durbin Model documentation															
5. Initial review of supplemental water supplies into the Basin															
<b>Seawater Intrusion Detection Program (RBF, MCWRA, Hydrometrics)</b>															
1. Develop seawater intrusion analysis protocol															
2. Prepare baseline water level contour map															
3. Analyze and map water quality from new sentinel wells															1-F
4. Prepare mapping of baseline basin pumping															1-F
5. Graph and map historic data/establish baseline WQ															29-F
															28-N
<b>OTHER CRITICAL DATES</b>															
Each Producer <sup>1</sup> is authorized to Produce its Production Allocation <sup>2</sup> within the designated Subarea <sup>3</sup> in each of the first three Water Years. <sup>3</sup> Alternative Producers may change to Standard Production by March 27, 2009 by filing a declaraton with the Court and with the other parties.		27-Mar-06		27-Mar-09											
Commencing with the fourth Water Year and Triennially thereafter, the Operating Yield for both Subareas will be decreased by 10% until the Operating Yield is equivalent to the Natural Safe Yield unless by recharge or reclaimed water use results in a decrease in production of Native Water as required by the decision.					75% of the Operating Yield of 5,600 af could be decreased 10% Jan 1, 2009										
Operating yield could decrease 10% every three years on October 1st until it is the equivalent of Natural Safe Yield															
Each Water Year by November 15th, the Watermaster will determine and levy a Replenishment Assessment <sup>4</sup> on each Standard Producer <sup>1</sup> , with payment due from Producer 40 days after the levy is mailed			15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov
After the close of each Water Year, the Watermaster will determine and levy a Replenishment Assessment <sup>4</sup> against all Producers <sup>1</sup> that incurred Operating Yield Over Production during the Water Year, with payment due from Producer by January 15th.			30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov	30-Nov
California American Water is to submit annually to the Watermaster any augmentation to the water supply for possible credit toward Replenishment Assessment	Annually		15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov
Water level monitoring - monthly data collection from all members for inclusion in the consolidated database.	Reported Annually		15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov
Water quality monitoring - yearly data collection from all members for inclusion in the consolidated database	Reported Annually		15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov
Summary report of water resources data to all members/parties	Quarterly	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th	Jan, Apr, Jul, Oct 15th
Reported the 15th of each quarter month:															
Annual Report to Court	January 15		15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov	15-Nov

## SEASIDE GROUNDWATER BASIN WATERMASTER

## Milestones

BLUE TEXT = COMPLETED

**ADMINISTRATIVE**

Board Terms	Two-Year
Budget (Administrative) <sup>6</sup>	January 15 each year
Budget (Operations) <sup>6</sup>	January 15 each year
Budget (Replenishment) <sup>6</sup>	January 15 each year
<b>Watermaster Board Regular Meeting Schedule</b>	
	Wednesday, March 07, 2007
	Wednesday, April 18, 2007
	Wednesday, May 02, 2007
	Wednesday, June 06, 2007
	Tuesday, July 03, 2007
	Wednesday, August 01, 2007
	Wednesday, September 05, 2007
	Wednesday, October 03, 2007
	Wednesday, November 07, 2007
	Wednesday, December 05, 2007

**OPERATIONS**

<b>Critical Dates</b>	
Adjudication ordered by Court and filed	March 27, 2006
Monitoring and Management Plan submitted to Court for review	May 17, 2006
Watermaster submission of a revised Monitoring and Management Plan and Replenishment Assessment Calculation to the Court	January 12, 2007
Service Contract for Well Installation and Implementation of BMMP	
1-Year Anniversary of Adjudication: Provide further estimates, programs and plans <sup>5</sup>	March 27, 2007
Report to Court designation of sites for drilling groundwater monitoring wells required by BMMP	June 11, 2007
<b>Timelines</b>	
<b>Program Administration</b> (RBF, MPWMD)	
1. Develop scope of services and RFP for consultant program oversight	Completed 2006
2. Develop Implementation Plan	Completed March 2007
3. Watermaster Board and Judge review of Implementation Plan	Completed March 2007
4. Review proposals, secure oversight consultant contract	Contract to be presented at April 11, 2007
<b>Basin Monitor Well Construction</b>	
1. Develop scope of services and RFP for consultant program oversight	Completed
2. Review proposals, Secure oversight consultant contract	Completed
3. CEQA Notice of Exemption	March 14, 2007
4. California Coastal Commission	March 14, 2007
5. State Parks ROE Permit	April 11, 2007
6. MoCo Env Health Well Construction Permit	April 4, 2007
7. Develop scope of services and request bids for drilling/monitor wells	April 11, 2007
8. Sentinel Monitor Well Construction	May 23, 2007
9. Sentinel Monitor Well Development	June 20, 2007
10. ASR Monitor Well Construction (by CWP)	November 30, 2007
<b>Production, Water Level and Water Quality Monitoring</b> (RBF, MPWMD, ASR/Pueblo)	
1. Develop database RFP	Completed March 2007
2. Review proposals, select consultant	Contract to be presented at April 11, 2007
3. Review existing MPWMD database	May 11, 2007
4. Develop Scope to Enhance or Create New Database	June 8, 2007
5. Create Basin Management Database	August 3, 2007
6. Populate database (historical & current data from all sources)	September 28, 2007
7. Establish data exchange and collection protocol	May 25, 2007

8. Develop data archiving procedures	May 25, 2007
9. Develop data QA/QC procedures	May 25, 2007
10. Review Laguna Seca and Subcoastal monitor wells	October 26, 2007
11. Laguna Seca WQ investigatio	October 26, 2007
<b>Seaside Basin Management Program (RBF, MPWMD)</b>	
1. Develop scope of services and budget for consultant	Completed March 2007
2. Advertise, select consultant, execute contract	Contract to be presented at April 11
3. Review groundwater models, select best model for enhancement	Completed February 2007
4. Durbin Model documentation	May 4, 2007
5. Initial review of supplemental water supplies into the Basin	October 26, 2007
<b>Seawater Intrusion Detection Program (RBF, MCWRA, Hydrometrics)</b>	
1. Develop seawater intrusion analysis protocol	October 12, 2007
2. Prepare baseline water level contour map	February 1, 2008
3. Analyze and map water quality from new sentinel wells	February 1, 2008
4. Prepare mapping of baseline basin pumping	February 29, 2008
5. Graph and map historic data/establish baseline WQ	March 28, 2008
<b>Other Critical Dates</b>	
Each Producer <sup>1</sup> is authorized to Produce its Production Allocation <sup>2</sup> within the designated Subarea <sup>1</sup> in each of the first three Water Years. <sup>3</sup> Alternative Producers may change to Standard Production by March 27, 2009 by filing a declaraton with the Court and with the other parties.	Each 3 Water Years and by March 29, 2009
Commencing with the fourth Water Year and Triennially thereafter, the Operating Yield for both Subareas will be decreased by 10% until the Operating Yield is equivalent to the Natural Safe Yield unless by recharge or reclaimed water use results in a decrease in production of Native Water as required by the decision.	
- 75% of the Operating Yield of 5,600 af could be decreased 10% 1/1/09	
- Operating yield could decrease 10% every three years on October 1st until it is the equivalent of Natural Safe Yield	
Each Water Year by November 15th, the Watermaster will determine and levy a Replenishment Assessment <sup>4</sup> on each Standard Producer <sup>1</sup> , with payment due from Producer 40 days after the levy is mailed	November 15 each year
After the close of each Water Year, the Watermaster will determine and levy a Replenishment Assessment <sup>4</sup> against all Producers <sup>1</sup> that incurred Operating Yield Over Production during the Water Year, with payment due from Producer by January 15th.	November 30 each year
California American Water is to submit annually to the Watermaster any augmentation to the water supply for possible credit toward Replenishment Assessment	Annually
Water level monitoring - monthly data collection <i>from all members</i>	Reported Annually
Water quality monitoring - yearly data collection <i>from all members</i>	Reported Annually
Summary report of water resources data <i>to all members/parties</i>	Reported Quarterly
Annual Report to Court	Annually
<sup>1</sup> See Sheet 2	
<sup>2</sup> Base water rights x Operating Yield in excess of the sum of the Alternative Production Allocations (See Sheet 2)	
<sup>3</sup> October 1 through September 30	
<sup>4</sup> Replenishment Assessment to offset the cumulative Basin Over Production	
<sup>5</sup> (a) Develop improved estimates of the natural and secondary recharge within the Basin; (b) develop & implement a program for collecting groundwater production, water use, and land use data for the the Basin and appropriate adjacent areas; (c) develop a suitable groundwater model fo the Basin and appropriate adjacent areas; (d) develop a plan of action to be implemented to avoid various adverse effects in the Basin, including seawater intrusion; and (e) develop a plan of action to contain seawater intrusion, should it occur. Include a timeline to secure both non-native water and recycled water.	
<sup>6</sup> If no objections within 15 days, budget is final. If objections, Watermaster Board shall consider them within 10 days.	

**ITEM NO. XI**

**DIRECTOR'S REPORTS**



**ITEM NO. XII**

**EXECUTIVE OFFICER  
COMMENTS**