



UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY

Regular Meeting AGENDA

County of Mendocino Supervisors Chamber ♦ 501 Low Gap Rd. ♦ Ukiah, CA 95482

To participate or view the virtual meeting, go to the following link: <https://us06web.zoom.us/j/86074412428>

Or you can call in using your telephone only:

- Call (toll free) 1-669-444-9171
- Enter the Access Code: 860 7441 2428
- To Raise Hand enter *9
- To Speak after being recognized: enter *6 to unmute yourself

March 12, 2026 - 1:00 PM

1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF AGENDA

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

The Groundwater Sustainability Agency (GSA) Board welcomes input from the audience. If there is a matter of business on the agenda that you are interested in, you may address the Board when this matter is considered. If you wish to speak on a matter that is not on this agenda that is within the subject matter jurisdiction of the GSA Board, you may do so at this time. In order for everyone to be heard, please limit your comments to three (3) minutes per person and not more than ten (10) minutes per subject. The Brown Act regulations do not allow action to be taken on audience comments in which the subject is not listed on the agenda.

4. DISCUSSION AND POSSIBLE ACTION ITEMS

- 4.a. Discussion and Possible Action Related to the Appointment of the Ukiah Valley Basin Groundwater Sustainability Agency General Manager to Perform the Administrative Services per the Professional Services Agreement with the City of Ukiah.
Recommended Action: Approve the appointment of Maya Simerson as the General Manager of the Ukiah Valley Basin Groundwater Sustainability Agency to perform the Administrative Services per the Professional Services Agreement with the City of Ukiah.

Attachments:

1. Ukiah Valley Basin Groundwater Sustainability Agency 2025-02-13

- 4.b. Receive Financial Report for Fiscal Year to Date of 2025/2026.

Recommended Action: Receive and file the financial report for the year to date of Fiscal Year 2025–26, covering the period of July 1 through December 31, 2025.

Attachments:

1. 12.31.25 Balance Sheet

2. 12.31.25 P&L vs. Budget YTD
- 4.c. Discussion and Possible Action Related to the Appointment of Two Board Members to Serve on an Ad Hoc Budget Committee to Work with the General Manager on Development of the FY 2026/2027 Budget and Related Financial Planning Matters.
Recommended Action: Appoint two Directors to serve on the Ad Hoc Budget Committee to work with the General Manager on development and preliminary review of the FY 2026/2027 budget, with the committee to dissolve upon adoption of the final budget unless otherwise directed by the Board.
- 4.d. Provide Water Year 2025 GSP Annual Report Results and Request Approval for Staff to Submit to DWR Pending any Requested Revisions from the Board.
Recommended Action: Receive update from Larry Walker Associates on results from Water Year 2025 GSP Annual Report and authorize staff to submit the report to DWR pending any requested revisions from the Board.
Attachments:
1. Ukiah Valley Annual Report WY 2025 (Draft_2026-03-03)
- 4.e. Receive Update from Larry Walker Associates on California Department of Fish & Wildlife Grant Funded Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study.
Recommended Action: Receive Update from Larry Walker Associates on California Department of Fish & Wildlife Grant Funded Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study.
- 4.f. Authorization for Chair to Execute Amendment No. 1 to the Professional Services Agreement with Larry Walker Associates in the Revised Total Amount Not to Exceed \$347,000.
Recommended Action: Authorize the Chair of the Board to execute Amendment No. 1 to the Professional Services Agreement with Larry Walker Associates (LWA) to provide additional technical services in support of the Ukiah Valley Basin Groundwater Sustainability Plan (GSP).
Attachments:
1. UVBGSA On Call Tech Support FY 25-26 Amendment Letter
2. 2026-02-04 DRAFT Amendment 1 with LWA
- 4.g. Consideration Authorization of the Chair to Negotiate and Execute the Hansford Economic Consulting Fee Setting Services Contract with a Two-Year Term and Three One-Year Options, and Discuss Annual Development of the Groundwater Sustainability Fee Finder Web Map.
Recommended Action: Authorize the Chair to negotiate and execute an agreement with Hansford Economic Consulting for an extended term and determine if the Groundwater Sustainability Fee Finder Web Map should continue to be updated.
Attachments:
1. 260478 HEC letter scope
- 4.h. Consideration and Possible Approval of City of Ukiah Invoices for FY2024/2025 and Direction on Payment for Services Processes.
Recommended Action: Approve City of Ukiah Invoices for FY2024/2025 and give direction on Payment for Service Processes.
Attachments:
1. Ukiah Valley Basin Groundwater Sustainability Agency 2025-02-13
2. UVGSA FY2425 invoices

5. CONSENT CALENDAR

The following items listed are considered routine and will be enacted by a single motion and roll call vote by the GSA Board. Items may be removed from the Consent Calendar upon request of a Board Member or a citizen, in which event the item will be considered at the completion of all other items on the agenda. The motion by the Board Members on the Consent Calendar will approve and make findings in accordance with Staff recommendations.

- 5.a. Approval of the Minutes for the December 15, 2025, GSA Special Meeting.
Recommended Action: Approve the Minutes for the December 15, 2025, GSA Special Meeting.
Attachments:
1. 2025-12-15 GSA Special Meeting

- 5.b. Consideration and Possible Approval Related to the Appointment of Replacement Members to the Technical Advisory Committee (TAC) Representing the City of Ukiah and the Mendocino County Resource Conservation District.
Recommended Action: Accept the recommendations of the City of Ukiah and the Mendocino County Resource Conservation District to appoint Jared Walker and Erin Formaker as the respective replacement representatives to the Technical Advisory Committee (TAC).
Attachments:
1. City of Ukiah Resolution
2. Mendocino County Resource Conservation District Resolution

- 5.c. Authorize the Chair to Negotiate and Execute an Agreement with the Mendocino County Resource Conservation District to Perform Grant Funded Work Towards the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study in an Amount not to Exceed \$30,000.
Recommended Action: Authorize the Chair to negotiate and execute the agreement with the Mendocino County Resource Conservation District to perform grant funded work towards the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study in an amount not to exceed \$30,000.
Attachments:
1. MCRCD CDFW Budget
2. MCRCD GDE-ISW_letter

- 5.d. Authorize the Chair, or Designee, to Execute the FPPC Form 602 and Any Associated Documents in Support of the Small GSA Coalition.
Recommended Action:
 - 1. **Authorize the Chair or designee to execute the FPPC Form 602 designating PPG to lobby on behalf of the Ukiah Valley Basin Groundwater Sustainability Agency effective February 1, 2026.**
 - 2. **Direct PPG to prepare and submit the quarterly FPPC Form 635 Lobbyist Employer Reports on behalf of the Agency.**
Attachments:
1. UVBGSA F602 2025-26

6. STAFF AND PARTNER UPDATES

- 6.a. Updates from the General Manager
Attachments:
1. GM Report

7. FUTURE AGENDA ITEMS AND SET NEXT MEETING DATE

- 7.a. Discussion and Consideration of Future Agenda Items and Scheduling of Next Meeting Date with Meeting to be Held at the County of Mendocino, Board of Supervisors Chamber, 501 Low Gap Rd., Ukiah, CA 95482, at 1:00 p.m.
Recommended Action: Discuss and get consensus to hold the next regular meeting on the scheduled date of June 11, 2026, at 1:00 p.m., or to schedule another day of the Member's choosing

8. ADJOURNMENT

Please be advised that the Ukiah Valley Basin Groundwater Sustainability Agency (GSA) Board needs to be notified 24 hours in advance of a meeting if any specific accommodations or interpreter services are needed in order for you to attend. The GSA Board complies with ADA requirements and will attempt to reasonably accommodate individuals with disabilities upon request. Materials related to an item on this Agenda submitted to the GSA Board Members after distribution of the agenda packet are available for public inspection at the front counter at the Ukiah Civic Center, 300 Seminary Avenue, Ukiah, CA 95482, during normal business hours, Monday through Friday, 8:00 am to 5:00 pm. Any handouts or presentation materials from the public must be submitted to the clerk 48 hours in advance of the meeting; for handouts, please include 10 copies.

I hereby certify under penalty of perjury under the laws of the State of California that the foregoing agenda was posted on the bulletin board at the main entrance of the City of Ukiah City Hall, located at 300 Seminary Avenue, Ukiah, California; and at 501 Low Gap Rd., Ukiah, CA 95482; not less than 72 hours prior to the meeting set forth on this agenda.

Kristine Lawler, CMC/ICPMC
Dated: 3/6/26



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Discussion and Possible Action Related to the Appointment of the Ukiah Valley Basin Groundwater Sustainability Agency General Manager to Perform the Administrative Services per the Professional Services Agreement with the City of Ukiah.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager

ATTACHMENTS:

1. Ukiah Valley Basin Groundwater Sustainability Agency 2025-02-13

Summary: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board Members will discuss and possibly take action related to the Ukiah Valley Basin Groundwater Sustainability Agency Appointment of Maya Simerson as the General Manager to perform the administrative services per the Professional Services Agreement with the City of Ukiah.

Background: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board and TAC have identified several operational issues with the past General Manager that have affected confidence, efficiency, and overall effectiveness. These issues have included:

- **Communication and Collaboration:** There has been less coordination and transparency than expected, particularly regarding project updates, decisions, and schedule changes.
- **Stakeholder and Vendor Relationships:** Conflicts and strained interactions with stakeholders and consultants have required more intervention than anticipated.
- **Contract and Project Delays:** Repeated delays in contract execution have slowed project starts, sometimes accompanied by insufficient advance notice or explanation to leadership.
- **Meeting Reliability:** Frequent cancellations or rescheduling of Board and TAC meetings have disrupted continuity and member participation.
- **Governance Protocols:** Instances occurred where established leadership roles and communication channels were not fully respected, creating confusion about authority and access to consultants.

Discussion: The City of Ukiah is dedicated to resolving these concerns and to performing the Administrative Services per the Professional Services Agreement with the UVBGSA to a high standard. The City of Ukiah proposes to transition from the existing General Manager to appoint Maya Simerson, Senior Management Analyst in the City Manager's Office, as the new General Manager. Ms. Simerson has more than two decades of experience across multiple departments within the City of Ukiah agency.

The responsibilities of the Professional Service Agreement (attachment #1) include the following ten tasks:

- Task 1 - Fiscal and Contract Management
- Task 2 - Duties of the GM to the UVBGSA: Board Meetings
- Task 3 - Duties of the Clerk of the Board: Notices, Agendas, Minutes, etc.
- Task 4 - Provision of Staff Services to TAC Meetings: Notices, Agendas, Minutes, etc.

- Task 5 - GSP Implementation Oversight
- Task 6 - Stakeholder Outreach and Communication
- Task 7 - Website and Email Maintenance
- Task 8 - Administration and Management of Rate and Fee Study Implementation
- Task 9 - Grant Administration
- Task 10 - Other Services

With new staff in place, these tasks will be accomplished and regularly evaluated, and the Board's existing concerns will be directly addressed through a renewed focus on clear communication, defined roles and responsibilities, and consistent administrative support.

The new structure is designed to ensure:

- **Regular**, transparent updates to the Board and TAC.
- **Proactive** coordination with vendors and stakeholders.
- **Timely** contract processing and improved project tracking.
- **Dedicated** staffing resources to fulfill GSA operation needs.
- **Reliable** meeting scheduling and adherence to governance protocols.
- **Strengthened** financial and administrative management systems to ensure continuity and accountability, with Board direction to be sought for an agenda preparation policy and clear invoicing guidelines.

These changes provide an opportunity to reset expectations, rebuild trust, and establish a more predictable and collaborative operating environment moving forward. It is for these reasons that the board is requested to appoint Maya Simerson as the General Manager of the Ukiah Valley Basin Groundwater Sustainability Agency and amend the agreement to reflect the change.

Recommended Action: Approve the appointment of Maya Simerson as the General Manager of the Ukiah Valley Basin Groundwater Sustainability Agency to perform the Administrative Services per the Professional Services Agreement with the City of Ukiah.

**UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY
PROFESSIONAL SERVICES AGREEMENT WITH
CITY OF UKIAH
TO PERFORM ADMINISTRATIVE SERVICES**

This Agreement is by and between the UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY, hereinafter referred to as “UVBGSA”, and CITY OF UKIAH, hereinafter referred to as “CITY”, entered into in Ukiah, California on February 13, 2025 (“Effective Date”). UVBGSA and CITY may sometimes hereinafter be referred to as “Party”, or collectively as “Parties”.

RECITALS

WHEREAS, pursuant to Article 5 Section 5.2.7 of the Joint Powers Agreement, adopted on May 10, 2017, forming the Ukiah Valley Basin Groundwater Sustainability Agency (JPA), UVBGSA shall have the power to make and enter into contracts necessary to the full exercise of the Agency’s power; and

WHEREAS, the JPA was established to provide sustainable groundwater management in the Ukiah Valley groundwater basin pursuant to the Sustainable Groundwater Management Act (“SGMA”) (Part 2.74 of the California Water Code); and

WHEREAS, in order to meet the various requirements of a groundwater sustainability agency under the Sustainable Groundwater Management Act (Part 2.74 of the California Water Code) (“SGMA”), UVBGSA is in need of specialized, efficient, and cost-effective administrative services to administer the adopted Ukiah Valley Basin Groundwater Sustainability Plan; and

WHEREAS, in order to function in compliance with applicable law and achieve its objectives, the Parties mutually agree it is in each of their own best interests for CITY to provide such services on the terms and conditions set forth in this agreement, and CITY is willing to provide the same; and

WHEREAS, the Parties are contemplating a subsequent amendment to this Agreement to expand the scope of administrative services provided by CITY to include fiscal responsibilities, such as the CITY assuming responsibility for administering the roles of Treasurer and Controller of the UVBGSA.

NOW, THEREFORE, it is agreed that UVBGSA does hereby retain CITY to provide the administrative services described herein, and CITY accepts such engagements hereinafter specified in this Agreement.

[END OF RECITALS]

AGREEMENT

1. DEFINITIONS: Capitalized terms used in this Agreement shall have the same meaning as provided in Article I of the JPA, unless otherwise specified herein.

2. GENERAL TERMS AND CONDITIONS:

a. TERM: This Agreement shall commence on the Effective Date and remain in effect until terminated by either the Board or the CITY in writing. Termination shall occur not sooner than ninety (90) days after either Party gives written notice of termination. A different termination date may be established by mutual written agreement of the Parties. Upon termination of the Agreement by either Party, the CITY shall fully cooperate in the transition to another means of performing the services provided by CITY under this Agreement, provided that UVBGSAs pays the CITY its actual and reasonable costs of such cooperation. Upon the termination of this Agreement the CITY shall have no authority, responsibility or liability for UVBGSAs continued operations.

b. INDEPENDENT CONTRACTOR:

- i. It is the express intention of the Parties that CITY is an independent contractor and not an employee, joint venturer, or partner of UVBGSAs for any purpose whatsoever. UVBGSAs shall have no right to and shall not control the manner or prescribe the method of accomplishing those services contracted to and performed by CITY under this Agreement, which are not policy decisions or do not require Board approval, and the general public and all governmental agencies regulating such activity shall be so informed.
- ii. Those provisions of this Agreement that reserve ultimate authority in UVBGSAs have been inserted solely to achieve compliance with federal and state laws, rules, regulations, and interpretations thereof. No such provisions and no other provisions of this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between CITY or any of CITYs employees and UVBGSAs.
- iii. CITY shall pay all estimated and actual federal and state taxes that are due the state and federal government and shall furnish and pay worker's compensation insurance, unemployment insurance and any other benefits required by law for its employees.
- iv. CITY agrees to indemnify and hold UVBGSAs and its officers, agents and employees harmless from and against any claims or demands by federal, state or local government agencies for any such taxes or benefits due but

not paid by CITY, including the legal costs associated with defending against any audit, claim, demand or lawsuit.

- v. In carrying out the work contemplated herein, CITY shall comply with all applicable federal and state workers' compensation and liability laws and regulations with respect to the officers, agents and/or employees conducting and participating in the work; and agrees that such officers, agents, and/or employees will be considered CITY's employees and not treated or considered in any way as officers, agents and/or employees of UVBGSА.
- vi. CITY does, by this Agreement, agree to perform its said work and functions at all times in strict accordance with all applicable federal, state and county laws, including ,but not limited to, laws applicable to California general law cities.

c. HOLD HARMLESS AND INDEMNITY:

- i. UVBGSА agrees to defend, indemnify, and save the CITY harmless from and against any and all claims, liability, damages or costs arising out of the decisions or directives of the Board. The CITY agrees to indemnify and defend UVBGSА from and against any claims, liability, damages or costs caused by the negligent acts, errors, omissions or willful misconduct of its officers or employees in performing pursuant to this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by the CITY's officers, employees, or agents.
- ii. Each Party hereby agrees to defend itself from any claim, action or proceeding by third parties arising out of the acts or omissions of its officers or employees. In such cases, each Party agrees to retain its own legal counsel, bear its own defense costs, and waive its right to seek reimbursement of such costs from each other.
- iii. Notwithstanding the above, where a trial verdict or arbitration award allocates or determines the comparative fault of the Parties, the Parties may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with said comparative fault.
- iv. As required by Section 9 herein, the Parties are responsible to provide workers compensation insurance for injuries sustained in the normal course and scope of their respective employees' performance of services. The Parties waive any right of subrogation against each other for any and all

losses sustained by the Parties, subject to such workers compensation coverage.

- v. For purposes of this section, the terms “employee” or “employees” shall refer to and include employees, officers, agents, representatives, or subcontractors.
- vi. Notwithstanding the foregoing subsections i-v, no employee, officer, agent, representative, or subcontractor of any Party shall be considered an “employee” of the other Party for purposes of indemnification.

d. INSURANCE:

- i. Each Party shall be responsible for maintaining a program of insurance that shall cover each Party’s indemnification obligations. Without in any way affecting the indemnity herein provided and in addition thereto, each Party shall secure and maintain throughout the Agreement the following types of insurance, including coverage through a pooled risk joint powers agency with limits as shown.
- ii. Workers’ Compensation. If the Party has employees, a program of Workers’ Compensation Insurance or a state-approved self-insurance program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer’s Liability with \$250,000 limits covering all persons providing services on behalf of each Party and all risks to such persons under this Agreement.
- iii. Comprehensive General and Automobile Liability Insurance: This coverage is to include contractual coverage and automobile liability coverage for owned, hired, and non-owned vehicles. The policy or self-insurance shall have combined single limits for bodily injury and property damage of not less than two million dollars (\$2,000,000.00).
- iv. Additional Named Insured: All policies, and/or memoranda of coverage, except Workers’ Compensation, shall contain additional endorsements naming each Party and its officers, employees, agents and volunteers as additional named insureds with respect to liabilities arising out of each Party’s performance hereunder.
- v. Policies Primary and non-Contributory: All policies required above are to be the primary and non-contributory with any insurance or self-insurance carried or administered by each Party.

e. CONFORMITY WITH LAW AND SAFETY:

- i. In performing services under this Agreement, CITY shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal, and local governing bodies, having jurisdiction over the scope of services, including all applicable provisions of the California Occupational Safety and Health Act. CITY shall indemnify and hold UVBGSA harmless from any and all liability, fines, and penalties from any of CITY's failure to comply with such laws, ordinances, codes and regulations.
 - ii. Accidents: If a death, serious personal injury or substantial property damage occurs in connection with CITY's performance of this Agreement, CITY shall immediately notify UVBGSA by telephone. CITY shall promptly submit to UVBGSA a written report, in such form as may be required by UVBGSA of all accidents which occur in connection with this Agreement. This report must include the following information: (1) name and address of the injured or deceased person(s); (2) name and address of CITY's sub-contractor, if any; and (3) a detailed description of the accident and whether any of UVBGSA's equipment, tools, material, or staff were involved.
 - iii. CITY further agrees to take all reasonable steps to preserve all physical evidence and information which may be relevant to the circumstances surrounding a potential claim, while maintaining public safety, and to grant to UVBGSA the opportunity to review and inspect such evidence, including the scene of the accident.
- f. TAXES: CITY shall pay all taxes to which it is subject in the course of performing under this Agreement. UVBGSA shall pay taxes imposed on property acquired for it by CITY at the direction or with the approval of the Board or as the Parties otherwise agree with respect to a particular transaction or event.
- g. OWNERSHIP OF DOCUMENTS: CITY hereby assigns UVBGSA an irrevocable license to use any and all proposals, plans, specification, designs, drawings, sketches, renderings, models, reports and related documents (including computerized or electronic copies) prepared by CITY in performing services under this Agreement in which the CITY has any copyright or protected interest. UVBGSA's rights under this paragraph "g" shall not extend to any computer software used to create such Documents and Materials.
- h. CONFLICT OF INTEREST: Each Party shall use its best efforts to inform the other Party of any actual or potential conflict of interest in their respective performance under this Agreement of which they become aware and shall endeavor in good faith to

mutually agree on measures to be taken to avoid or mitigate any such conflict that may arise.

- i. **NOTICES:** All notices, requests, demands, or other communications under this Agreement shall be in writing. Notices shall be given for all purposes as follows:
 - i. **Personal delivery:** When personally delivered to the recipient, notices are effective on delivery.
 - ii. **First Class Mail:** When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three (3) mail delivery days after deposit in a United States Postal Service office or mailbox.
Certified Mail: When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.
 - iii. **Overnight Delivery:** When delivered by overnight delivery (Federal Express/Airborne/United Parcel Service/DHL WorldWide Express) with charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.
 - iv. **Email:** When sent by email, notice is effective on receipt, provided that (a) a duplicate copy of the notice is promptly given by first-class or certified mail or overnight delivery, or (b) the receiving party acknowledges receipt. Any notice given by email shall be deemed received on the date it is received.

When the UVBGSA Board Chair or Counsel changes, the UVBGSA shall promptly notify the CITY in writing of the new contact information for notices purposes.

Addresses for purpose of giving notice are as follows:

To UVBGSA: Ukiah Valley Basin Groundwater Sustainability Agency
Ukiah Civic Center
300 Seminary Ave.
Ukiah, CA 95482
Attn: UVBGSA Board Chair
Email address: _____

UVBGSA Legal Counsel
1331 Garden Highway, 2nd Floor
Sacramento, CA 95833
Attention: Holly Roberson, Shareholder
Email: hroberson@kmtg.com

To CITY: Ukiah Civic Center
300 Seminary Ave.
Ukiah, CA 95482
Attn: City Manager
Email: ssangiacomo@cityofukiah.com

Ukiah City Attorney
Law Offices of Rapport and Marston
405 West Perkins St.
Ukiah, CA 95482
Email: drapport@cityofukiah.com

Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger, or overnight delivery service. Any Party may change its postal or email address by giving the other Party notice of the change in any manner permitted by this Agreement.

- j. USE OF UVBGSA PROPERTY: CITY shall not use UVBGSA property (including equipment, instruments and supplies) or personnel for any purpose other than in the performance of his/her obligations under this Agreement.
- k. EQUAL EMPLOYMENT OPPORTUNITY PRACTICES PROVISIONS: CITY certifies that it will comply with all applicable federal, state, and local laws, rules and regulations pertaining to nondiscrimination in employment and grant administration. CITY represents that it also has its own equity policies, with which it complies.
- l. AUDITS; ACCESS TO RECORDS: CITY shall make available to UVBGSA, its authorized agents, officers, or employees, for examination any and all ledgers, books of accounts, invoices, vouchers, cancelled checks, and other records or documents evidencing or relating to the expenditures and disbursements charged to UVBGSA, and shall furnish to UVBGSA, within sixty (60) days after examination, its authorized agents, officers or employees such other evidence or information as UVBGSA may require with regard to any such expenditure or disbursement charged by the CITY.

CITY shall maintain full and adequate records of the actual costs incurred by the CITY in the performance of this Agreement. CITY shall retain records in compliance with its records retention schedule from June 5, 2019, and as may be amended from time to time, which were adopted via Resolution 2019-25. CITY shall immediately make such records available to the UVBGSA upon request.

- m. DOCUMENTS AND MATERIALS: CITY shall maintain and make available to UVBGSA for its inspection and use during the term of this Agreement, all Documents and Materials, related to performance of this Agreement. CITY's obligations under the preceding sentence shall continue for four (4) years following termination or expiration of this Agreement or the completion of all work hereunder (as evidenced in writing by UVBGSA or CITY), and CITY shall in no event dispose of, destroy, alter or mutilate said Documents and Materials, for four (4) years following UVBGSA's last payment to CITY under this Agreement. Alternatively, the CITY may furnish all such Documents and Materials to UVBGSA, after which it shall have no further obligation to preserve such records.
- n. TIME OF ESSENCE: Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a party of the benefits of any grace or use period allowed in this Agreement.
- o. TERMINATION: Either Party may terminate this Agreement for cause upon 60 days written notification to the other Party.
- p. NON-APPROPRIATION: If UVBGSA should fail to appropriate or otherwise fail to make available funds sufficient to compensate the CITY for the agreed upon scope of services in accordance with this Agreement the CITY may suspend this Agreement only upon thirty (30) days written notice to UVBGSA. If the UVBGSA does not cure the insufficient appropriation at its next Board meeting after receipt of the notice of suspension, the CITY may initiate termination proceedings consistent with the terms of this Agreement. Upon termination, UVBGSA shall remit payment for all products and services delivered to UVBGSA and all expenses incurred by CITY prior to UVBGSA's receipt of the notice of suspension. Notice shall be deemed effective upon receipt.
- q. CHOICE OF LAW: This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by the laws of the State of California, excluding any laws that direct the application of another jurisdiction's laws.
- r. VENUE: All lawsuits relating to this contract must be filed in Mendocino County Superior Court, Mendocino County, California, subject to the provisions of California Code of Civil Procedure section 394. If either Party exercises its right

under Section 394 to transfer the case to a neutral county, *in lieu* thereof, the Parties agree to request the appointment of an out of county Judge to hear the case in Mendocino County.

- s. WAIVER: No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the Party waiving the breach, failure, right or remedy. No waiver of any breach, failure, right or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.
- t. ADVERTISING OR PUBLICITY: CITY shall not use the name of UVBGSAs, its officers, directors, employees or agents, in advertising or publicity releases or otherwise without securing the prior written consent of UVBGSAs. For the avoidance of doubt, this term does not preclude the CITY from providing information about the UVBGSAs on the CITY's website, including the CITY's role as a member and in providing services under this Agreement.
- u. ENTIRE AGREEMENT: This Agreement, including all attachments, exhibits, and any other documents specifically incorporated into this Agreement, shall constitute the entire agreement between UVBGSAs and CITY relating to the subject matter of this Agreement. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the Parties and sets forth the entire understanding of the Parties regarding the subject matter thereof. This Agreement may not be modified except by a written document signed by both Parties. In the event of a conflict between the body of this Agreement and any of the Exhibits, the provisions in the body of this Agreement shall control.
- v. HEADINGS: Herein are for convenience of reference only and shall in no way affect interpretation of this Agreement.
- w. MODIFICATION OF AGREEMENT: This Agreement may be supplemented, amended or modified only by the mutual agreement of the Parties. No supplement, amendment or modification of this Agreement shall be binding unless it is in writing and signed by authorized representatives of both Parties.
- x. ASSURANCE OF PERFORMANCE: If at any time UVBGSAs has good objective cause to believe CITY may not be adequately performing its obligations under this Agreement or that CITY may fail to complete the Services as required by this Agreement, UVBGSAs may request from CITY prompt written assurances of performance and a written plan acceptable to UVBGSAs, to correct the observed deficiencies in CITY's performance. CITY shall provide such written assurances and

written plan within thirty (30) calendar days of its receipt of UVBGSA's request and shall thereafter diligently commence and fully perform such written plan. CITY acknowledges and agrees that any failure to provide such written assurances and written plan within the required time is a material breach under this Agreement.

- y. **SUBCONTRACTING/ASSIGNMENT:** CITY shall not subcontract, assign or delegate any portion of this Agreement or any duties or obligations hereunder without UVBGSA's prior written approval.
 - i. Neither Party shall, on the basis of this Agreement, contract on behalf of or in the name of the other Party. Any agreement that violates this Section shall confer no rights on any Party and shall be null and void.
 - ii. CITY shall remain fully responsible for compliance by its subcontractors with all the terms of this Agreement, regardless of the terms of any agreement between CITY and its subcontractors.
- z. **SURVIVAL:** The obligations of this Agreement, which by their nature would continue beyond the termination on expiration of the Agreement, including without limitation, the obligations regarding Indemnification (paragraph "c"), Ownership of Documents (paragraph "g"), and Conflict of Interest (Paragraph "h"), shall survive termination or expiration for two (2) years.
- aa. **SEVERABILITY:** If a court of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of 12 of them, will not be affected, unless an essential purpose of this Agreement would be defeated by the loss of the illegal, unenforceable, or invalid provision.
- bb. **INTELLECTUAL PROPERTY WARRANTY:** To the best of its knowledge, the CITY represents that it has secured all rights and licenses necessary for any and all materials, services, processes, software, or hardware ("CITY PRODUCTS") to be provided or used by CITY in the performance of this AGREEMENT.
- cc. **ELECTRONIC COPIES:** The Parties agree that an electronic copy, email, or scanned copy of the executed Agreement, shall be deemed, and shall have the same legal force and effect as, an original document.
- dd. **COOPERATION WITH UVBGSA:** CITY shall cooperate with UVBGSA and UVBGSA staff in the performance of all work hereunder.
- ee. **PERFORMANCE STANDARD:** CITY shall perform all services hereunder in a manner consistent with the level of competency, care and skill ordinarily exercised by a person practicing in CITY's position under similar circumstances at the same time ("Standard of Care"). UVBGSA has relied upon the professional ability and training

of CITY personnel as assigned to perform the CITY's obligations under this Agreement as a material inducement to enter into this Agreement. CITY hereby agrees to provide all services under this Agreement in accordance with and Standards of Care, as well as the requirements of applicable federal, state, and local laws, it being understood that acceptance of CITY's work by UVBGSA shall not operate as a waiver or release. If UVBGSA determines that any of CITY's work is not in accordance with such level of competency and Standard of Care, UVBGSA, in its sole discretion, shall have the right to do any or all of the following: (a) require CITY to meet with UVBGSA to review the quality of the work and resolve matters of concern; (b) require CITY to repeat the work at no additional charge until it is satisfactory; or (c) terminate this Agreement pursuant to the provisions of paragraph "o" (Termination) or (d) pursue any and all other remedies at law or in equity.

- ff. **ALTERNATIVE DISPUTE RESOLUTION:** If a dispute arises out of or relates to this Agreement, or the alleged breach thereof ("Dispute"), the Parties mutually agree to act in good faith and to the best of their ability to take part and cooperate in the following three-step dispute resolution process, provided, however, that neither Party waives any provision of the California Tort Claims Act:
- i. **STEP ONE—NEGOTIATION:** Upon written notice of any Dispute that arises out of or relates to CITY's obligations to provide administrative services as described herein, the Parties shall attempt to resolve it promptly by negotiations between the Parties who have authority to settle the Dispute. This process should be completed within 30 days of such written notice ("Negotiation").
 - ii. **STEP TWO—MEDIATION:** If the Dispute cannot be resolved through Negotiation, the Parties agree first to make a good faith attempt to resolve the Dispute by mediation lasting at least one day before resorting to arbitration, litigation or any other dispute resolution procedure ("Mediation"). The process shall be confidential based on terms acceptable to the mediator.
 - iii. **STEP THREE—ARBITRATION:** Any Dispute not resolved through Negotiation or Mediation in accordance with Steps 1 and 2 shall be resolved by final and binding arbitration pursuant to the provisions of California Code of Civil Procedure, Section 1280 et seq.. The Parties understand that arbitration is final and binding and that they are waiving their rights to other resolution processes such as court action, which may provide a right to a jury trial and the opportunity to take witness testimony prior to such a proceeding, or administrative proceeding.

gg. **ATTORNEYS' FEES:** In any action to enforce or interpret the terms of this agreement, including but not limited to any action for declaratory relief, each Party shall be solely responsible for and bear its own attorneys' fees, regardless of which Party prevails.

3. GENERAL MANAGER SERVICES: Commencing on the Effective Date of this Agreement, CITY shall serve as the General Manager of the UVBGSA. In keeping with section 13.1 of the JPA, the Board will appoint _____ as General Manager. The holder of that position will remain the General Manager until the Board, with the agreement of the CITY's City Manager, makes a different appointment with written consent of the Board. The General Manager shall provide the following administrative services:

a. FISCAL AND CONTRACT MANAGEMENT:

- i. Prior to the commencement of each Fiscal Year, present a preliminary budget to the Board for consideration and by no later than June 15, submit a final budget for approval by the Board. The Parties may agree in writing and by mutual consent to alter this schedule.
- ii. Contract management, including vendor procurement and development and management of vendor and CITY contracts.
- iii. Invoice management, including monthly review and processing of vendor and CITY invoices.

b. PERFORM THE DUTIES OF THE GENERAL MANAGER TO THE UVBGSA:

- i. Prepare meeting materials including Board packets, staff reports, PowerPoint slide decks, and coordination of consultant deliverables for Board, Ad Hoc, and Technical Advisory Committee ("TAC") meetings.
- ii. Attend and facilitate four quarterly Board meetings and four quarterly TAC meetings per year.
- iii. Perform follow-up activities from Board meetings and TAC meetings to implement direction given by the Board or TAC.

c. PERFORM THE DUTIES OF CLERK TO THE BOARD:

- i. Preparation of meeting notices and agendas in compliance with the Brown Act, for legal counsel review as needed.
- ii. Preparation of action minutes from the meetings and other documents requiring Board approval.

- iii. Performing follow-up administrative tasks, including posting information to the UVBGSA website and implementing direction given by Board and committee members.
 - iv. Act as the custodian of UVBGSA records created after the Effective Date and secure documents existing prior to the Effective Date that can be reasonably located, with copies to legal counsel.
- d. PROVIDE STAFF SERVICES FOR TECHNICAL ADVISORY COMMITTEE (TAC) MEETINGS:
- i. Prepare meeting materials, including preparation and posting of agendas and agenda materials in compliance with the Brown Act.
 - ii. Attend meetings and provide clerical services during the meeting, including recordation of the meetings, record actions taken, manage remote participation, if available via Zoom or similar technology.
 - iii. Follow-up administrative tasks, including preparation of action minutes.
- e. OVERSEE GROUNDWATER SUSTAINABILITY PLAN (“GSP”) IMPLEMENTATION:
- i. Direct technical Consultants, including management of each of the UVBGSA’s technical Consultants assigned to perform specific GSP implementation tasks. Work with technical consultants, including, but not limited to, Larry Walker and Associates, Hansford Environmental Consulting, Mendocino County Resource Conservation District, and the California Land Steward Institute. Prepare or oversee the 5-year update to the GSP.
 - ii. Review well permit applications and coordinate with the county as needed.
 - iii. Miscellaneous support for meetings, as necessary.
 - iv. Annual report and project management action (“PMA”) coordination, including oversight of the technical Consultant hired by UVBGSA who is responsible to prepare the annual report and develop an implementation plan for future PMAs.
 - v. Coordination with the UVBGSA’s legal counsel, including support to and coordination with UVBGSA legal counsel on all legal matters related to the UVBGSA, including, but not limited to, Form 700 compliance, coordinating compliance with executive orders, state and federal law and policy,

resolution development, required trainings for Board members, contracting, and, in consultation with UVBGSA legal counsel, answering legal questions from the Board.

f. STAKEHOLDER OUTREACH AND COMMUNICATION:

- i. External communications, including reviewing and responding to public inquiries by email and phone.
- ii. Develop outreach materials, including preparing materials to facilitate stakeholder outreach and communications.
- iii. Conduct outreach meetings, as necessary, to communicate important UVBGSA activities.

g. WEBSITE AND EMAIL MAINTENANCE, including the direct costs and associated administrative effort to maintain the website hosting plan, UVBGSA email account, and phone service hosting.

h. ADMINISTRATION AND MANAGEMENT OF RATE AND FEE STUDY IMPLEMENTATION:

- i. Support and coordination for rate and fee implementation, including coordination with and support to UVBGSA CITY on the fee implementation, non-appeal related corrections in billings, coordinating with the county as necessary, and coordinating with water purveyors.
- ii. Appeals, including administrative work to support the fee appeal process, in coordination with the fee consultant and legal counsel, as necessary.
- iii. Direct billing of annual fees.

i. GRANT ADMINISTRATION, including all coordination and administrative duties associated with grant management, billing, and reporting. Coordinate with legal counsel on grant compliance as needed. If directed by the Board, research grant opportunities for the UVBGSA, apply for grants, and manage funded grants.

4. OTHER SERVICES: When mutually agreed by the Parties as directed by the Board via Resolution, and/or by an amendment to this Agreement, CITY will provide Other Services to UVBGSA including other professional services as agreed upon pursuant to such subsequent agreements.

5. PAYMENT FOR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT:


- a. **ANNUAL COMPENSATION:** The annual UVBGSA budget proposed by the CITY and approved by the Board shall include compensation to the CITY for the services provided under Section 2 of this Agreement.

Within thirty (30) days after the end of each quarter of the Fiscal Year, UVBGSA will remit twenty-five (25%) percent of the annual budgeted Compensation to the CITY and any additional amount needed if the budgeted amount is amended by the Board.

- b. **TIME TRACKING:** The CITY shall implement a “project code” for time spent on implementation of the tasks it performs pursuant to this Services Agreement on an hourly basis. The CITY and the Board shall review the quarterly payments once per year to determine if the costs are exceeding the budgeted amount, and to determine if a budget amendment is necessary.

- c. **PAYMENT FOR OTHER SERVICES:** Unless a different rate is stipulated at the time, if Other Services are requested by UVBGSA, the CITY will charge UVBGSA for staff services according to the CITY’s Charge Out Rate Schedule which is updated annually, or at the same rate that it pays for such services to outside third parties. The CITY will bill for these services on a quarterly basis and payment for the services provided in any quarter is due no later than thirty (30) days after presentation of such quarterly invoice to the UVBGSA Board, and approval by the Board, at a regularly scheduled Board meeting. The CITY will also be eligible for any dedicated administration reimbursements from grants awarded to the UVBGSA that are allowable expenses in the administration of activity delivery for the corresponding grant, except to the extent the annual UVBGSA budget compensated the CITY for services covered by said administration reimbursements.

CITY OF UKIAH

By: 

Date: 02/25/2025

Sage Sangiacomo, City Manager, City of Ukiah

UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY

By: 

Date: 02/25/2025

Blake Adams, General Manager
Ukiah Valley Basin Groundwater Sustainability Agency

APPROVED AS TO FORM

By: 

Holly Roberson, General Counsel
Ukiah Valley Basin Groundwater Sustainability Agency

APPROVED AS TO FORM

By: 

David Rapport
City of Ukiah City Attorney



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT:Receive Financial Report for Fiscal Year to Date of 2025/2026.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting GSA General Manager

ATTACHMENTS:

1. 12.31.25 Balance Sheet
2. 12.31.25 P&L vs. Budget YTD

Summary:This item provides the Board of Directors with a Financial Report for the year to date of Fiscal Year 2025–26, covering the period of July 1 through December 31, 2025.

Background: This item provides the Board of Directors with a Financial Report for the year to date of Fiscal Year 2025–26, covering the period of July 1 through December 31, 2025.

The report includes:

- Balance Sheet (attachment #1)
- Profit and Loss (P&L) Statement (attachment #2)

The purpose of this report is to provide transparency regarding the Agency’s financial position, track expenditures relative to the adopted budget, and ensure ongoing fiscal accountability.

Discussion:

The Budget Sheet report reflects financial activity spanning the first and second quarter of the fiscal year.

Revenues and expenditures are tracking in accordance with the adopted FY 2025–26 budget.

The Profit and Loss Statement provides a detailed summary of revenues received and expenses incurred during the reporting period. Major expenditure categories include:

- Professional services and consulting
- Grant-funded project expenses
- Administrative and operational costs
- Legal and technical services

Revenues primarily consist of member contributions and grant reimbursements, as applicable.

At the midpoint of the fiscal year, overall spending appears consistent with projected timelines for projects and administrative functions. Any significant variances from budgeted amounts are identified in the attached financial summary and will be discussed at the meeting.

Open Items/Unresolved Items Impacting Financials:

- CDFW grant reimbursement is taking about 45 days, so the agency should be receiving \$138k in grant reimbursement by end of April

Items to Note:

- 01/13 - received 55% Teeter Apportionment \$263,318.00 less County Fee Costs of \$5,266.36
- 01/21 – received COU Check for \$80,397.17
- 02/02 – receive \$74K from URRWA members
- 02/23 - Created and mailed customer statements

Staff will continue to monitor cash flow, grant reimbursements, and expenditure timing to ensure alignment with the Agency's approved budget and project schedule.

Recommended Action: Receive and file the financial report for the year to date of Fiscal Year 2025–26, covering the period of July 1 through December 31, 2025.

9:53 AM

03/03/26

Accrual Basis

Ukiah Valley Basin GSA

Balance Sheet

As of December 31, 2025

	<u>Dec 31, 25</u>
ASSETS	
Current Assets	
Checking/Savings	
Bank Account - County	330,566.74
Total Checking/Savings	330,566.74
Accounts Receivable	
Accounts Receivable	653,342.06
Total Accounts Receivable	653,342.06
Total Current Assets	983,908.80
TOTAL ASSETS	983,908.80
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	230,900.52
Total Accounts Payable	230,900.52
Total Current Liabilities	230,900.52
Total Liabilities	230,900.52
Equity	
Opening Balance Equity	5,315.31
Unrestricted Net Assets	330,817.47
Net Income	416,875.50
Total Equity	753,008.28
TOTAL LIABILITIES & EQUITY	983,908.80

10:24 AM

03/03/26

Accrual Basis

Ukiah Valley Basin GSA
Profit & Loss Budget vs. Actual
July through December 2025

	Jul - Dec 25	Budget	% of Budget
Ordinary Income/Expense			
Income			
Bad Debt	0.00	-15,800.00	0.0%
Grants	0.00	471,700.00	0.0%
GSA Fee Revenue			
Direct Billing - PWS	182,264.24		
Direct Billing - TE	6,144.16		
Penalties and Interest	-71.39		
Property Tax Roll	492,512.68		
GSA Fee Revenue - Other	0.00	643,860.00	0.0%
Total GSA Fee Revenue	680,849.69	643,860.00	105.7%
Total Income	680,849.69	1,099,760.00	61.9%
Gross Profit	680,849.69	1,099,760.00	61.9%
Expense			
GSA Admin			
Admin Staff Transition	6,857.61	0.00	100.0%
Board & TAC Meetings	29,091.56	42,000.00	69.3%
County Administration	0.00	5,500.00	0.0%
County Fee Costs	0.00	12,000.00	0.0%
Fee Program Admin	0.00	7,600.00	0.0%
Insurance	2,437.50	2,800.00	87.1%
Legal	9,286.50	45,000.00	20.6%
Levy Administration	15,677.50	24,000.00	65.3%
Stakeholder Outreach/Comms	1,856.21		
Total GSA Admin	65,206.88	138,900.00	46.9%
GSA Admin - PMA			
Contracts/Fiscal Management	17,124.77	20,200.00	84.8%
Grant Administration	3,155.53	45,000.00	7.0%
GSP Implementation Oversight	1,438.56	10,600.00	13.6%
Outreach, Engagement, Annual WS	0.00	3,700.00	0.0%
Small GSA Coalition Membershi	0.00	3,750.00	0.0%
Website/Email	792.13	2,500.00	31.7%
Total GSA Admin - PMA	22,510.99	85,750.00	26.3%
GSA Support GSP Implementation			
Annual Reporting	5,757.25	25,000.00	23.0%
As-needed Technical Support	6,102.25	20,000.00	30.5%
Compliance Reporting	5,339.25		
Monitoring and Data Collection	8,073.39	31,500.00	25.6%
Technical Support	12,206.50	56,400.00	21.6%
Total GSA Support GSP Implementation	37,478.64	132,900.00	28.2%
Project & Management Actions			
GSP Periodic Evaluation	0.00	168,240.00	0.0%
Interconnected SW-GW Study	138,499.25	426,700.00	32.5%
Periodic Model Updates	0.00	89,520.00	0.0%
Rate and Fee Study	278.43		
Well Inventory Study	0.00	97,200.00	0.0%
Total Project & Management Actions	138,777.68	781,660.00	17.8%
Total Expense	263,974.19	1,139,210.00	23.2%
Net Ordinary Income	416,875.50	-39,450.00	-1,056.7%
Net Income	416,875.50	-39,450.00	-1,056.7%



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Discussion and Possible Action Related to the Appointment of Two Board Members to Serve on an Ad Hoc Budget Committee to Work with the General Manager on Development of the FY 2026/2027 Budget and Related Financial Planning Matters.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager

ATTACHMENTS:

None

Summary: The Board is requested to appoint two Directors to serve on a temporary Ad Hoc Budget Committee to work with the General Manager on development and preliminary review of the upcoming fiscal year budget prior to full Board consideration.

Background: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board provides policy direction and fiscal oversight for the Agency's annual operating budget. To support efficient development of the proposed budget and allow for detailed review prior to full Board consideration, the Board may appoint an Ad Hoc Budget Committee.

Ad Hoc Committees are temporary, limited-purpose committees established by the Board Chair, with Board approval, and composed of fewer than a quorum of the Board. These committees are advisory in nature and do not possess decision-making authority.

The purpose of the Ad Hoc Budget Committee would be to:

- Review draft budget assumptions, including revenues, grant funding, and projected expenditures
- Provide input on program priorities and SGMA implementation funding needs
- Review reserve policies and cash flow considerations
- Provide feedback to staff prior to release of the proposed budget to the full Board

The Committee would dissolve automatically upon Board adoption of the final budget unless otherwise directed.

Discussion:

Establishing an Ad Hoc Budget Committee provides several benefits:

- Allows for detailed financial review in a focused setting
- Enhances Board engagement in early-stage budget development
- Improves transparency and clarity prior to public Board discussion
- Supports timely budget adoption

Staff anticipates the need for 1–3 meetings between March and June 2026, depending on the complexity of revenue projections, grant reimbursements, and SGMA implementation schedules.

All final budget decisions remain with the full Board at a publicly noticed meeting.

Recommended Action: Appoint two Directors to serve on the Ad Hoc Budget Committee to work with the General Manager on development and preliminary review of the FY 2026/2027 budget, with the committee to dissolve upon adoption of the final budget unless otherwise directed by the Board.



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Provide Water Year 2025 GSP Annual Report Results and Request Approval for Staff to Submit to DWR Pending any Requested Revisions from the Board.

PREPARED BY: Maya Simerson, Senior Management Analyst, Audra Bardsley

PRESENTER: Audra Bardsley, Senior Scientist, Larry Walker Associates

ATTACHMENTS:

1. Ukiah Valley Annual Report WY 2025 (Draft_2026-03-03)

Summary: Water Year 2025 GSP Annual Report Results.

Background: Under the 2014 California Sustainable Groundwater Management Act (SGMA), the Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSMA) must prepare and submit a Groundwater Sustainability Plan (GSP) Annual Report to Department of Water Resources (DWR) each year summarizing groundwater conditions of the basin in the previous water year (spanning October 1st – September 30th) and documenting progress toward achieving the Basin’s sustainability goals. The Annual Report is submitted through the DWR SGMA Portal by **April 1 each year**, as required under 23 CCR §356.2. The water year (WY) 2025 GSP Annual Report represents the **fifth** annual report since adoption of the GSP and continues ongoing compliance with requirements established by SGMA.

A draft of the WY 2025 GSP Annual Report was presented to the UVBGSMA Technical Advisory Committee (TAC) at its February 2026 meeting. TAC reviewed basin updates including precipitation trends, groundwater levels, groundwater quality, water use estimates, and progress on GSP Project and Management Actions (PMAs). Minor comments and updates were received by the technical team during the nearly three-week review period. The technical team made appropriate revisions to the Annual Report along with continued editorial and substantive improvements.

Discussion: The full results of the UVBGSMA WY 2025 GSP Annual Report are detailed in the attached report (attachment #1). Key updates are summarized below.

Hydrologic Conditions and Sustainable Management Criteria Status

Water Year 2025 was characterized by overall wet hydrologic conditions, with above-average precipitation recorded in the Ukiah Valley Basin (Basin), contributing to generally stable groundwater levels and continued recovery following recent drought years. Despite isolated deviations of groundwater level and groundwater quality sustainability indicators outside the established sustainable management criteria, no occurrences of undesirable results as defined in the GSP were identified for groundwater levels, groundwater storage, groundwater quality, land subsidence, or interconnected surface water during WY 2025.

Water Use in the Ukiah Valley Basin

Water use in the Basin is compiled from reported local agency data and estimates of agricultural water demand modeled using DWR’s Integrated Demand Calculator. While data gaps and uncertainty remain, these represent the best available estimates for WY 2025.

- Groundwater extraction: ~6,452 Acre-Feet (AF)

- Surface water use: ~8,638 AF
- Recycled water deliveries: ~599 AF
- Recharge via Wastewater Treatment Plant percolation ponds: ~3,321 AF

GSP Implementation and PMA Progress

Implementation continued throughout Water Year 2025, with the UVBGSA and its member agencies advancing multiple PMAs identified in the GSP. Progress this year reflects a combination of ongoing data-driven basin management, expanded monitoring capabilities, and coordinated regional planning efforts. Updates documented in the Annual Report highlight active work on recycled water expansion, well inventory improvements, groundwater modeling enhancements, and interagency collaboration. Major implementation accomplishments reported for WY 2025 include:

- Launch of the California Department of Fish and Wildlife grant-funded UVBGSA-led Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study.
- Completion of UVBGSA Well Inventory Phase I and authorization of Phase II.
- Completion of City of Ukiah Recycled Water Program Phase 4.
- Ongoing WaterSMART Drought Resiliency Project led by California Land Stewardship Institute in partnership with City of Ukiah. Key activities include Ukiah Valley Integrated Hydrologic Model enhancements and ongoing development of a water resource Decision Support Tool.
- Formal establishment of the Ukiah Valley Water Authority (UVWA) through a joint powers agreement among local water districts and the City of Ukiah to unify previously separate water systems.
- Adoption of the Mendocino County Drought Resilience Plan in fulfillment of SB 552 obligations.

Recommended Action: Receive update from Larry Walker Associates on results from Water Year 2025 GSP Annual Report and authorize staff to submit the report to DWR pending any requested revisions from the Board.

APRIL 2026

WATER YEAR 2025

DRAFT

**UKIAH VALLEY BASIN GROUNDWATER
SUSTAINABILITY AGENCY**

**Ukiah Valley Groundwater
Sustainability Plan Annual Report**

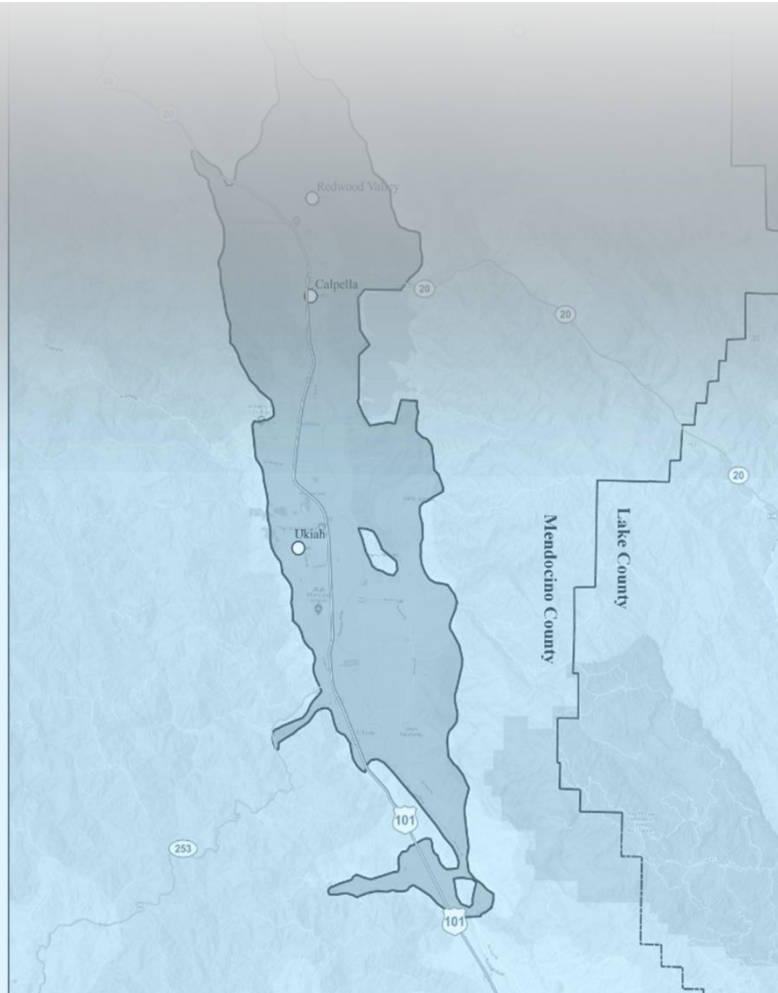


Table of Contents

Executive Summary	3
1 Introduction	10
1.1 Ukiah Valley Basin Groundwater Sustainability Agency	10
1.2 Ukiah Valley Groundwater Basin	11
1.3 Overview of the Groundwater Sustainability Plan	16
1.4 Water Year 2025	16
1.5 Annual Report Organization	17
2 Groundwater Basin Conditions	20
2.1 Groundwater Elevations	20
2.1.1 Groundwater Elevation Contour Maps	21
2.1.2 Groundwater Elevation Hydrographs	26
2.2 Groundwater Extraction	30
2.3 Surface Water Supply	32
2.4 Groundwater Recharge and Recycled Water Use	33
2.5 Total Water Use	34
2.6 Change in Groundwater Storage	36
3 Progress Toward Implementing the Groundwater Sustainability Plan	38
3.1 Sustainable Management Criteria	38
3.1.1 Chronic Lowering of Groundwater Levels	38
3.1.2 Reduction of Groundwater Storage	42
3.1.3 Degradation of Groundwater Quality	42
3.1.4 Subsidence	45
3.1.5 Depletion of Interconnected Surface Waters	45
3.2 Update on Project Implementation and Management Actions	48
3.3 Progress Towards Addressing Recommended Corrective Actions	50
3.4 Potential Updates to the GSP	52
Appendix A: Chronic Lowering of Groundwater Levels - Monitoring Network Hydrographs	54
Appendix B: Chronic Lowering of Groundwater Levels - Representative Monitoring Network (RMP) Hydrographs	85
References	93

List of Figures

1.1	Ukiah Valley Groundwater Basin bulletin 118 Basin boundary and surrounding area.	12
1.2	UVBGSA JPA members and their respective boundaries. The City of Ukiah boundary has been updated to include Western Hills Open Space land acquisitions by the City, which is a Project Management Action identified in the GSP and aimed at protecting source water for the Basin.	13
1.3	Water districts in the Ukiah Valley Groundwater Basin.	14
1.4	Land jurisdiction and topography in the Ukiah Valley Groundwater Basin.	15
1.5	Annual precipitation measured at CDEC COY Station. Water years marked with * have preliminary WYT definitions.	18
1.6	Historical precipitation at stations in the Upper Russian River Watershed.	19
2.1	Fall groundwater elevation contours in the Ukiah Valley Groundwater Basin, in ft-amsl, for Fall 2025	23
2.2	Spring groundwater elevation contours in the Ukiah Valley Groundwater Basin, in ft-amsl, for Spring 2025	24
2.3	Seasonal low (fall season) groundwater elevation changes from Fall 2024 to Fall 2025.	25
2.4	Modeled and estimated groundwater storage change in the Basin in AF. Estimated storage changes based on groundwater levels are fall-to-fall.	37
3.1	Status of the chronic lowering of groundwater levels RMP network for Fall 2025.	41

List of Tables

2	Summary of Sustainable Management Criteria	5
2.1	Average groundwater levels for wells in the chronic lowering of groundwater levels monitoring network wells in Fall 2025 compared to Fall 2024 and Spring 2025 compared to Spring 2024. Starred wells are using continuous data and their corresponding DWR (CASGEM) site codes are listed for reference.	28
2.2	Groundwater use by water use sector in AF.	31
2.3	Surface water use by water use sector in AF.	32
2.4	Groundwater recharge, discharge, and recycled water use in AF.	33
2.5	Total water estimated to be used in the Basin in AF.	35
3.1	Spring high and fall low measurements in 2025 compared to SMCs for wells in the Groundwater Levels RMP network. Measurements represent depth to groundwater measured from the ground surface elevation. None of the RMP wells have crossed their MT.	40
3.2	Water quality data from Water Year 2025 in the RMP network. The Nitrate MO and MT are 7.5 and 10 mg/L respectively; the Specific Conductivity MO and MT are 675 and 900 micromhos/cm respectively. Results with a < symbol are non-detect (ND).	43
3.3	Water quality data from Water Year 2025 for Boron Iron and Manganese.	44
3.4	Spring high and fall low measurements in 2025 compared to SMCs for wells in ISW RMP network. Measurements represent depth to groundwater measured from the ground surface elevation. All measurements are above the MT.	47

Abbreviation	Explanation
AF	Acre-Feet
AFY	Acre-Feet per Year
CWC	California Water Code
CASGEM	California Statewide Groundwater Elevation Monitoring Program
CDFW	California Department of Fish and Wildlife
CIMIS	California Irrigation Management Information System
DWR	California Department of Water Resources
DRP	Drought Resilience Plan
ET / ETc	Evapotranspiration / Crop Evapotranspiration
GSA	Groundwater Sustainability Agency
GSP	Groundwater Sustainability Plan
GWDRs	General Waste Discharge Requirements
IDC	Integrated Water Flow Model Demand Calculator
InSAR	Interferometric Synthetic Aperture Radar (subsidence monitoring)
ISW / ISWs	Interconnected Surface Water(s)
MCWA	Mendocino County Water Agency
MO	Measurable Objective
MT	Minimum Threshold
PMA / PMAs	Projects and Management Actions
PAU	Production Augmentation Unit
QA/QC	Quality Assurance / Quality Control
RMP / RMPs	Representative Monitoring Point(s)
RRFC	Russian River Flood Control and Water Conservation Improvement District
SGMA	Sustainable Groundwater Management Act
SMC / SMCs	Sustainable Management Criteria
SWRCB	State Water Resources Control Board
TAC	Technical Advisory Committee
UVIHM	Ukiah Valley Integrated Hydrological Model
URRWA	Upper Russian River Water Agency
UVBGS	Ukiah Valley Basin Groundwater Sustainability Agency
UVWA	Ukiah Valley Water Authority
WWTP	Wastewater Treatment Plant
WY	Water Year

WYT

Water-Year Type

Executive Summary

California Water Code (CWC) §356.2 requires the submission of an annual report to DWR by April 1 of each year following the adoption of the Groundwater Sustainability Plan (GSP). This report is the fifth annual report submitted to DWR and provides an update on Basin conditions and plan implementation progress within the Ukiah Valley Groundwater Basin (Basin) for Water Year (WY) 2025 (October 1, 2024 – September 30, 2025). This report is prepared on behalf of the Ukiah Valley Basin Groundwater Sustainability Agency (GSA).

The Ukiah Valley GSP provides a path towards sustainable and long-term groundwater management that achieves the Basin’s Sustainability Goal:

The Sustainability Goal of the Basin is to maintain groundwater resources to support the continued and long-term health of the people, the environment, and the economy in Ukiah Valley for generations to come.

To evaluate progress towards the goal, groundwater conditions are assessed for each applicable sustainability indicator (SI) in Water Year 2025. [Table 2](#) summarizes the SIs and defines the Measurable Objective (MO) and the Minimum/Maximum Threshold (MT), which are Sustainable Management Criteria (SMCs) included in Chapter 3 of the GSP. [Table 2](#) also defines conditions for the occurrence of undesirable results and provides an evaluation of compliance with the criteria for Water Year 2025.

The remainder of the Executive Summary presents key WY 2025 metrics, including groundwater level data, groundwater quality data, land subsidence data, estimated water use, estimated groundwater use, estimated groundwater storage change, and progress on Project Management Action (PMA) implementation. Subsequent sections and appendices provide detailed discussion of each metric.

WY 2025 recorded similar precipitation compared to Water Years 2023 and 2024. Preliminary Department of Water Resources (DWR) water year type calculations define Water Years 2020-2022 as Dry and Critically Dry. Conditions improved following these low precipitation years with WY 2023 and WY 2024 both classified as Above Normal, and WY 2025 classified as Wet. Rainfall in the Basin during WY 2025 totaled 35 inches (in), higher than the 32-year average (31 in) at the CDEC COY station near Lake Mendocino.

In recent years, several emergency measures were implemented by state and local agencies to reduce the impacts of the severe drought on beneficial users and uses in the Basin, including surface water curtailments, conservation measures, and outreach and education. However, due to the increased rainfall and improving drought conditions, all curtailment orders in the Russian River Watershed were rescinded as of March 2023. According to the U.S. Drought Monitor, as of April 2023 Mendocino County was no longer considered to be in a drought or abnormally dry

condition, whereas in April of 2022 Mendocino County was experiencing moderate drought.

Table 2: Summary of Sustainable Management Criteria

Sustainability Indicator	Minimum or Maximum Threshold (MT)	Measurable Objective (MO)	Occurrence of Undesirable Results	WY 2025 Annual Report Status
Groundwater Levels	The MT is the average of the three lowest fall historical measurements taken during drought periods or the historic maximum depth to water measurement. See GSP Section 3.4.3.	The MO is set as the average observed groundwater elevation in Fall or the 75th percentile of the Fall depth to groundwater measurement. See GSP Section 3.4.4.	Groundwater level (“Fall low”) in more than one third of the RMPs in the Basin fall below their respective minimum thresholds for two consecutive years. See GSP Section 3.4.2.	No occurrence of undesirable results.
Groundwater Storage	Groundwater levels used as a proxy for storage – MT is the same as that defined for Groundwater Levels sustainability indicator. See GSP Section 3.5.2.	Groundwater levels used as a proxy for storage – MO is the same as that defined for Groundwater Levels sustainability indicator. See GSP Section 3.5.3.	Groundwater levels used as a proxy for this sustainability indicator. Occurrence of undesirable result is the same as that defined for Groundwater Levels sustainability indicator. See GSP Section 3.5.1.	No occurrence of undesirable results.
Seawater Intrusion	This sustainability indicator is not applicable in the Subbasin. See GSP Section 3.6.	-	-	-
Degraded Water Quality	Nitrate = 10 mg/L, Specific Conductivity = 900 umhos/cm See GSP Section 3.7.3.	Nitrate = 7.5 mg/L, Specific Conductivity = 675 umhos/cm See GSP Section 3.7.5.	Maximum thresholds are exceeded at 50 percent or more of the groundwater quality monitoring wells sampled in the respective sampling period for any COIs with a defined maximum threshold. See GSP Section 3.7.2.	No occurrence of undesirable results.

5

Table 2: Summary of Sustainable Management Criteria (*continued*)

Sustainability Indicator	Minimum or Maximum Threshold (MT)	Measurable Objective (MO)	Occurrence of Undesirable Results	WY 2025 Annual Report Status
Land Subsidence	<0.1 ft of subsidence in any one year. See GSP Section 3.8.3.	Maintain current ground surface elevations. See GSP Section 3.8.5	Groundwater pumping induced subsidence is greater than the minimum threshold of 0.1 ft (0.03 m) in any single year. See GSP Section 3.8.2.	No occurrence of undesirable results.
Depletions of Interconnected Surface Waters	See MT for Groundwater Levels. See GSP Section 3.9.3.	See MO for Groundwater Levels. See GSP Section 3.9.5.	Groundwater level ("Fall low") in more than one third of the RMPs in the Basin fall below their respective minimum thresholds for two consecutive years. See GSP Section 3.9.2.	No occurrence of undesirable results.

Groundwater Levels

Measured groundwater levels in WY 2025 indicate no occurrence of undesirable results. Minimum Fall 2025 groundwater levels observed between September – October 2025 (“fall low”) at Representative Monitoring Point (RMP) wells were compared to their respective MOs and MTs. All fall low measurements for RMP wells remained above the MT during the Fall 2025 period. One location, **Ukiah Valley-1 (391918N1232003W001)**, went below the MT during the summer months, outside of the defined fall period. The GSA has become aware that pumping of and immediately adjacent public supply well appears to be influencing **Ukiah Valley-1 (391918N1232003W001)**, which is part of both Chronic Lowering of Groundwater Levels and Depletion of Interconnected Surface Waters (ISW) RMP monitoring networks. Operation of the public supply well likely contributes to patterns of dry season groundwater elevation decline that have been observed at this location since WY 2022 and contrast patterns observed during earlier water years (see **Section 3.1** and **Appendix A** for additional information). One RMP well (**391096N1231677W001**) did not have a fall measurement due to lost access. A replacement well to be implemented during the 2027 Periodic Evaluation as discussed in **Section 3.1**. The occurrence of undesirable results requires that groundwater level observations (fall lows) in more than one third of the RMPs in the Basin fall below their respective Minimum Thresholds (MT) for two consecutive years (see **Section 3.4.3** of the GSP). So despite transitory excursions of water levels below the MT at **Ukiah Valley-1 (391918N1232003W001)** since WY 2022, there remains no occurrence of an undesirable result.

Fall 2024 groundwater elevations in the Basin varied moderately compared to conditions observed during Fall 2023, with some areas of groundwater level decline and some areas of groundwater rise. These increases and declines were generally less than 10 feet (ft) within most of the Basin. Contour maps of groundwater elevation are shown in **Section 3.1.1** and multi-year hydrographs are included in Appendix A.

Interconnected Surface Waters

Water level measurements for the three designated Depletion of ISW RMP wells remained above their respective MTs during Fall 2025 except for **Ukiah Valley-1 (391918N1232003W001)** which as mentioned above appears to be under the influence of an immediately adjacent public supply well. It is important to note that examination of continuous sensor data collected at **Ukiah Valley-34 (391285N1231607W001)** reveals that fall manual measurements at this well were collected during active or very recent pumping, which has biased field measurements and caused them to drop below the associate MT. Examination of static water level attained following recovery from recent or active pumping at **Ukiah Valley-34 (391285N1231607W001)** using sensor data during Fall 2023-Fall 2025 indicates that non-pumping water levels remained above the MT. The GSP states that during the five-year interim period, an undesirable result for depletion of ISW has occurred when more than a third of the ISW RMPs have fallen below their defined MTs for two consecutive years (see **Section 3.9.2** of the GSP). Analysis of field measurements and associated continuous sensor data reveal that an undesirable result for depletion of ISW has not occurred.

To better characterize the occurrence of water level declines and influence from the immediately adjacent public supply well at **Ukiah Valley-1 (391918N1232003W001)**, the GSA has installed a water level sensor and telemetry at this site and will be updating the baseline condition during the Periodic Evaluation. See **Section 3.1.5** of this Report for descriptions of other GSA activities to improve and expand the Depletion of ISW monitoring network.

Groundwater Storage

The Groundwater Storage SI uses groundwater levels measured at RMPs as a proxy to assess

compliance with the SMCs (see **Section 3.5** of the GSP). Since no undesirable results have occurred for the Groundwater Levels SI in WY 2025 (see above), there are also no undesirable results for Groundwater Storage.

To further evaluate storage, change in groundwater storage was estimated from the change in groundwater elevations and aquifer properties from the Ukiah Valley Integrated Hydrological Model (UVIHM). There was an increase in storage of approximately 200 AF in WY 2025, similar to the change in storage estimated in WY 2024. The changes in storage estimated from groundwater level change fall within historical fluctuations in storage simulated by the UVIHM.

Water Use

Total **groundwater use** increased slightly compared to values reported in the WY 2024 Report, likely in response to improved drought conditions and reduction of emergency drought measures. Similarly, total **surface water use** increased slightly compared to the values reported in the WY 2024 Report. Water use estimates provided in this Report use best available data and science, but knowledge gaps and sources of uncertainty need to be considered when interpreting them, see **Section 2.2 and 2.3** for additional information.

Groundwater Quality

Groundwater quality SMCs are defined for nitrate and specific conductivity, and an undesirable result has occurred when the MT is exceeded at 50 percent or more of the groundwater quality monitoring wells sampled for a given WY (see **Section 3.7.2** of the GSP). In WY 2025, all samples for Nitrate as N *except two* were below the MT, and all samples collected for specific conductivity were below the MT. Two Specific Conductivity measurements were above the MO but below the MT. Therefore, no occurrence of an undesirable result has occurred and good groundwater quality in the Basin has been maintained during the reporting year. Measured groundwater concentrations during WY 2025 are presented in **Section 3.3.1**.

Land Subsidence

Land subsidence was measured by satellite data and was reviewed via the SGMA Data Viewer tool¹. Estimated land subsidence was less than 0.1 ft of subsidence, which avoids the occurrence of undesirable results.

Plan Implementation Progress

Implementation of the GSP started in February 2022 following submission of the GSP in January 2022. Department of Water Resources (DWR) recommended the GSP for approval in July 2023 and outlined five recommended corrective actions for the GSA to address in the 2027 Periodic Evaluation. Based on Technical Advisory Committee recommendations, the GSA has prioritized three actions in response to DWR's recommendations to prepare for the 2027 Periodic Evaluation: expanding the monitoring network, conducting an interconnected surface water study, and completing a well inventory.

During WY 2025, the GSA made notable progress on all three priority actions. The GSA executed its \$1.36 million grant agreement with CDFW and launched the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study, a multiyear effort that will close key data gaps, support Ukiah Valley Integrated Hydrological Model updates, and address two of DWR's five recommended corrective actions. Site prioritization and public engagement activities began in late 2025, with data collection scheduled to begin in spring 2025 and continue through

¹<https://sgma.water.ca.gov/webgis/?appid=SGMADataViewer#landsub>

early 2028. The GSA also advanced its monitoring network improvements through ongoing installation of water level sensors and telemetry and coordination with partner agencies.

Significant progress was also made on the Well Inventory Project Management Action. Phase I, completed in July 2025, compiled and quality checked construction and location information for more than 2,700 wells, producing an updated geospatial well database and identifying remaining data gaps. The GSA Board authorized Phase II later in 2025 which will focus on improving well use classifications, strengthening construction metadata, expanding the wells inventoried, considering vulnerability of domestic groundwater users, and enhancing linkages between well records and the Basin's monitoring program.

Member agencies also advanced several basin-wide PMAs. The City of Ukiah expanded its recycled water system, continuing deliveries to ~700 agricultural acres and institutional landscapes and reducing surface water diversions by approximately 600 AF in WY 2025. Construction of Recycled Water Phase 4 progressed with State funding, adding ~3 miles of pipeline and a 5million-gallon PAU to increase system capacity to ~1,500 AFY (~50% expansion). Meanwhile, CLSI continued implementation of its WaterSMART Drought Resiliency Project, refining UVIHM climate and management-scenario modeling and designing a Decision Support Tool to support water-manager coordination.

WY 2025 also marked a major institutional milestone with the formation and launch of the Ukiah Valley Water Authority (UVWA), a Joint Powers Authority consolidating five local water districts into a single regional water-service provider. UVWA's launch on January 1, 2025 expands the region's capacity for coordinated infrastructure investment, water-supply reliability planning, and pursuit of State and federal funding, directly supporting PMAs related to regional interagency coordination, water-supply resiliency, and system integration.

At the county level, Mendocino County adopted its Drought Resilience Plan (DRP) on May 20, 2025, establishing a long-term framework for drought-stage triggers, response actions, and mitigation strategies for domestic wells and state small water systems. The DRP's findings—including that 84% of domestic wells and 93% of state small water systems are at high risk during drought—provide important context for GSP implementation and support PMAs related to drought response, beneficial-user engagement, and data-gap closure. Finally, the GSA continued engaging with regional and statewide initiatives, including the State Water Board's Russian River Telemetry Pilot Project, a multi-year study evaluating telemetry-enabled diversion monitoring at 75–100 volunteer sites.

Overall, WY 2025 marked substantial progress in implementing PMAs, strengthening basinwide monitoring, and laying the technical and institutional foundation for the 2027 Periodic Evaluation.

Section 1

Introduction

California Water Code (CWC) §356.2 requires the submission of an annual report to the California Department of Water Resources (DWR) by April 1 of each year following the adoption of the Groundwater Sustainability Plan (GSP). Ukiah Valley Groundwater Sustainability Agency (GSA) is submitting this document as the fifth annual report (Report) for the Ukiah Valley Basin (Basin). The Report provides an update on Basin conditions and GSP implementation progress for Water Year (WY) 2025, which spans October 1, 2024 – September 30, 2025. CWC §356.2 requires that annual reports include information about the Basin and GSP, groundwater elevation data (contour maps and hydrographs), groundwater extraction, surface water supply, changes in groundwater storage, and a description of progress towards implementation of the GSP since submission of the previous annual report.

1.1 Ukiah Valley Basin Groundwater Sustainability Agency

The GSA is the sole Groundwater Sustainability Agency for the Basin and is responsible for the entire area covered by this GSP (**Figure 1.1**). The GSA was formed in April 2017 through a Joint Powers Agreement (JPA) and consists of the County of Mendocino (County), the City of Ukiah (City), the Upper Russian River Water Agency (URRWA), and the Russian River Flood Control and Water Conservation and Improvement District (RRFC). These are the principal public agencies that extract groundwater, regulate groundwater, and/or conduct land use activities within the Basin. The Board formed by these agencies elected to assign membership seats to agricultural and tribal beneficial users in the Basin, leading to a six-member board for the GSA. The GSA developed and submitted its GSP in accordance with the requirements of the Sustainable Groundwater Management Act (SGMA) on January 28, 2022.

The County exercises land use authority on the land overlying the Basin. The City is a local municipality that exercises water supply, water management, and land use authority within its boundaries. The URRWA is a JPA representing Millview County Water District (CWD), Willow CWD, Calpella CWD, Redwood Valley CWD, and Ukiah Valley Sanitation District within the Basin. The Ukiah Valley Water Authority (UVWA), formed in 2025 by consolidating the five URRWA districts with the City of Ukiah, marking a transition that strengthens Basin-wide coordination and improves operational efficiency. The UVWA has replaced URRWA as the regional water-service provider, necessitating an update to the GSA's JPA, which is anticipated to take place in WY 2026. The RRFC is a special district created by State Statute (State of California Statute § Act 4830) that exercises water

supply and water management authority within the Basin. The boundaries of these agencies and UVBGSA are shown in **Figure 1.2** and **Figure 1.3**.

1.2 Ukiah Valley Groundwater Basin

The Basin is located in the County and underlies the Ukiah Valley, the Redwood Valley, and the tributaries located within their boundaries (**Figure 1.1**). Under the 2018 Basin prioritization conducted by the DWR, the Basin (DWR Basin 1-052) was designated as medium priority (DWR, 2019). Elevations in the Basin vary from approximately 500 ft (150 meters (m)) above mean sea level (amsl) in the southern part of the Ukiah Valley to over 1000 ft (305 m) amsl in the Redwood Valley. The Basin encompasses a surface area of 37,500 acres (59 square miles) and is 22 mi (35.4 km) long and 4.6 mi (7.4 km) at its widest section. This section is just north of the City of Ukiah, which is the major municipality within the Basin with population of 16,075 (U.S. Census Bureau, 2018). The majority of the land within the Basin is privately owned except for small California Tribal Reservations and Rancheria areas, Mendocino County, the City of Ukiah, land owned by the State of California, and land in the proximity of Lake Mendocino that is owned by the federal government (**Figure 1.4**). The Russian River flows through the entire length of the Basin and is joined by several smaller tributaries. Lake Mendocino borders the eastern side of the Basin and provides managed releases to the East Fork of the Russian River through the operation of Coyote Dam. The east and west forks of the Russian River merge north of the City of Ukiah and flow southward towards the Basin drainage and Hopland. The Basin is bounded by the Mendocino Range of the Coastal Ranges and is bordered by the Sanel Valley Groundwater Basin (1-053) to the south. The Mendocino Range is predominantly composed of the thick, late Mesozoic and Cenozoic sedimentary rocks of the Franciscan formation.

Figure 1.1 shows the Basin and the neighboring groundwater basins. The Sanel Valley groundwater basin is located immediately south of the Ukiah Valley groundwater Basin and is the only other Basin with direct connection to the Basin. All the neighboring basins, including the Sanel Valley groundwater basin, are categorized as very low priority under the 2018 Basin prioritization conducted by the DWR and are not preparing GSPs.

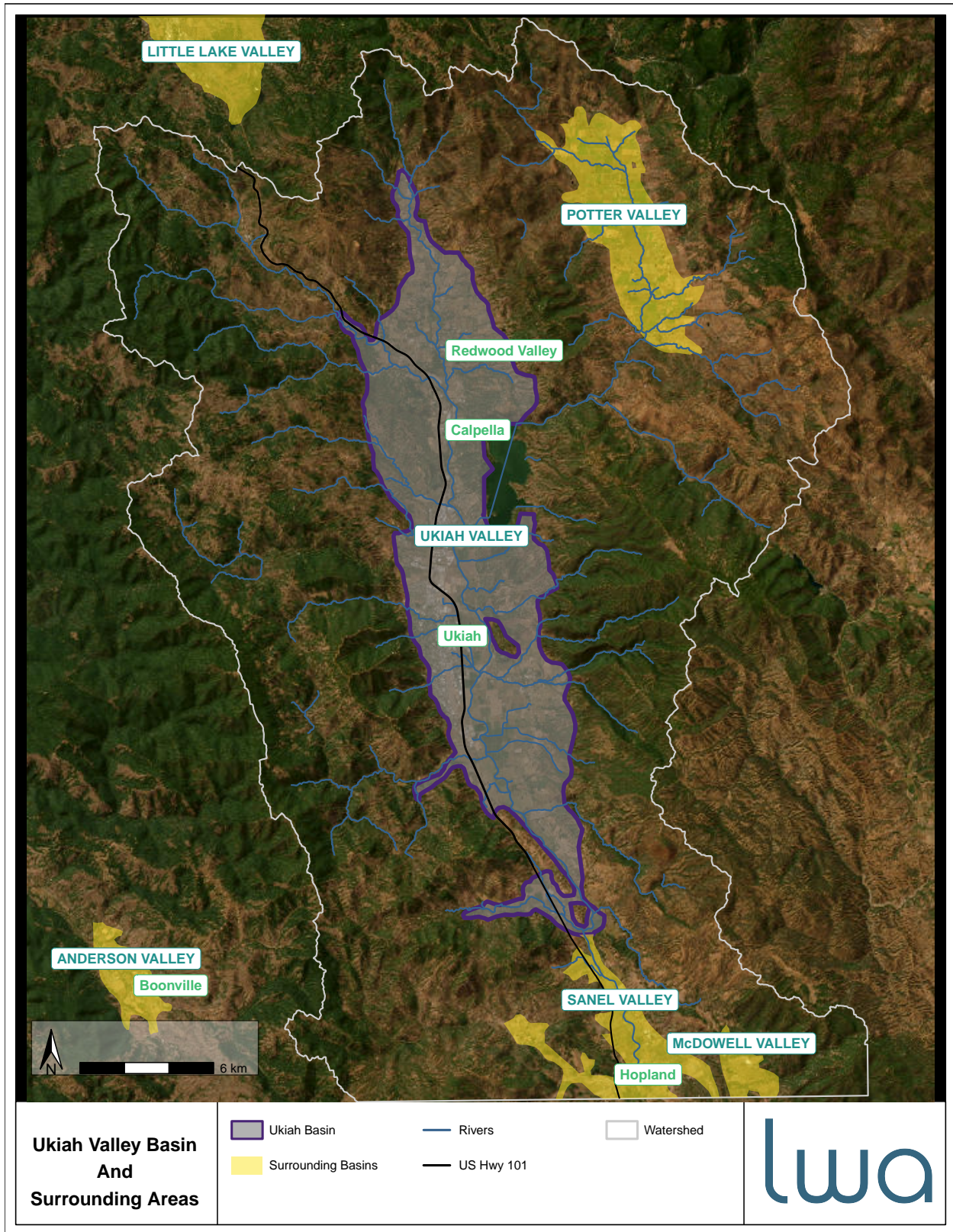


Figure 1.1: Ukiah Valley Groundwater Basin bulletin 118 Basin boundary and surrounding area.

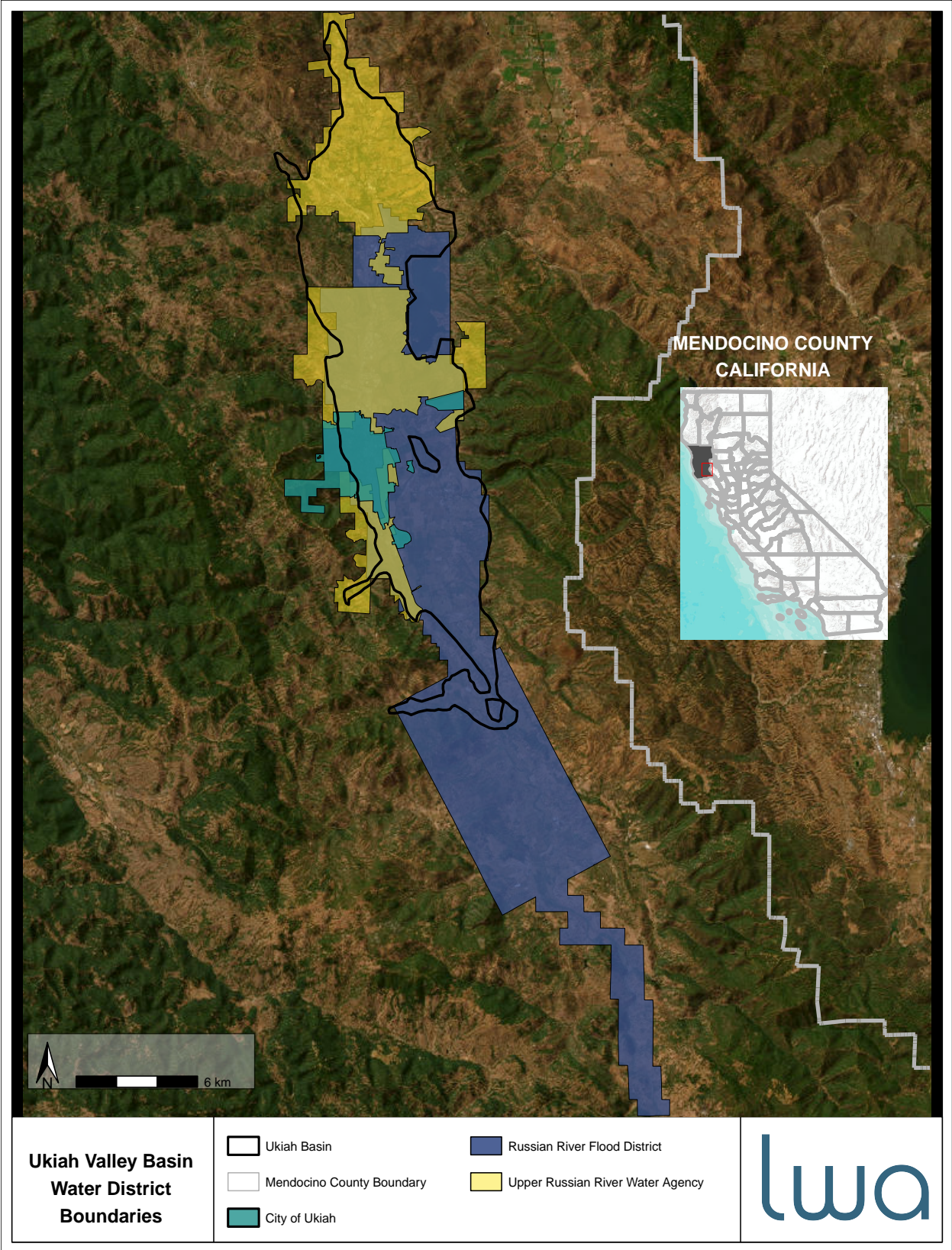


Figure 1.2: UVBGSA JPA members and their respective boundaries. The City of Ukiah boundary has been updated to include Western Hills Open Space land acquisitions by the City, which is a Project Management Action identified in the GSP and aimed at protecting source water for the Basin.

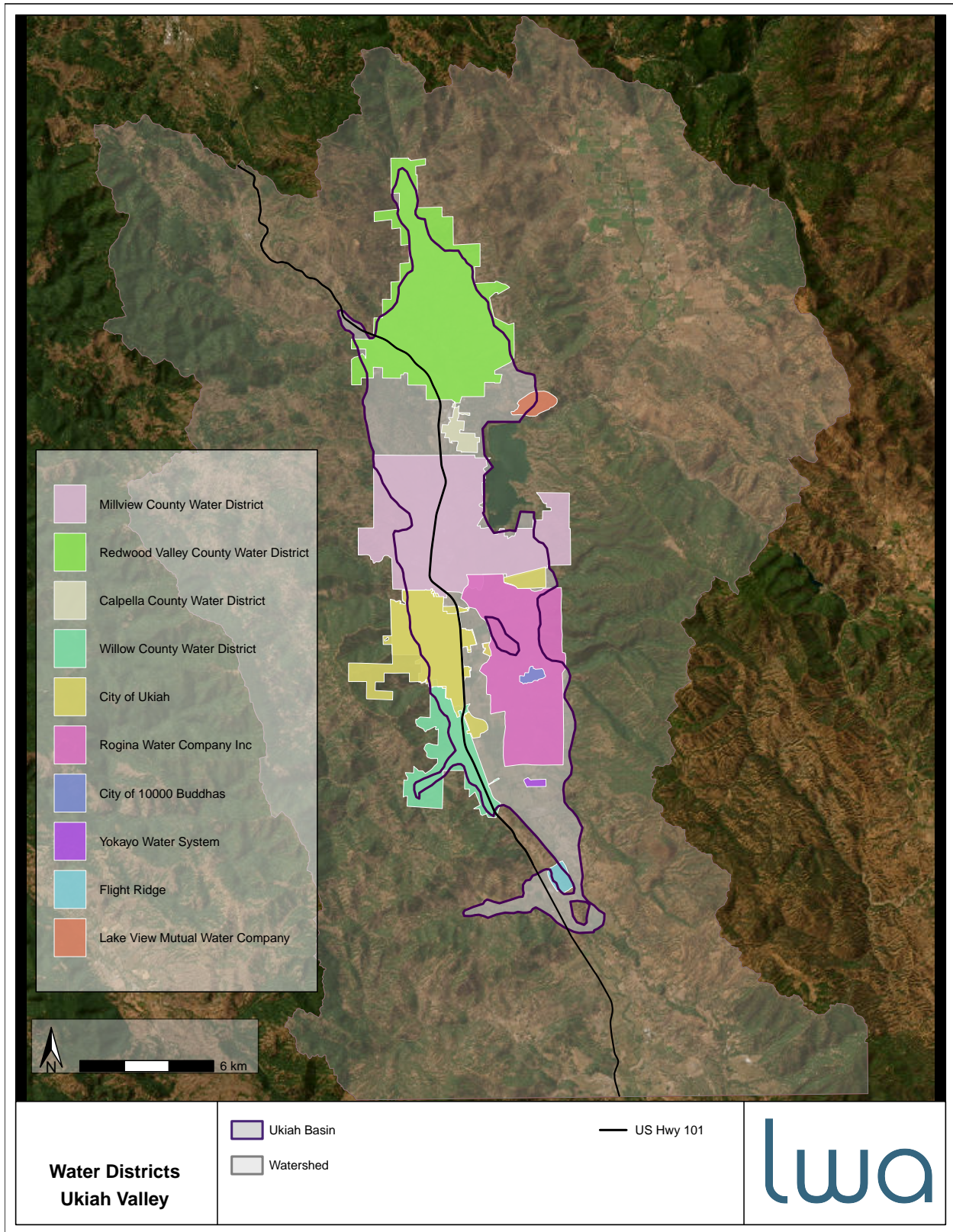


Figure 1.3: Water districts in the Ukiah Valley Groundwater Basin.

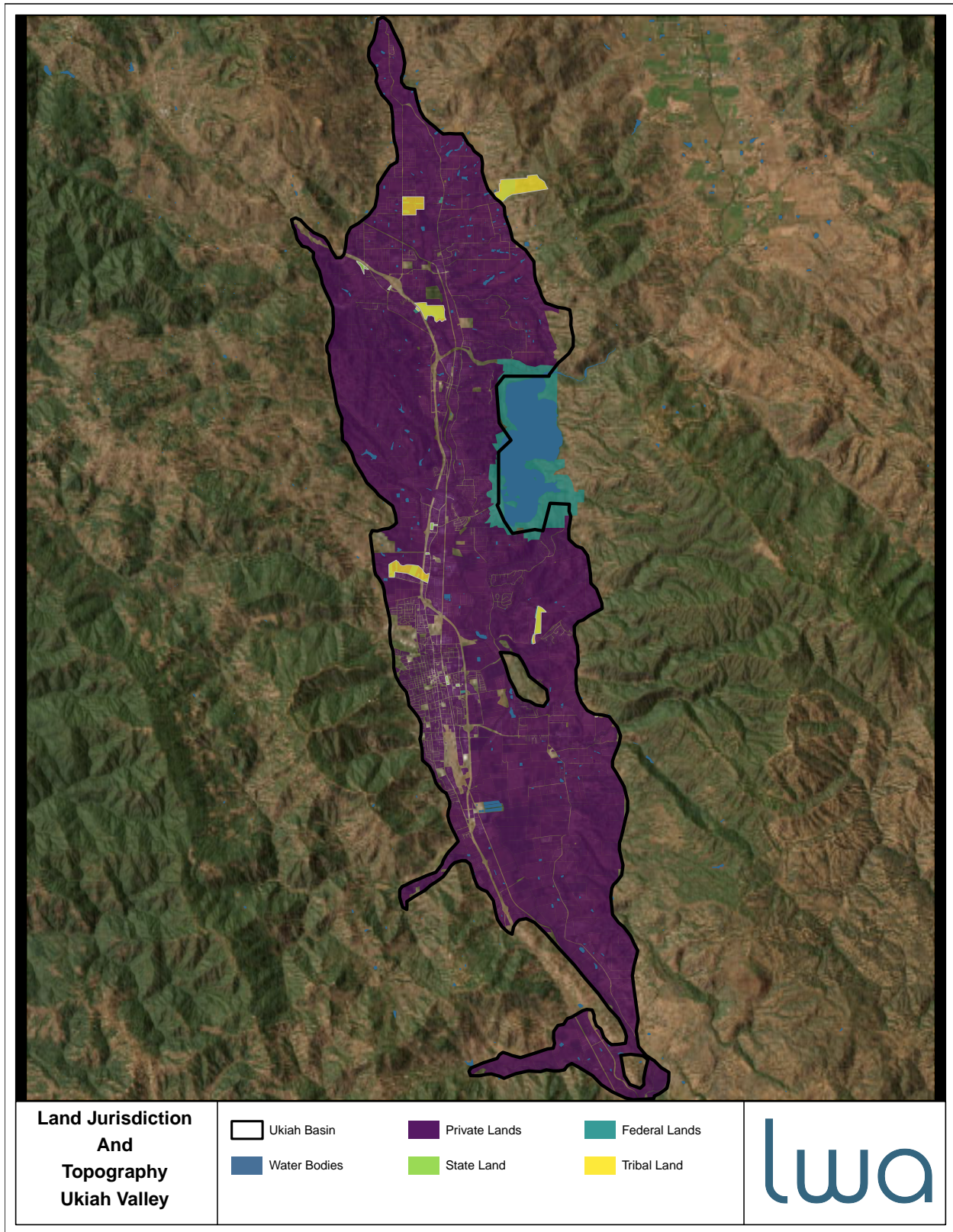


Figure 1.4: Land jurisdiction and topography in the Ukiah Valley Groundwater Basin.

1.3 Overview of the Groundwater Sustainability Plan

The overall sustainability goal of the GSP is to maintain groundwater resources to support the continued long-term health of the people, the environment, and the economy in Ukiah Valley, for generations to come.

The GSP identified two principal aquifers in the Basin. Aquifer I, the upper shallow aquifer, covers small bands along the Russian River and is composed of highly permeable unconsolidated sands and gravels. Aquifer I is unconfined and includes the Quaternary Alluvium geologic formation. Aquifer II, the deeper aquifer, is composed of terrace deposits and continental basin deposits. This aquifer underlies aquifer I and covers the entire area of the Basin.

The GSP assessed the historical and current conditions of the Basin based on the best available data and developed the Ukiah Valley Integrated Hydrological Model (UVIHM) to project future conditions. In addition, the GSP identified data gaps and needed information to better understand and manage the Basin in the future. It then set sustainable management criteria (SMCs) to ensure the sustainable management of the Basin in the next 20 years and beyond. For each SMC, the GSP outlined the analyses used to assess the impacts on beneficial users and uses in the Basin. It also set sustainability indicators, such as the minimum/maximum threshold (MT), measureable objective (MO), and potential triggers. To consider the uncertainty in its assessments due to data gaps, the GSP provides a timeline to review and re-assess the SMCs upon collection of additional data and information.

The GSP outlines the sustainability indicators needed to monitor the five applicable undesirable results in the Basin, as required by SGMA, and outlines a plan to achieve groundwater sustainability within the next 20 years. To improve data accuracy, the GSP includes a data collection plan, with a scheduled re-assessment of the sustainability indicators during the 5-year Periodic Evaluation of the GSP.

- **Saltwater Intrusion:** Not applicable to the Basin.
- **Groundwater Levels:** Groundwater levels are monitored to assess long-term trends and ensure that levels remain above the MTs established in the GSP.
- **Groundwater Storage and Interconnected Surface Waters:** Due to limited data availability, groundwater elevations are currently used as a proxy for the sustainability indicators related to groundwater storage reduction and depletion of interconnected surface waters (ISW).
- **Groundwater Quality:** Sustainability indicators for groundwater quality are set in accordance with state and federal water quality objectives to maintain good water quality in the Basin.
- **Subsidence:** The sustainability indicator for subsidence aims to maintain current conditions and prevent significant subsidence in the Basin.

1.4 Water Year 2025

Records from the COY precipitation station (Figure 1.5) illustrate the multi-year dry period experienced in the Basin during Water Years 2020–2022 and the subsequent improvements observed through WY 2025. The COY station now serves as the primary Basin precipitation indicator following the discontinuation of the NOAA Ukiah 4 WSW station. Trends at additional watershed stations (Figure 1.6), including their five-year moving averages, confirm a steady upward trajectory in annual precipitation from Water Years 2021 through 2025. As described in the GSP, Basin recharge

is strongly driven by natural precipitation. The above average precipitation in Water Years 2023–2025 is therefore expected to contribute positively to groundwater levels, groundwater storage, and overall Basin conditions.

Following statewide hydrologic improvements, drought related regulatory constraints in the Russian River watershed remained largely inactive during WY 2025. Governor Newsom’s Executive Order N-5-23 (March 2023) rescinded the drought emergency provisions that previously authorized the State Water Resources Control Board to issue curtailment orders in the watershed, and the Board subsequently lifted all remaining curtailments effective March 29, 2023. These curtailments did not resume in Water Years 2024 or 2025, as regional hydrologic and storage conditions continued to recover.

Despite improving conditions, Mendocino County continued long term drought planning efforts throughout WY 2025. The County and Mendocino County Water Agency maintained compliance with SB 552 and completed development of the County Drought Resilience Plan (DRP). The DRP was adopted by the County Board of Supervisors on May 20, 2025, establishing a countywide drought preparedness framework that includes vulnerability assessment, drought stage triggers, response actions, and long term mitigation strategies.

On June 12, 2025, the North Coast Regional Water Quality Control Board adopted General Waste Discharge Requirements (GWDRs) for commercial vineyards (Order No. R1 2024 0056, ‘Vineyard Order’). The Vineyard Order establishes Best Management Practices and monitoring requirements for approximately 65,000 acres of vineyard lands in Sonoma and Mendocino Counties, with the goal of protecting both surface water and groundwater quality from agricultural runoff and related activities.

Additional WY 2025 activities—including City of Ukiah recycled water expansion, WaterSMART drought resiliency modeling, Well Inventory implementation, formation of the Ukiah Valley Water Authority, and regional technical initiatives such as the Russian River Telemetry Pilot—are actively contributing to Basin wide drought resilience and long-term water resource planning. A full summary of these efforts is provided in **Section 3.2**, Project and Management Actions, which describes GSA-led, member agency, and regional activities supporting implementation of the GSP during WY 2025.

1.5 Annual Report Organization

This is the fifth annual report to be submitted by the GSA since the submittal of the GSP in January 2022. It documents the Basin’s current conditions and GSP implementation progress, following the structure outlined in the GSP Emergency Regulations.

- **Section 1** provides background information on the GSA, the Basin, the GSP, and details specific to WY 2025.
- **Section 2** provides an assessment of groundwater conditions in the Basin, including groundwater elevations, groundwater extractions and water supply, and changes in groundwater storage.
- **Section 3** provides an update on the progress of GSP implementation.

18

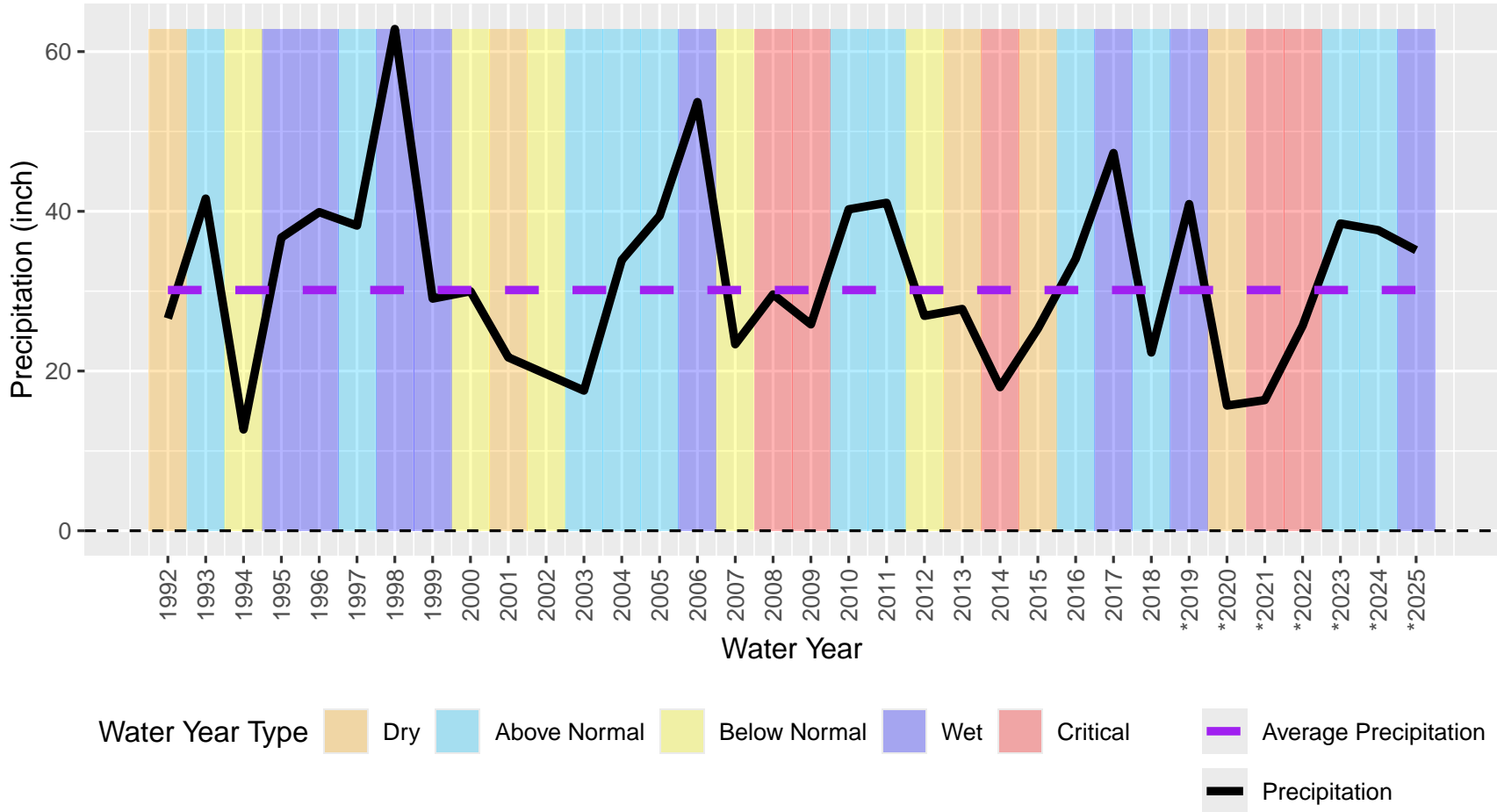


Figure 1.5: Annual precipitation measured at CDEC COY Station. Water years marked with * have preliminary WYT definitions.

19

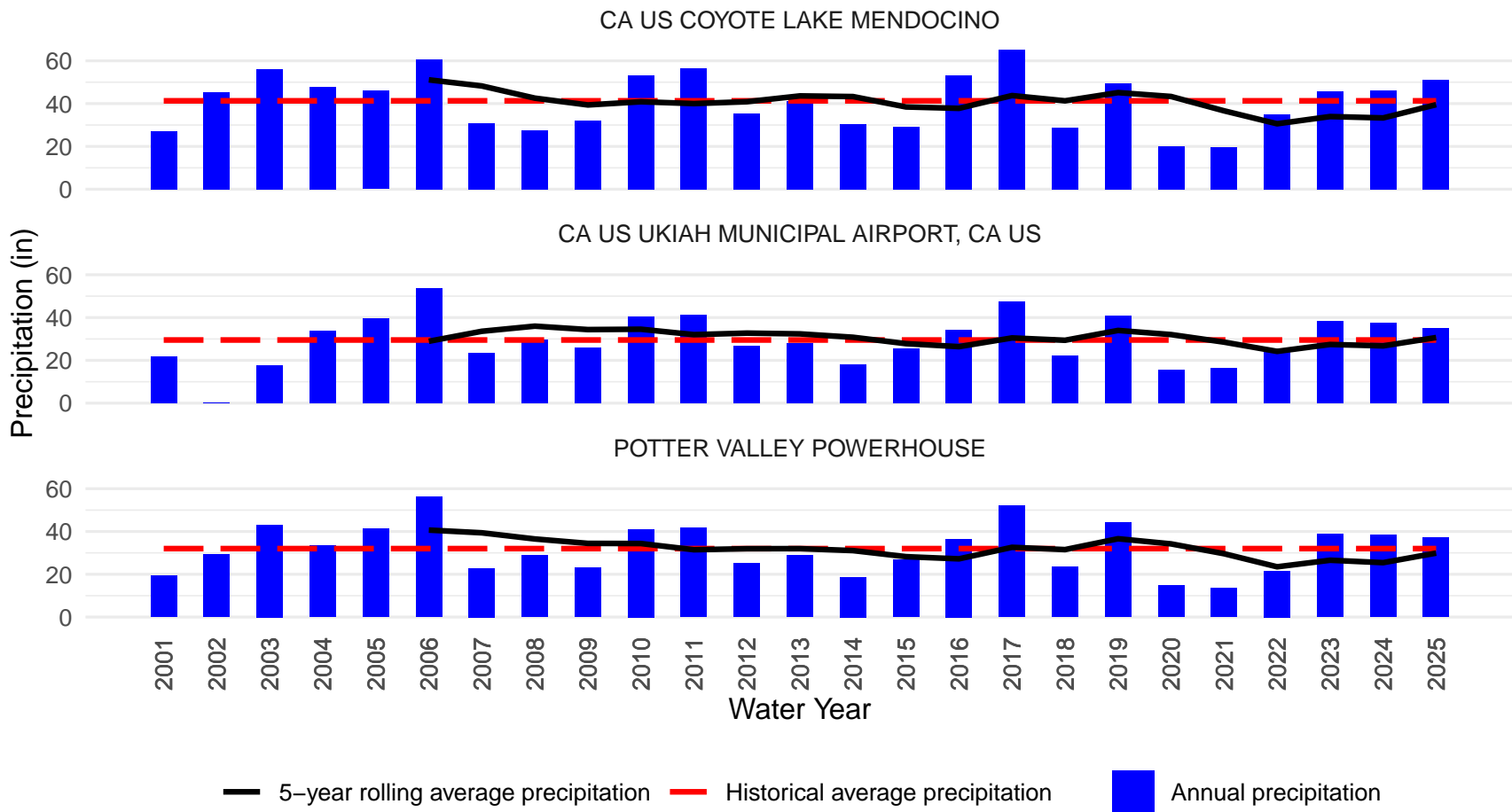


Figure 1.6: Historical precipitation at stations in the Upper Russian River Watershed.

Section 2

Groundwater Basin Conditions

This section presents the change in groundwater conditions in the Basin with respect to WY 2025. Comparison of WY 2025 conditions to preceding water years characterizes the impact that water year type, precipitation, groundwater production, surface and recycled water availability, and surface water spreading and recharge practices have had on groundwater conditions in the Basin.

2.1 Groundwater Elevations

Groundwater elevations in the Basin are assessed using the Groundwater Levels monitoring network designated in the GSP. There have been a few important updates to this network since it was first described in the 2022. Seven of the sites identified in the GSP as part of this monitoring network are RMPs with corresponding SMCs. As detailed in **Section 2.1.2** of this Report, one of the RMP sites (**391730N1232108W001**) that has been historically monitored by DWR was destroyed during a construction project. The GSA has identified another well in the existing monitoring network to serve as a replacement for the destroyed well and has coordinated with DWR to discuss incorporation of this replacement well into the RMP network and development of interim sustainable management criteria. Like the destroyed well, the replacement well, **Ukiah Valley-36 (391586N1232003W002)**, is located mid-basin, screened in Aquifer II, and located a reasonable distance from other existing RMP wells. The other wells in the network are meant to provide additional contextual information, but do not have sufficiently long monitoring records for determination of sustainable management criteria and are not designated as RMPs.

The current network consists of 25 wells, most of which are monitored monthly rather than biannually. This higher frequency and targeted monitoring is meant to improve data resolution and support identification of new RMP sites that can be added to the GSP during the 2027 periodic evaluation. During WY 2025, the GSA instrumented an additional well with a water level sensor and telemetry. This installation brings the total number of wells instrumented in the Basin by the GSA to 10 (two multi-completion) with two additional wells in the monitoring network instrumented by partner agencies.

Field monitoring results for the spring high and fall low in 2024 and 2025 are shown in **Table 2.1**. Continuous data is alternatively shown for **Ukiah Valley-34 (391285N1231607W001)**, for which the fall field measurements were taken during active pumping. Furthermore, continuous results are shown for Ukiah WWTP-MW1. Wells using continuous data are indicated with asterisks in

Table 2.1. The corresponding DWR (CASGEM) code for the wells is also listed for reference in **Table 2.1**. It is anticipated that continuous data will be used for more wells in the future.

All wells that are currently part of the monitoring network can be found in **Table 2.1**.

2.1.1 Groundwater Elevation Contour Maps

Groundwater elevation contour maps are generated using groundwater elevation data measured at the wells included in the Groundwater Levels monitoring network during WY 2025. Seasonal fall groundwater elevation contours are based on measurements conducted from September to November 2025, and seasonal spring groundwater elevation contours are based on measurements done in March through May of 2025.

As discussed in the GSP and its Data Gaps Appendix, data gaps exist with respect to wells that are specifically screened in Aquifer I. As a result, groundwater levels in this aquifer were not measured prior to 2022 for the area covering Redwood Valley, Calpella, and north of the City of Ukiah. The GSA drilled multiple wells in these areas through the DWR Technical Support Services grant at the end of 2021 and in January 2022 (**UVBGS-02, UVBGS-01a-c, UVBGS-05, UVBGS-06a-d, UVBGS-07**)¹. These wells were first monitored in February 2022 and incorporation of the continuous measurements into the annual reports began in WY 2023. Sensor measurements for these wells are included in the multiyear hydrographs of Appendix A of this report.

Aquifer I is a narrow and relatively shallow aquifer that was designated as a separate principal aquifer by the GSA due to its distinctly different hydrogeological properties and to better understand and manage the Basin with regard to the depletion of ISWs and groundwater-dependent ecosystems. As outlined in Chapter 2 of the GSP, Aquifer II underlies this aquifer, and no distinctive aquifer-wide confining layer was determined to separate these two aquifers. Because of the lack of a distinctive confining layer and data gaps in Aquifer I (described above), the GSA believes a basin-wide single contour map is currently most appropriate to analyze groundwater flow and elevations for the Basin. Therefore, and in accordance with the GSP, the GSA proposes that groundwater elevation contours are mapped using groundwater elevations measured at both aquifers, and single seasonal high and seasonal low groundwater elevation contours are provided. In future years, as the understanding of Basin geology and the degree of interconnection between Aquifer I and II improves, the GSA will revisit this decision.

Groundwater elevations measured at all wells in the Groundwater Level monitoring network were used to generate Fall 2025 and Spring 2025 groundwater elevation contour maps for the Basin. Fall and spring contour maps are shown in **Figures 2.1 and 2.2**, respectively. According to these contour maps, no significant changes in groundwater flow direction can be seen compared to historical conditions. Lower elevations can be seen in the area south of the City in both seasons, as well as higher elevations to the north of the City and on the eastern side of the basin.

Notably for WY 2025, the contour map interpolation approach was updated. The previous interpolation method used Thin Plate Spline (TPS) interpolation, which fits a smooth surface through measured water levels based solely on the X-Y coordinates of well locations. This approach worked well when monitoring networks were sparse, but as more wells were added, it became clear that the TPS interpolation does not follow general terrain trends as well as other methods. Now, groundwater elevations are generated using regression kriging, a geostatistical method that combines a

¹These wells are **391256N1231995W001, 391188N1231926W001-3, 392324N1232025W001, 392659N1232097W001-4, and 392761N1232066W001**, respectively

deterministic trend model with spatial interpolation of residuals. This approach accounts for regional hydrogeologic gradients while capturing local variations in groundwater levels.

Importantly, the temporal selection of measurements for the contour maps was also updated in WY 2025. Rather than using all measurements within a seasonal window, the new approach identifies the optimal 2-week period within each season that maximizes the number of wells with concurrent measurements. This approach:

1. Minimizes temporal spread in the data used for each interpolation, reducing artifacts from seasonal water level trends.
2. Maximizes spatial coverage by selecting the period when the greatest number of wells were measured.
3. Produces surfaces representative of a snapshot of conditions rather than a time-averaged condition.

For each well with multiple measurements in the optimal window, the median value is used. The following date ranges represent the seasonal windows:

- Spring: March 1 – May 31
- Fall: September 1– October 31

Figure 2.3 shows groundwater level difference between Fall 2025 and Fall 2024. Positive values indicate higher estimated groundwater elevations in 2025 relative to 2024, and negative values indicate the contrary.

During the fall season conditions, groundwater elevations in the Basin show increases and decreases from the Fall 2024 levels. These changes in elevations are less than 10 ft in most of the Basin. Gray areas in **Figure 2.3** indicate data gaps. Additionally, differences shown at the boundaries of the Basin and farther from measured data should be interpreted cautiously due to estimation uncertainty in the kriging methods used to generate contour maps.

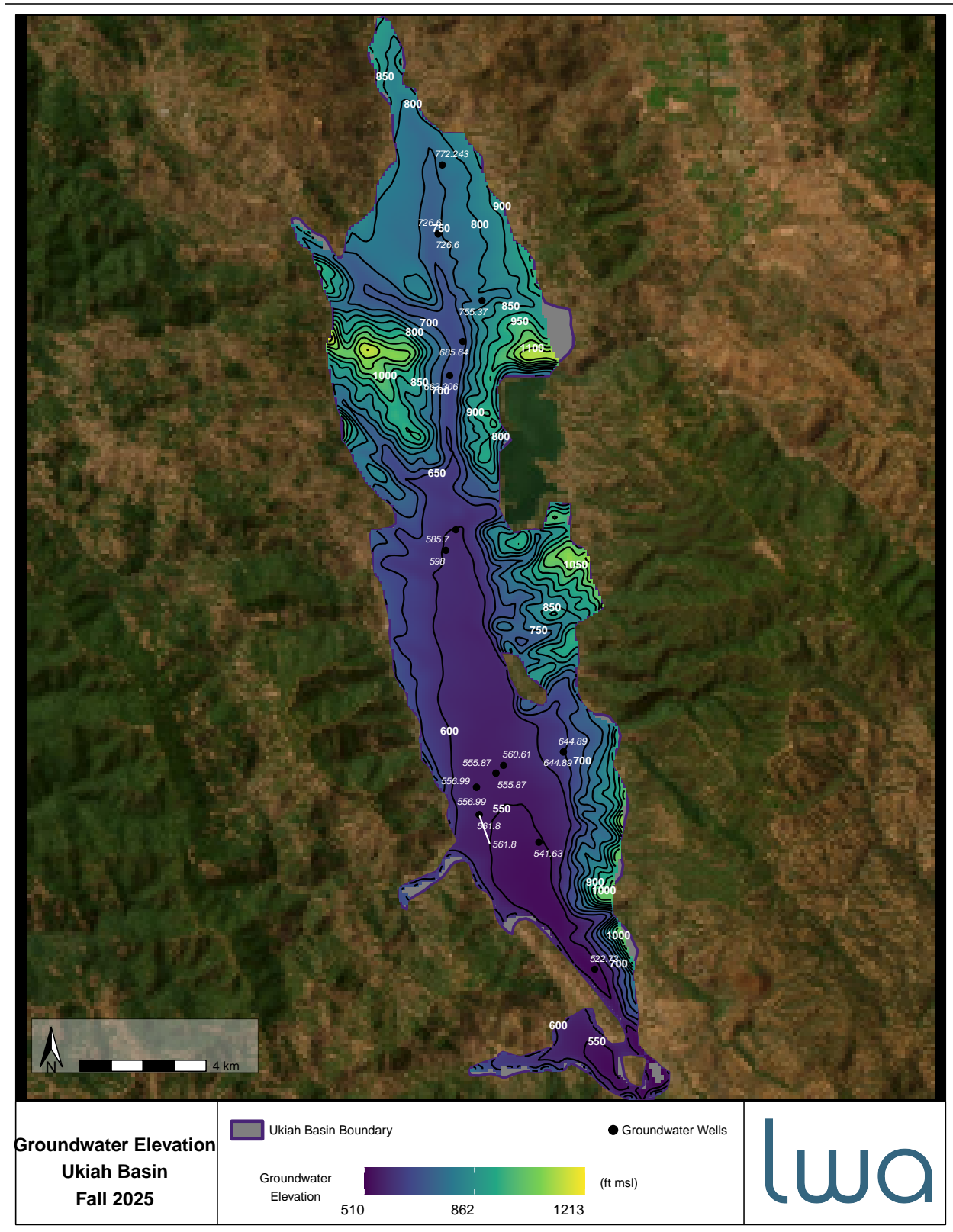


Figure 2.1: Fall groundwater elevation contours in the Ukiah Valley Groundwater Basin, in ft-amsl, for Fall 2025

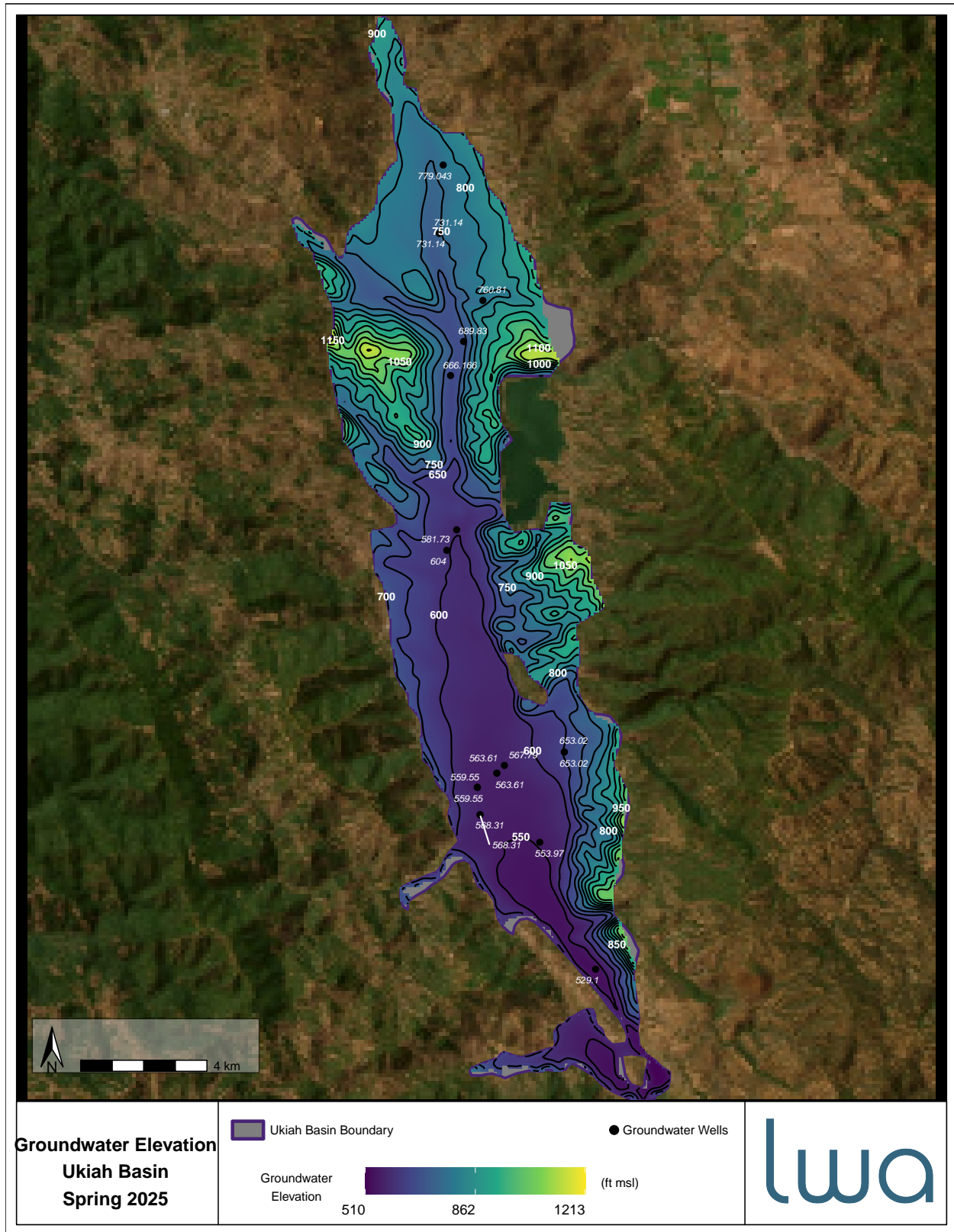


Figure 2.2: Spring groundwater elevation contours in the Ukiah Valley Groundwater Basin, in ft-amsl, for Spring 2025

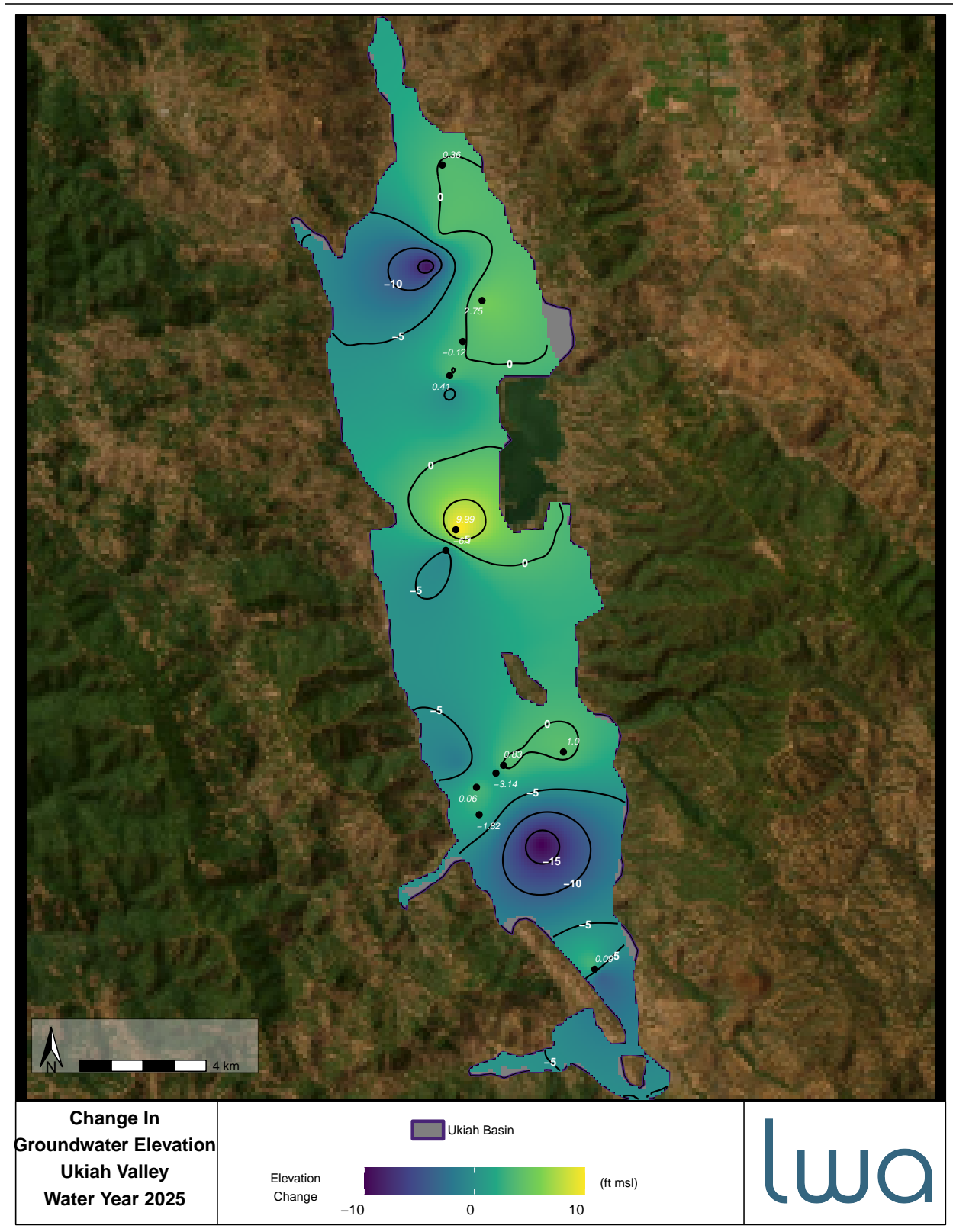


Figure 2.3: Seasonal low (fall season) groundwater elevation changes from Fall 2024 to Fall 2025.

2.1.2 Groundwater Elevation Hydrographs

Multi-year groundwater elevation hydrographs for all wells in the Groundwater Levels monitoring network can be found in **Appendix A** and hydrographs for RMP wells can be found in **Appendix B**. Groundwater elevation hydrographs for representative monitoring points screened in Aquifer I and Aquifer II are shown with their respective sustainability indicators.

Aquifer I:

- **Ukiah Valley-26 (391225N1231852W001)**
- **Ukiah Valley-32 (390664N1231491W001)**
- **Ukiah Valley-1 (391918N1232003W001)**
- **Ukiah Valley-10a (391322N1231929W001)**

Aquifer II:

- **392962N1232047W001**
- **391096N1231677W001**

Table 2.1 shows the groundwater levels at all wells included in the chronic lowering of groundwater elevations monitoring network for Fall 2024, Spring 2024, Fall 2025 and Spring 2025. These measurements indicate that fall groundwater levels at these wells were 1.3 ft higher on average in Fall 2025 compared to Fall 2024. Average fall differences vary between -9 ft and 14 ft at the wells. Spring season elevations were about -1.6 ft lower on average during Spring 2025. Average differences vary between -8 ft to 5 ft.

Note that **Table 2.1** shows the fall low (lowest groundwater elevation during the fall period of September - November) and spring high (highest groundwater elevation during the spring period of March - May) for each well for each year.

As mentioned above and in previous annual reports, the GSA discovered that well **391730N1232108W001** (Aquifer II) was destroyed during a construction project. As a result, this well has been removed from the RMP network. The GSA has identified another well in its existing monitoring network to serve as a replacement RMP. Like the destroyed well, the replacement RMP well **Ukiah Valley-36 (391586N1232003W002)** is located mid-basin, screened to Aquifer II, and located a reasonable distance from other existing RMP wells. A hydrograph for this replacement RMP well can be found **Appendix B** but does not include SMCs, which still need to be developed.

Aquifer I:

Two of the RMP wells screened in Aquifer I (**Ukiah Valley-26 (391225N1231852W001)** and **Ukiah Valley-10a (391322N1231929W001)**) showed good groundwater elevation recovery in Spring 2025 with measurements above their respective measurable objectives (MO) and trigger levels (Appendix B).

All Aquifer I RMPs experienced groundwater elevation declines in Fall 2024, but with one notable exception all remained above their respective MOs. Well **Ukiah Valley-1 (391918N1232003W001)** dropped below the MT outside of the defined fall period, on May 29 and July 22, 2025. The fall low and spring high groundwater elevations were still above the MO. However, this is the fourth consecutive year that well **Ukiah Valley-1 (391918N1232003W001)** experienced monthly measurements below the MT. As noted in the WY 2024 Annual Report, this is inconsistent with trends observed 2015 – 2021 and represents a departure from conditions that served as the basis for SMC development. Similarly, as previously discussed, follow up investigation on the potential cause of

dry season water level declines at well **Ukiah Valley-1 (391918N1232003W001)** by Technical Advisory Committee members reveal that the timing of declines corresponds with initiation of dry season pumping at a public water supply well located only 28 feet from the GSA's RMP well beginning in WY 2022 and continuing through the current reporting year. During WY 2024, the GSA installed a water level sensor and telemetry in well **Ukiah Valley-1 (391918N1232003W001)** to monitor conditions more closely and better characterize the influence of pumping at the adjacent public supply well.

Aquifer II:

Access was lost to RMP well **391096N1231677W001** in Aquifer II during WY 2025. The GSA is anticipating using newly instrumented **Ukiah Valley-27b (391027N1231693W001)** as a replacement RMP and developing associated SMCs for this well during 2027 Periodic Evaluation.

Groundwater level observations at well **392962N1232047W001** in Aquifer II were above the MO for all of WY 2025, indicating that this site is on track to attain sustainability (**Table 3.1**). Groundwater elevations plotted in the hydrograph for well **392962N1232047W001** (Appendix B) have been adjusted according to the most recent survey information available from DWR, which included changes to ground surface elevation and reference point elevation. The GSA has recalculated historical groundwater elevation data as needed to account for the updated survey information to ensure consistent comparison against SMCs across the groundwater elevation record.

Table 2.1: Average groundwater levels for wells in the chronic lowering of groundwater levels monitoring network wells in Fall 2025 compared to Fall 2024 and Spring 2025 compared to Spring 2024. Starred wells are using continuous data and their corresponding DWR (CASGEM) site codes are listed for reference.

Well Name	DWR Site Code	Fall 2024 Level (ft-amsl)	Fall 2025 Level (ft-amsl)	Change from 2024 in Fall (ft)	Spring 2024 Level (ft-amsl)	Spring 2025 Level (ft-amsl)	Change from 2024 in Spring (ft)
Ukiah Valley-32	390664N1231491W001	532.52	535.76	3.24	-	543.34	-
-	391096N1231677W001	-	-	-	570.73	-	-
UVBGSA-01a	391188N1231926W001	553.50	555.32	1.82	-	561.05	-
UVBGSA-01b	391188N1231926W002	547.70	552.49	4.79	-	561.23	-
UVBGSA-01c	391188N1231926W003	548.99	549.18	0.19	-	558.39	-
Ukiah Valley-26	391225N1231852W001	555.32	555.69	0.37	564.77	564.52	-0.25
Ukiah Valley-25	391246N1231827W001	560.05	560.75	0.70	569.07	566.81	-2.26
UVBGSA-02	391256N1231995W001	585.04	585.50	0.47	-	591.16	-
Ukiah Valley-10a	391322N1231929W001	569.98	569.71	-0.27	577.68	577.98	0.30
Ukiah Valley-37	391411N1231983W002	548.77	547.13	-1.63	552.97	552.90	-0.07
Ukiah Valley-36	391586N1232003W002	546.40	545.50	-0.90	552.10	551.83	-0.27
Ukiah Valley-15	391860N1232039W001	602.17	598.17	-4.00	604.43	602.50	-1.93
Ukiah Valley-1	391918N1232003W001	578.41	586.62	8.20	586.08	581.82	-4.26
Ukiah Valley-2	391918N1232003W002	558.48	572.78	14.30	559.72	551.68	-8.04
Ukiah Valley-3	391918N1232003W003	560.31	570.28	9.97	561.92	555.47	-6.45
Ukiah Valley-4	391918N1232003W004	565.19	569.89	4.70	571.63	566.22	-5.42
UVBGSA-05	392324N1232025W001	657.72	658.00	0.27	-	661.93	-
-	392358N1232020W001	662.95	663.19	0.23	666.43	666.19	-0.24
Ukiah Valley-16	392455N1231977W001	685.79	685.52	-0.27	690.18	689.34	-0.84
Ukiah Valley-17	392455N1231977W002	648.19	644.59	-3.60	645.28	646.40	1.12
Ukiah Valley-18	392455N1231977W003	684.33	675.02	-9.31	677.87	677.38	-0.48
Ukiah Valley-9	392572N1231906W001	752.38	755.88	3.49	767.76	764.51	-3.25

Table 2.1: Average groundwater levels for wells in the chronic lowering of groundwater levels monitoring network wells in Fall 2025 compared to Fall 2024 and Spring 2025 compared to Spring 2024. Starred wells are using continuous data and their corresponding DWR (CASGEM) site codes are listed for reference. *(continued)*

Well Name	DWR Site Code	Fall 2024 Level (ft-amsl)	Fall 2025 Level (ft- amsl)	Change from 2024 in Fall (ft)	Spring 2024 Level (ft- amsl)	Spring 2025 Level (ft- amsl)	Change from 2024 in Spring (ft)
UVBGSA-06a	392659N1232097W001	735.83	735.96	0.13	-	737.44	-
UVBGSA-06b	392659N1232097W002	712.89	713.10	0.22	-	715.07	-
UVBGSA-06c	392659N1232097W003	702.84	704.04	1.19	-	709.50	-
UVBGSA-06d	392659N1232097W004	702.00	704.30	2.29	-	708.29	-
UVBGSA-07	392761N1232066W001	726.51	726.68	0.17	-	731.44	-
-	392962N1232047W001	771.74	772.64	0.90	776.15	778.50	2.34
*Ukiah Valley-34	391285N1231607W001	644.29	646.35	2.06	652.77	652.72	-0.05
*Ukiah WWTP-MW1	391104N1231902W001	561.43	562.41	0.98	567.70	567.78	0.08

¹ Spring measurement is calculated as the average of the measurements taken between March to May.
² Fall measurement is considered the average of the measurements taken between September to November.
³ Measurements for wells marked with * were obtained from sensor measurements rather than manual measurements.

2.2 Groundwater Extraction

As discussed in **Chapter 2** and **Appendix 2-D** of the GSP, consumptive groundwater use in the Basin is primarily due to municipal, domestic, and agricultural demands. The GSA did not establish metering requirements in the GSP, so groundwater use is voluntarily reported or estimated. **Table 2.2** shows the estimated groundwater use in the Basin for the reporting year. The total estimated groundwater use in WY 2025 increased by approximately 100 AF compared to WY 2024, which appears to be due to a decrease in estimated agricultural pumping and an increase in reported municipal and non-municipal pumping. Data gaps and uncertainties relevant to these estimated water use volumes are discussed below and should be considered.

As categorized in the GSP, municipal use in the Basin is limited to the City's consumptive uses, though it should be noted that the City also supplies some agricultural and industrial users. The City reported its groundwater extraction amounts for the WY 2025 as measured at its extraction wells. These reported City data are accurate measurements and considered reliable. Non-municipal domestic use sector is defined in the GSP to include the water supplied by small water agencies in the Basin. These water agencies include but are not limited to the URRWA members, which supply domestic, agricultural, and industrial beneficial users. Due to the existing data gap in the breakdown of water supply amounts to different beneficial users by these water agencies, the GSP combines their total supply under the non-municipal domestic water use sector. Groundwater use for this sector (**Table 2.2**) is estimated based on the data reported by the URRWA members for the WY 2025.

Furthermore, data gaps and ambiguity also exist in the identification of some wells as true percolating groundwater pumping wells or underflow wells (surface water-influenced wells). The GSA has distinguished between data corresponding to non-municipal domestic pumping (**Table 2.2**) and non-municipal domestic diversion (**Table 2.3**) using the best available guidance from the RRFC at the time of the WY 2025 annual report submission, which was the same in WY 2024. The GSA will continue its coordination and outreach efforts to resolve data gaps for the future annual reports, also including water use information for City of 10,000 Buddhas and the Yokayo Tribe.

Agricultural water use is estimated using the DWR integrated water flow model demand calculator (IDC), as discussed in Appendix 2-D of the GSP. The IDC model was updated to include climatic data through 2024 to simulate the irrigation water requirement for the Basin in WY 2024. Since the WY 2023 report, numerous other improvements have also been made to the IDC including representation of soil conditions, irrigation efficiency, crop ET coefficients, and application of heat and frost protection. These updates combine to provide a better estimate of total agricultural demand in the basin; however data gaps remain. Additional future refinements including incorporation of updated crop coverage information when made available would further improve representation of total agricultural water demand in the Basin.

The IDC calculates total agricultural demand but does not determine the proportions of surface water and groundwater that are used to meet that demand. The GSA distributes IDC applied water estimates to groundwater pumping and surface water diversions using a split determined during GSP development and based on stakeholder input, water rights data, and available well data. While recent review of QAQC'd reported surface water diversion data from State Water Board suggest that this split provides a reasonable approximation, there is inherent uncertainty. In addition, cannabis cultivation water use is not included in the IDC-based water demand computation and remains unknown. Groundwater use estimates provided in **Table 2.2** are calculated without considering the impacts of the aforementioned sources of uncertainty and data gaps.

Table 2.2: Groundwater use by water use sector in AF.

Water Year	Agricultural Pumping ^a	Municipal Pumping ^b	Non-municipal Domestic Pumping ^c	Total Groundwater Pumping
2025	3,777	2,086	589	6,452

^a Agricultural water demand was estimated for the Water Year 2025 using the model IDC and based on the 2010 DWR land use map. IDC model is discussed in Appendix 2-D of the GSP and updated as described in this Report. Estimations for Water Year 2025 are more accurate than previous reporting years but remain impacted by data gaps and exclusion of cannabis cultivation water use.

^b Municipal groundwater use is measured by the City of Ukiah and is reported for the Water Year 2025. This is the most accurate estimation of water use among all water use sectors.

^c Non-municipal domestic water use is measured by the small water agencies in the Basin and is reported for the Water Year 2025. It is accurate but is missing water use data from the City of 10,000 Buddhas and the Yokayo Tribe.

2.3 Surface Water Supply

The primary surface water sources in the Basin are the Russian River, its tributaries, and managed releases from Lake Mendocino. Similar to groundwater use, consumptive surface water use in the Basin is primarily due to agricultural, municipal, and non-municipal domestic water demand. Estimated surface water use in the Basin is shown in **Table 2.3**. The total estimated surface water use in WY 2025 (8,606 AF) is similar to the amount reported in WY 2024. Both water years had similar data sources compared to previous water years: an improved IDC model and the inclusion of additional non-municipal domestic water use from Rogina Water Company, which previously had not been possible to obtain. This reflects the GSA's ongoing coordination and outreach efforts to resolve data gaps.

Agricultural surface water use is estimated using IDC, similar to calculated agricultural groundwater use discussed above in **Section 2.2**. Therefore, the same uncertainties and assumptions apply to the agricultural surface water estimations. Municipal surface water use was reported by the City for WY 2025 as measured at its points of diversion. The non-municipal domestic water use data shown in **Table 2.3** are based on the information provided by small water supplier members of the UVWA and RRFC. As discussed in **Section 2.2**, data gaps exist to distinguish some wells as true pumping wells or surface-water influenced wells (UVWA and RRFC). Data has been distinguished using the best available guidance from RRFC. It should be noted that UVWA members also supply some industrial and agricultural users, but their data is aggregated for the purposes of this report. Other non-municipal domestic not accounted for by UVWA small water supplier member agencies have not been included.

Table 2.3: Surface water use by water use sector in AF.

Water Year	Agricultural Diversion ^a	Municipal Diversion ^b	Non-municipal Domestic Diversion ^c	Total Surface Water Use
2025	5,066	745	2,827	8,638

^a Agricultural water demand was estimated for the Water Year 2025 using the model IDC and based on the 2010 DWR land use map. IDC model is discussed in Appendix 2-D of the GSP and updated as described in this Report. Estimations for Water Year 2025 are more accurate than previous reporting years but remain impacted by data gaps and exclusion of cannabis cultivation water use.

^b Municipal surface water use is measured by the City of Ukiah and is reported for the Water Year 2025. This is the most accurate estimation of water use among all water use sectors.

^c Non-municipal domestic water use is measured by the small water supplier members of the UVWA in the Basin and gross diversions were reported by RRFC for Water Year 2025. In some cases data were not complete. These estimations are less accurate and possibly underestimate the total amount of use in the Basin.

2.4 Groundwater Recharge and Recycled Water Use

Recycled water produced by the City’s Wastewater Treatment Plant (WWTP) has been instrumental in reducing potable water use for agricultural and landscape irrigation, which has been an important aspect of the Basin’s water resource resiliency in the face of recent drought and upcoming changes to the Potter Valley Project. Recycled water deliveries to agricultural users from the City totaled approximately 599 AF in WY 2025 (**Table 2.4**). This was a decrease of approximately 160 AF compared to WY 2024. The WY 2025 amount was equivalent to the amount of water required to supply approximately 6,300 individuals for one year².

The City of Ukiah WWTP also stores secondary treated wastewater in its percolation ponds, allowing for aquifer recharge. For WY 2025, the GSA used information provided by the Ukiah WWTP as well as the mass balance equation below to estimate recharge due to percolation:

$$\text{Recharge} = \text{Effluent Flow} - \text{River Discharge} - \text{Recycled water Production} - \text{Evaporation from ponds} - \text{Change in Pond Volume} + \text{Precipitation into ponds}$$

For WY 2025, Ukiah WWTP provided monthly data for total change in pond volume. The total volumetric change captures the terms for effluent flow, river discharge, recycled water production, change in pond volume, and precipitation into ponds in the mass balance equation. To estimate percolation to the aquifer, the total change in pond volume was corrected for evaporative loss from each pond if the pond had non-zero depth (ie, was not empty) at the end of the month. Monthly Eto values were used from Sanel CIMIS station. Estimated recharge was 3,321 AF for WY 2025 (**Table 2.4**). This estimate is comparable to the total amount of agricultural groundwater pumping estimated for the Basin for the current reporting year.

In WY 2025 the City completed construction on Phase 4 of Ukiah’s Recycled Water Project, funded by a \$53.7 million grant from the California State Water Resources Control Board. This phase added three miles of pipeline and a 5 million gallon Production Augmentation Unit, expanding infrastructure installed during Phases 1-3 and increasing the City’s capacity to produce recycled water by approximately 50%³.

The GSA plans to run UVIHM simulations to explore the impact of increased recycled water consumption and recharge on Basin hydrology during future model updates. The City also reported 0 AF of water discharged to the river due to the expanded recycled water distribution system, compared to the 181 AF reported in WY 2024.

Table 2.4: Groundwater recharge, discharge, and recycled water use in AF.

Water Year	Recycled Water Use ^a	River Discharge	Groundwater Recharge ^b
2025	599	0	3,321

^a Recycled water delivery volumes are reported by the City of Ukiah WWTP and represent the most accurate measurement accessible to the GSA. During Water Year 2025, recycled water was delivered to agricultural users along the Russian River.

^b Groundwater recharge is estimated using measurements from the City and evaporative loss estimates from the Sanel CIMIS station. This is the most accurate estimate of groundwater recharge accessible to the GSA.

²Based on average daily residential water use in California of 85 gallons per day <https://lao.ca.gov/Publications/Report/3611>

³<https://cityofukiah.com/wp-content/uploads/2024/04/March-28-2024-Recycled-Water-Phase-4-on-Brush-Street.pdf>

2.5 Total Water Use

Total water use in the Basin was tabulated from the groundwater extractions reported in **Table 2.2**, the surface water supply reported in **Table 2.3**, and recycled water reported in **Table 2.4**, and is shown in **Table 2.5**.

Table 2.5: Total water estimated to be used in the Basin in AF.

Water Year	Groundwater (AF)			Surface Water (AF)			Recycled Water (AF)		Total (AF)
	Ag	Mun	Non-mun Domestic	Ag	Mun	Non-mun Domestic	Ag	Groundwater Recharge	
2025	3,777	2,086	589	5,066	745	2,827	599	3,321	19,010

¹ Assumptions and limitations relevant to water use estimations are explained in sections above and similarly apply to the amounts shown here.

2.6 Change in Groundwater Storage

For WY 2025, the method used to estimate change in storage based on changes in groundwater levels was refined compared to past reports to better reflect basin conditions and water year types. From 2019 to 2025, change in storage estimates were calculated using the change in fall groundwater elevations from year to year. As shown in previous annual reports, changes in storage prior to 2018 were calculated in the GSP by the UVIHM.

The change in storage was computed using the estimated differences in fall low groundwater elevations and the aquifer storage properties defined in the UVIHM. Differences in groundwater elevations were calculated by mapping groundwater elevations in the Basin on the same grid used by the UVIHM. This grid divides the Basin into 100-meter (m) by 100-m cells. Each grid was assigned a fall groundwater elevation using the same interpolation methods used to generate groundwater elevation contour maps. The extent of contour maps used for the estimation was limited to where data were available and estimation could be reasonably made. Change in storage was subsequently estimated for each cell using the aquifer properties defined for each grid cell in the UVIHM, and the differences in groundwater elevations between sequential water years. Groundwater elevations were not consistently measured at all wells for all water years, and uncertainty in aquifer properties and groundwater elevation interpolation results should be considered in interpreting these results. Note that methods for change in storage estimates will be refined during the 2027 Periodic Evaluation.

Annual changes in storage for Water Years 1992 through 2025 are presented in **Figure 2.4**.

As shown in **Figure 2.4**, storage in the Basin decreased during WY 2020, 2021, and 2022. This is consistent with the low precipitation received during those years and the preliminary calculation of water year types for those years (Dry and Critical). The change in storage increased notably in WY 2023, and increased by lower amounts in WY 2024 and WY 2025. This corresponds with higher precipitation during these years.

The estimated changes in storage based on groundwater levels are within the margin of annual historical changes in the Basin estimated by the UVIHM. The estimated increase in storage in WY 2025 is roughly 200 AF.

The cumulative changes in storage indicate that the Basin is recovering from the recent drought. However, using this method of storage change estimation based groundwater elevations does not indicate full storage recovery compared to historic levels. Model updates underway now should allow for improved characterization of basin storage in future annual reports. It should be noted that future revised storage figures generated using the updated UVIHM will likely differ from those presented in this report that rely solely on groundwater level-based estimation.

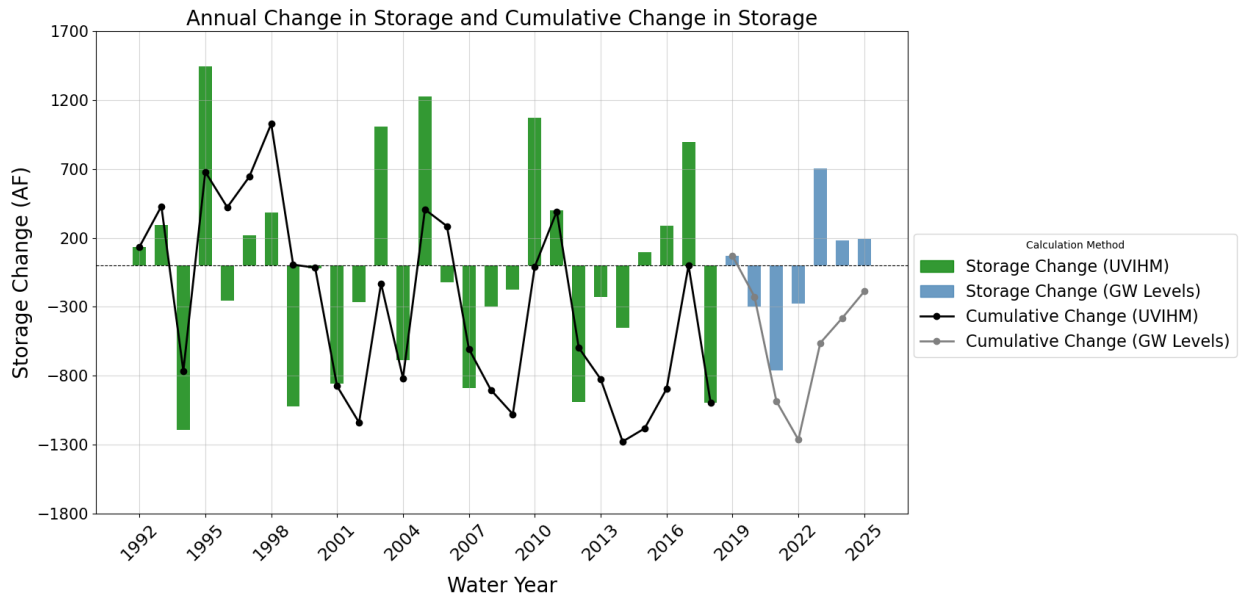


Figure 2.4: Modeled and estimated groundwater storage change in the Basin in AF. Estimated storage changes based on groundwater levels are fall-to-fall.

Section 3

Progress Toward Implementing the Groundwater Sustainability Plan

The GSP was submitted to DWR on January 28, 2022. The implementation of the GSP started on February 1, 2022. DWR recommended the GSP for approval in July 2023. This Report is the third annual report submitted by the GSA and covers the implementation period of the GSP. An update regarding the projects and management actions (PMAs) defined in the GSP, and a comparison of SMC sustainability indicators to current conditions is provided to facilitate a better understanding of the GSP implementation and Basin conditions.

3.1 Sustainable Management Criteria

3.1.1 Chronic Lowering of Groundwater Levels

For both spring high and fall low measurements, the measured depth to groundwater at each RMP is compared to the chronic lowering of groundwater levels SMCs in **Table 3.1**. Hydrographs for these wells are also provided in **Appendix B**.

The Fall 2025 measurement is defined as the greatest depth to groundwater measured during the months of September to November (fall low). The Spring 2024 measurement is defined as the smallest depth to groundwater measured during months of March to May (spring high).

All fall low measurements remained above the MT in WY 2025. However, it should be noted that groundwater elevations at RMP well **Ukiah Valley-1 (391918N1232003W001)** crossed below the MT during multiple summer months in WY 2025. As in recent reporting years, these excursions in groundwater level below the MT at **Ukiah Valley-1 (391918N1232003W001)** appear to be due to influence from an immediately adjacent public supply well that was not under regular operation during GSP and SMC development. Due to these changing conditions beginning in WY 2022 the GSA will consider updating the SMCs for **Ukiah Valley-1 (391918N1232003W001)** during the periodic evaluation (see **Section 2.1.2** for additional information).

The occurrence of undesirable result for groundwater elevation requires that the seasonal low of more than one third of the RMPs deviate below their respective MT for two consecutive years. Only 1 well out of 5 currently accessible RMPs has crossed the MT for more than two consecutive years. Therefore, **there is currently no occurrence of an undesirable result.**

The summary status for these RMP sites for Fall 2025 is also shown in **Figure 3.1**. Measurements are sorted into the following categories: Near or Above Measurable Objective, Within Central Operational Range, Near Minimum Threshold, or At or Below Minimum Threshold. These ranges are defined below and are based on the MO, MT, and a provisional metric NMT (near minimum threshold). The NMT is defined as $MT - (MT - MO) * 0.25$.

Near or Above Measurable Objective: measurement > MO

Within Central Operational Range: MO > measurement > NMT

Near Minimum Threshold: NMT > measurement > MT

At or Below Minimum Threshold: MT > measurement

No data: No measurement obtained

The status of measured depths to groundwater at each RMP compared to the *ISW SMCs* is shown in **Table 3.4**.

One of the RMP wells (**391730N1232108W001**) was destroyed during a construction project in 2018 and can no longer be monitored. The GSA has selected **Ukiah Valley-36 (391586N1232003W002)** a well in the existing monitoring network as a replacement but has not yet developed interim SMCs for this location.

Additionally, DWR lost access to RMP well **391096N1231677W001** in WY 2024, with the last field measurement collected in August 2024. The GSA has selected **Ukiah Valley-27b (391027N1231693W001)** as a replacement well, which was previously monitored by the GSA from 2015 – 2021 and dropped from the active well network during a 2022 effort to streamline monitoring efforts. This location serves as a suitable replacement due to its proximity to the lost DWR well (~1,000 feet), comparable completion depth, amendable landowner, and existing monitoring record. The landowner has agreed to installation of a water level sensor with telemetry to aid collection of high quality, high frequency data ahead of SMC development. Plans are in place to develop SMCs for both replacement RMP wells during the 2027 Periodic Evaluation.

Although a past measurement for RMP well **Ukiah Valley-32 (390664N1231491W001)** was missed in WY 2024 due to a change in landownership and delays in obtaining a new access agreement, access has since been granted and the well instrumented with a water level sensor and telemetry.

Table 3.1: Spring high and fall low measurements in 2025 compared to SMCs for wells in the Groundwater Levels RMP network. Measurements represent depth to groundwater measured from the ground surface elevation. None of the RMP wells have crossed their MT.

Site Code	Local Name	Spring 2025 Measurement	Fall 2025 Measurement	MT	MO	5-year IM	10-year IM	15-year IM	Trigger
391225N1231852W001	Ukiah Valley-26	10.41	19.24	25	24	24.75	24.5	24.25	15
390664N1231491W001	Ukiah Valley-32	9.66	17.24	28	26	27.50	27.0	26.50	14
391918N1232003W001	Ukiah Valley-1	39.35	44.30	48	46	47.50	47.0	46.50	32
391322N1231929W001	Ukiah Valley-10a	5.02	13.29	34	19	30.25	26.5	22.75	8
392962N1232047W001	-	9.66	16.46	65	19	53.50	42.0	30.50	8
391096N1231677W001	-	-	-	44	38	42.50	41.0	39.50	18

¹ Spring measurement is considered as the smallest depth to groundwater measured during months of March to May.

² Fall measurement is considered as the greatest depth to groundwater measured during the months of September to November.

³ Note that while the fall measurement at Ukiah Valley-1 did not deviate below the MT, measurements in the preceding summer months did fall below the MT.

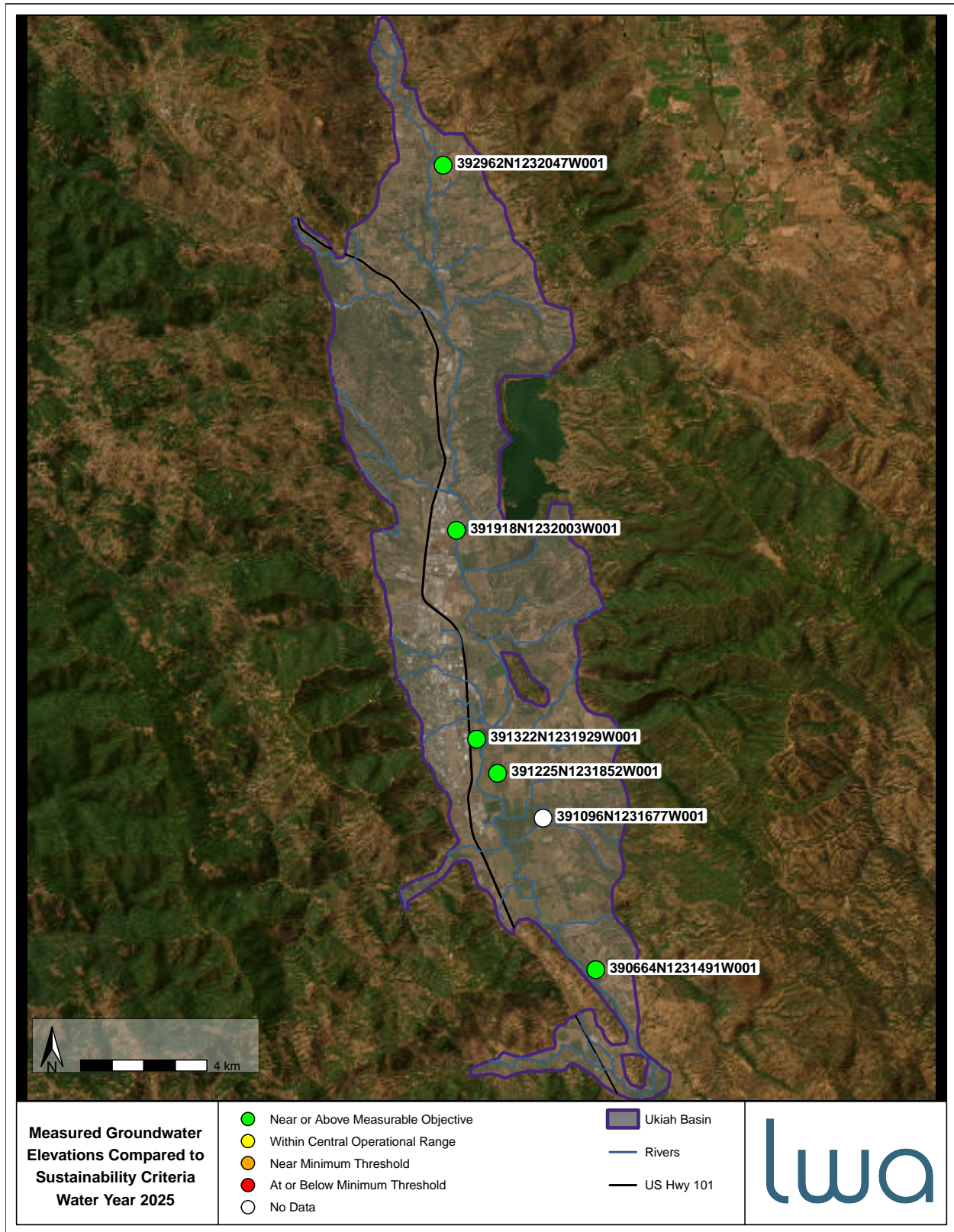


Figure 3.1: Status of the chronic lowering of groundwater levels RMP network for Fall 2025.

3.1.2 Reduction of Groundwater Storage

The GSP uses groundwater elevations as a proxy to manage the reduction of groundwater storage in the Basin. This is due to existing data gaps and needed improvements to the UVIHM, as discussed in the GSP. As shown in **Figure 3.1**, all but one RMP in the chronic lowering of groundwater levels monitoring network show groundwater elevations higher than the defined MTs. The annual change in storage for WY 2025 was estimated to be approximately 200 AF, which is comparable to historical fluctuations in the storage of the Basin.

3.1.3 Degradation of Groundwater Quality

The GSP identified nitrate, specific conductivity, boron, iron, and manganese as the constituents of concern (COCs) to be monitored by the GSA. The GSP only set sustainability indicators for nitrate and specific conductivity due to the natural occurrence of the other three COCs. Nitrate and specific conductivity are designated to be monitored annually, while the other three constituents are planned to be monitored once every three years. The undesirable result is defined based on the percentage of exceedances during the assigned frequency for nitrate and specific conductivity. Boron, iron, and manganese are also evaluated in this report, though SMCs are not set for these constituents due to their natural occurrence. As stated in the GSP, the concentrations of these constituents are not representative of the Basin water quality.

The maximum concentration of nitrate as N and specific conductivity sampled from the groundwater quality RMP network in WY 2025 is shown in **Table 3.2**. The results are compared to the MT and MO for each of the 22 groundwater quality RMPs in the network. The MT for nitrate as N is 10 mg/L (the Title 22 Primary Maximum Contaminant Level, or MCL), and the MT for specific conductivity is 900 micromhos/cm (Title 22 Recommended Secondary Maximum Contaminant Level, or SMCL). The MOs for Nitrate as N and Specific Conductivity are 7.5 mg/L and 675 micromhos/cm respectively.

All samples for Nitrate as N *except two* are below the regulatory limit and the thresholds set in the GSP. **UVBGSA-06a** and **UVBGSA-06b** each had one sample above the MT of 10 mg/L. All samples collected for specific conductivity are below the regulatory limit and thresholds set in the GSP. Two Specific Conductivity measurements at UVBGSA-05 and UVBGSA-01c are above the MO but below the MT. Therefore, good groundwater quality in the Basin has been maintained during the reporting year.

The GSP states:

Undesirable results are experienced if the maximum thresholds are exceeded at 50% or more of the groundwater quality monitoring wells sampled in the respective sampling period for any COIs with a defined maximum threshold.

Based on this evaluation, there is no occurrence of undesirable results for WY 2025. For Nitrate, only two samples out of twelve were above the MT (i.e., 17% of RMPs measured maintained were above the MT; for the occurrence of undesirable results, 50% of measured wells must be above the MT). There is also no occurrence of undesirable results for Specific Conductivity, as all the samples were below the MT.

Table 3.2: Water quality data from Water Year 2025 in the RMP network. The Nitrate MO and MT are 7.5 and 10 mg/L respectively; the Specific Conductivity MO and MT are 675 and 900 micromhos/cm respectively. Results with a < symbol are non-detect (ND).

WellID	Nitrate WY2025 Max	Status Nitrate	SC WY2025 Max	Status SC
CA2300605_001_001	-	No measurement	-	No measurement
CA2300605_003_003	-	No measurement	-	No measurement
CA2310003_004_004	-	No measurement	-	No measurement
CA2310003_028_028	-	No measurement	-	No measurement
CA2310003_029_029	1.6	Below MO	-	No measurement
CA2310002_001_001	-	No measurement	-	No measurement
CA2310002_002_002	-	No measurement	-	No measurement
CA2310002_005_005	-	No measurement	-	No measurement
CA2310002_009_009	<0.4	Below MO	330	Below MO
CA2310006_009_009	1.6	Below MO	-	No measurement
CA2300507_001_001	-	No measurement	-	No measurement
CA2310005_001_001	-	No measurement	-	No measurement
CA2310005_004_004	-	No measurement	-	No measurement
UVBGSA-01a	3.3	Below MO	230	Below MO
UVBGSA-01b	2.2	Below MO	220	Below MO
UVBGSA-01c	<1	Below MO	700	Below MT
UVBGSA-05	<1	Below MO	890	Below MT
UVBGSA-06a	29.5	Above MT	280	Below MO
UVBGSA-06b	13	Above MT	270	Below MO
UVBGSA-06c	<1	Below MO	570	Below MO
UVBGSA-06d	<1	Below MO	310	Below MO
UVBGSA-07	<1	Below MO	250	Below MO

Table 3.3: Water quality data from Water Year 2025 for Boron Iron and Manganese.

Well ID	Result	Analyte	Date	Units	MCL or SMCL	Source
CA2300507_001_001	0.18	Manganese	2024-12-23	mg/L	0.05	Title 22 - Table 64449-A
CA2300507_001_001	0.2	Manganese	2025-03-24	mg/L	0.05	Title 22 - Table 64449-A
CA2310002_009_009	1	Boron	2024-12-10	mg/L	1.00	California Division of Drinking Water
CA2310002_009_009	0.97	Iron	2024-12-10	mg/L	0.30	Title 22 - Table 64449-A
CA2310002_009_009	0.29	Manganese	2024-12-10	mg/L	0.05	Title 22 - Table 64449-A

3.1.4 Subsidence

Subsidence in the Basin is monitored using TRE ALTAMIRA InSAR data provided by the DWR. This data is made available through the DWR SGMA Data Viewer¹ and shows overall vertical displacement less than 0.1 ft for the entire Basin during the WY 2025.

3.1.5 Depletion of Interconnected Surface Waters

As discussed in **Chapter 3** of the GSP, depletion of ISWs SMC is assessed in the first five years using groundwater elevations/depth to groundwater as a proxy. This is due to the existing data gaps and the need to update and enhance the UVIHM through additional collection of data and information.

RMPs included in the depletion of ISWs monitoring network, and their measured depths to groundwater at seasonal low (Fall 2025) and seasonal high (Spring 2025) are shown in **Table 3.4**.

Field measurements for all three designated ISW RMP wells remained above their respective MTs during Fall 2025. It is important to note that examination of continuous sensor data collected at **Ukiah Valley-34 (391285N1231607W001)** has previously revealed that fall measurements have been collected during active or very recent pumping, which has biased field measurements and caused them to drop below the associate MT. Examination of static water level attained following recovery from recent or active pumping at **Ukiah Valley-34 (391285N1231607W001)** during Fall 2023-Fall 2025 indicates that non-pumping water levels remained above the MT.

The GSP states that during the five year interim period, an undesirable result for depletion of ISW has occurred when more than a third of the ISW RMPs have fallen below their defined MTs for two consecutive years (see **Section 3.9.2** of the GSP). Analysis of field measurements and associated continuous sensor data reveal that an **undesirable result for depletion of ISW has not occurred**.

The GSA has become aware that pumping of a nearby water district well appears to be influencing **Ukiah Valley-1 (391918N1232003W001)**, which is part of both Chronic Lowering of Groundwater Levels and Depletion of ISWs RMP monitoring networks and likely contributes to patterns of dry season groundwater elevation decline that have been observed at this location since WY 2022 and contrast patterns observed during earlier water years. To better characterize the occurrence of water level declines and influence from the new and immediately adjacent pumping well at **Ukiah Valley-1 (391918N1232003W001)**, the GSA has installed a water level sensor and telemetry at this site and will consider updating the baseline conditions and SMCs for **Ukiah Valley-1 (391918N1232003W001)** during the periodic evaluation.

Since completion of the GSP, the GSA has made efforts to address known data gaps in understanding of ISW in the Basin. In January 2022, the GSA completed installation and instrumentation of groundwater wells and stream gages planned to be included in the Depletion of ISWs monitoring network. These wells and stream gages complete the planned transects identified in the GSP and should improve understanding of ISW dynamics. In Fall 2024, the GSA was awarded a \$1.36 million California Department of Fish and Wildlife grant to complete a study examining ISW and groundwater dependent ecosystems in the Upper Russian River Watershed, including installation of additional stream gages and groundwater level sensors. The project kicked off in October 2025 with a technical consultant team led by Larry Walker Associates and as of January 2026, public

¹<https://sgma.water.ca.gov/webgis/?appid=SGMADataViewer#currentconditions>

engagement and site prioritization were underway. Data collection is anticipated to begin in spring 2026 and project will conclude in March 2028.

The CDFW-funded project will complement efforts currently underway in the Basin led by GSA partner California Land Stewardship Institute (CLSI). CLSI obtained a U.S. Bureau of Reclamation WaterSMART grant to study long-term water resiliency in the Ukiah Valley and Upper Russian River through modeling of the impacts of future climate and management actions on instream flows and groundwater levels in the Basin. Additional information on the CDFW and WaterSMART funded projects are provided in **Section 3.2** of this report. Taken together, these studies and new monitoring network installations put the GSA in a good position to expand the ISW RMP network and update definition of SMCs during the 2027 Periodic Evaluation.

Table 3.4: Spring high and fall low measurements in 2025 compared to SMCs for wells in ISW RMP network. Measurements represent depth to groundwater measured from the ground surface elevation. All measurements are above the MT.

Site Code	Local Name	Spring 2025 Measurement	Fall 2025 Measurement	MT	MO	Trigger
391225N1231852W001	Ukiah Valley-26	10.41	19.24	25	24	15
391918N1232003W001	Ukiah Valley-1	39.35	44.30	48	47	32
391285N1231607W001	Ukiah Valley-34	4.32	13.86	26	25	10

¹ Spring measurement is considered as the smallest depth to groundwater measured during months of March to May.

² Fall measurement is considered as the largest depth to groundwater measured during the months of September to November.

³ Note that continuous sensor data is used in place of the field measurement for RMP well 391285N1231607W001, due to the presence of pumping during the fall field measurement.

3.2 Update on Project Implementation and Management Actions

During Water Year 2025 the GSA, its member agencies, and partners have continued making progress in furthering the Project and Management Actions (PMAs) identified in Chapter 4 of the GSP and in the SGMA Project Management Actions Online Module.

GSA-Led Efforts

In January 2025, the GSA successfully established a grant agreement with California Department of Fish and Wildlife (CDFW) to carry out the \$1.36 million Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study. This project aims to fill critical data gaps regarding timing and extent of interconnection along the Russian River mainstem and key tributaries, as well as spatial extent of groundwater dependent ecosystems and environmental beneficial users in the Basin. The resulting data will be used to reduce critical data gaps identified in the GSP, update the UVIHM, inform SMC revisions and would address two of the five recommended corrective actions cited Ukiah Valley Groundwater Basin Water Year 2025 Annual Report in DWR's GSP Assessment Staff Report (see Section 3.3). In September 2024, the GSA was awarded the fully requested amount of \$1.36 million to carry out a study of groundwater dependent ecosystems and ISW in the Upper Russian River. The project kicked off in October 2025 with a technical consultant team led by Larry Walker Associates and as of January 2026, public engagement and site prioritization were underway. Data collection is anticipated to begin in spring 2026 and project will conclude in March 2028. The related CDFW grant application in support of Tier II PMA Western Hills Source Water Protection entitled Ukiah Western Hills Land Acquisition for Restoration, Conservation, Watershed Protection, and Wildfire Mitigation was not selected for funding.

Phase I of the Well Inventory was completed in July 2025 by the GSA's on-call technical consultant, Larry Walker Associates. This initial phase focused on compiling, aggregating, and refining well location, use type, and construction information for more than 2,700 wells, resulting in an open, easily updated geospatial database. The accompanying Phase I Ukiah Valley Basin Well Inventory Technical Memorandum documents these updates, identifies priority data gaps, and outlines recommended next steps. Building on these findings, the GSA Board of Directors authorized initiation of Phase II in late 2025. This work directly supports several PMAs identified in Chapter 4 of the GSP, including the Tier II Well Inventory PMA. Enhanced characterization of well distribution, construction features, and pumping patterns will enable more accurate representation of groundwater extraction in the UVIHM, provide greater insight into the influence of pumping on interconnected surface waters, help identify candidates for future monitoring wells, and improve understanding of potentially vulnerable domestic and public-supply wells, thereby advancing multiple PMAs and strengthening the Basin's overall monitoring and management approach.

Member and Partner Agency Efforts

The City's recycled water project continued operation and delivered recycled water to agricultural users totaling approximately 700 acres along the Russian River and select park and institutional users to satisfy their landscape irrigation needs, reducing the need for surface water diversions by approximately 600 AF during Water Year 2025. In addition, the City's Wastewater Treatment Plant has continued its aquifer recharge operation using year-round percolation ponds. The City completed construction of Phase 4 of recycled water expansion with State Water Resources Control Board funding (\$53.7M), adding approximately 3 miles of distribution pipeline and a 5-million-gallon Production Augmentation Unit (PAU), increasing recycled water production capacity by nearly 50%

to ~1,500 AFY². In May 2025, CDFW issued a Notice of Exemption for a bridge replacement at Orrs Creek to carry a 12-inch recycled water pipeline to the Ukiah Valley Golf Course, a related distribution element³. Recycled water deliveries and percolation pond recharge volumes for the reporting year are shown in **Section 2.4**.

The California Land Stewardship Institute (CLSI) in partnership with the City was awarded \$1.53 M in funding from the US Bureau of Reclamation WaterSMART Drought Resiliency Project Grant for a two-part project focused on increasing water supply resiliency and reliability in the Basin. CLSI's portion of the project entails expanding and updating the Ukiah Valley Integrated Hydrologic Model (UVIHM) to simulate projected climate conditions combined with a series of management actions to explore possible impacts of a range of potential scenarios. These model simulations will support the development of a Decision Support Tool with an online user interface that is accessible to the community. This tool will help facilitate the coordination of water managers' actions and protect instream flows for threatened steelhead trout in the Upper Russian River Watershed, while providing drought resiliency for the Ukiah Valley community. Geotechnical consultants have been selected by CLSI, and work has been underway since 2024. CLSI and their technical team have shared updates and solicited input through a series of grower and steering committee meetings, mostly recently in February 2025. The project is expected to conclude in 2027.

In Water Year 2025, regional partners and member agencies formed the Ukiah Valley Water Authority (UVWA), a Joint Powers Authority unifying the City of Ukiah, Millview County Water District, Redwood Valley County Water District, Calpella County Water District, and Willow County Water District into a consolidated water-service organization⁴. The Authority launched on January 1, 2025, following district votes in 2024–2025 to integrate systems and governance structures. By centralizing regional water-supply operations, UVWA directly supports several GSP PMAs—including regional interagency coordination, water-supply resiliency and infrastructure improvements, and data/system integration—through shared planning, coordinated infrastructure investment, and improved administrative capacity to pursue State Water Board and SAFER funding. This consolidation strengthens the institutional foundation needed to implement long-term GSP projects and improve coordinated water-resource management across the Basin.

Mendocino County advanced regional drought-preparedness efforts with the development and adoption of the Mendocino County Drought Resilience Plan (DRP), prepared pursuant to SB 552 and led by the Mendocino County Water Agency (MCWA) with technical support from EKI Environment & Water. The DRP—adopted by the Mendocino County Board of Supervisors on May 20, 2025—provides a comprehensive, countywide framework for assessing vulnerability of state small water systems and domestic wells, identifying short-term drought response actions, establishing drought-stage triggers, and outlining long-term mitigation strategies to increase water-supply resiliency⁵. The Plan's findings, including that 84% of domestic wells and 93% of state small water systems are at high risk during drought, offer important context for GSP implementation and directly support PMAs related to regional coordination, drought-response planning, beneficial-user engagement, and dry-well monitoring and data-gap closure. By improving interagency communication and providing a shared framework for drought preparedness, the DRP strengthens the regional institutional capacity necessary to support multi-benefit water-management actions within

²<https://cityofukiah.com/wp-content/uploads/2023/10/Rec-Water-Phase-4-Proj-Summary.pdf>

³<https://ceqanet.lci.ca.gov/2025050742>

⁴<https://cityofukiah.com/uvwa/>

⁵<https://www.mendocinocounty.gov/departments/water-agency/drought-water-conservation/drought-resilience-plan>

the Ukiah Valley Basin.

Regional Efforts

As part of ongoing efforts to enhance data availability in support of GSP Projects and Management Actions, the GSA tracked the State Water Resources Control Board's Russian River Telemetry Pilot Project, a research initiative evaluating real-time diversion monitoring across approximately 75–100 volunteer sites in the Russian River watershed from 2025–2028⁶. The Pilot tests automated measurement and transmission of diversion, streamflow, and storage data to improve the efficiency and accuracy of water-use reporting and to inform the State's emerging CalWATRS water-rights data system. Regional partners and GSA member agencies—particularly Russian River Flood Control District—have provided sustained feedback to the State Water Board through workshops, site visits, and equipment evaluations, helping refine the project's monitoring design and data-governance approach. The GSA technical team contributed input during development of the California Water Data Consortium's recommendations for the Pilot Telemetry Study, identifying data-integration opportunities relevant to PMAs focused on groundwater–surface water interaction, water-budget refinement, and long-term monitoring network improvements. As a voluntary, non-regulatory program, the Pilot also provides participants with upgraded monitoring equipment and opportunities to test telemetry workflows under real-world conditions, generating findings that are expected to strengthen future regional coordination.

3.3 Progress Towards Addressing Recommended Corrective Actions

A GSP determination letter was issued to the GSA upon DWR's approval of the submitted plan on July 27, 2023. In the accompanying GSP Assessment Staff Report, DWR staff indicated support for addressing the anticipated updates and data gap closure efforts described in the GSP and urged the GSA to address these issues as soon as possible. In addition, DWR staff provided five recommended actions to be considered and addressed by the Plan's first Periodic Evaluation due in January 2027. The five corrective actions that DWR staff have recommended for the Basin include:

- 1) **Recommended Corrective Action 1:** Provide additional details and discussion related to the water budget.
- 2) **Recommended Corrective Action 2:** Refine and provide additional details and discussion related to chronic lowering of groundwater levels sustainable management criteria.
- 3) **Recommended Corrective Action 3:** Clarify and provide additional details and discussion related to degraded water quality sustainable management criteria.
- 4) **Recommended Corrective Action 4:** Continue to fill data gaps, collecting additional monitoring data, coordinating with resources agencies and interested parties to understand beneficial uses and users that may be impacted by depletions of interconnected surface water caused by groundwater pumping, and refine sustainable management criteria.
- 5) **Recommended Corrective Action 5:** Clarify details related to the degraded water quality monitoring network.

⁶<https://www.waterboards.ca.gov/telemetry/docs/russian-river-telemetry-study.pdf>;
<https://cawaterdata.org/projects/telemetered-data-project/>

<https://cawaterdata.org/>

During the April 2024 GSA Board of Directors Meeting, members received a recommendation from the Technical Advisory Committee to prioritize three actions in preparation for the 2027 Periodic Evaluation:

- 1) An expanded, enhanced monitoring network
- 2) An interconnected surface water study
- 3) A well inventory

All three of these priorities aim to address key data gaps identified in the UVB GSP and/or corrective actions identified in the Department of Water Resources' GSP approval letter⁷. The issues raised in recommended corrective actions 2,3, and 5 are points of clarification, requiring less effort and will be addressed during GSP updates related to the 2027 Periodic Evaluation.

Expanded Enhanced Monitoring Network

Since submission of the GSP, the GSA has made strides in expanding and improving its monitoring networks through installation of water level sensors and telemetry at 11 wells (several multicompletion) and a shift to monthly monitoring at sites that do not have sensors. The GSA has also installed two stream gages in the basin to address data gaps using funds from DWR's Technical Support Services. During Water Year 2024 the GSA instrumented three of its RMPs and instrumented one additional well during Water Year 2025. There will be additional opportunities for data collection and sharing in Water Year 2026 with kick off of both the GSA's Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study and the State Water Board-led Russian River Pilot Telemetry Project. With these improvements, the GSA will be in a good position to expand its RMP Groundwater Level monitoring networks and define SMCs for these sites during the 2027 Periodic Evaluation.

Interconnected Surface Water Study

As described in **Section 3.2** of this report, in January 2025 the GSA established a grant agreement with California Department of Fish and Wildlife (CDFW) to carry out a \$1.36 million Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study. During Water Year 2025 the GSA advanced procurement of a technical consultant through release of an RFP in spring 2025, followed by selection of a team led by Larry Walker Associates. A contract was executed and the study commenced in October 2025. This project addresses important data gaps described in Action 4 through a combination of geochemical, biological and physical field measurements, desktop surveys, and updates to the UVIHM, while incorporating community feedback. This project also includes funding for additional stream gages and shallow groundwater wells to further expand and instrument the GSA's ISW monitoring network. Model improvements made as part of this CDFW funded project and during the Periodic Evaluation should also allow for improved representation of Lake Mendocino underflow in the UVIHM as DWR has suggested in Action 1. Other efforts currently underway will also aid in filling key data gaps related to interconnected surface waters within the Basin. Namely, CLSI's US Bureau of Reclamation WaterSMART Grant funded project (see **Section 3.2**), includes thalweg characterization for over 14 miles of the Russian River mainstem and improved estimates of agricultural pumping, both of which were identified as important data gaps in the GSP.

⁷The UVB GSP identifies 'Groundwater Wells' Construction Information and Well Inventory' as high priority data gaps (Table 10.2: Data Gap Prioritization) and 'Groundwater Well inventory Program' as a Tier II Project and Management Action (Table 4.2: Tier II PMAs Summary Table.)

Well Inventory

Phase I of the Well Inventory was completed by on-call technical consultant Larry Walker Associates in July 2025. This first phase focused on collection, aggregation, and informed revision of well location and key construction information for more than 2,700 wells the results of which were packaged into an open source, easily revised geospatial database. The resulting Phase I Ukiah Valley Basin Well Inventory Technical Memorandum cataloged these updates and identified remaining data gaps with recommendations on how to resolve them during subsequent phases. The GSA's Board of Directors authorized work to begin on Phase II in late 2025. Enhanced understanding of well use types, locations, and construction information will allow for more accurate representations of pumping in the UVIHM, greater insight into the influence of pumping on inter-connected surface waters, identification of potential monitoring wells, and a clearer understanding of potentially vulnerable domestic and public supply wells.

3.4 Potential Updates to the GSP

The MO set for the Well **391225N1231852W001** in Table 3.9 of the GSP is planned to be updated from 25 to 24 ft-below ground surface (bgs) as part of the 2027 Periodic Evaluation. This well is an RMP for chronic lowering of groundwater elevations and depletion of ISWs. MTs and MOs set for common RMPs between the two networks should be the same based on the methods used. The MO set for chronic lowering of groundwater levels for this well in Table 3.4 of the GSP is correct at 24 ft-bgs. Based on the definition and applicability of the Mos, no immediate adjustments are needed until the 5-year GSP update. The GSA will proceed to use the corrected MO for both networks.

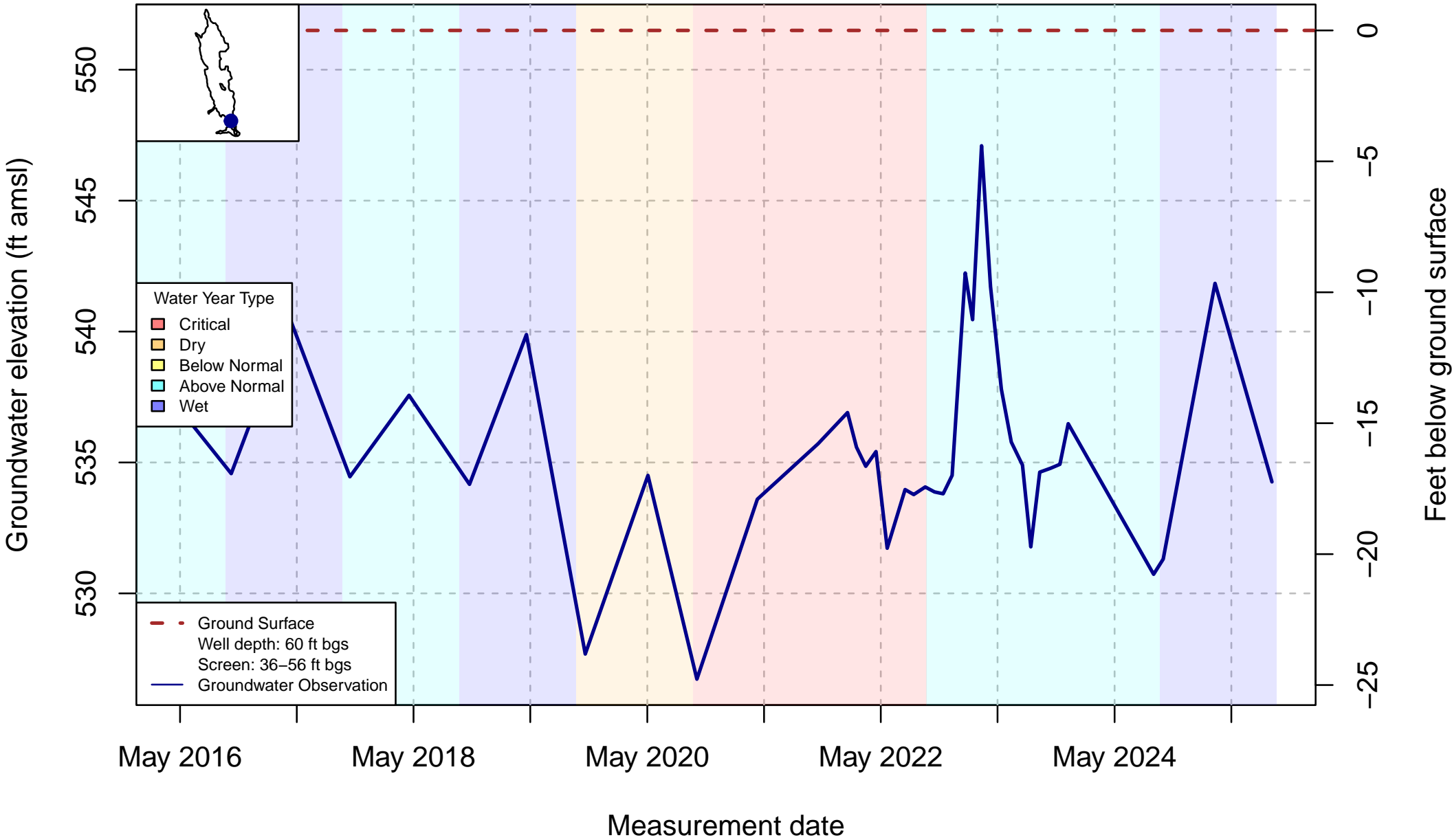
The GSA has learned that RMP well **391730N1232108W001** was destroyed in 2018 as part of a construction project. The GSA has identified another well in its monitoring network, **Ukiah Valley-36 (391586N1232003W002)**, to serve as a replacement. Like the destroyed well, **Ukiah Valley-36 (391586N1232003W002)** is screened to Aquifer II and occupies a mid-Basin location not too close to the other existing RMP wells. **Ukiah Valley-36 (391586N1232003W002)** is a municipal well operated by the City of Ukiah, and the well is outfitted with a sensor to monitor groundwater elevation to ensure effective characterization of its static water level. Additionally, DWR lost access to RMP well **391096N1231677W001** in summer 2024. The GSA has selected **Ukiah Valley- 27b (391027N1231693W001)** as a replacement well. It is a non-pumping well located approximately 75 feet away from **Ukiah Valley-27** which was previously monitored by the GSA from 2015 – 2021 and dropped from the active well network during a 2022 effort to streamline monitoring efforts. **Ukiah Valley-27b (391027N1231693W001)** serves as a suitable replacement due to its proximity to the lost DWR well, comparable completion depth, amendable landowner, and existing monitoring record at adjacent well **Ukiah Valley-27**. In November 2025, the landowner allowed for installation of a water level sensor with telemetry to aid collection of high quality, high frequency data ahead of SMC development. Plans are in place to develop SMCs for replacement RMP wells during the 2027 Periodic Evaluation. As described in **Section 3.3** of this report, the GSA will continue to evaluate potential for expansion of the RMP network as the 2027 Periodic Update approaches

The GSA has also been proactive in utilizing DWR's Technical Support Services funding to expand its monitoring network. In 2022, the GSA added continuous sensors to three single completion wells (**UVBGSA-02, UVBGSA-05, UVBGSA-07**) and two multi-completion wells (**UVBGSA-01, UVBGSA-06**). Data from these new wells appear in the Water Year 2024 and Water Year 2025 Annual Reports and help to provide a more complete picture of Basin conditions. SMCs for these

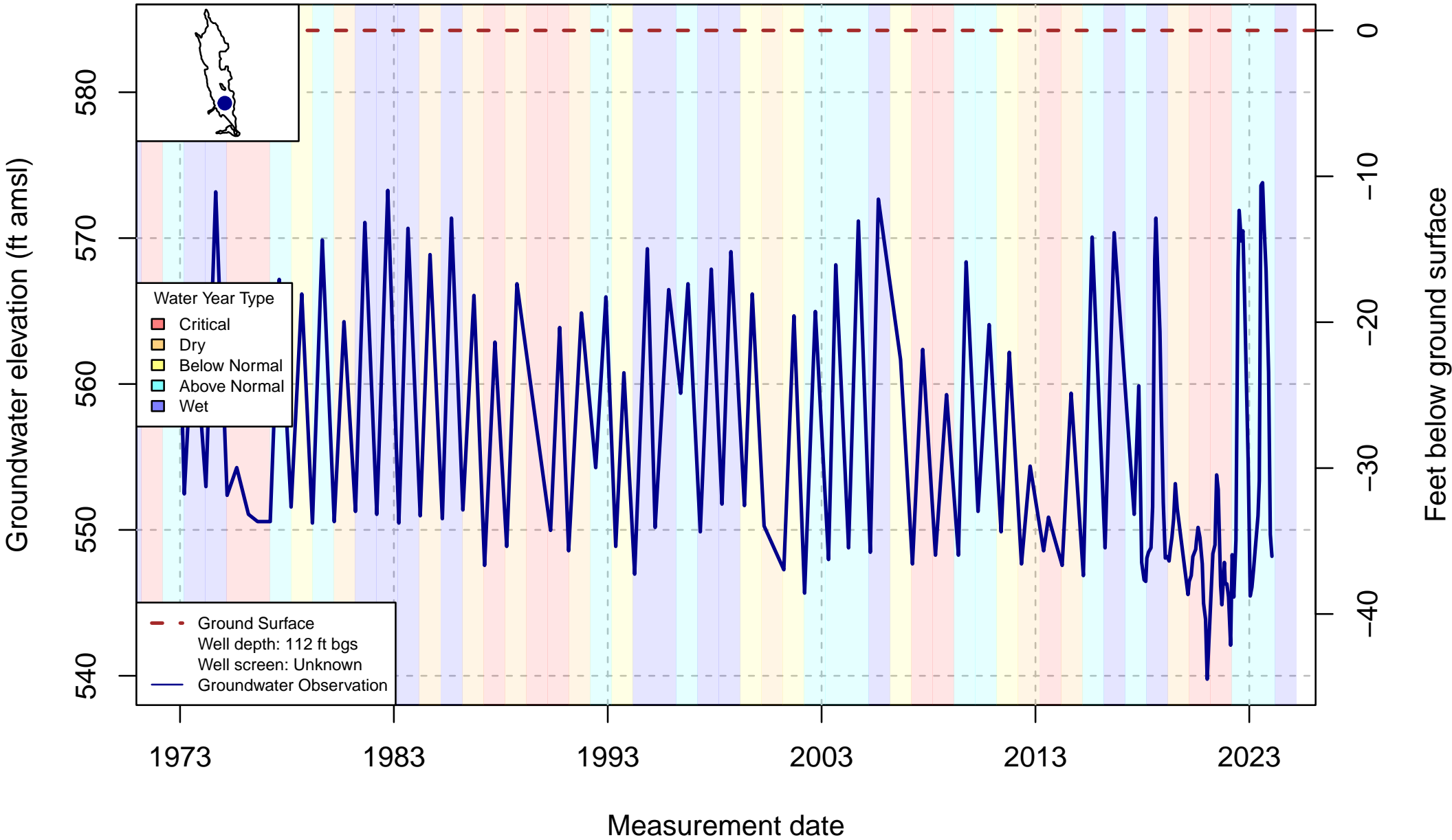
wells will be established during the 2027 Periodic Update. The GSA also intends to consider SMC updates for **Ukiah Valley-1 (391918N1232003W001)**, due to the influence of an immediately adjacent public water supply well that came online during summer 2022 (**Section 3.1.5**).

Appendix A: Chronic Lowering of Groundwater Levels - Monitoring Network Hydrographs

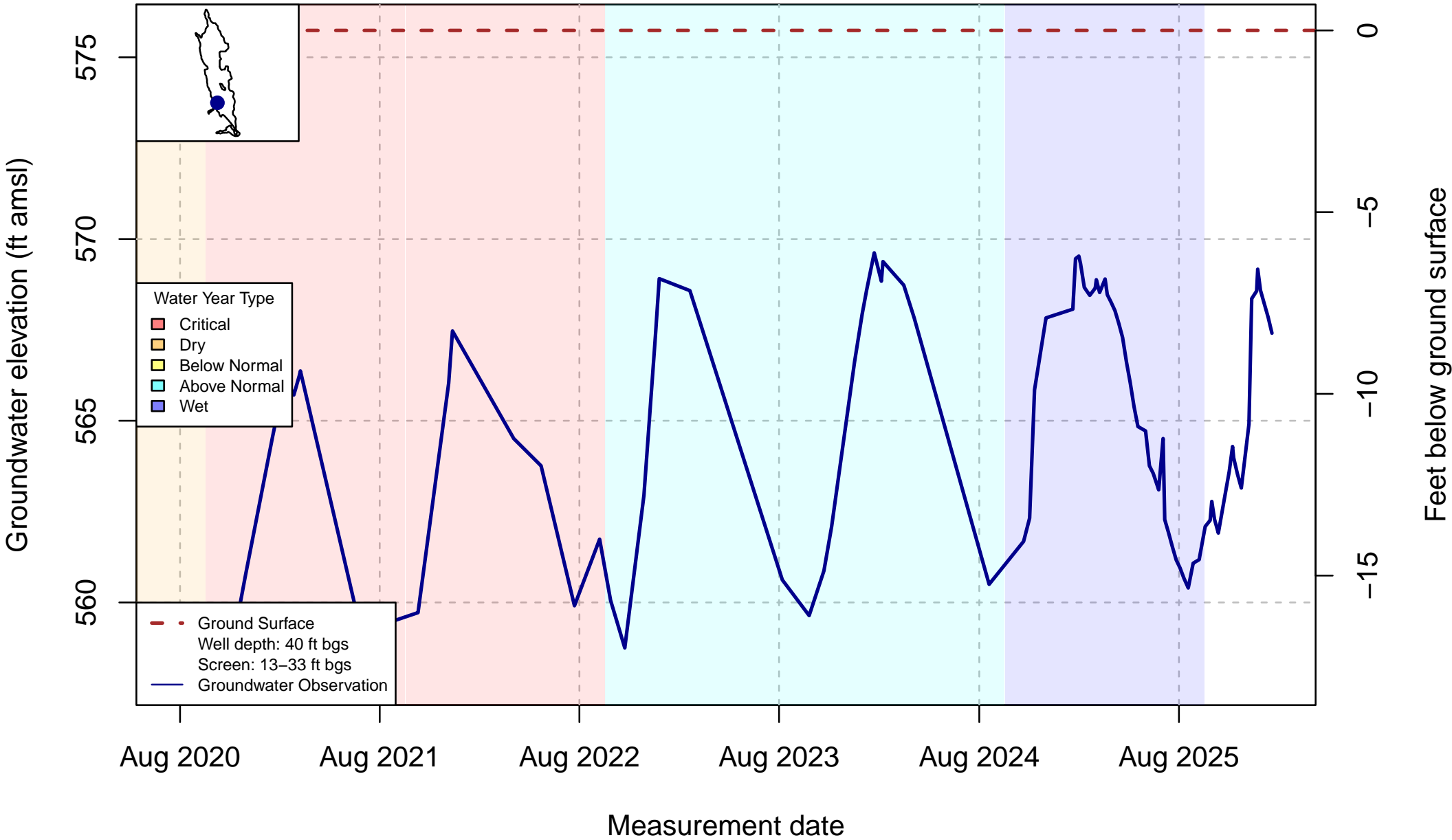
Well Code: 390664N1231491W001; SWN:



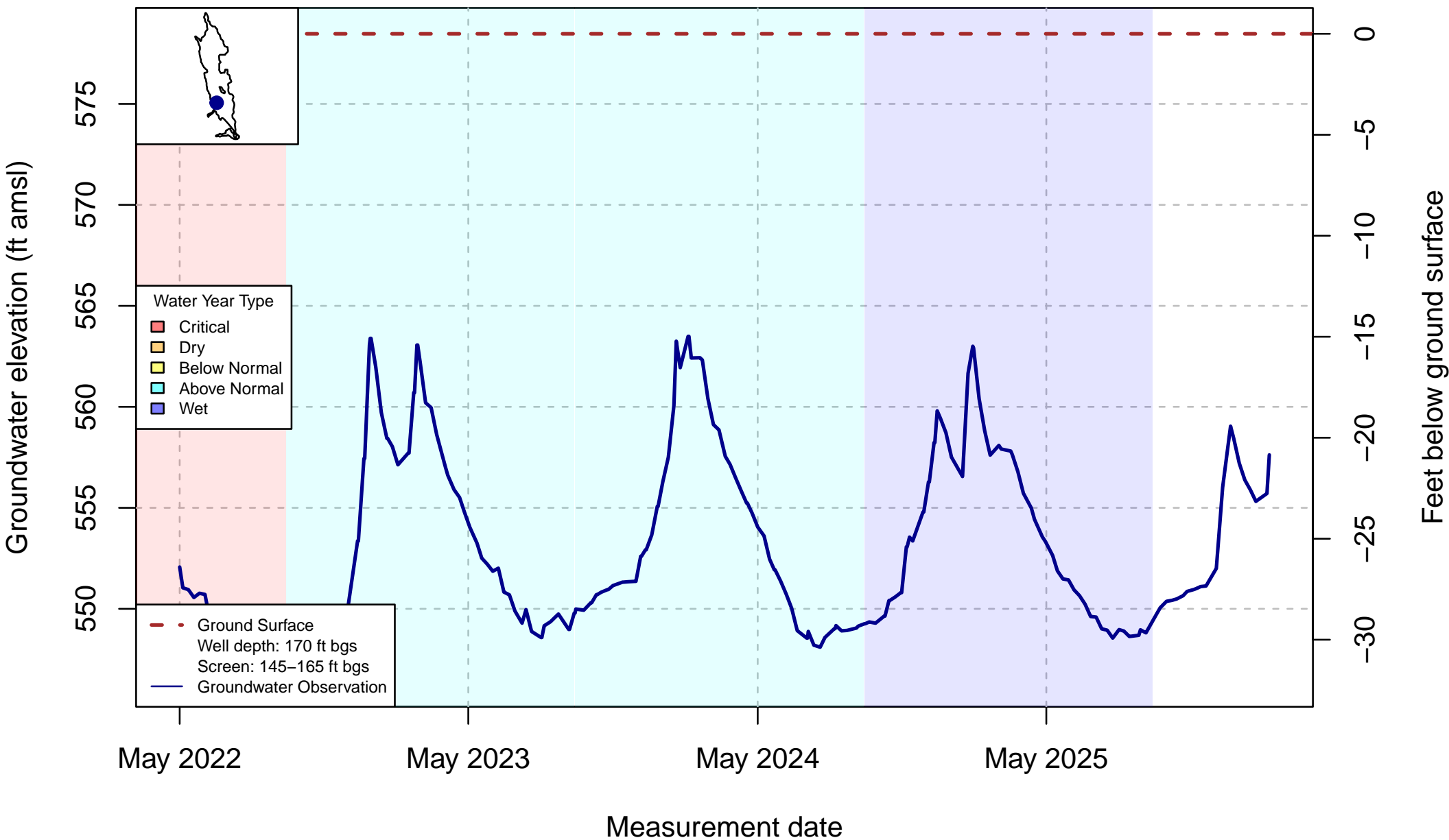
Well Code: 391096N1231677W001; SWN: 15N12W34Q001M



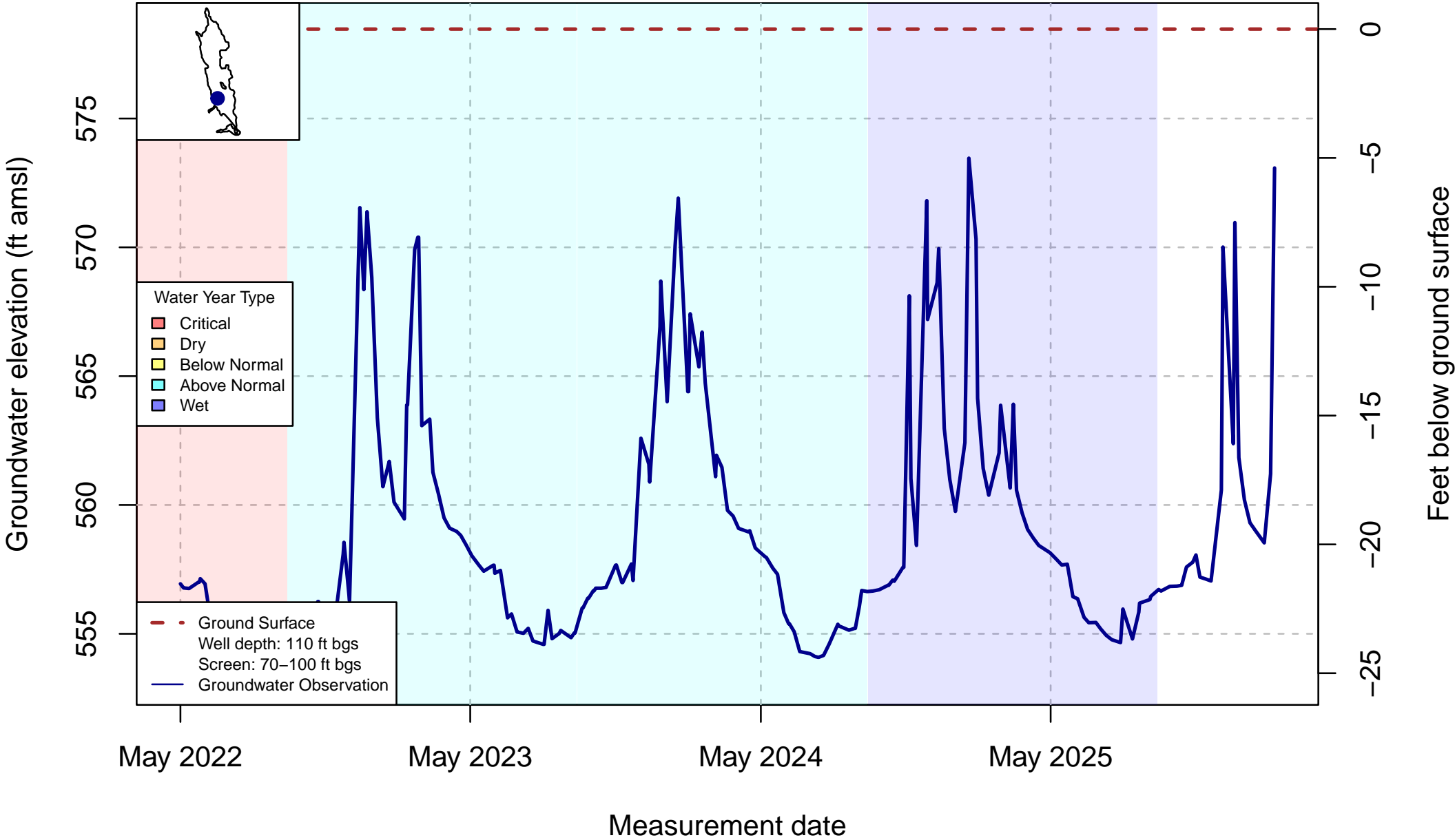
Well Code: Ukiah WWTP-MW1 (391104N1231902W001) SWN:



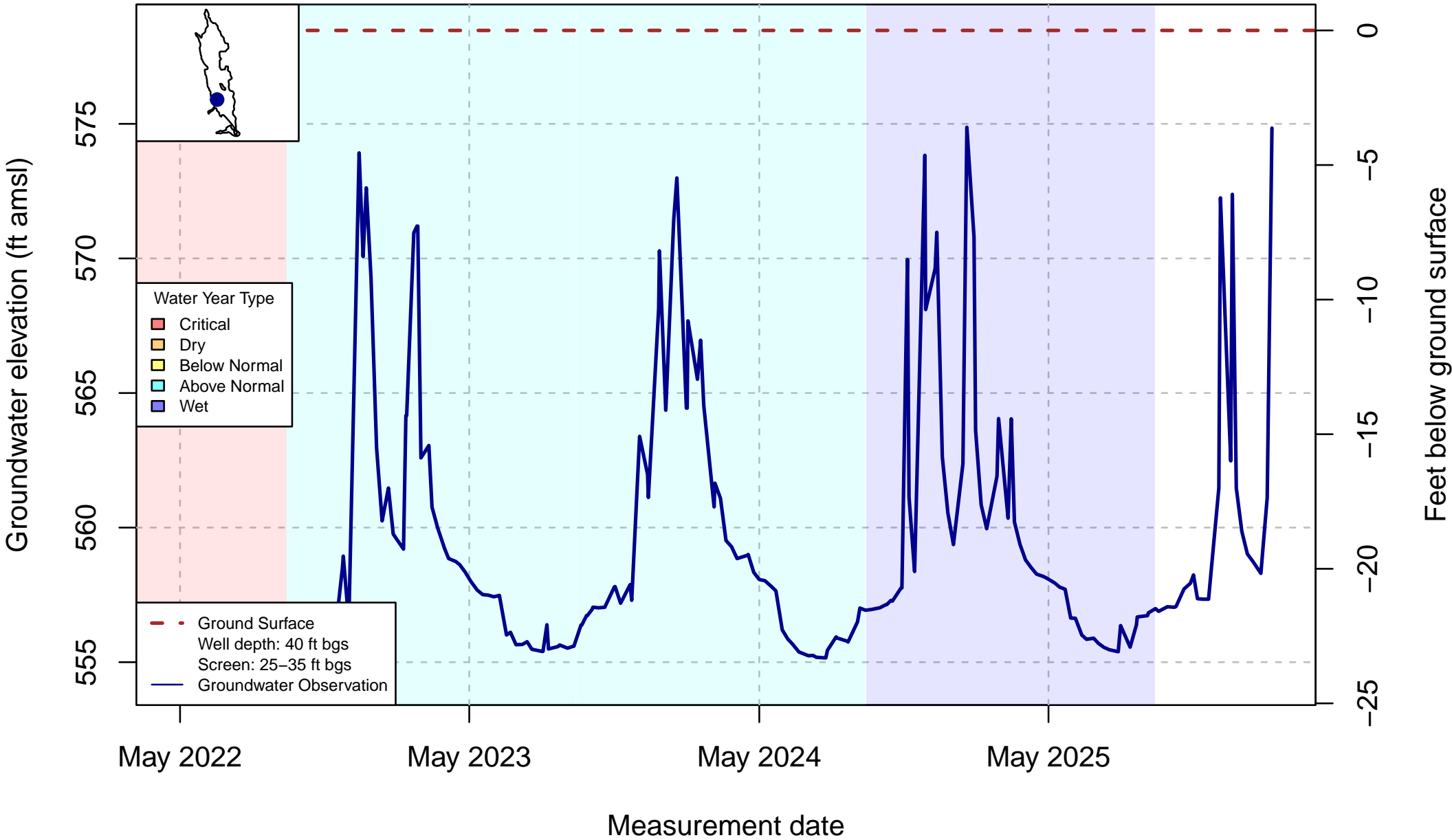
Well Code: UVBGS-01c (391188N1231926W003); SWN:



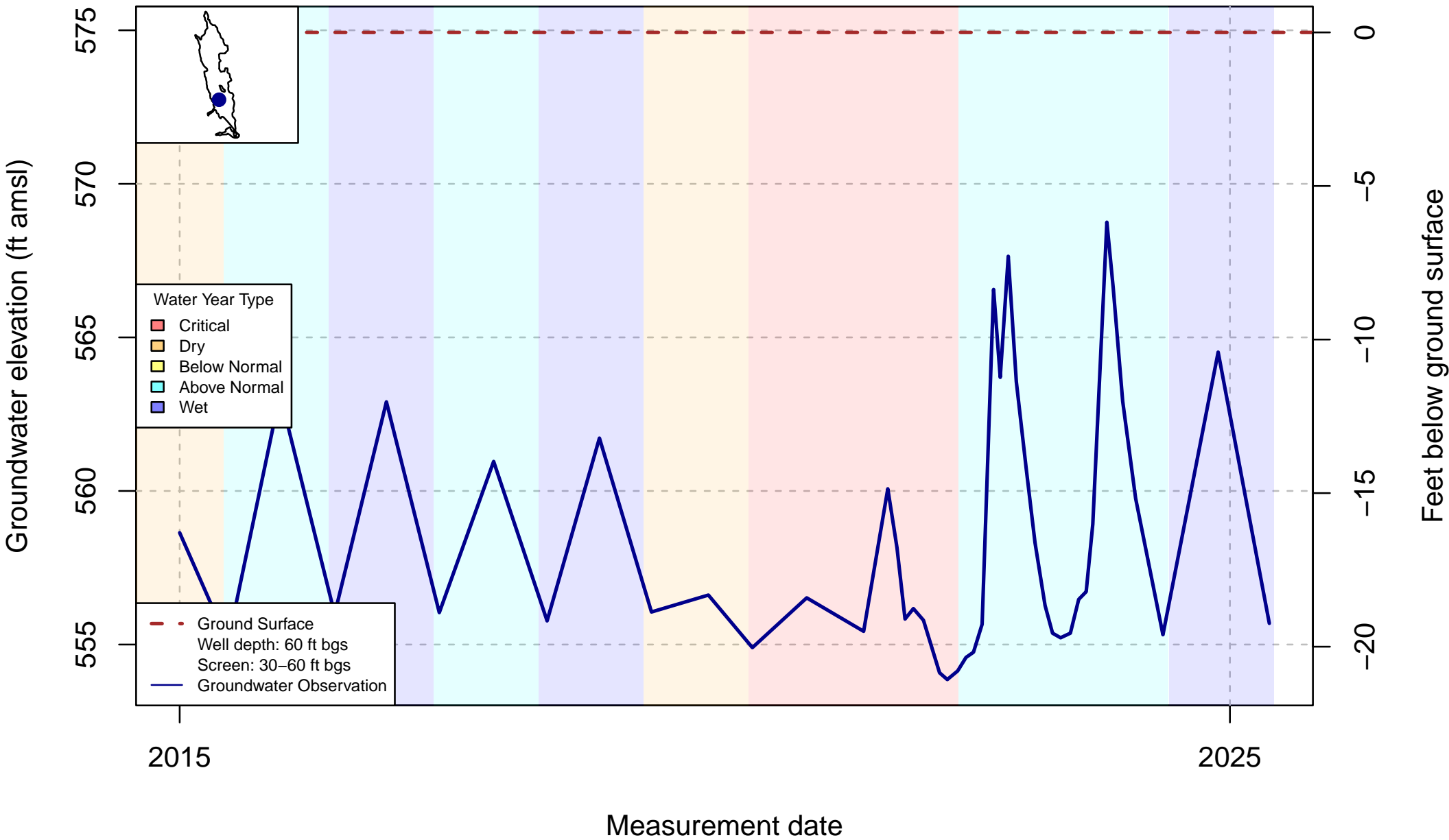
Well Code: UVBGS-01b (391188N1231926W002); SWN:



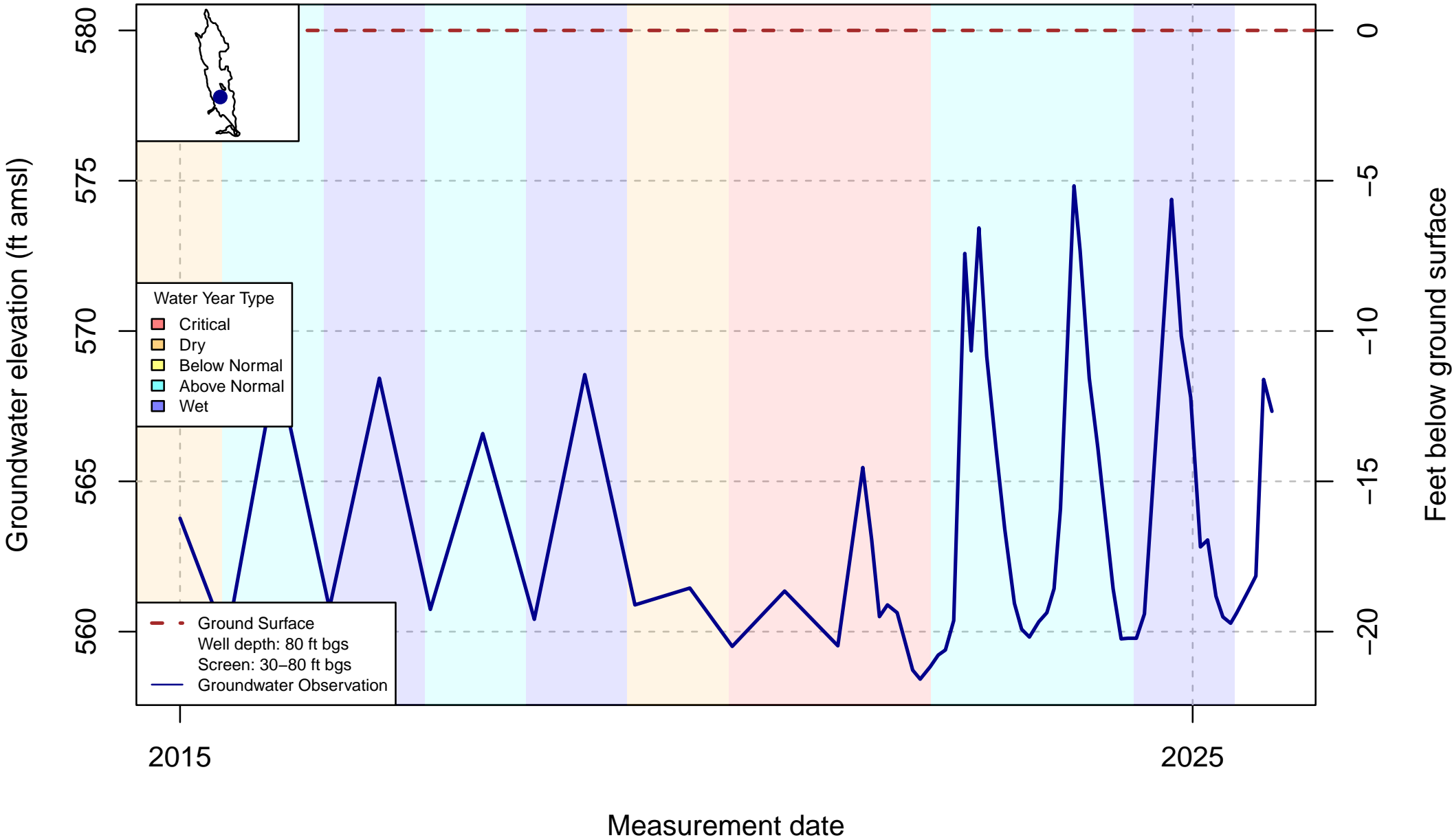
Well Code: UVBGS-01a (391188N1231926W001); SWN:



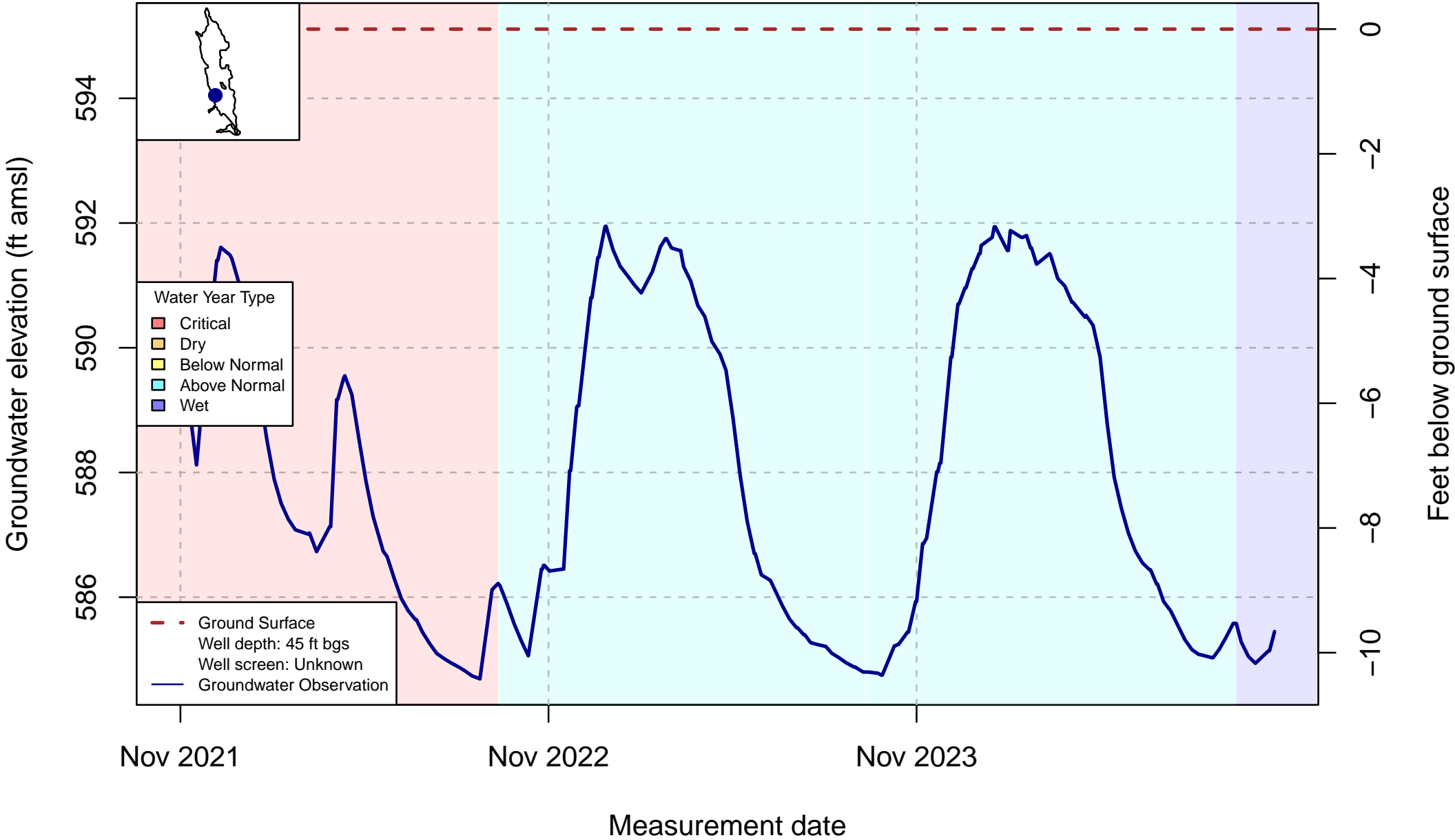
Well Code: 391225N1231852W001; SWN:



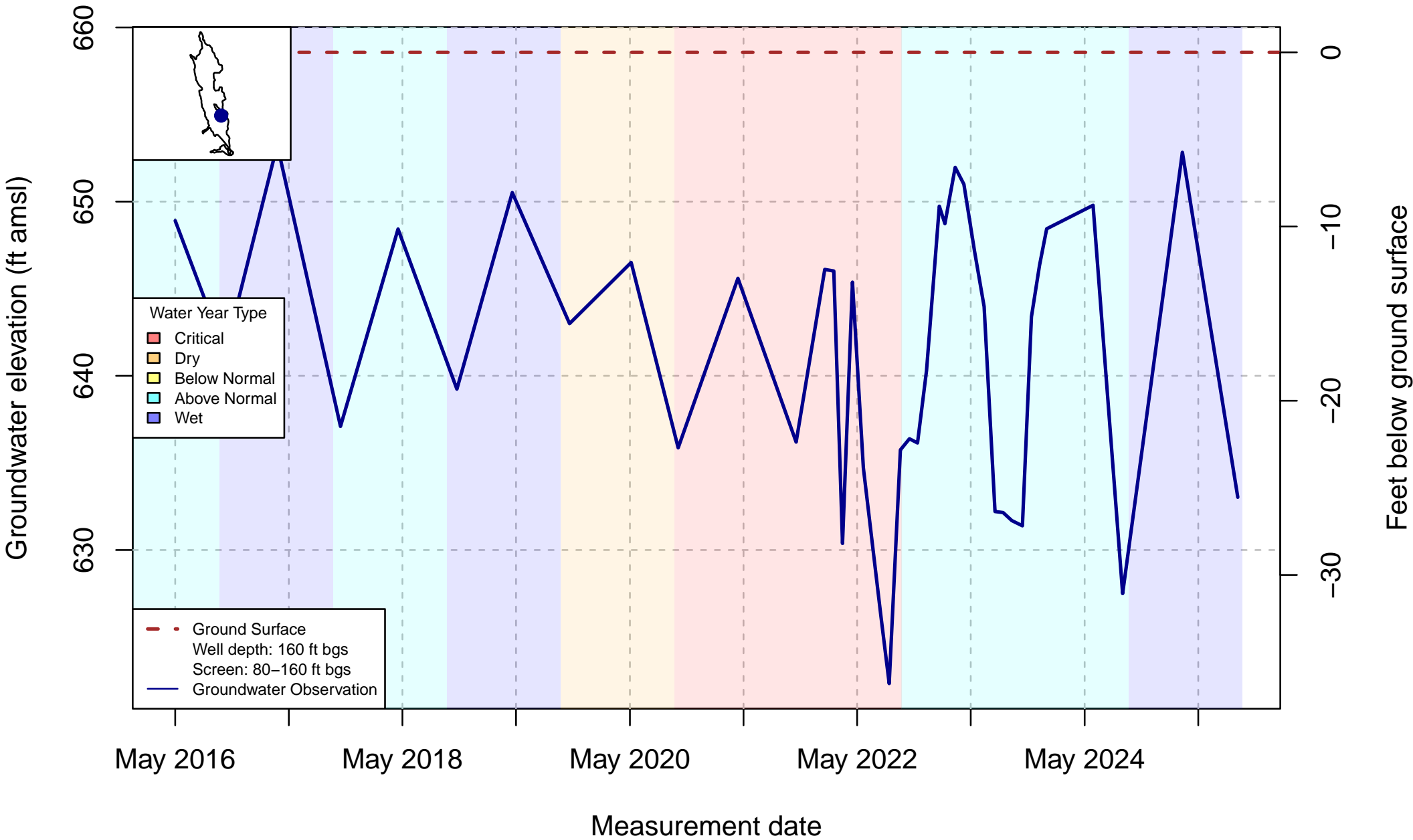
Well Code: 391246N1231827W001; SWN:



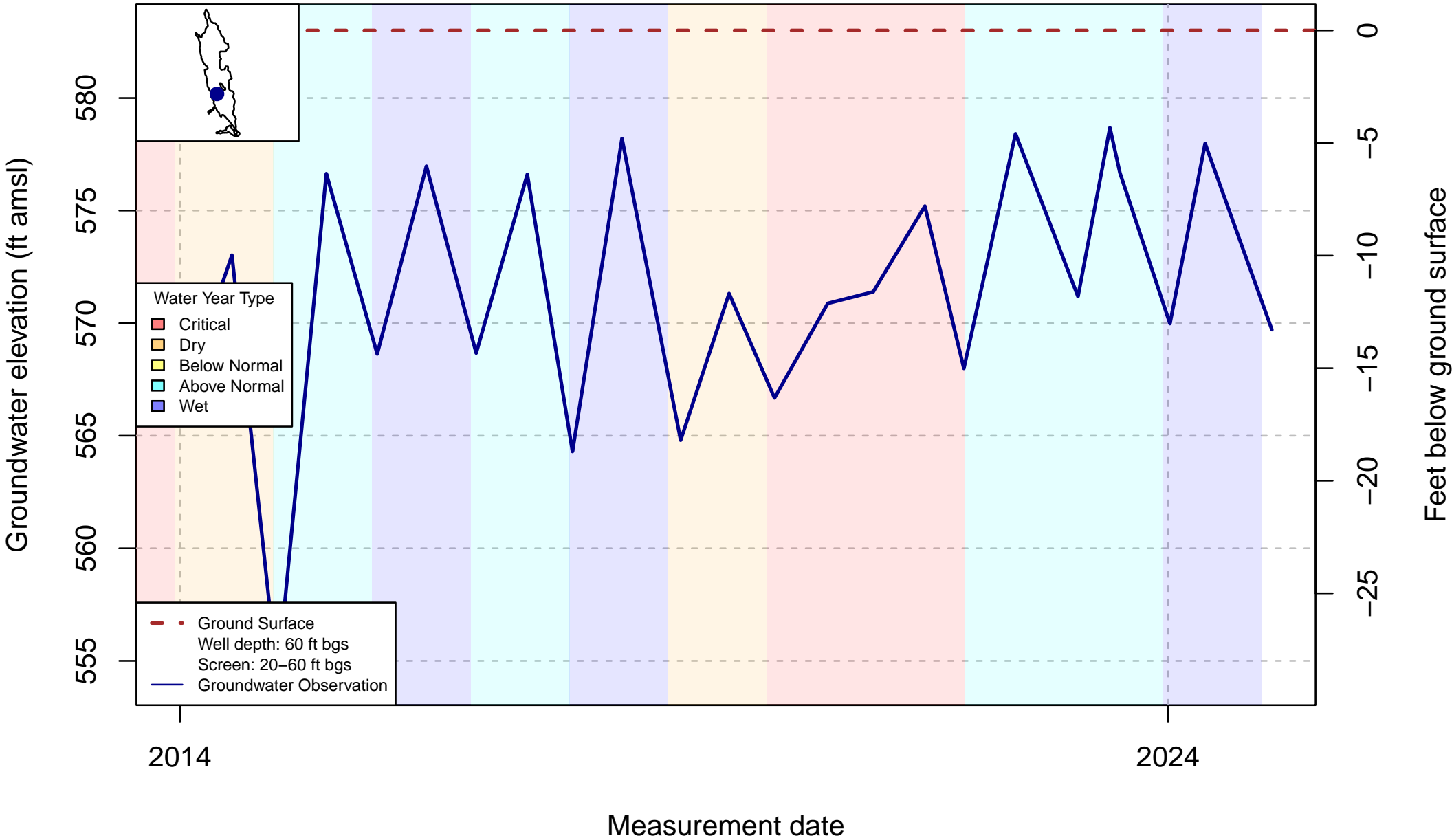
Well Code: UVBGS-02 (391256N1231995W001); SWN:



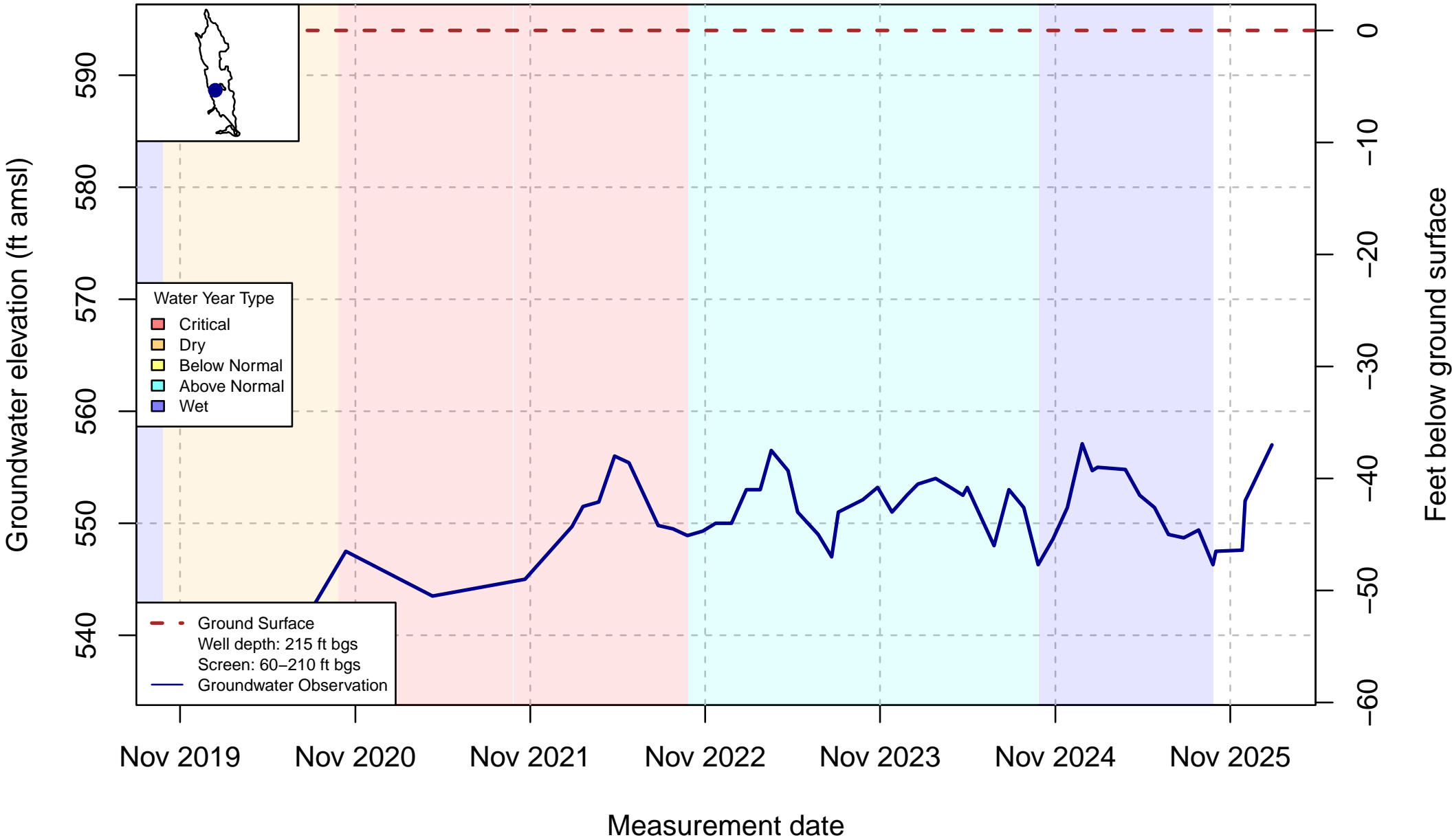
Well Code: 391285N1231607W001; SWN:



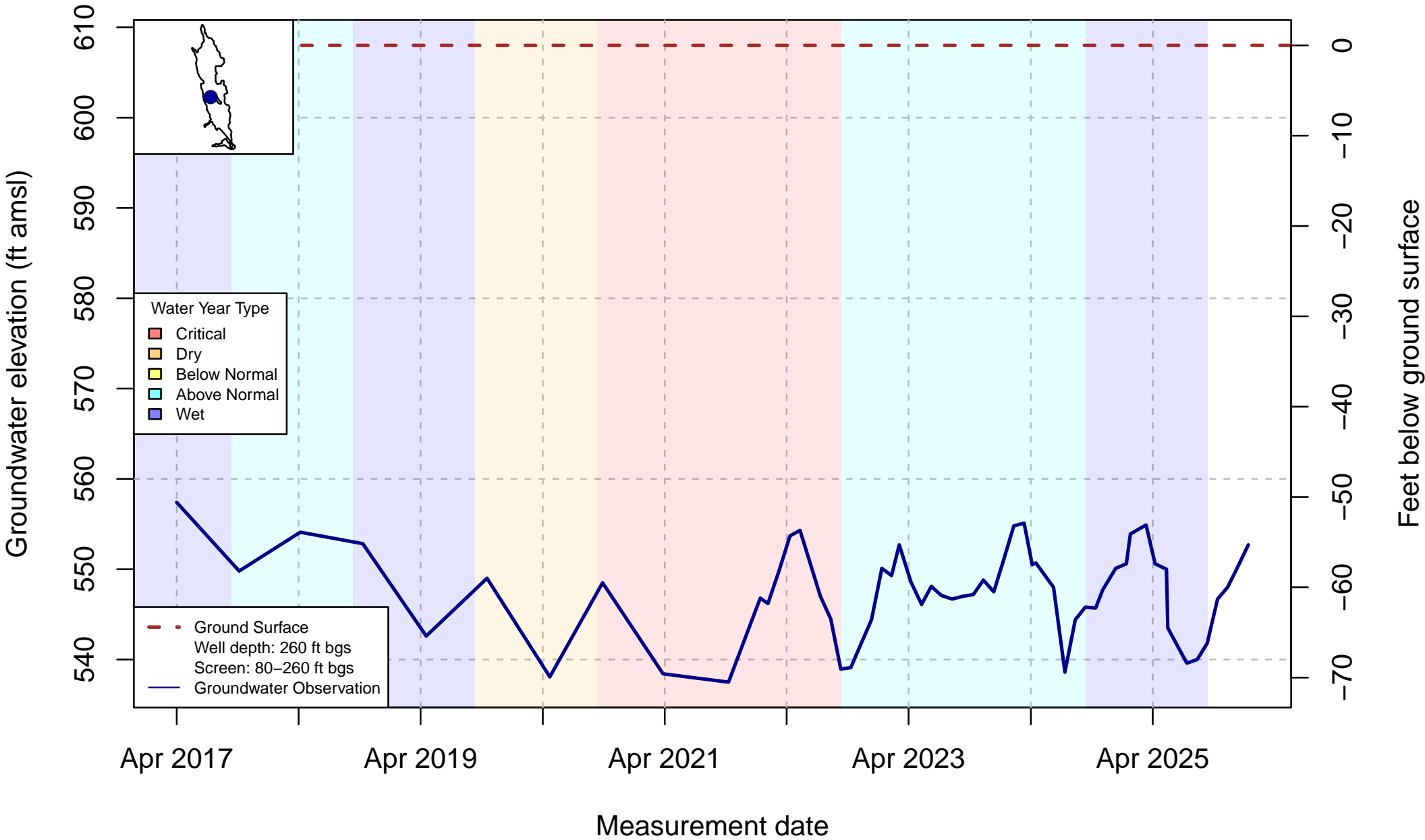
Well Code: 391322N1231929W001; SWN:



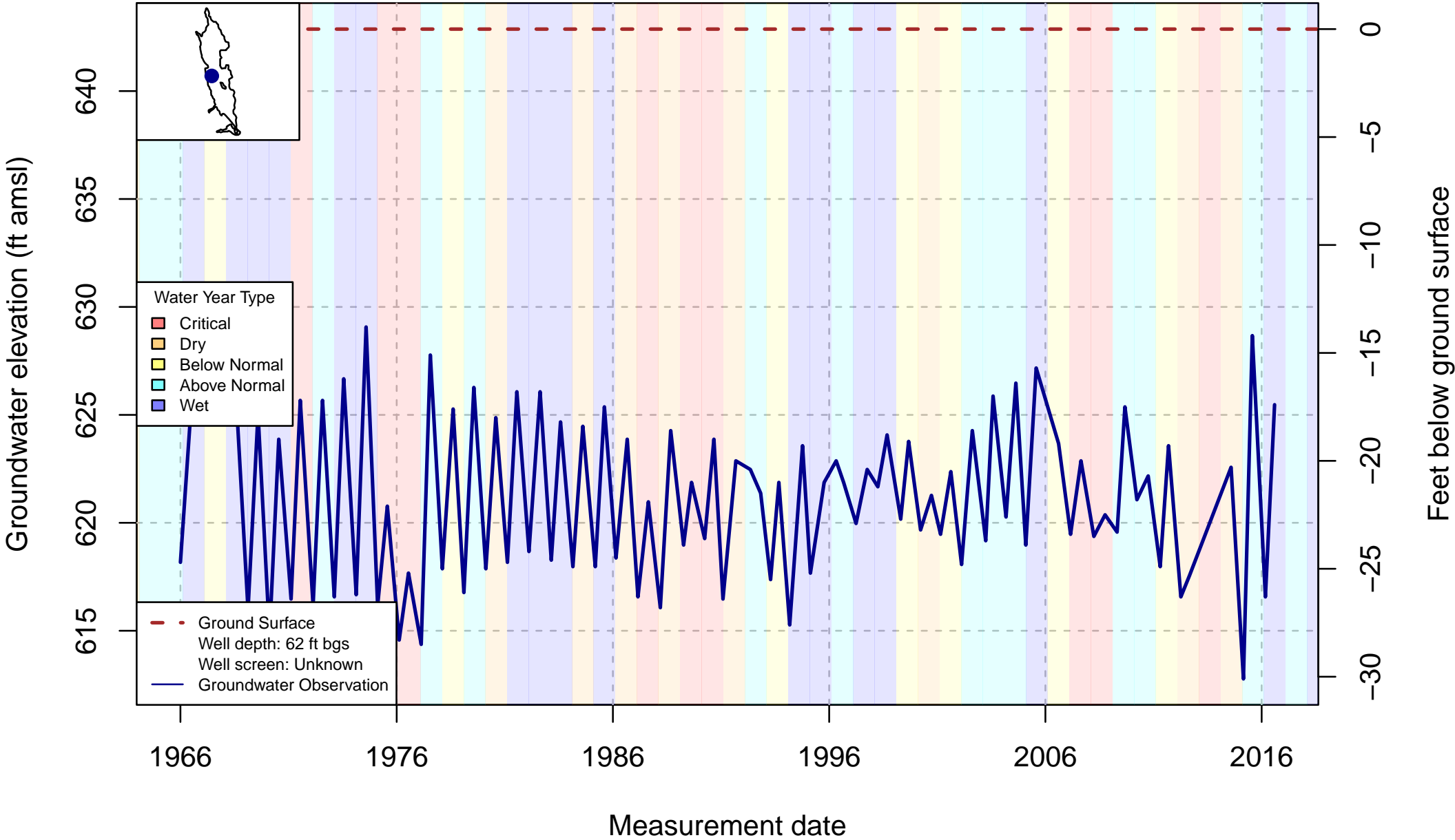
Well Code: 391411N1231983W002; SWN:



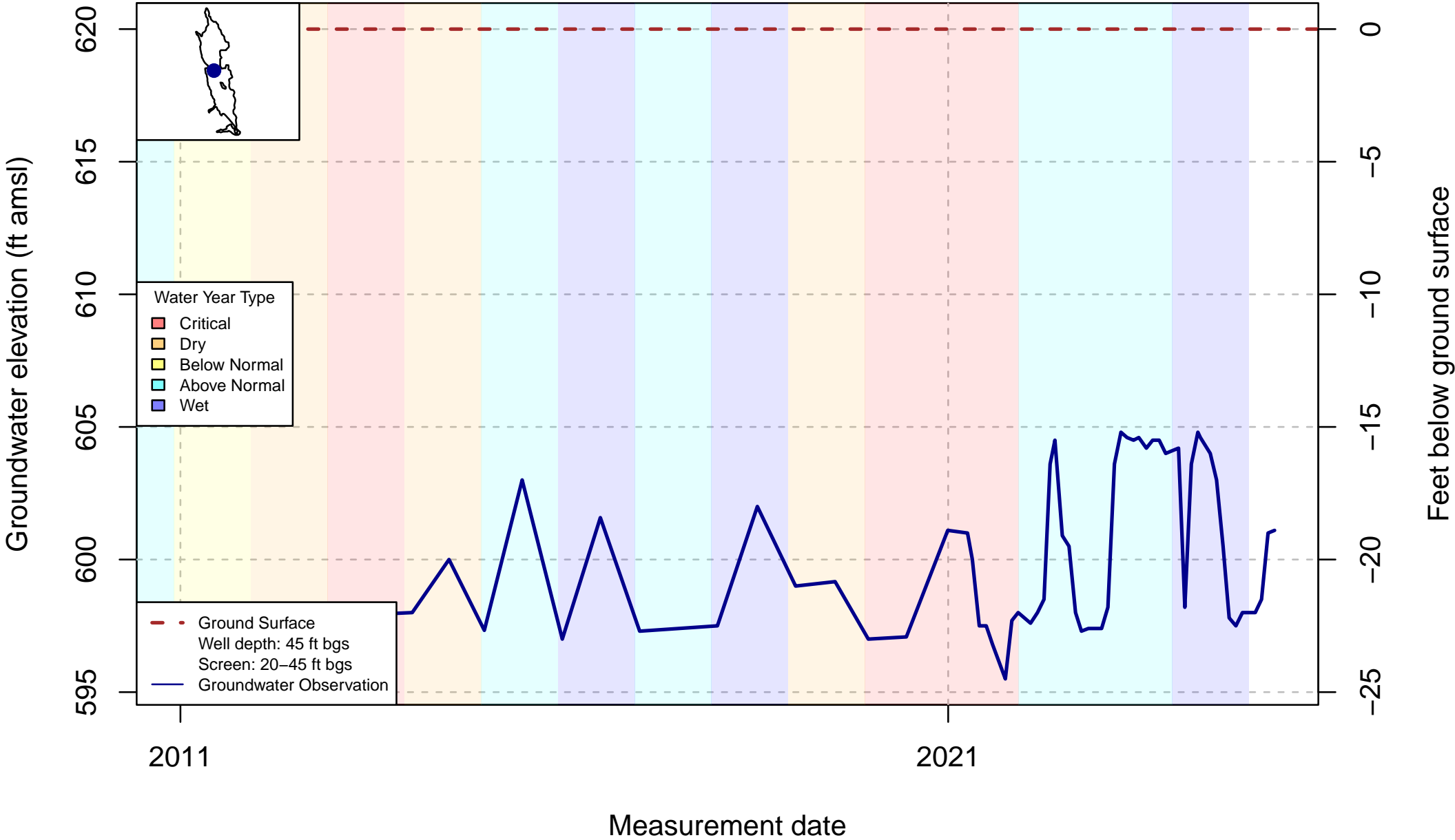
Well Code: 391586N1232003W002; SWN:



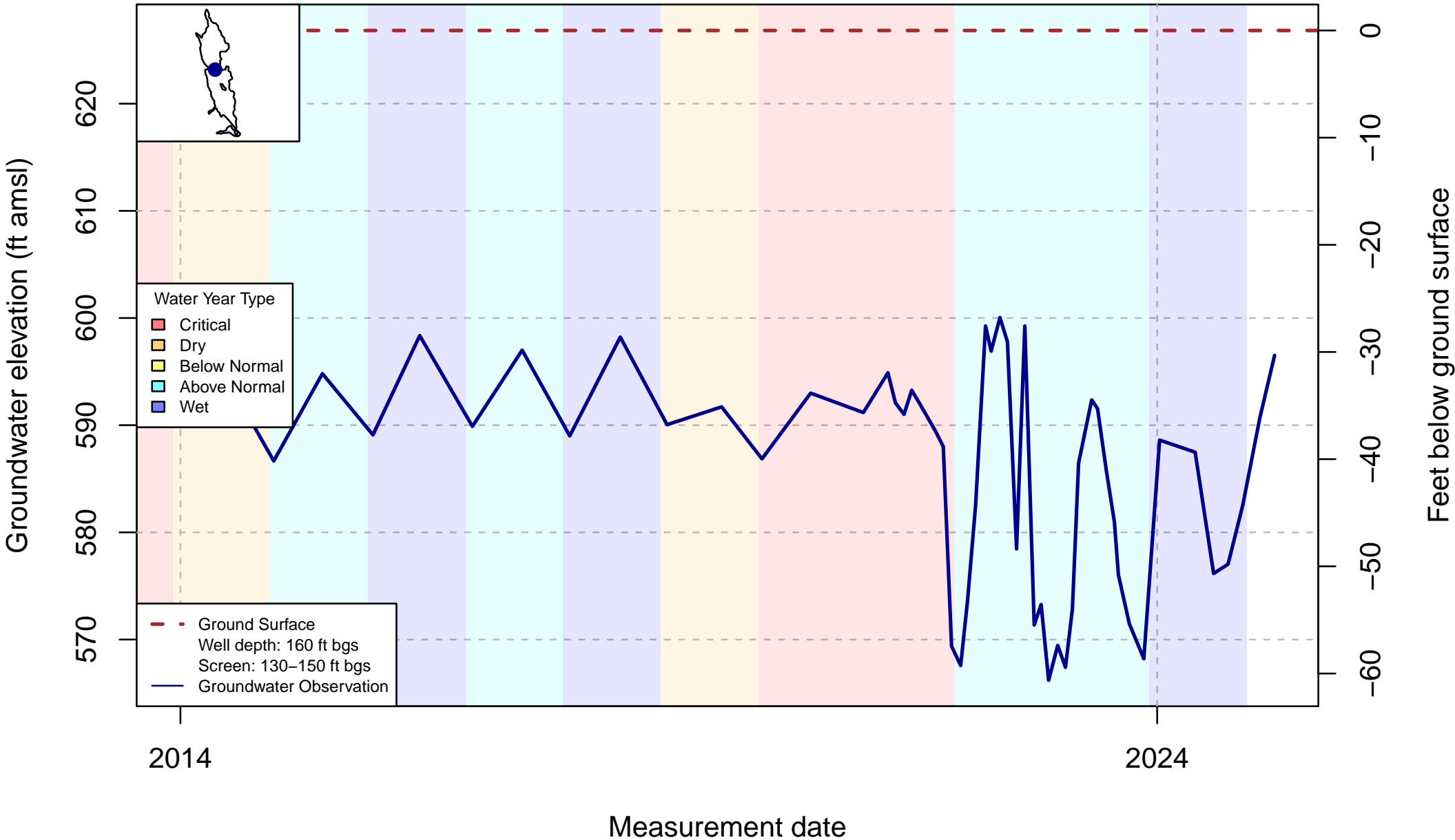
Well Code: 391730N1232108W001; SWN: 15N12W08L001M



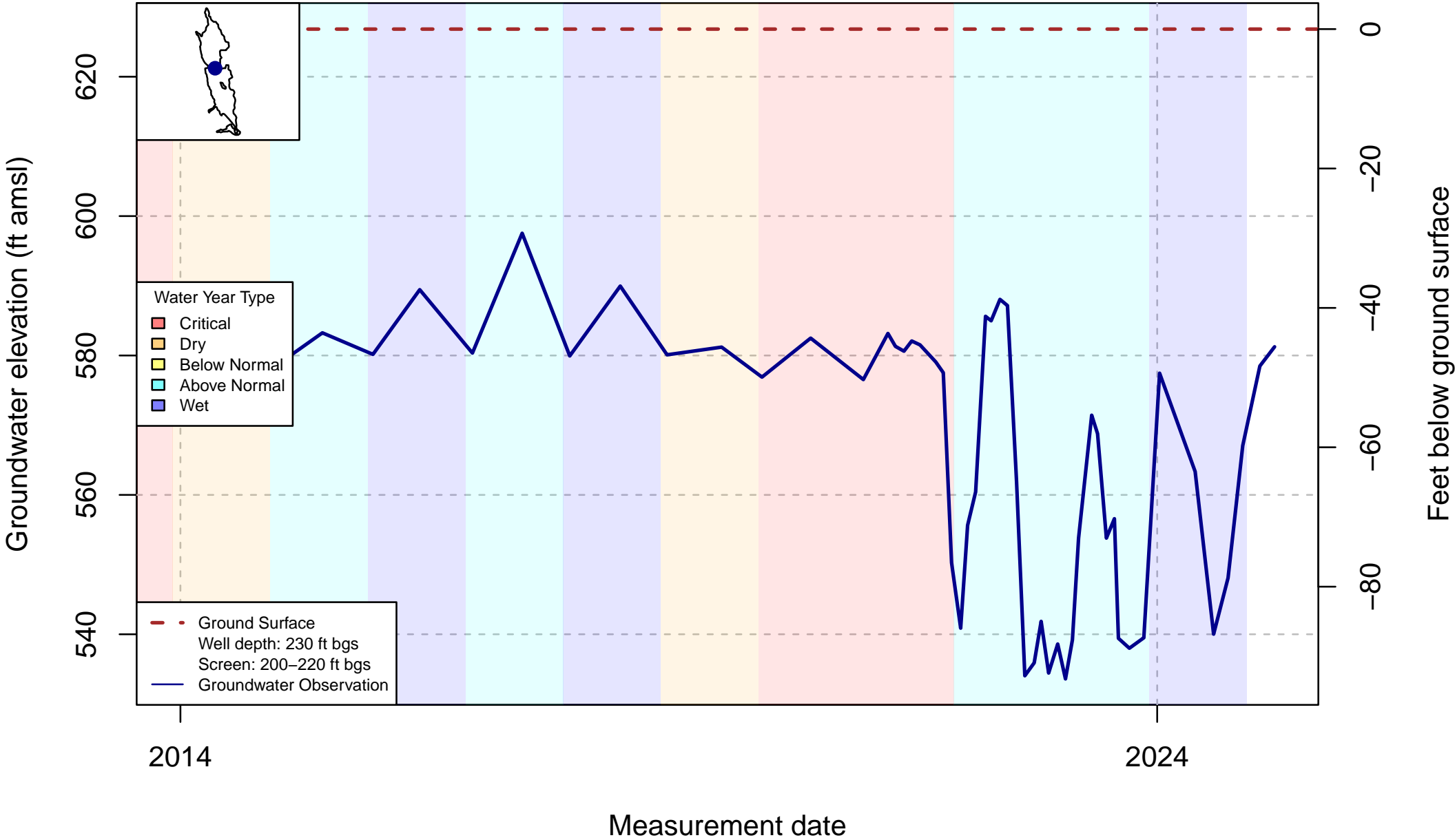
Well Code: 391860N1232039W001; SWN: 15N12W05J004M



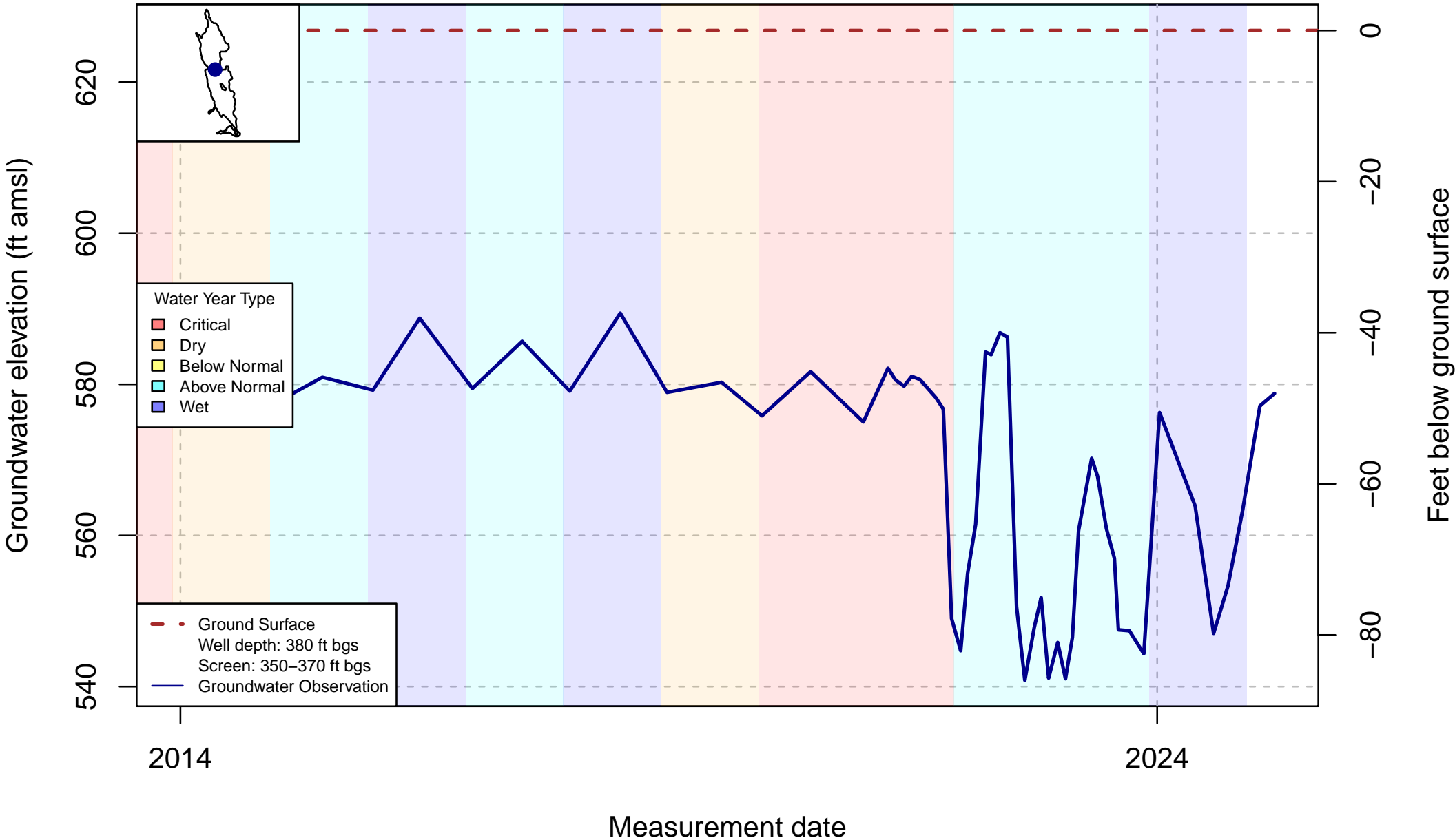
Well Code: 391918N1232003W001; SWN:



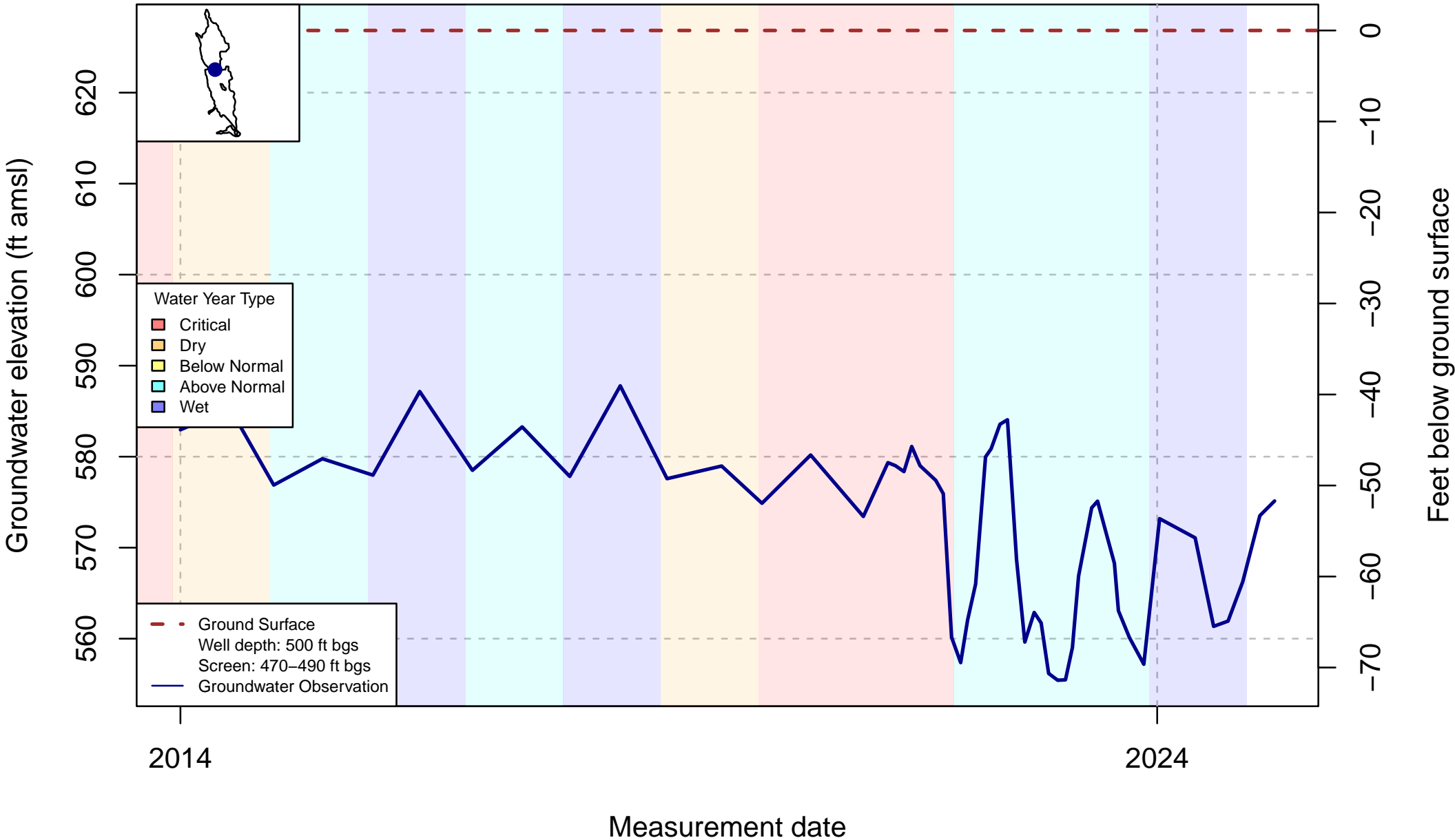
Well Code: 391918N1232003W002; SWN:



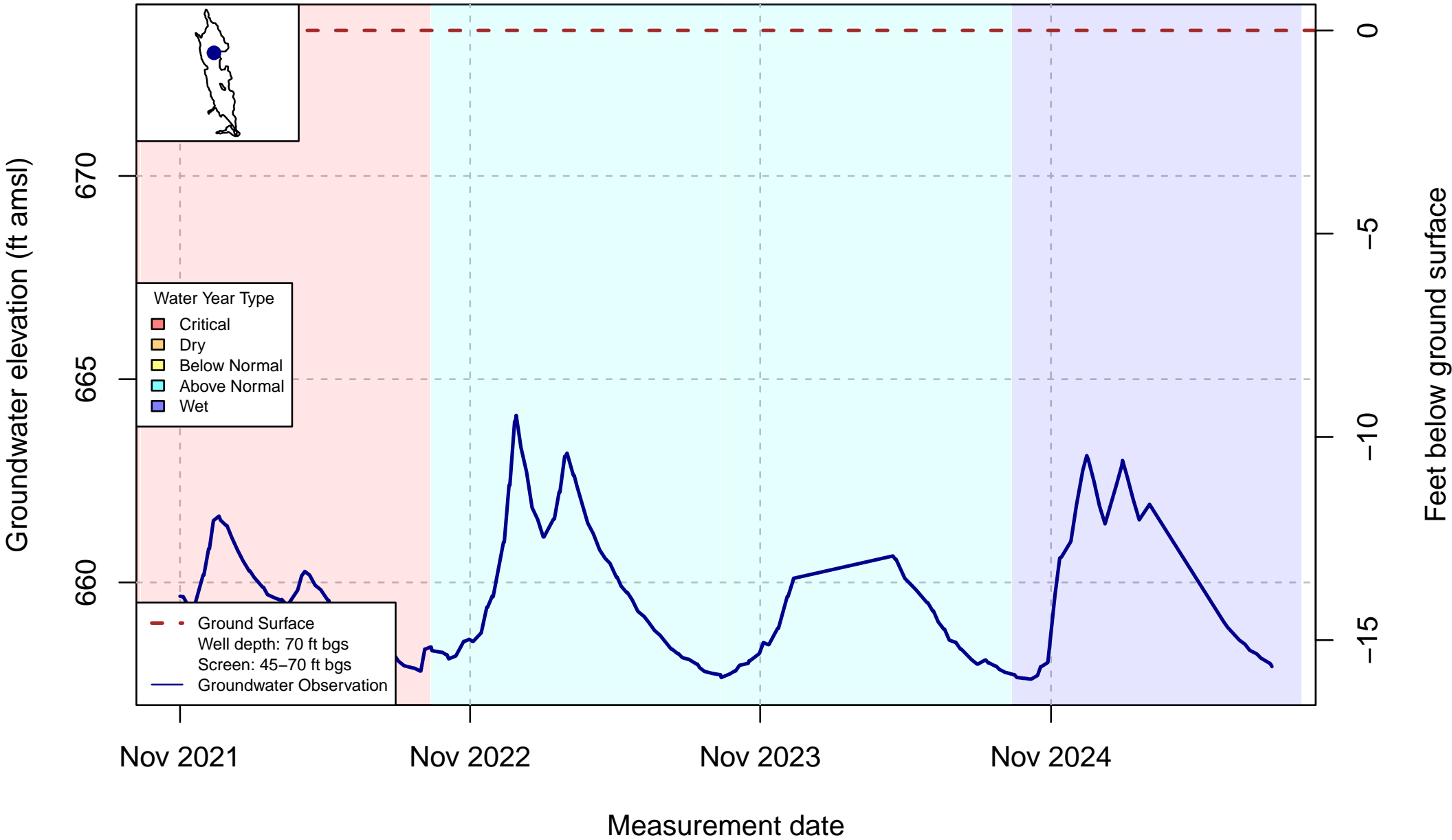
Well Code: 391918N1232003W003; SWN:



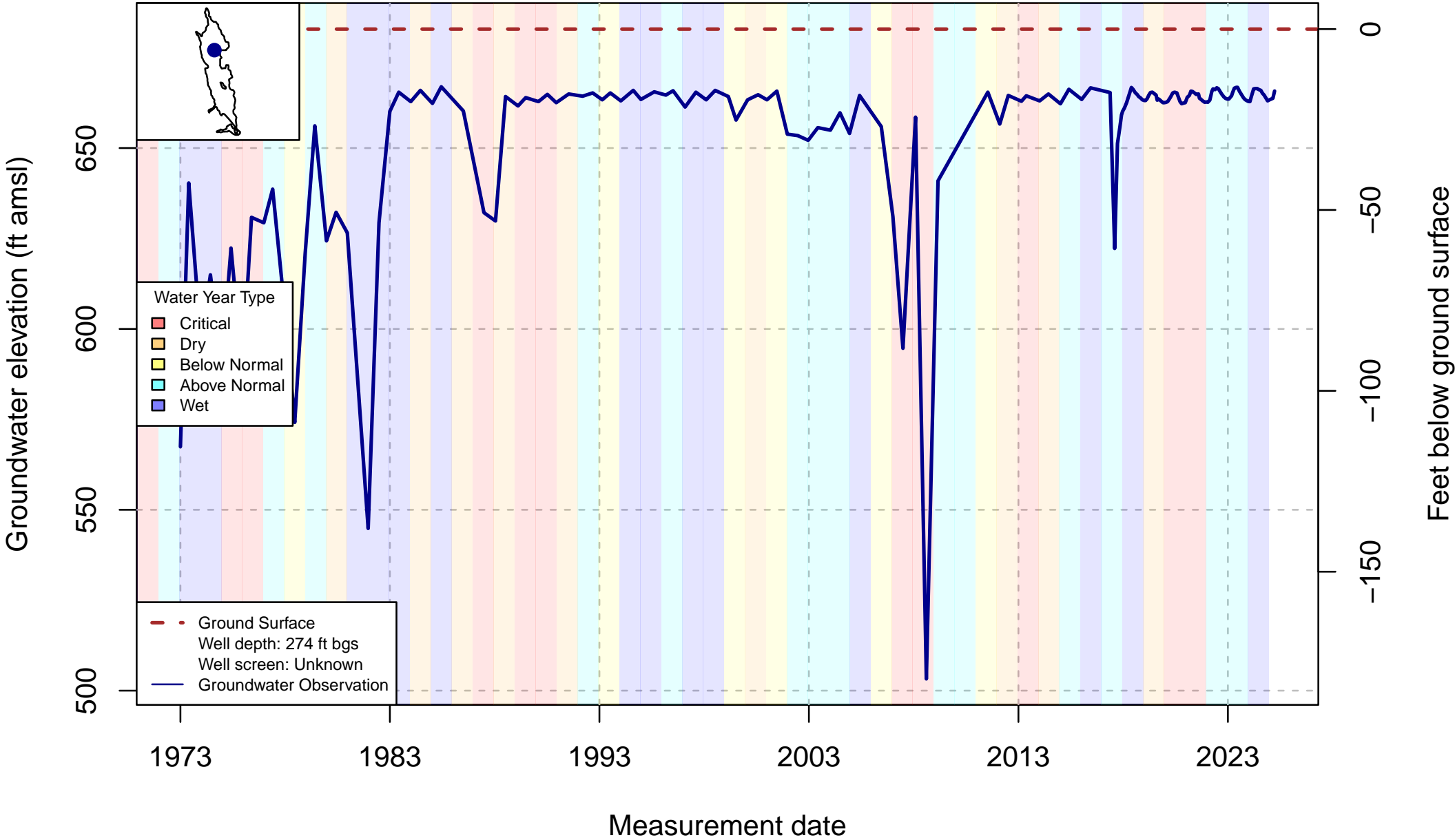
Well Code: 391918N1232003W004; SWN:



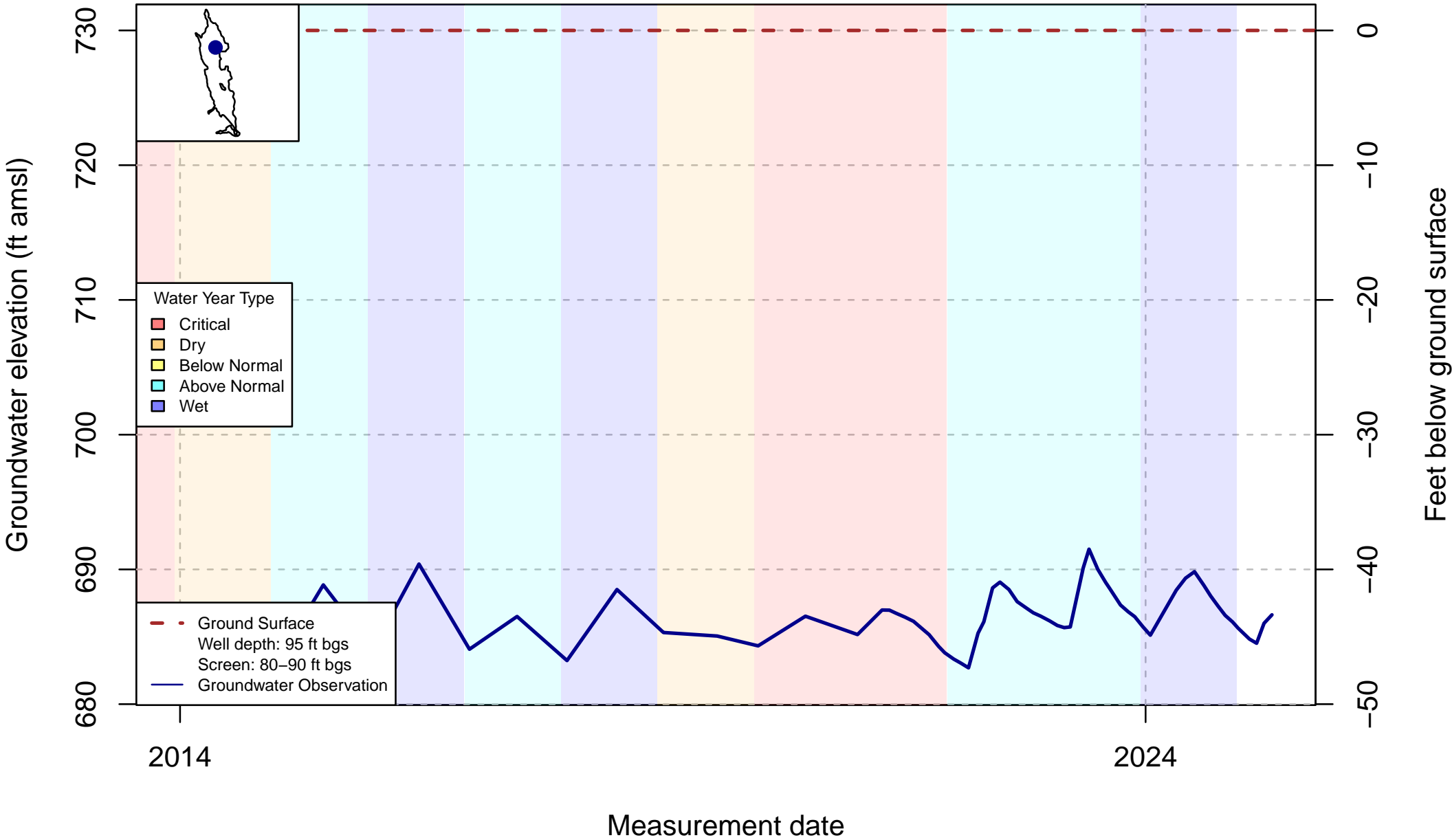
Well Code: UVBGS-05 (392324N1232025W001) SWN:



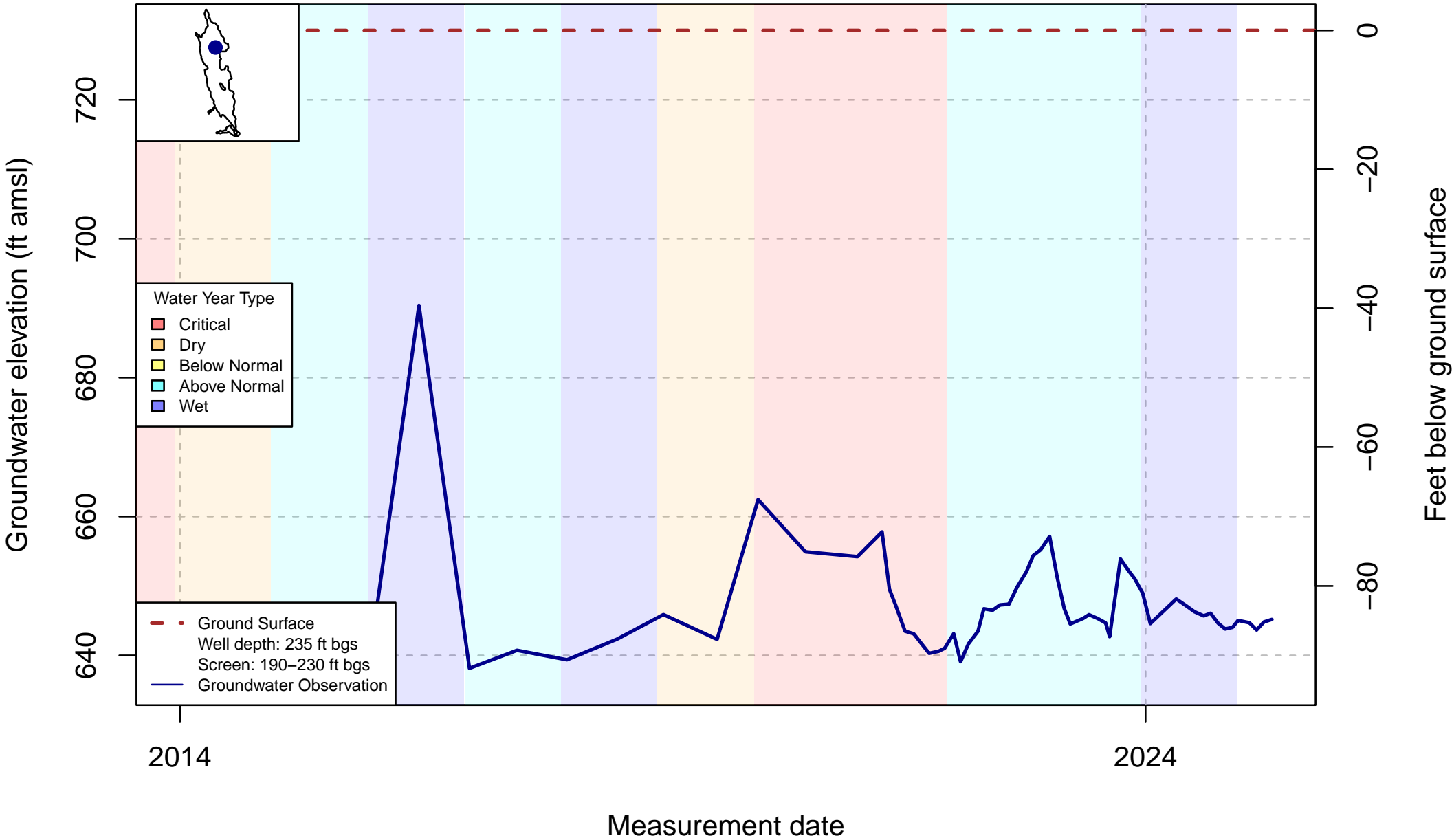
Well Code: 392358N1232020W001; SWN: 16N12W16N002M



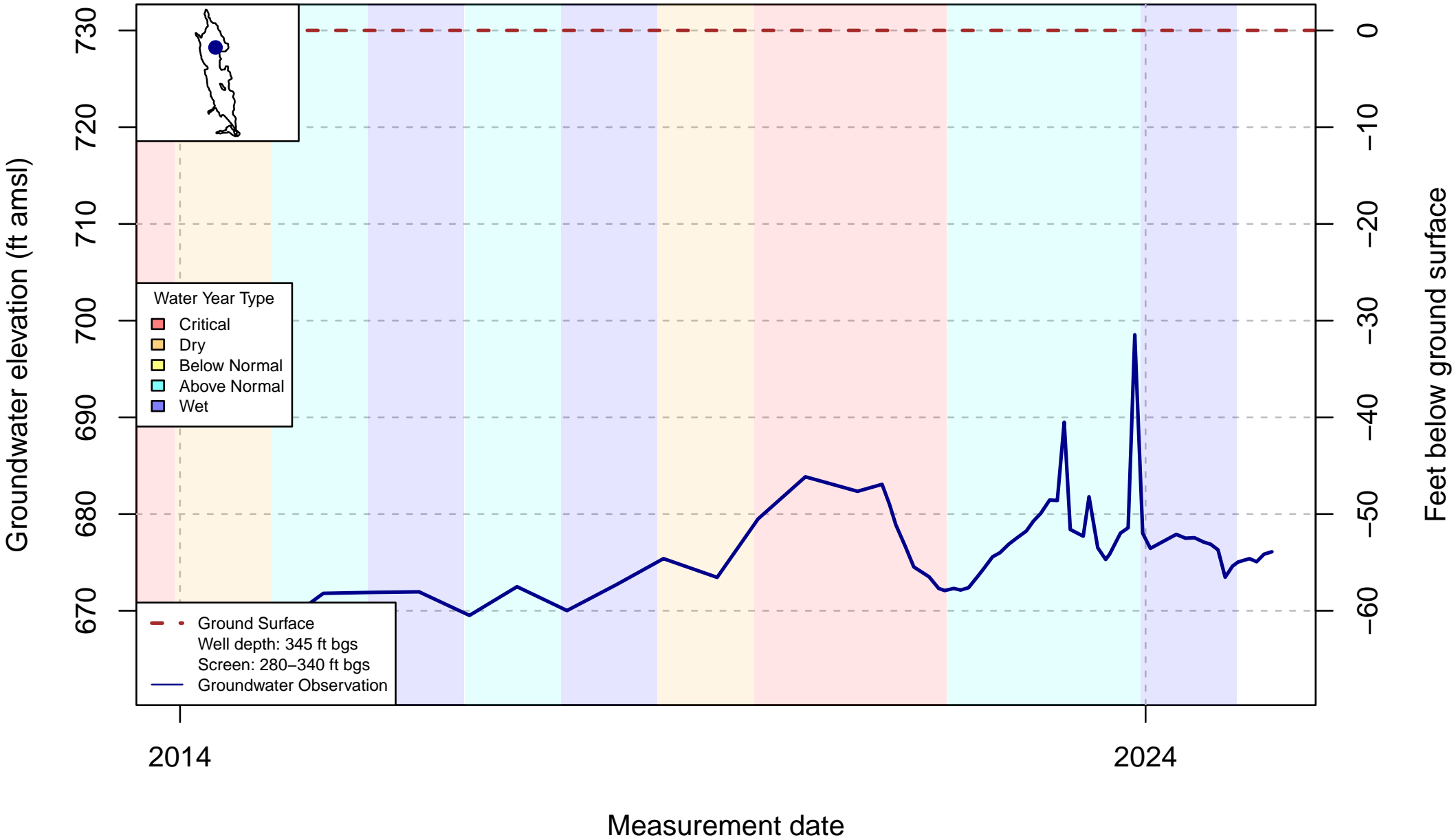
Well Code: 392455N1231977W001; SWN:



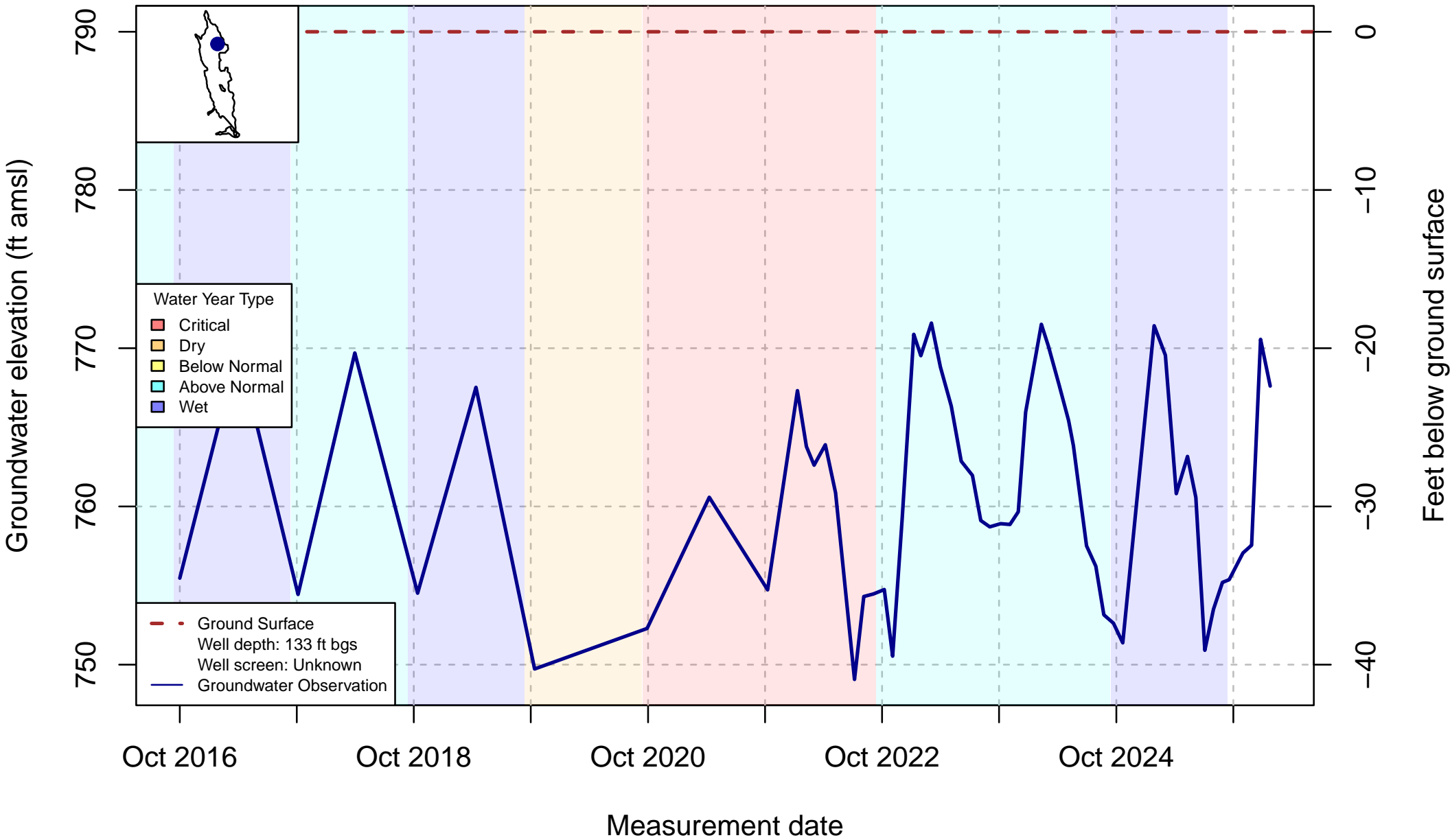
Well Code: 392455N1231977W002; SWN:



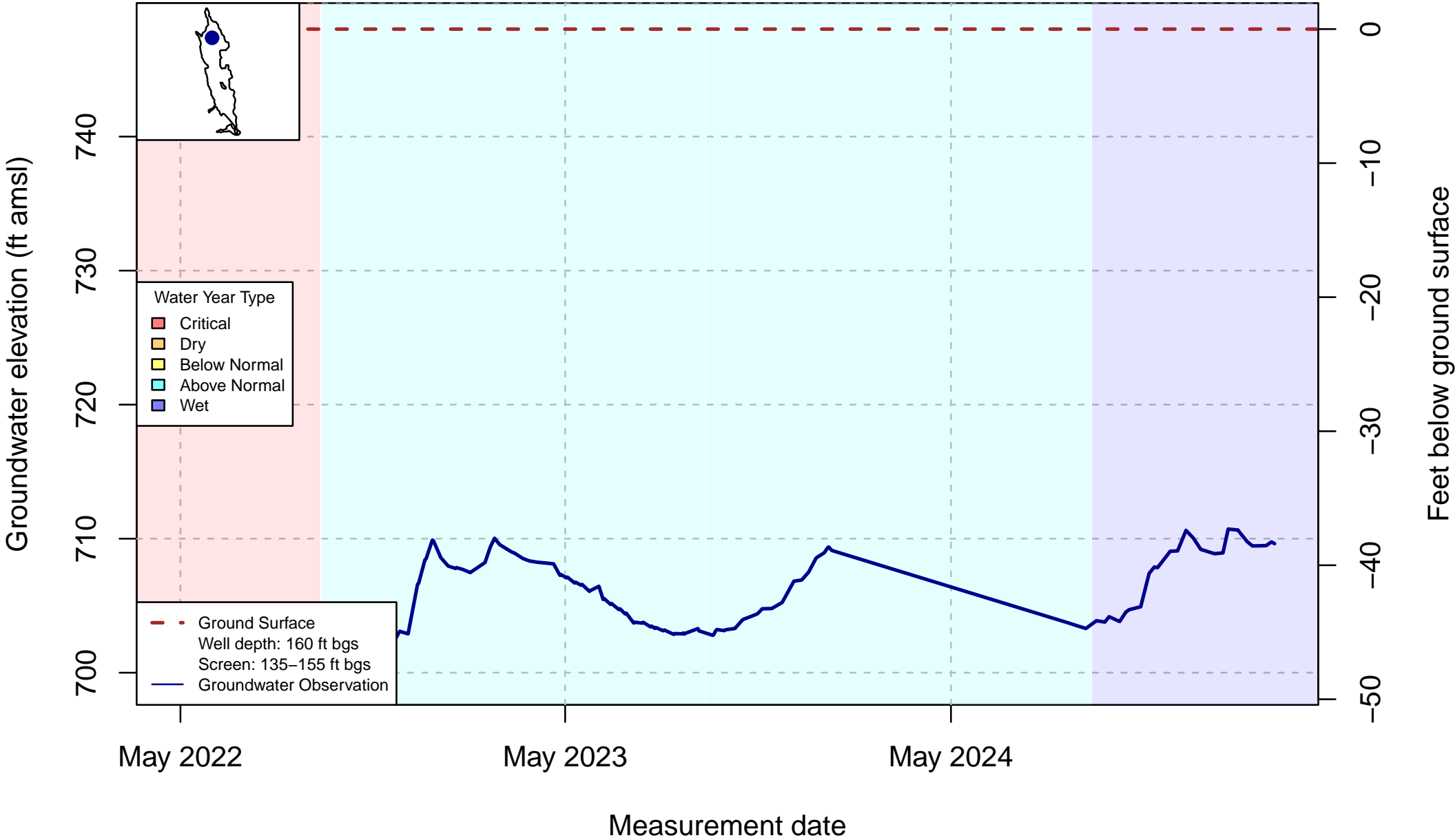
Well Code: 392455N1231977W003; SWN:



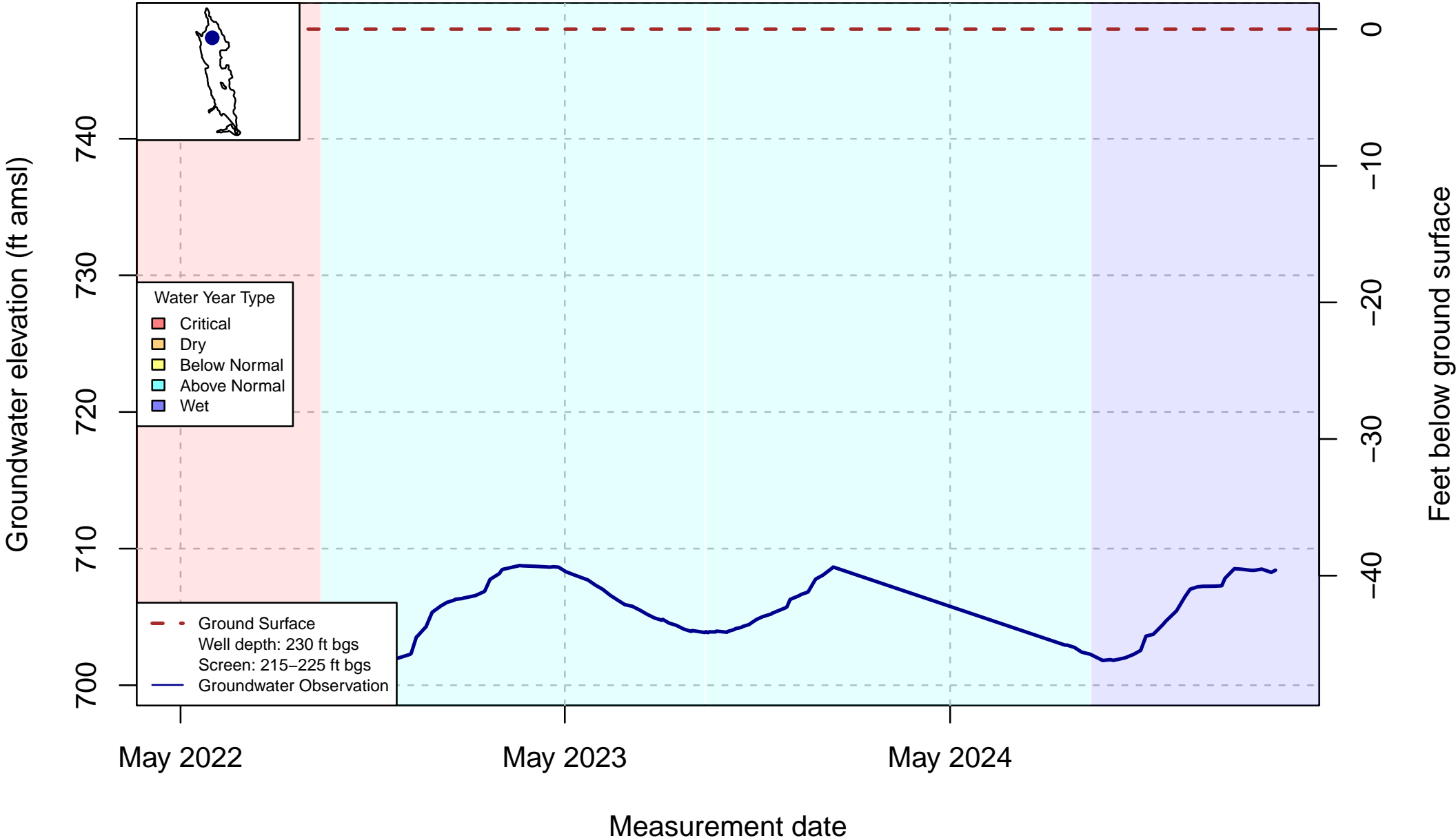
Well Code: 392572N1231906W001; SWN: 16N12W09J001M



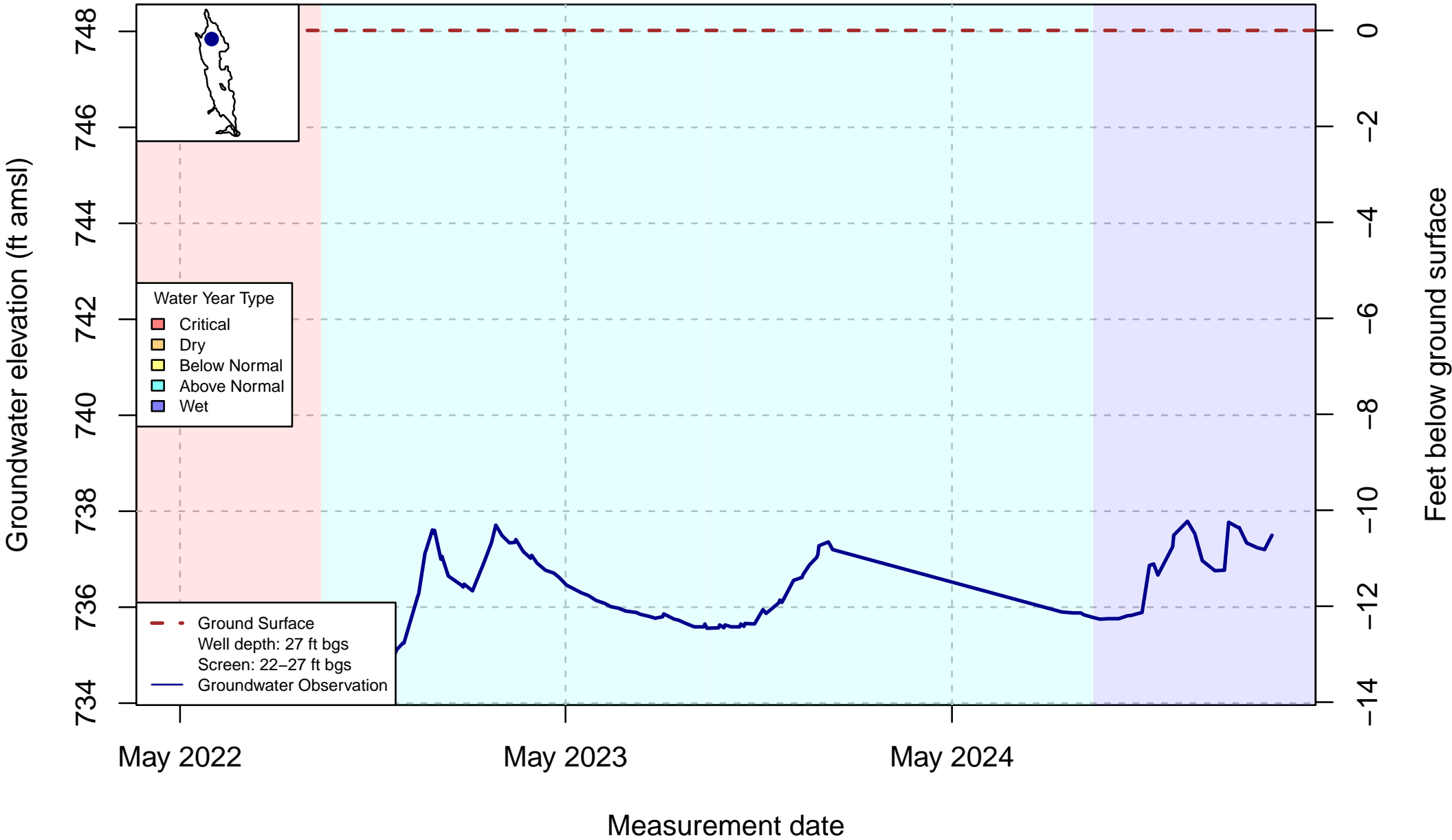
Well Code: UVBGS-06c (392659N1232097W003) SWN:



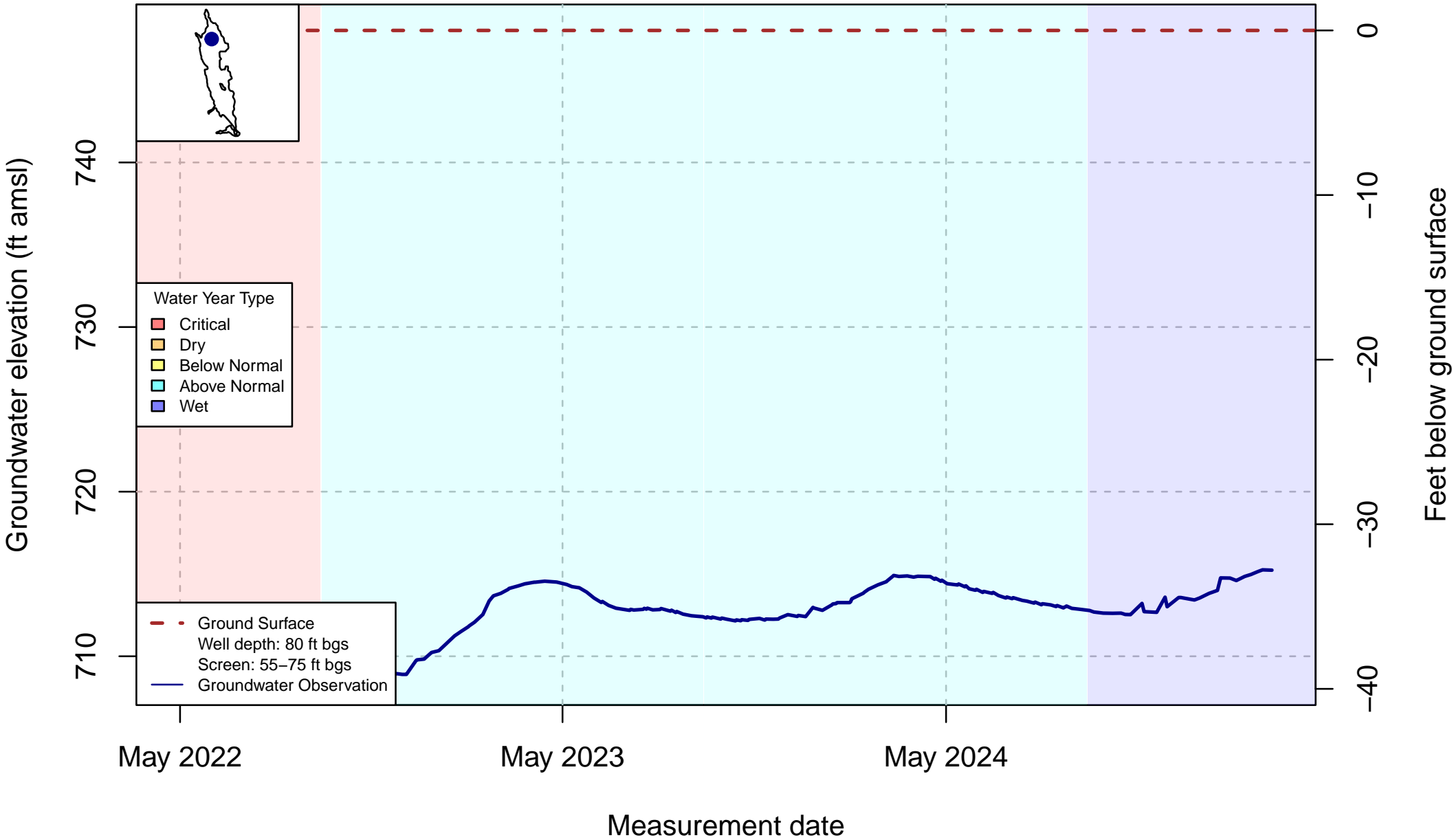
Well Code: UVBGS-06d (392659N1232097W004) SWN:



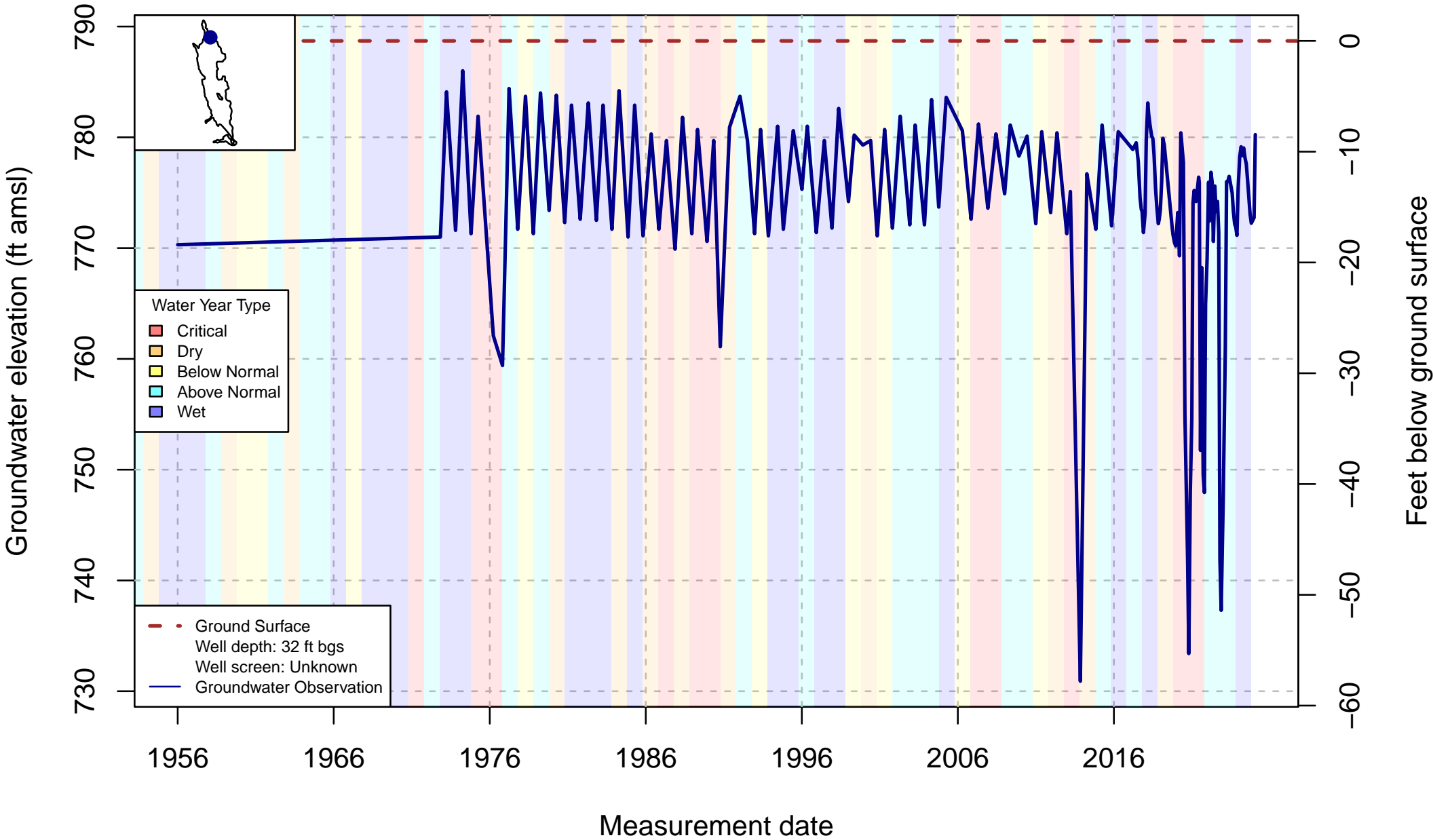
Well Code: UVBGS-06a (392659N1232097W001) SWN:



Well Code: UVBGS-06b (392659N1232097W002); SWN:

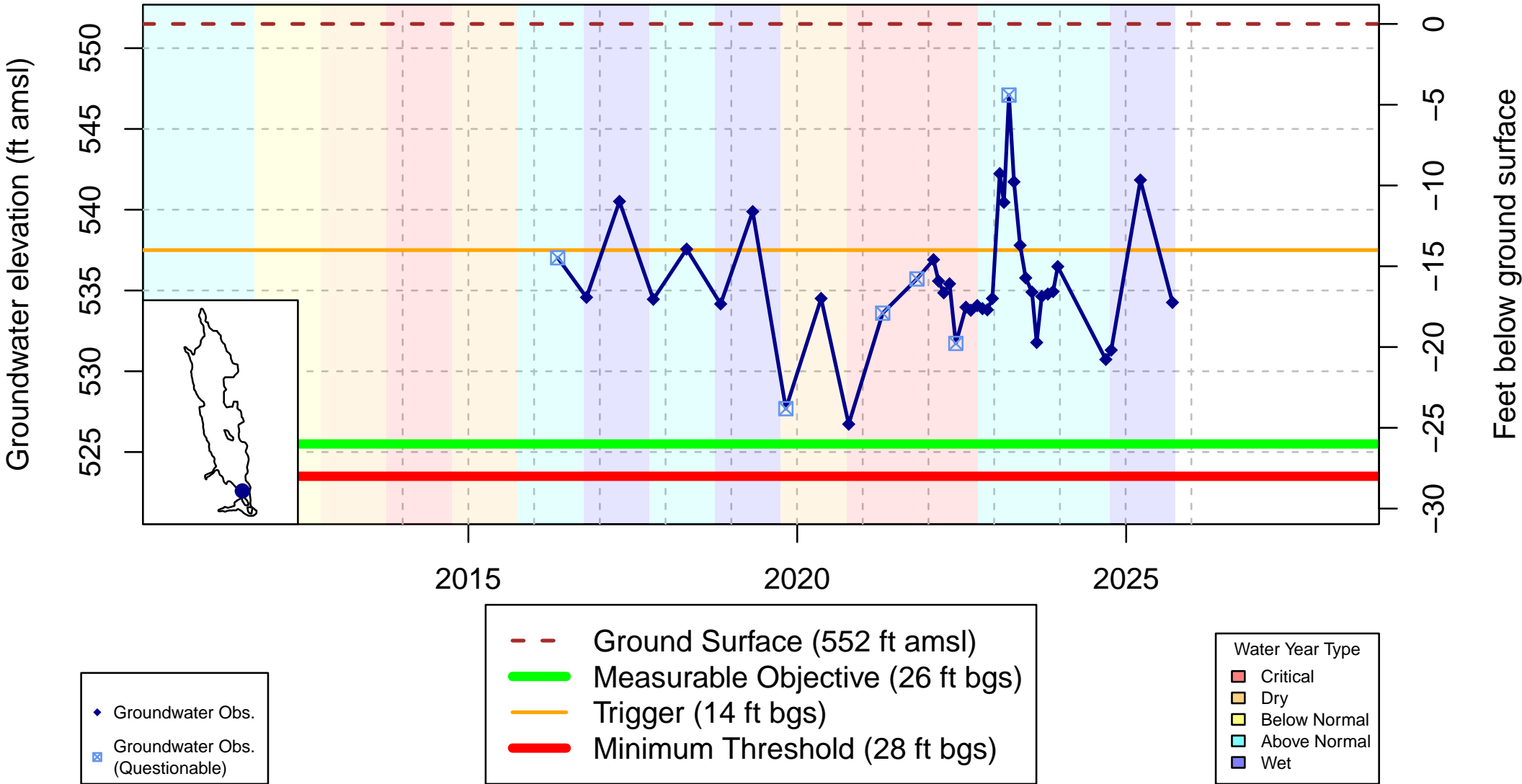


Well Code: 392962N1232047W001; SWN: 17N12W28M001M

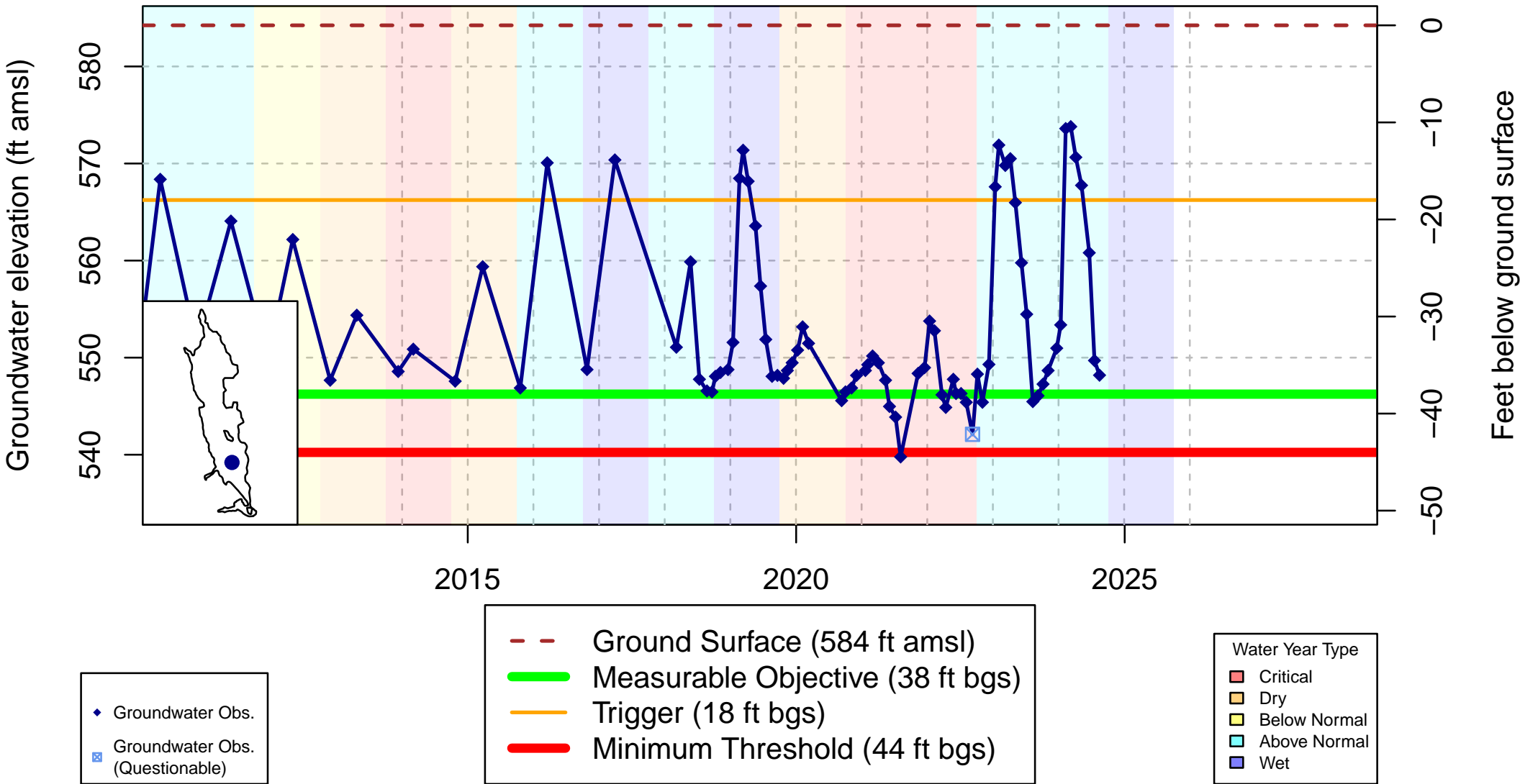


Appendix B: Chronic Lowering of Groundwater Levels - Representative Monitoring Network (RMP) Hydrographs

DWR Stn_ID: 51455; well_code: 390664N1231491W001; well_name: Ukiah Valley-32; well_swn:

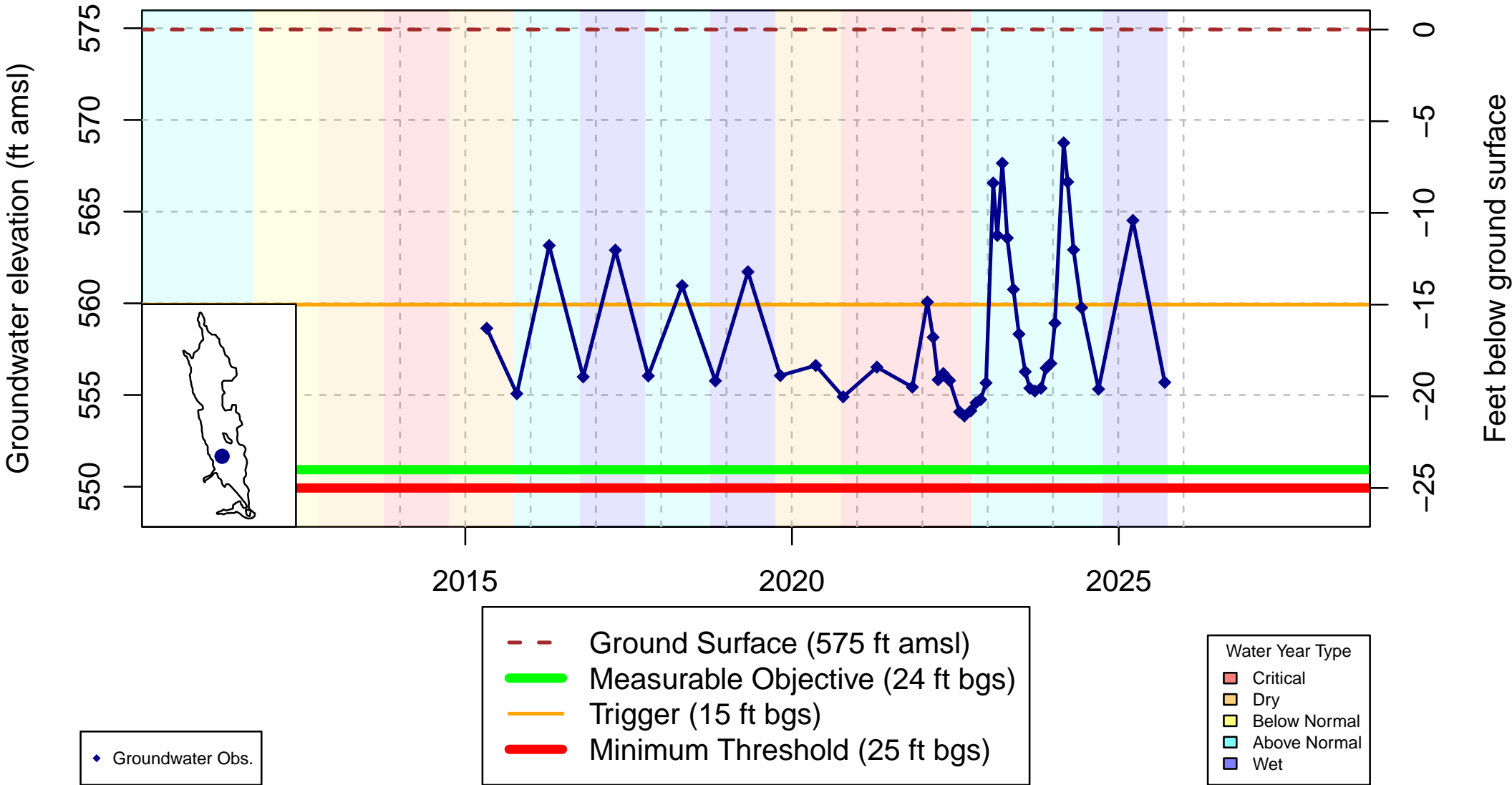


Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report. The results will be finalized once DWR updates the water year type dataset for these years.



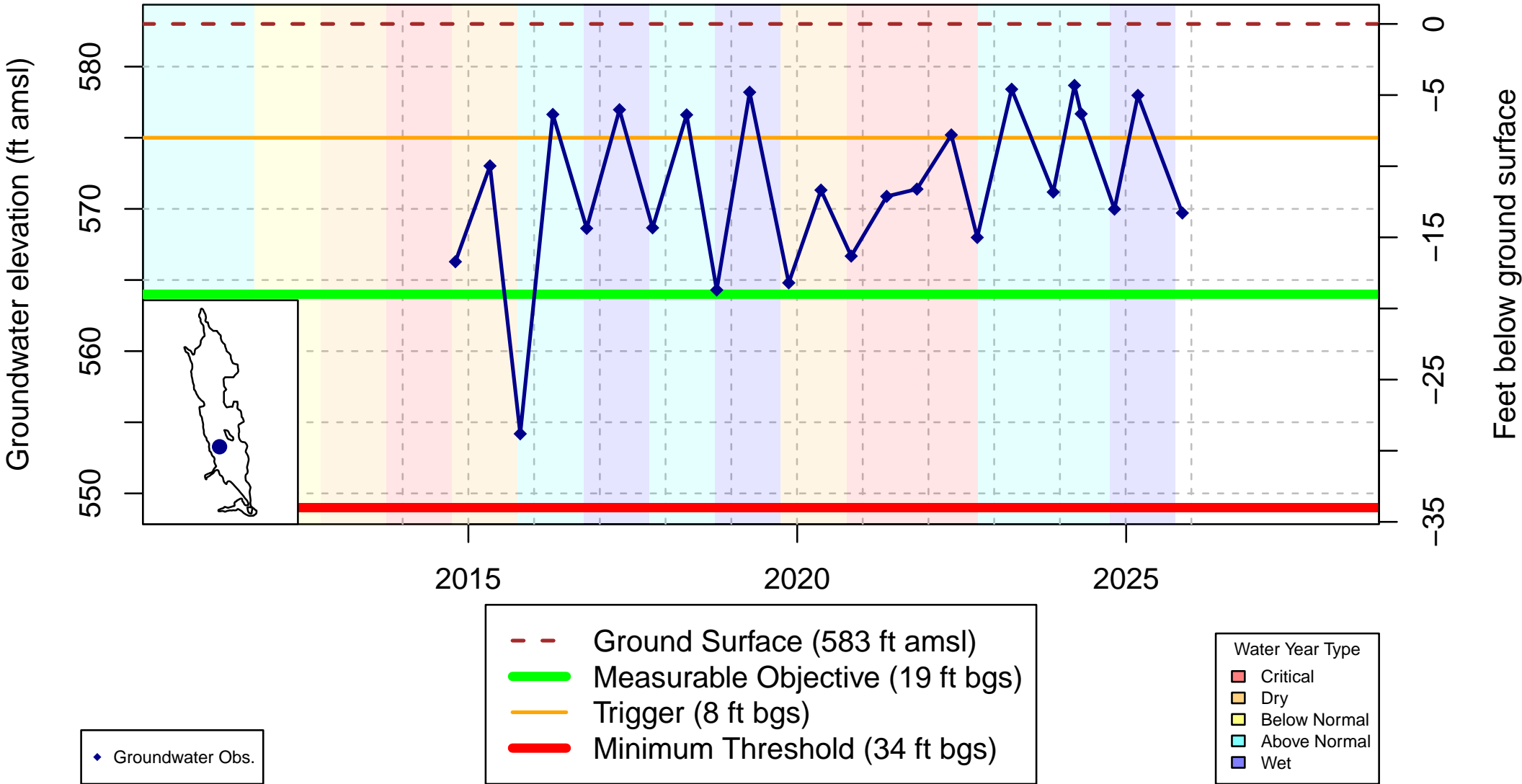
Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report. The results will be finalized once DWR updates the water year type dataset for these years.

DWR Stn_ID: 50827; well_code: 391225N1231852W001; well_name: Ukiah Valley-26; well_swn:



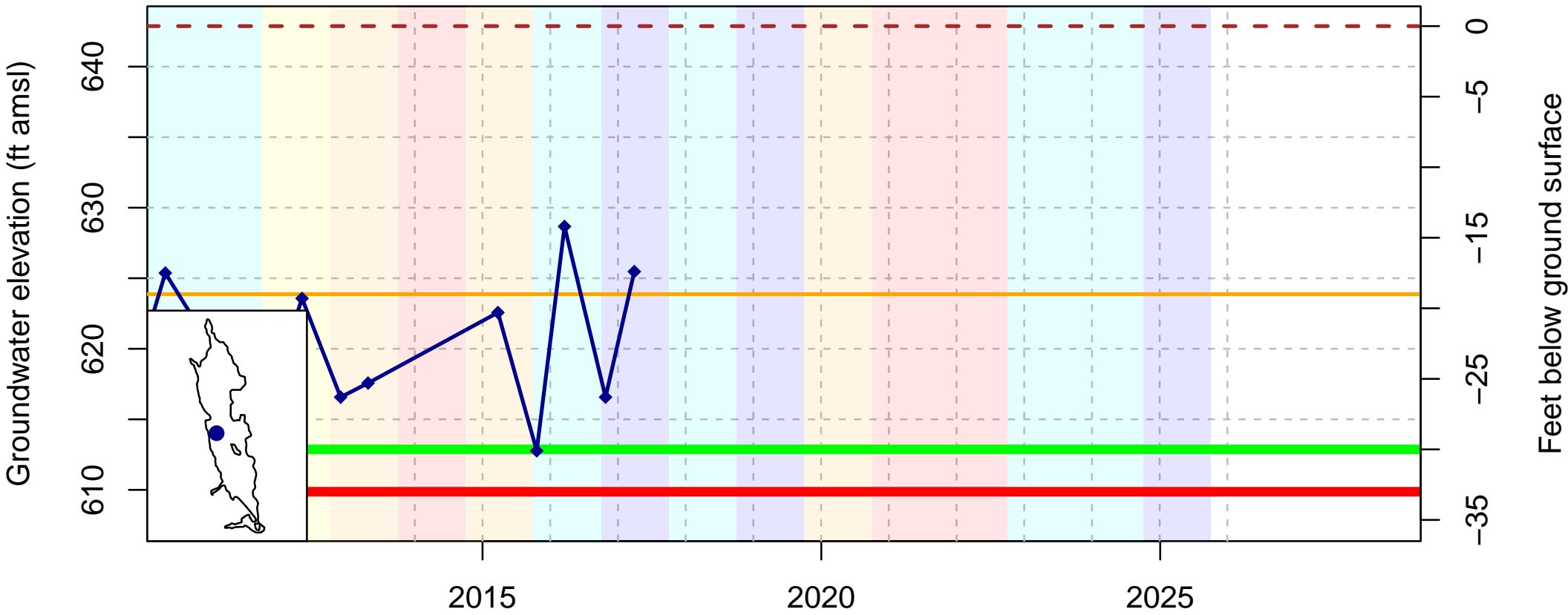
Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report. The results will be finalized once DWR updates the water year type dataset for these years.

DWR Stn_ID: 50369; well_code: 391322N1231929W001; well_name: Ukiah Valley-10a; well_swn:



Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report. The results will be finalized once DWR updates the water year type dataset for these years.

DWR Stn_ID: 35242; well_code: 391730N1232108W001; well_name: 15N12W08L001M; well_swn: 15N12W08L001M



◆ Groundwater Obs.

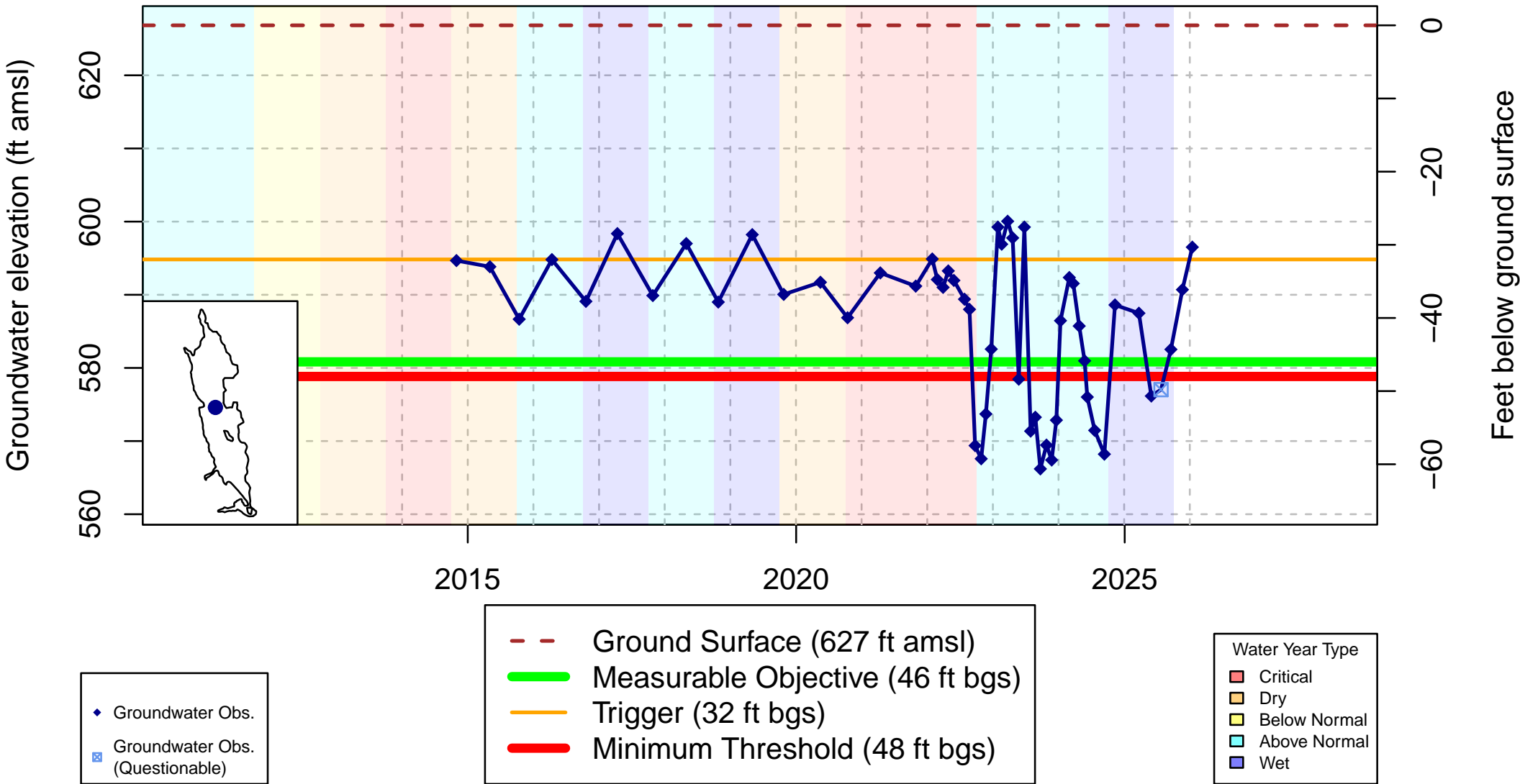
- - - Ground Surface (643 ft amsl)
 — Measurable Objective (30 ft bgs)
 — Trigger (19 ft bgs)
 — Minimum Threshold (33 ft bgs)

Water Year Type

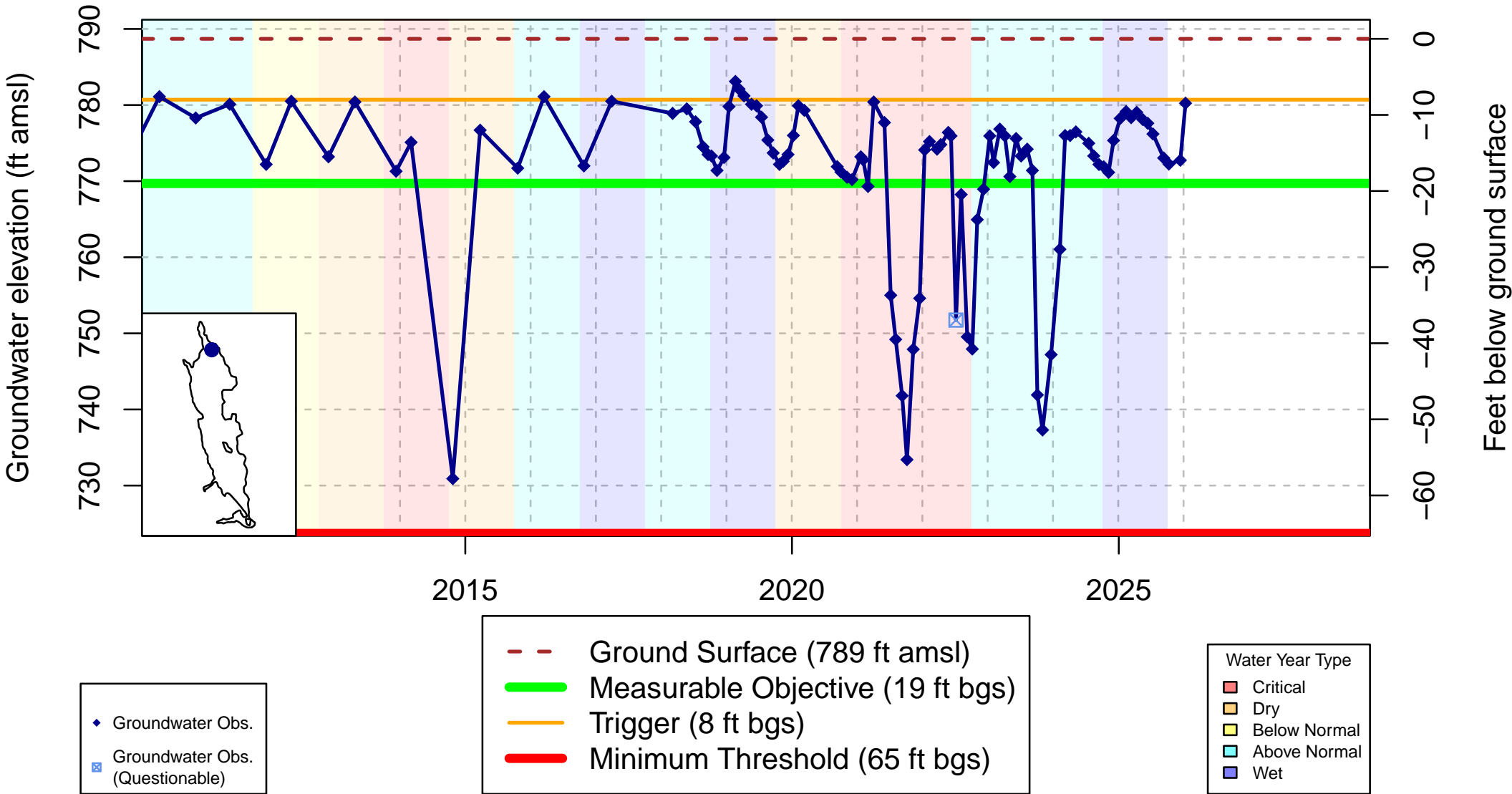
- Critical
- Dry
- Below Normal
- Above Normal
- Wet

Well 391730N1232108W001 has historically been monitored by DWR. In 2018 DWR noted that this well appeared to have been destroyed during a construction project and it has not been monitored since. Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report.

DWR Stn_ID: 50339; well_code: 391918N1232003W001; well_name: Ukiah Valley-1; well_swn:



Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report. The results will be finalized once DWR updates the water year type dataset for these years.



Water Year Types from WY 2019–2025 are preliminary results calculated based on SGMA Water Year Type Dataset Development Report. The results will be finalized once DWR updates the water year type dataset for these years.

References

- DWR. (2019). *Sustainable Groundwater Management Act 2019 Basin Prioritization* (p. 99). Sacramento, CA: California Department of Water Resources. Retrieved from <https://data.cnra.ca.gov/dataset/sgma-basin-prioritization/resource/ffafd27b-5e7e-4db3-b846-e7b3cb5c614c>
- U.S. Census Bureau. (2018). 2013-2017 American Community Survey 5-Year Estimates. Retrieved from https://www.dof.ca.gov/Reports/Demographic_Reports/American_Community_Survey/#ACS2017x5



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT:Receive Update from Larry Walker Associates on California Department of Fish & Wildlife Grant Funded Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study.

PREPARED BY: Audra Bardsley

PRESENTER: Audra Bardsley, Senior Scientist, Larry Walker Associates

ATTACHMENTS:

None

Summary:Receive Update from Larry Walker Associates on California Department of Fish & Wildlife Grant Funded Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study.

Background: In September 2024, the Ukiah Valley Groundwater Sustainability Basin (UVBGSB) was awarded **\$1.36 million** in funding from the California Department of Fish & Wildlife (CDFW) to implement the **Upper Russian River (URR) Groundwater Dependent Ecosystem (GDE) and Interconnected Surface Water (ISW) Study**, with the grant agreement executed in **January 2025**. The URR GDE ISW Study officially launched in **October 2025**, supported by a technical team led by **Larry Walker Associates**.

By better characterizing where and when the river and its tributaries interact with the aquifer, collecting biological and hydrologic data, and enhancing the integrated hydrologic model, the URR GDE ISW Study will address key Groundwater Sustainability Plan (GSP) data gaps and respond to DWR's recommended corrective actions related to ISW, GDEs, and monitoring improvements.

The Board last received a project update in **December 2025**, where staff shared progress on initial study approach development, Technical Advisory Committee (TAC) member engagement, and early site selection considerations. The Study has now progressed into its next phase of site prioritization, engagement, and field preparation, as described below.

Discussion: Since the Board's December 2025 update, the URR GDE & ISW Study has continued to develop through technical progress and expanded community and tribal engagement. A milestone occurred in January 2026, when the UVBGSB and technical team hosted a Public Webinar to introduce the Study's goals, design, near-term timeline, and initial areas of interest. The webinar provided an opportunity to summarize TAC feedback received to date, walk through the emerging site prioritization approach, and gather input from attendees via live comments, chat, and online survey. The session also invited ongoing public participation by directing attendees to submit written comments following the event. Following the webinar, the GSA and consultant team broadened outreach through a second key engagement opportunity.

In late February, staff, facilitation, and technical team members were invited by Dakota Perez of the Pinoleville Pomo Nation to participate in a meeting of the Mendocino Lake Sonoma Tribal Environmental Partnership (MLSTEP) Stream Team. This discussion offered a forum to share Study background, goals, and the site prioritization framework, and to discuss ways tribal representatives could provide knowledge, observations, and feedback as prioritization and field planning move forward. UVBGSB staff member Maya Simerson, Stantec Facilitation Support Services lead Marisa Perez-Reyes, and key members of the URR GDE ISW Study technical team attended.

Parallel to these engagement activities, the Study advanced into its next phase following the TAC's approval of the Site Prioritization Framework at the February 11, 2026, TAC meeting. With TAC concurrence and no requested revisions, the technical team has begun applying the rubric to evaluate tributary and mainstem locations identified through desktop analyses, TAC and community input, and information gathered during the January public webinar. To support refinement of the prioritization scores, the technical team will conduct a brief field reconnaissance on March 13, 2026. This visit is intended to confirm general channel conditions, verify access feasibility, and gather limited on-the-ground context to inform scoring of habitat and connectivity factors. As site prioritization and field reconnaissance progress, the next steps for the URR GDE ISW Study include initiating landowner outreach, finalizing site selection, establishing access agreements, and preparing for equipment installation later this spring.

Recommended Action: Receive Update from Larry Walker Associates on California Department of Fish & Wildlife Grant Funded Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study.



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Authorization for Chair to Execute Amendment No. 1 to the Professional Services Agreement with Larry Walker Associates in the Revised Total Amount Not to Exceed \$347,000.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager and/or Audra Bardsley, Larry Walker Associates

ATTACHMENTS:

1. UVBGSA On Call Tech Support FY 25-26 Amendment Letter
2. 2026-02-04 DRAFT Amendment 1 with LWA

Summary: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board will consider Amendment No. 1 to the Professional Services Agreement with Larry Walker Associates (LWA) to provide additional technical services in support of the Ukiah Valley Basin Groundwater Sustainability Plan (GSP).

Background: On August 29, 2025, UVBGSA entered into a professional services agreement with LWA for on-call technical consulting services to support the implementation of the Ukiah Valley Basin GSP. At the December 2025 board meeting the board authorized staff to initiate work on an amendment to the On-Call Technical Support contract with Larry Walker Associates.

Since that time, additional technical support has been identified as necessary to continue implementation activities during the 2025–2026 fiscal year. Larry Walker Associates provided the attached letter outlining the changes needed. (Attachment #1)

These include:

1. **Task 5: Well Inventory Phase II** – Refinement of the Ukiah Valley well inventory and databases to support monitoring network evaluation and domestic well vulnerability assessment.
2. **Task 6: Periodic Evaluation** – Support for preparation of the UVBGSA Periodic Evaluation, including technical analyses and report preparation.
3. **Task 7: Periodic Evaluation Model Updates** – Updates to the Ukiah Valley Integrated Hydrologic Model to support the Periodic Evaluation and future GSP implementation.

Discussion: This amendment is intended to authorize additional technical services needed to support ongoing Groundwater Sustainability Plan (GSP) implementation, Periodic Evaluation preparation, and SGMA compliance activities during FY 2025–26 as approved by the Board of Directors on December 15, 2025. The proposed work expands the existing on-call scope and will be performed in coordination with the General Manager. To facilitate completion of work in alignment with regulatory deadlines, the end date of the current contract is requested to be extended from June 30, 2026 to February 1, 2027.

Key Terms to note of Amendment No. 1 include:

- **Scope of Services:** Updates Exhibit A to include Tasks 5–7 in addition to the original on-call services.
- **Payment Terms:**
 - Original Services: Not to exceed \$75,000.
 - Additional Services: Not to exceed \$347,000.

- **Contract Term:** Extended from June 30, 2026, to February 1, 2027.

All other terms of the original contract remain unchanged. The UVBGSA has been pleased with the performance of LWA and the knowledge and expertise they bring to the agency. Amendment No. 1, as prepared and reviewed by legal services (attachment #2) updates the contract to incorporate these additional services, revises the not-to-exceed amount, and extends the term through February 1, 2027.

Staff recommends the approval of the proposed amendment.

Recommended Action: Authorize the Chair of the Board to execute Amendment No. 1 to the Professional Services Agreement with Larry Walker Associates (LWA) to provide additional technical services in support of the Ukiah Valley Basin Groundwater Sustainability Plan (GSP).

January 22, 2026

Blake Adams
Ukiah Valley Basin Groundwater Sustainability Agency
300 Seminary Ave
Ukiah, CA 95482
Email: badams@cityofukiah.com
Office: 707-463-6752

Subject: Amendment to FY 25-26 On-Call Technical Services for the Ukiah Valley Groundwater Sustainability Agency

Dear Mr. Adams,

Larry Walker Associates, Inc. (LWA) is pleased to provide the following scope of work summary and detailed budget information in support of Amendment No. 1 to the Fiscal Year (FY) 2025–26 On-Call Technical Support contract with the Ukiah Valley Groundwater Sustainability Agency (UVBGSA).

This amendment is intended to authorize additional technical services needed to support ongoing Groundwater Sustainability Plan (GSP) implementation, Periodic Evaluation preparation, and SGMA compliance activities during FY 2025–26 as approved by the Board of Directors on December 15, 2025. The proposed work expands the existing on-call scope and will be performed in coordination with the General Manager. To facilitate completion of work in alignment with regulatory deadlines, the end date of the current contract is requested to be extended from June 30, 2026 to February 1, 2027.

TASK 5 – WELL INVENTORY PHASE II, NOT-TO-EXCEED BUDGET: \$90,000

This task will continue refinement and improvement of the Ukiah Valley well inventory and associated databases to support GSP implementation, monitoring network evaluation, and assessment of domestic well vulnerability. The scope includes the following subtasks:

Task 5 - Well Inventory Phase II	
Project Management	\$ 9,000
Improvement of Well Use Identification and Classification	\$ 12,000
Cross-Reference of OSCWR with Monitoring and Public Supply Well Databases	\$ 10,000
Elevation Surveying for Wells in Monitoring Network	\$ 14,000
Identification and Removal of Inactive Wells, and Verification of Status of Pre-1977 Wells	\$ 15,000
Add WCR Links to Missing Entries	\$ 6,000
Enhance Understanding of Domestic Well Vulnerability	\$ 10,000
Draft Technical Memo and Revised Well Database	\$ 8,000
Final Technical Memo and Revised Well Database	\$ 6,000

TASK 6 – PERIODIC EVALUATION, NOT-TO-EXCEED BUDGET: \$168,000

This task will support preparation of the UVBGSAs Periodic Evaluation, including technical analyses, documentation of new information, and development of draft and final reports. Subtasks include:

Task 6 - Periodic Evaluation	
Project Management	\$ 10,000
Update Hydrogeological Conceptual Model	\$ 25,000
Develop and Summarize New Information	\$ 25,000
Assess Monitoring Networks	\$ 20,000
Evaluate Sustainable Management Criteria	\$ 22,000
Status of Project and Management Actions	\$ 15,000
As Needed Outreach and Engagement	\$ 10,000
Prepare Draft Evaluation Report	\$ 25,000
Prepare Final Periodic Evaluation Report and Respond to Comments	\$ 16,000

TASK 7 – PERIODIC EVALUATION MODEL UPDATES, NOT-TO-EXCEED BUDGET: \$168,000

This task includes updates and refinements to the Ukiah Valley Integrated Hydrologic Model (UVIHM) to support the Periodic Evaluation and future GSP implementation, including:

Task 7 – Periodic Evaluation Model Updates	
Update, Extend and Improve Calibration of UVIHM, Compare with RR GSFLOW Model, and Document Improvements since 2022 GSP	\$ 89,000


AMENDMENT TASK AND BUDGET SUMMARY

The total not-to-exceed amount for Amendment No. 1 is \$347,000, based on the detailed subtasks described above. All work will be conducted on a time-and-materials basis and in accordance with the terms and conditions of the existing FY 2025–26 On-Call Technical Support contract with the exception of an extended end date.

Amendment Task Summary	Budget
Task 5 - Well Inventory Phase II	\$ 90,000
Task 6 - Periodic Evaluation	\$ 168,000
Task 7 - Periodic Evaluation Model Updates	\$ 89,000
Total	\$ 347,000

LWA appreciates the opportunity to continue supporting the UVBGSAs with these important technical efforts. Please feel free to contact me if you have any questions regarding the proposed scope or budget.

Sincerely,

A handwritten signature in black ink, appearing to be 'Audra Bardsley', written over a circular scribble.

Audra Bardsley, PhD, Senior Scientist
Larry Walker Associates, Inc.

**AMENDMENT NO. 1 TO
UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY PROFESSIONAL
SERVICES AGREEMENT WITH LARRY WALKER ASSOCIATES**

This Amendment No. 1 is by and between the UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY, hereinafter referred to as “UVBGSA”, and Larry Walker Associates, hereinafter referred to as the “CONSULTANT”.

WITNESSETH

WHEREAS, pursuant to Article 5 Section 5.2.7 of the Joint Powers Agreement Forming the Ukiah Valley Basin Groundwater Sustainability Agency, UVBGSA shall have the power to make and enter into contracts necessary to the full exercise of the Agency’s power; and

WHEREAS, on August 29, 2025, UVBGSA and CONSULTANT executed a professional services agreement for on-call technical consulting services related to the implementation of the Ukiah Valley Basin Groundwater Sustainability Plan (“Contract”); and

WHEREAS, UVBGSA and CONSULTANT mutually agree that it is in each of their own best interests to authorize CONSULTANT to perform additional technical services needed to support ongoing groundwater management activities during UVBGSA’s 2025–2026 fiscal year, including (1) Task 5: Well Inventory Phase II; (2) Task 6: Periodic Evaluation; and (3) Task 7: Periodic Evaluation Model Updates (“Additional Services”); and

WHEREAS, to facilitate the completion of work under the Contract, including the Additional Services, UVBGSA and CONSULTANT mutually agree to amend the scope of work, not-to-exceed amount, and term of the Contract pursuant to the terms and conditions of this Amendment No. 1.

TERMS AND CONDITIONS

1. Exhibit A – Definition of Services. Exhibit A of the Contract is hereby deleted in its entirety and replaced with Exhibit A of this Amendment No. 1, attached hereto and incorporated herein by reference.
2. Exhibit B – Payment Terms. Exhibit B of the Contract is hereby deleted in its entirety and replaced with Exhibit B of this Amendment No. 1, attached hereto and incorporated herein by reference.
3. Term. The term of the Contract is hereby extended from June 30, 2026, to February 1, 2027.
4. Not-to-Exceed Amount. The final sentence on page 1 of the Contract shall be deleted in its entirety, which states:

The compensation payable to CONSULTANT hereunder shall not exceed Seventy-Five Thousand Dollars (\$75,000) for the term of this Agreement.

The amended not-to-exceed for the Contract shall be set forth in Exhibit B of this Amendment No. 1.

- 5. No Other Amendments. Except as expressly provided herein, the terms and conditions of the Contract shall remain unchanged and in full effect.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the date that all parties have signed below.

**UKIAH VALLEY GROUNDWATER
SUSTAINABILITY AGENCY**

LARRY WALKER ASSOCIATES

By: _____
Madeline Cline, Chair
Board of Directors

By: _____
Laura Foglia, Vice President

Date: _____

Date: _____

Fiscal and Insurance Review

By: _____
Blake Adams, General Manager

Date: _____

Legal Review

By: _____
Holly Roberson, General Counsel

Date: _____

EXHIBIT A

DEFINITION OF SERVICES

CONSULTANT shall provide the following services:

Original Services: The LWA on-call scope of work includes, but is not limited to, the following tasks:

- Task 1: Attendance (Virtual) of Board and TAC meetings to provide technical guidance
- Task 2: Preparation of the WY 2025 Annual Report
- Task 3: Technical support: supervise data collection, support the GSA with data reporting to DWR, coordinate data collection effort with CLSI and MCRCD
- Task 4: As-needed technical Support: Other GSP-related technical support as requested by the UVBGSA General Manager in writing
- On-Call technical consulting services will be requested in writing by the UVBGSA general manager on a task-by-task basis. Services will be billed in accordance with Exhibit B.

Additional Services: In addition to the Original Services, the LWA on-call scope of work includes:

- Task 5: Well Inventory Phase II. This task will continue refinement and improvement of the Ukiah Valley well inventory and associated databases to support GSP implementation, monitoring network evaluation, and assessment of domestic well vulnerability.
- Task 6: Periodic Evaluation. This task will support preparation of the UVBGSA Periodic Evaluation, including technical analyses, documentation of new information, and development of draft and final reports.
- Task 7: Periodic Evaluation Model Updates. This task includes updates and refinements to the Ukiah Valley Integrated Hydrologic Model (UVIHM) to support the Periodic Evaluation and future GSP implementation.

[END OF DEFINITION OF SERVICES]

EXHIBIT B

PAYMENT TERMS

1. **Original Services:** For the Original Services, described in Exhibit A, CONSULTANT shall be compensated on a time-and-expense basis, not to exceed seventy-five thousand dollars (\$75,000), and CONSULTANT will charge the UVBGSA in accordance with the allocated budget to each task and rate schedule in Attachment 1 to Exhibit B. This fee shall not be exceeded without the prior written authorization from the UVBGSA General Manager and approval by the Board.
2. **Additional Services:** For the Additional Services, described in Exhibit A, CONSULTANT shall be compensated on a time-and-expense basis, not to exceed three hundred forty-seven thousand dollars (\$347,000), and CONSULTANT will charge the UVBGSA in accordance with the allocated budget to each task and rate schedule in Attachment 2 to Exhibit B. This fee shall not be exceeded without the prior written authorization from the UVBGSA General Manager and approval by the Board.
3. CONSULTANT shall submit invoices no less than quarterly, detailing the specific services provided and clearly explaining any incidental charges.
4. UVBGSA shall pay CONSULTANT for all work requested upon the satisfactory completion of said work.
5. Payments for work completed by CONSULTANT will be made by UVBGSA within 30 days of receipt of CONSULTANT's invoice.

[END OF PAYMENT TERMS]

Exhibit B - Attachment 1



LARRY WALKER ASSOCIATES, INC.

Rate Sheet Effective July 1, 2025 - June 30, 2026.

TITLE	HOURLY RATE	REIMBURSABLE COSTS	
Administrative	\$82	Travel	
Contract Manager	\$155	Local Mileage	Current IRS Rate
AR/AP Manager	\$155	Auto Rental	Actual Expense
Graphic Designer	\$142	Room	Actual Expense
Project Engineer/Scientist I-C	\$150	Subsistence and Per Diem Meals ⁽¹⁾	Current GSA Rate
Project Engineer/Scientist I-B	\$176	Breakfast	Current GSA Rate
Project Engineer/Scientist I-A	\$202	Lunch	Current GSA Rate
Project Engineer/Scientist II-B	\$221	Dinner	Current GSA Rate
Project Engineer/Scientist II-A	\$248	Incidentals	Current GSA Rate
Senior I	\$269	Report Reproduction and Copying	
Senior II	\$289	Per Color Copy, In-House	\$0.89
Associate I	\$304	Per Black and White Copy, In-House	\$0.08
Associate II	\$324	Per Binding, In-House	\$1.95
Vice President	\$342	Special Postage and Express Mail	Actual Expense
Executive Vice President	\$357	Third-Party Material Preparation	Actual Expense
Senior Executive	\$368	Other Direct Costs	Actual Expense
President	\$368	Daily Equipment Rental Rates (Daily Rate)	
		Single Parameter Meters & Equipment	\$30.00
		Digital Flow Meter	\$60.00
		Multi-Parameter Field Meters & Sondes	\$100.00
		RTK-GPS, River Surveyor, Tracer Study Equipment	\$250.00
		Multi-Parameter Continuous Remote Sensing	\$40.00
		Field Rig (Field Vehicle and All Equipment)	\$200.00
		Subcontractors	Actual Expense Plus 10% Fee

March 2025

Task	Budget
GSP Implementation	\$ 75,000
Meetings attendance and preparation (Board and TAC)	\$ 15,000
Annual Reporting	\$ 25,000
Technical Support	\$ 25,000
As-needed Technical Support	\$ 10,000

Exhibit B - Attachment 2

Task 5 - Well Inventory Phase II	
Project Management	\$ 9,000
Improvement of Well Use Identification and Classification	\$ 12,000
Cross-Reference of OSCWR with Monitoring and Public Supply Well Databases	\$ 10,000
Elevation Surveying for Wells in Monitoring Network	\$ 14,000
Identification and Removal of Inactive Wells, and Verification of Status of Pre-1977 Wells	\$ 15,000
Add WCR Links to Missing Entries	\$ 6,000
Enhance Understanding of Domestic Well Vulnerability	\$ 10,000
Draft Technical Memo and Revised Well Database	\$ 8,000
Final Technical Memo and Revised Well Database	\$ 6,000
Task 6 - Periodic Evaluation	
Project Management	\$ 10,000
Update Hydrogeological Conceptual Model	\$ 25,000
Develop and Summarize New Information	\$ 25,000
Assess Monitoring Networks	\$ 20,000
Evaluate Sustainable Management Criteria	\$ 22,000
Status of Project and Management Actions	\$ 15,000
As Needed Outreach and Engagement	\$ 10,000
Prepare Draft Evaluation Report	\$ 25,000
Prepare Final Periodic Evaluation Report and Respond to Comments	\$ 16,000
Task 7 – Periodic Evaluation Model Updates	
Update, Extend and Improve Calibration of UVIHM, Compare with RR GSFLOW Model, and Document Improvements since 2022 GSP	\$ 89,000
Amendment Task Summary	
Task 5 - Well Inventory Phase II	\$ 90,000
Task 6 - Periodic Evaluation	\$ 168,000
Task 7 - Periodic Evaluation Model Updates	\$ 89,000
Total	\$ 347,000



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Consideration Authorization of the Chair to Negotiate and Execute the Hansford Economic Consulting Fee Setting Services Contract with a Two-Year Term and Three One-Year Options, and Discuss Annual Development of the Groundwater Sustainability Fee Finder Web Map.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager

ATTACHMENTS:

1. 260478 HEC letter scope

Summary: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board will consider authorizing the Chair to negotiate and execute an agreement with Hansford Economic Consulting for an extended term and determine if the Groundwater Sustainability Fee Finder Web Map should continue to be updated.

Background: The Board approved a contract in June 2023 with Hansford Economic Consulting to conduct a rate and fee study and has been working with them since that time. The agency has been working with the consultant on an annual basis since that time. The current contract expired on December 31, 2025.

Additionally, in June 2024, the Board approved the Hansford Economic Consulting “Ukiah Valley Basin Groundwater Sustainability Agency Regulatory Fee Study” to be used as a basis to adopt a groundwater sustainability fee as authorized by Water Code section 10730.

Hansford has worked with UVBGSA staff on fee calculations, submittal of tax rolls to the Mendocino County Auditor-Controller, and direct bill issuance, all services that are needed on an annual basis.

Discussion: In order to effectively and efficiently calculate and implement the groundwater sustainability fees annually, UVBGSA staff recommends that the Board contract with Hansford Economic Consulting for fee support services and fee implementation services as a sole source contract due to the firm’s unique familiarity with the UVBGSA and the fee calculations.

Furthermore, and in line with common industry standards staff recommends a two-year term for the agreement with an additional three-one-year options.

The total cost for January through December 2026 is anticipated to be approximately \$28,000.00, (attachment #1) and the annual cost thereafter will be negotiated to increase at a set amount per year. Please note the amount provided does not include the Groundwater Sustainability Fee Finder Web Map update. Each year the Fee-Setting letter would be reviewed and approved by the board.

The contract amount for this calendar year is partially included in the FY 2025-2026 budget and the remainder will be included in the FY 2026-2027 budget.

Recommended Action: Authorize the Chair to negotiate and execute an agreement with Hansford Economic Consulting for an extended term and determine if the Groundwater Sustainability Fee Finder Web Map should continue to be updated.

February 11, 2026

Mr. Blake Adams, Ukiah Valley Basin GSA General Manager
City of Ukiah, California

Letter sent via Email

Subject: Calendar Year 2026 Fee-Setting Services

Dear Blake:

It has been a great privilege to assist the Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) develop, implement, and administer a SGMA fee to fund regulatory activities. In 2024, the new fee was adopted and charged for fiscal year (FY) 2025. Last year, HEC assisted with determining the fee level and prepared the fee charges for FY 2026. HEC is pleased to provide this proposal to continue to assist UVBGSA with technical services in 2026. This letter provides an estimated level of effort and cost to provide support as needed, including helping to calculate and set the FY27 fees, as well as to prepare and submit the FY27 fees to the Mendocino County Auditor-Controller, and other fee-setting issues that may arise.

Scope of Services

HEC anticipates the following efforts under this new contract for services.

Task A: Determining the FY27 Fee Level. HEC will calculate the FY27 fees based on the FY27 budget adopted by UVBGSA (March-April), provide a supporting memorandum, and recommendation of fee level to the Board of Directors (May-June). This task includes assistance with staff reports and the resolution to set the fee, if needed.

Task B: FY27 Fee Implementation. Task B is specific to implementation of the FY27 fee. It includes creation of the FY27 fee database, preparation and submittal of the tax roll (which includes coordination with the Auditor-Controller), and preparation of the hand bill database, but it does not include creating the hand bill invoices or sending those invoices. Fee implementation efforts occur between July and October.

Task C: General Support Services through December 2026. This task authorizes HEC to work on any fee-related items, such as appeals, as directed by the City of Ukiah for the UVBGSA in calendar year 2026.

Proposed Budget

The estimated budget for this effort is \$24,910. **Table 1** shows the estimated number of hours by staff person and provides the estimate of cost by subtask. Note, the estimated budget does not include any outreach costs or associated costs for printing and mailing materials.

Table 1
Proposed Budget

Task	Principal	Analyst	GIS Tech	Support	TOTAL
<i>Hourly Billing Rate</i>	<i>\$220</i>	<i>\$145</i>	<i>\$170</i>	<i>\$110</i>	
Task A: Determining the FY27 Fee Level					
Calculation of FY27 Fees & Memo	10	4		2	\$2,420
FY27 Fees Adoption Support	5			4	\$1,540
Total Task A	15	4	0	6	\$3,960
Task B: FY27 Fee Implementation					
FY 2027 Database Creation	22		38		\$11,300
Prepare and Submit Tax Roll	8	4		4	\$2,200
Prepare Hand Bill Database	6				\$1,320
Total Task B	36	4	38	4	\$14,820
Task C: General Support Services through Dec. 2026					
General Support (appeals, etc.)	12	5	10	2	\$4,560
Other / Contingency	5	5		2	\$1,320
Total Task C	17	10	10	4	\$5,880
Direct Expenses Allowance					\$250
Estimated Total					\$24,910

HEC charges for services on a cost not-to-exceed basis; therefore, you will only be billed for the work completed up to the authorized budget amount. Invoices are issued monthly and are due on receipt. Invoices include staff time and direct expenses (an allowance for data purchases and other miscellaneous costs, should any such charges be incurred). HEC reserves the right to move budget between tasks as necessary. The proposed budget is based on the best estimate of level of effort and time to complete tasks; however, fee support services may be greater than estimated; if support needs are greater, HEC will seek additional budget authorization.

I look forward to a continued positive relationship with staff and serving the Board of Directors of the UVBGSAs.

Sincerely,



Catherine R. Hansford
HANSFORD ECONOMIC CONSULTING LLC



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Consideration and Possible Approval of City of Ukiah Invoices for FY2024/2025 and Direction on Payment for Services Processes.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager

ATTACHMENTS:

1. Ukiah Valley Basin Groundwater Sustainability Agency 2025-02-13
2. UVGSA FY2425 invoices

Summary: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board will consider and possibly approve the City of Ukiah Invoices for FY2024/2025, and will possibly give direction on Payment for Service Processes.

Background: The Professional Services Agreement between the City of Ukiah and the agency was executed on 2/13/2025. The agreement authorized the agency to pay the City quarterly for twenty-five percent of the budgeted amount. These checks were never submitted to the City. Therefore, the City has prepared four quarterly invoices with a summary of each task associated with staff work performed.

The responsibilities of the Professional Service Agreement (attachment #1) include the following ten tasks:

- Task 1 - Fiscal and Contract Management
- Task 2 - Duties of the GM to the UVBGSA: Board Meetings
- Task 3 - Duties of the Clerk of the Board: Notices, Agendas, Minutes, etc.
- Task 4 - Provision of Staff Services to TAC Meetings: Notices, Agendas, Minutes, etc.
- Task 5 - GSP Implementation Oversight
- Task 6 - Stakeholder Outreach and Communication
- Task 7 - Website and Email Maintenance
- Task 8 - Administration and Management of Rate and Fee Study Implementation
- Task 9 - Grant Administration
- Task 10 - Other Services

Because the agreement was executed on 2/13/2025 the first invoice begins with work started after that date. The agreement allowed for the budgeted amount of \$83,366 to be paid to the City, however due to a delay in the transition from the previous consultant performing the administrative functions and staffing limitations at the City the total amount billed was adjusted to \$31,895.51 (attachment #2). The City felt an adjustment was required due to the limited performance on the contract.

The board is asked to approve the reduced invoice amount for FY2025/2025 in the amount of \$31,895.51.

Discussion: During the process of creating the invoices mentioned above a few areas of concern were identified. For the City's agreement the terms of the agreement state:

5. PAYMENT FOR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT

a. **ANNUAL COMPENSATION:** The annual UVBGSA budget proposed by the CITY and approved by the Board shall include compensation to the CITY for the services provided under Section 2 of this Agreement.

Within thirty (30) days after the end of each quarter of the Fiscal Year, UVBGSA will remit twenty-five (25%) percent of the annual budgeted Compensation to the CITY and any additional amount needed if the budgeted amount is amended by the Board.

b. TIME TRACKING: The CITY shall implement a “project code” for time spent on implementation of the tasks it performs pursuant to this Services Agreement on an hourly basis. The CITY and the Board shall review the quarterly payments once per year to determine if the costs are exceeding the budgeted amount, and to determine if a budget amendment is necessary.

c. PAYMENT FOR OTHER SERVICES: Unless a different rate is stipulated at the time, if Other Services are requested by UVBGSA, the CITY will charge UVBGSA for staff services according to the CITY’ s Charge Out Rate Schedule which is updated annually, or at the same rate that it pays for such services to outside third parties. The CITY will bill for these services on a quarterly basis and payment for the services provided in any quarter is due no later than thirty (30) days after presentation of such quarterly invoice to the UVBGSA Board, and approval by the Board, at a regularly scheduled Board meeting. The CITY will also be eligible for any dedicated administration reimbursements from grants awarded to the UVBGSA that are allowable expenses in the administration of activity delivery for the corresponding grant, except to the extent the annual UVBGSA budget compensated the CITY for services covered by said administration reimbursements.

It has been determined by staff at the County and the City that these terms do not adequately address the invoicing of the quarterly payments.

The UVBGSA operates on a Fiscal Year from July 1 to June 30. The four quarters of the year are as follows:
Quarter 1; July 1- September 30
Quarter 2; October 1- December 31
Quarter 3; January 1- March 31
Quarter 4; April 1- June 30

The City of Ukiah proposes that it will prepare and submit a quarterly invoice withing 30 days of the conclusion of each quarter for 25% of the budgeted amount each year.

The invoice will be accompanied by Project Code documentation tracking staff time spent on GSA related tasks as provided by the Project Code tracking on associated staff timecards.

Should the board want to modify the methodology for the City’s compensation any such recommendation would then be taken to the City Council for consideration.

Furthermore, there is no formal process for the County of Mendocino’s reimbursement for staff administrative time, nor the amount withheld from the property tax collection. These impacts were approximately \$9,000 this year, and moving forward should be included as part of a formal process or document.

Lastly, staff is working to identify a process for an annual independent financial audit and will incorporate that action into the upcoming budget work.

Recommended Action: Approve City of Ukiah Invoices for FY2024/2025 and give direction on Payment for Service Processes.

**UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY
PROFESSIONAL SERVICES AGREEMENT WITH
CITY OF UKIAH
TO PERFORM ADMINISTRATIVE SERVICES**

This Agreement is by and between the UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY, hereinafter referred to as “UVBGSA”, and CITY OF UKIAH, hereinafter referred to as “CITY”, entered into in Ukiah, California on February 13, 2025 (“Effective Date”). UVBGSA and CITY may sometimes hereinafter be referred to as “Party”, or collectively as “Parties”.

RECITALS

WHEREAS, pursuant to Article 5 Section 5.2.7 of the Joint Powers Agreement, adopted on May 10, 2017, forming the Ukiah Valley Basin Groundwater Sustainability Agency (JPA), UVBGSA shall have the power to make and enter into contracts necessary to the full exercise of the Agency’s power; and

WHEREAS, the JPA was established to provide sustainable groundwater management in the Ukiah Valley groundwater basin pursuant to the Sustainable Groundwater Management Act (“SGMA”) (Part 2.74 of the California Water Code); and

WHEREAS, in order to meet the various requirements of a groundwater sustainability agency under the Sustainable Groundwater Management Act (Part 2.74 of the California Water Code) (“SGMA”), UVBGSA is in need of specialized, efficient, and cost-effective administrative services to administer the adopted Ukiah Valley Basin Groundwater Sustainability Plan; and

WHEREAS, in order to function in compliance with applicable law and achieve its objectives, the Parties mutually agree it is in each of their own best interests for CITY to provide such services on the terms and conditions set forth in this agreement, and CITY is willing to provide the same; and

WHEREAS, the Parties are contemplating a subsequent amendment to this Agreement to expand the scope of administrative services provided by CITY to include fiscal responsibilities, such as the CITY assuming responsibility for administering the roles of Treasurer and Controller of the UVBGSA.

NOW, THEREFORE, it is agreed that UVBGSA does hereby retain CITY to provide the administrative services described herein, and CITY accepts such engagements hereinafter specified in this Agreement.

[END OF RECITALS]

AGREEMENT

1. DEFINITIONS: Capitalized terms used in this Agreement shall have the same meaning as provided in Article I of the JPA, unless otherwise specified herein.

2. GENERAL TERMS AND CONDITIONS:

a. TERM: This Agreement shall commence on the Effective Date and remain in effect until terminated by either the Board or the CITY in writing. Termination shall occur not sooner than ninety (90) days after either Party gives written notice of termination. A different termination date may be established by mutual written agreement of the Parties. Upon termination of the Agreement by either Party, the CITY shall fully cooperate in the transition to another means of performing the services provided by CITY under this Agreement, provided that UVBGSAs pays the CITY its actual and reasonable costs of such cooperation. Upon the termination of this Agreement the CITY shall have no authority, responsibility or liability for UVBGSAs continued operations.

b. INDEPENDENT CONTRACTOR:

- i. It is the express intention of the Parties that CITY is an independent contractor and not an employee, joint venturer, or partner of UVBGSAs for any purpose whatsoever. UVBGSAs shall have no right to and shall not control the manner or prescribe the method of accomplishing those services contracted to and performed by CITY under this Agreement, which are not policy decisions or do not require Board approval, and the general public and all governmental agencies regulating such activity shall be so informed.
- ii. Those provisions of this Agreement that reserve ultimate authority in UVBGSAs have been inserted solely to achieve compliance with federal and state laws, rules, regulations, and interpretations thereof. No such provisions and no other provisions of this Agreement shall be interpreted or construed as creating or establishing the relationship of employer and employee between CITY or any of CITYs employees and UVBGSAs.
- iii. CITY shall pay all estimated and actual federal and state taxes that are due the state and federal government and shall furnish and pay worker's compensation insurance, unemployment insurance and any other benefits required by law for its employees.
- iv. CITY agrees to indemnify and hold UVBGSAs and its officers, agents and employees harmless from and against any claims or demands by federal, state or local government agencies for any such taxes or benefits due but

not paid by CITY, including the legal costs associated with defending against any audit, claim, demand or lawsuit.

- v. In carrying out the work contemplated herein, CITY shall comply with all applicable federal and state workers' compensation and liability laws and regulations with respect to the officers, agents and/or employees conducting and participating in the work; and agrees that such officers, agents, and/or employees will be considered CITY's employees and not treated or considered in any way as officers, agents and/or employees of UVBGSА.
- vi. CITY does, by this Agreement, agree to perform its said work and functions at all times in strict accordance with all applicable federal, state and county laws, including ,but not limited to, laws applicable to California general law cities.

c. HOLD HARMLESS AND INDEMNITY:

- i. UVBGSА agrees to defend, indemnify, and save the CITY harmless from and against any and all claims, liability, damages or costs arising out of the decisions or directives of the Board. The CITY agrees to indemnify and defend UVBGSА from and against any claims, liability, damages or costs caused by the negligent acts, errors, omissions or willful misconduct of its officers or employees in performing pursuant to this Agreement, but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by the CITY's officers, employees, or agents.
- ii. Each Party hereby agrees to defend itself from any claim, action or proceeding by third parties arising out of the acts or omissions of its officers or employees. In such cases, each Party agrees to retain its own legal counsel, bear its own defense costs, and waive its right to seek reimbursement of such costs from each other.
- iii. Notwithstanding the above, where a trial verdict or arbitration award allocates or determines the comparative fault of the Parties, the Parties may seek reimbursement and/or reallocation of defense costs, settlement payments, judgments and awards, consistent with said comparative fault.
- iv. As required by Section 9 herein, the Parties are responsible to provide workers compensation insurance for injuries sustained in the normal course and scope of their respective employees' performance of services. The Parties waive any right of subrogation against each other for any and all

losses sustained by the Parties, subject to such workers compensation coverage.

- v. For purposes of this section, the terms “employee” or “employees” shall refer to and include employees, officers, agents, representatives, or subcontractors.
- vi. Notwithstanding the foregoing subsections i-v, no employee, officer, agent, representative, or subcontractor of any Party shall be considered an “employee” of the other Party for purposes of indemnification.

d. INSURANCE:

- i. Each Party shall be responsible for maintaining a program of insurance that shall cover each Party’s indemnification obligations. Without in any way affecting the indemnity herein provided and in addition thereto, each Party shall secure and maintain throughout the Agreement the following types of insurance, including coverage through a pooled risk joint powers agency with limits as shown.
- ii. Workers’ Compensation. If the Party has employees, a program of Workers’ Compensation Insurance or a state-approved self-insurance program in an amount and form to meet all applicable requirements of the Labor Code of the State of California, including Employer’s Liability with \$250,000 limits covering all persons providing services on behalf of each Party and all risks to such persons under this Agreement.
- iii. Comprehensive General and Automobile Liability Insurance: This coverage is to include contractual coverage and automobile liability coverage for owned, hired, and non-owned vehicles. The policy or self-insurance shall have combined single limits for bodily injury and property damage of not less than two million dollars (\$2,000,000.00).
- iv. Additional Named Insured: All policies, and/or memoranda of coverage, except Workers’ Compensation, shall contain additional endorsements naming each Party and its officers, employees, agents and volunteers as additional named insureds with respect to liabilities arising out of each Party’s performance hereunder.
- v. Policies Primary and non-Contributory: All policies required above are to be the primary and non-contributory with any insurance or self-insurance carried or administered by each Party.

e. CONFORMITY WITH LAW AND SAFETY:

- i. In performing services under this Agreement, CITY shall observe and comply with all applicable laws, ordinances, codes and regulations of governmental agencies, including federal, state, municipal, and local governing bodies, having jurisdiction over the scope of services, including all applicable provisions of the California Occupational Safety and Health Act. CITY shall indemnify and hold UVBGSA harmless from any and all liability, fines, and penalties from any of CITY's failure to comply with such laws, ordinances, codes and regulations.
 - ii. Accidents: If a death, serious personal injury or substantial property damage occurs in connection with CITY's performance of this Agreement, CITY shall immediately notify UVBGSA by telephone. CITY shall promptly submit to UVBGSA a written report, in such form as may be required by UVBGSA of all accidents which occur in connection with this Agreement. This report must include the following information: (1) name and address of the injured or deceased person(s); (2) name and address of CITY's sub-contractor, if any; and (3) a detailed description of the accident and whether any of UVBGSA's equipment, tools, material, or staff were involved.
 - iii. CITY further agrees to take all reasonable steps to preserve all physical evidence and information which may be relevant to the circumstances surrounding a potential claim, while maintaining public safety, and to grant to UVBGSA the opportunity to review and inspect such evidence, including the scene of the accident.
- f. TAXES: CITY shall pay all taxes to which it is subject in the course of performing under this Agreement. UVBGSA shall pay taxes imposed on property acquired for it by CITY at the direction or with the approval of the Board or as the Parties otherwise agree with respect to a particular transaction or event.
- g. OWNERSHIP OF DOCUMENTS: CITY hereby assigns UVBGSA an irrevocable license to use any and all proposals, plans, specification, designs, drawings, sketches, renderings, models, reports and related documents (including computerized or electronic copies) prepared by CITY in performing services under this Agreement in which the CITY has any copyright or protected interest. UVBGSA's rights under this paragraph "g" shall not extend to any computer software used to create such Documents and Materials.
- h. CONFLICT OF INTEREST: Each Party shall use its best efforts to inform the other Party of any actual or potential conflict of interest in their respective performance under this Agreement of which they become aware and shall endeavor in good faith to

mutually agree on measures to be taken to avoid or mitigate any such conflict that may arise.

- i. NOTICES: All notices, requests, demands, or other communications under this Agreement shall be in writing. Notices shall be given for all purposes as follows:
 - i. Personal delivery: When personally delivered to the recipient, notices are effective on delivery.
 - ii. First Class Mail: When mailed first class to the last address of the recipient known to the party giving notice, notice is effective three (3) mail delivery days after deposit in a United States Postal Service office or mailbox. Certified Mail: When mailed certified mail, return receipt requested, notice is effective on receipt, if delivery is confirmed by a return receipt.
 - iii. Overnight Delivery: When delivered by overnight delivery (Federal Express/Airborne/United Parcel Service/DHL WorldWide Express) with charges prepaid or charged to the sender's account, notice is effective on delivery, if delivery is confirmed by the delivery service.
 - iv. Email: When sent by email, notice is effective on receipt, provided that (a) a duplicate copy of the notice is promptly given by first-class or certified mail or overnight delivery, or (b) the receiving party acknowledges receipt. Any notice given by email shall be deemed received on the date it is received.

When the UVBGSA Board Chair or Counsel changes, the UVBGSA shall promptly notify the CITY in writing of the new contact information for notices purposes.

Addresses for purpose of giving notice are as follows:

To UVBGSA: Ukiah Valley Basin Groundwater Sustainability Agency
Ukiah Civic Center
300 Seminary Ave.
Ukiah, CA 95482
Attn: UVBGSA Board Chair
Email address: _____

UVBGSA Legal Counsel
1331 Garden Highway, 2nd Floor
Sacramento, CA 95833
Attention: Holly Roberson, Shareholder
Email: hroberson@kmtg.com

To CITY: Ukiah Civic Center
300 Seminary Ave.
Ukiah, CA 95482
Attn: City Manager
Email: ssangiacomo@cityofukiah.com

Ukiah City Attorney
Law Offices of Rapport and Marston
405 West Perkins St.
Ukiah, CA 95482
Email: drapport@cityofukiah.com

Any correctly addressed notice that is refused, unclaimed, or undeliverable because of an act or omission of the party to be notified shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by the postal authorities, messenger, or overnight delivery service. Any Party may change its postal or email address by giving the other Party notice of the change in any manner permitted by this Agreement.

- j. USE OF UVBGSA PROPERTY: CITY shall not use UVBGSA property (including equipment, instruments and supplies) or personnel for any purpose other than in the performance of his/her obligations under this Agreement.
- k. EQUAL EMPLOYMENT OPPORTUNITY PRACTICES PROVISIONS: CITY certifies that it will comply with all applicable federal, state, and local laws, rules and regulations pertaining to nondiscrimination in employment and grant administration. CITY represents that it also has its own equity policies, with which it complies.
- l. AUDITS; ACCESS TO RECORDS: CITY shall make available to UVBGSA, its authorized agents, officers, or employees, for examination any and all ledgers, books of accounts, invoices, vouchers, cancelled checks, and other records or documents evidencing or relating to the expenditures and disbursements charged to UVBGSA, and shall furnish to UVBGSA, within sixty (60) days after examination, its authorized agents, officers or employees such other evidence or information as UVBGSA may require with regard to any such expenditure or disbursement charged by the CITY.

CITY shall maintain full and adequate records of the actual costs incurred by the CITY in the performance of this Agreement. CITY shall retain records in compliance with its records retention schedule from June 5, 2019, and as may be amended from time to time, which were adopted via Resolution 2019-25. CITY shall immediately make such records available to the UVBGSA upon request.

- m. DOCUMENTS AND MATERIALS: CITY shall maintain and make available to UVBGSA for its inspection and use during the term of this Agreement, all Documents and Materials, related to performance of this Agreement. CITY's obligations under the preceding sentence shall continue for four (4) years following termination or expiration of this Agreement or the completion of all work hereunder (as evidenced in writing by UVBGSA or CITY), and CITY shall in no event dispose of, destroy, alter or mutilate said Documents and Materials, for four (4) years following UVBGSA's last payment to CITY under this Agreement. Alternatively, the CITY may furnish all such Documents and Materials to UVBGSA, after which it shall have no further obligation to preserve such records.
- n. TIME OF ESSENCE: Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a party of the benefits of any grace or use period allowed in this Agreement.
- o. TERMINATION: Either Party may terminate this Agreement for cause upon 60 days written notification to the other Party.
- p. NON-APPROPRIATION: If UVBGSA should fail to appropriate or otherwise fail to make available funds sufficient to compensate the CITY for the agreed upon scope of services in accordance with this Agreement the CITY may suspend this Agreement only upon thirty (30) days written notice to UVBGSA. If the UVBGSA does not cure the insufficient appropriation at its next Board meeting after receipt of the notice of suspension, the CITY may initiate termination proceedings consistent with the terms of this Agreement. Upon termination, UVBGSA shall remit payment for all products and services delivered to UVBGSA and all expenses incurred by CITY prior to UVBGSA's receipt of the notice of suspension. Notice shall be deemed effective upon receipt.
- q. CHOICE OF LAW: This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by the laws of the State of California, excluding any laws that direct the application of another jurisdiction's laws.
- r. VENUE: All lawsuits relating to this contract must be filed in Mendocino County Superior Court, Mendocino County, California, subject to the provisions of California Code of Civil Procedure section 394. If either Party exercises its right

under Section 394 to transfer the case to a neutral county, *in lieu* thereof, the Parties agree to request the appointment of an out of county Judge to hear the case in Mendocino County.

- s. WAIVER: No waiver of a breach, failure of any condition, or any right or remedy contained in or granted by the provisions of this Agreement shall be effective unless it is in writing and signed by the Party waiving the breach, failure, right or remedy. No waiver of any breach, failure, right or remedy shall be deemed a waiver of any other breach, failure, right or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver unless the writing so specifies.
- t. ADVERTISING OR PUBLICITY: CITY shall not use the name of UVBGSA, its officers, directors, employees or agents, in advertising or publicity releases or otherwise without securing the prior written consent of UVBGSA. For the avoidance of doubt, this term does not preclude the CITY from providing information about the UVBGSA on the CITY's website, including the CITY's role as a member and in providing services under this Agreement.
- u. ENTIRE AGREEMENT: This Agreement, including all attachments, exhibits, and any other documents specifically incorporated into this Agreement, shall constitute the entire agreement between UVBGSA and CITY relating to the subject matter of this Agreement. As used herein, Agreement refers to and includes any documents incorporated herein by reference and any exhibits or attachments. This Agreement supersedes and merges all previous understandings, and all other agreements, written or oral, between the Parties and sets forth the entire understanding of the Parties regarding the subject matter thereof. This Agreement may not be modified except by a written document signed by both Parties. In the event of a conflict between the body of this Agreement and any of the Exhibits, the provisions in the body of this Agreement shall control.
- v. HEADINGS: Herein are for convenience of reference only and shall in no way affect interpretation of this Agreement.
- w. MODIFICATION OF AGREEMENT: This Agreement may be supplemented, amended or modified only by the mutual agreement of the Parties. No supplement, amendment or modification of this Agreement shall be binding unless it is in writing and signed by authorized representatives of both Parties.
- x. ASSURANCE OF PERFORMANCE: If at any time UVBGSA has good objective cause to believe CITY may not be adequately performing its obligations under this Agreement or that CITY may fail to complete the Services as required by this Agreement, UVBGSA may request from CITY prompt written assurances of performance and a written plan acceptable to UVBGSA, to correct the observed deficiencies in CITY's performance. CITY shall provide such written assurances and

written plan within thirty (30) calendar days of its receipt of UVBGSA's request and shall thereafter diligently commence and fully perform such written plan. CITY acknowledges and agrees that any failure to provide such written assurances and written plan within the required time is a material breach under this Agreement.

- y. **SUBCONTRACTING/ASSIGNMENT:** CITY shall not subcontract, assign or delegate any portion of this Agreement or any duties or obligations hereunder without UVBGSA's prior written approval.
 - i. Neither Party shall, on the basis of this Agreement, contract on behalf of or in the name of the other Party. Any agreement that violates this Section shall confer no rights on any Party and shall be null and void.
 - ii. CITY shall remain fully responsible for compliance by its subcontractors with all the terms of this Agreement, regardless of the terms of any agreement between CITY and its subcontractors.
- z. **SURVIVAL:** The obligations of this Agreement, which by their nature would continue beyond the termination or expiration of the Agreement, including without limitation, the obligations regarding Indemnification (paragraph "c"), Ownership of Documents (paragraph "g"), and Conflict of Interest (Paragraph "h"), shall survive termination or expiration for two (2) years.
- aa. **SEVERABILITY:** If a court of competent jurisdiction holds any provision of this Agreement to be illegal, unenforceable, or invalid in whole or in part for any reason, the validity and enforceability of the remaining provisions, or portions of 12 of them, will not be affected, unless an essential purpose of this Agreement would be defeated by the loss of the illegal, unenforceable, or invalid provision.
- bb. **INTELLECTUAL PROPERTY WARRANTY:** To the best of its knowledge, the CITY represents that it has secured all rights and licenses necessary for any and all materials, services, processes, software, or hardware ("CITY PRODUCTS") to be provided or used by CITY in the performance of this AGREEMENT.
- cc. **ELECTRONIC COPIES:** The Parties agree that an electronic copy, email, or scanned copy of the executed Agreement, shall be deemed, and shall have the same legal force and effect as, an original document.
- dd. **COOPERATION WITH UVBGSA:** CITY shall cooperate with UVBGSA and UVBGSA staff in the performance of all work hereunder.
- ee. **PERFORMANCE STANDARD:** CITY shall perform all services hereunder in a manner consistent with the level of competency, care and skill ordinarily exercised by a person practicing in CITY's position under similar circumstances at the same time ("Standard of Care"). UVBGSA has relied upon the professional ability and training

of CITY personnel as assigned to perform the CITY's obligations under this Agreement as a material inducement to enter into this Agreement. CITY hereby agrees to provide all services under this Agreement in accordance with and Standards of Care, as well as the requirements of applicable federal, state, and local laws, it being understood that acceptance of CITY's work by UVBGSA shall not operate as a waiver or release. If UVBGSA determines that any of CITY's work is not in accordance with such level of competency and Standard of Care, UVBGSA, in its sole discretion, shall have the right to do any or all of the following: (a) require CITY to meet with UVBGSA to review the quality of the work and resolve matters of concern; (b) require CITY to repeat the work at no additional charge until it is satisfactory; or (c) terminate this Agreement pursuant to the provisions of paragraph "o" (Termination) or (d) pursue any and all other remedies at law or in equity.

- ff. **ALTERNATIVE DISPUTE RESOLUTION:** If a dispute arises out of or relates to this Agreement, or the alleged breach thereof ("Dispute"), the Parties mutually agree to act in good faith and to the best of their ability to take part and cooperate in the following three-step dispute resolution process, provided, however, that neither Party waives any provision of the California Tort Claims Act:
- i. **STEP ONE—NEGOTIATION:** Upon written notice of any Dispute that arises out of or relates to CITY's obligations to provide administrative services as described herein, the Parties shall attempt to resolve it promptly by negotiations between the Parties who have authority to settle the Dispute. This process should be completed within 30 days of such written notice ("Negotiation").
 - ii. **STEP TWO—MEDIATION:** If the Dispute cannot be resolved through Negotiation, the Parties agree first to make a good faith attempt to resolve the Dispute by mediation lasting at least one day before resorting to arbitration, litigation or any other dispute resolution procedure ("Mediation"). The process shall be confidential based on terms acceptable to the mediator.
 - iii. **STEP THREE—ARBITRATION:** Any Dispute not resolved through Negotiation or Mediation in accordance with Steps 1 and 2 shall be resolved by final and binding arbitration pursuant to the provisions of California Code of Civil Procedure, Section 1280 et seq.. The Parties understand that arbitration is final and binding and that they are waiving their rights to other resolution processes such as court action, which may provide a right to a jury trial and the opportunity to take witness testimony prior to such a proceeding, or administrative proceeding.

gg. **ATTORNEYS' FEES:** In any action to enforce or interpret the terms of this agreement, including but not limited to any action for declaratory relief, each Party shall be solely responsible for and bear its own attorneys' fees, regardless of which Party prevails.

3. GENERAL MANAGER SERVICES: Commencing on the Effective Date of this Agreement, CITY shall serve as the General Manager of the UVBGSA. In keeping with section 13.1 of the JPA, the Board will appoint _____ as General Manager. The holder of that position will remain the General Manager until the Board, with the agreement of the CITY's City Manager, makes a different appointment with written consent of the Board. The General Manager shall provide the following administrative services:

a. FISCAL AND CONTRACT MANAGEMENT:

- i. Prior to the commencement of each Fiscal Year, present a preliminary budget to the Board for consideration and by no later than June 15, submit a final budget for approval by the Board. The Parties may agree in writing and by mutual consent to alter this schedule.
- ii. Contract management, including vendor procurement and development and management of vendor and CITY contracts.
- iii. Invoice management, including monthly review and processing of vendor and CITY invoices.

b. PERFORM THE DUTIES OF THE GENERAL MANAGER TO THE UVBGSA:

- i. Prepare meeting materials including Board packets, staff reports, PowerPoint slide decks, and coordination of consultant deliverables for Board, Ad Hoc, and Technical Advisory Committee ("TAC") meetings.
- ii. Attend and facilitate four quarterly Board meetings and four quarterly TAC meetings per year.
- iii. Perform follow-up activities from Board meetings and TAC meetings to implement direction given by the Board or TAC.

c. PERFORM THE DUTIES OF CLERK TO THE BOARD:

- i. Preparation of meeting notices and agendas in compliance with the Brown Act, for legal counsel review as needed.
- ii. Preparation of action minutes from the meetings and other documents requiring Board approval.

- iii. Performing follow-up administrative tasks, including posting information to the UVBGSA website and implementing direction given by Board and committee members.
 - iv. Act as the custodian of UVBGSA records created after the Effective Date and secure documents existing prior to the Effective Date that can be reasonably located, with copies to legal counsel.
- d. PROVIDE STAFF SERVICES FOR TECHNICAL ADVISORY COMMITTEE (TAC) MEETINGS:
- i. Prepare meeting materials, including preparation and posting of agendas and agenda materials in compliance with the Brown Act.
 - ii. Attend meetings and provide clerical services during the meeting, including recordation of the meetings, record actions taken, manage remote participation, if available via Zoom or similar technology.
 - iii. Follow-up administrative tasks, including preparation of action minutes.
- e. OVERSEE GROUNDWATER SUSTAINABILITY PLAN (“GSP”) IMPLEMENTATION:
- i. Direct technical Consultants, including management of each of the UVBGSA’s technical Consultants assigned to perform specific GSP implementation tasks. Work with technical consultants, including, but not limited to, Larry Walker and Associates, Hansford Environmental Consulting, Mendocino County Resource Conservation District, and the California Land Steward Institute. Prepare or oversee the 5-year update to the GSP.
 - ii. Review well permit applications and coordinate with the county as needed.
 - iii. Miscellaneous support for meetings, as necessary.
 - iv. Annual report and project management action (“PMA”) coordination, including oversight of the technical Consultant hired by UVBGSA who is responsible to prepare the annual report and develop an implementation plan for future PMAs.
 - v. Coordination with the UVBGSA’s legal counsel, including support to and coordination with UVBGSA legal counsel on all legal matters related to the UVBGSA, including, but not limited to, Form 700 compliance, coordinating compliance with executive orders, state and federal law and policy,

resolution development, required trainings for Board members, contracting, and, in consultation with UVBGSA legal counsel, answering legal questions from the Board.

f. STAKEHOLDER OUTREACH AND COMMUNICATION:

- i. External communications, including reviewing and responding to public inquiries by email and phone.
- ii. Develop outreach materials, including preparing materials to facilitate stakeholder outreach and communications.
- iii. Conduct outreach meetings, as necessary, to communicate important UVBGSA activities.

g. WEBSITE AND EMAIL MAINTENANCE, including the direct costs and associated administrative effort to maintain the website hosting plan, UVBGSA email account, and phone service hosting.

h. ADMINISTRATION AND MANAGEMENT OF RATE AND FEE STUDY IMPLEMENTATION:

- i. Support and coordination for rate and fee implementation, including coordination with and support to UVBGSA CITY on the fee implementation, non-appeal related corrections in billings, coordinating with the county as necessary, and coordinating with water purveyors.
- ii. Appeals, including administrative work to support the fee appeal process, in coordination with the fee consultant and legal counsel, as necessary.
- iii. Direct billing of annual fees.

i. GRANT ADMINISTRATION, including all coordination and administrative duties associated with grant management, billing, and reporting. Coordinate with legal counsel on grant compliance as needed. If directed by the Board, research grant opportunities for the UVBGSA, apply for grants, and manage funded grants.

4. OTHER SERVICES: When mutually agreed by the Parties as directed by the Board via Resolution, and/or by an amendment to this Agreement, CITY will provide Other Services to UVBGSA including other professional services as agreed upon pursuant to such subsequent agreements.


5. PAYMENT FOR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT:

- a. **ANNUAL COMPENSATION:** The annual UVBGSA budget proposed by the CITY and approved by the Board shall include compensation to the CITY for the services provided under Section 2 of this Agreement.

Within thirty (30) days after the end of each quarter of the Fiscal Year, UVBGSA will remit twenty-five (25%) percent of the annual budgeted Compensation to the CITY and any additional amount needed if the budgeted amount is amended by the Board.

- b. **TIME TRACKING:** The CITY shall implement a “project code” for time spent on implementation of the tasks it performs pursuant to this Services Agreement on an hourly basis. The CITY and the Board shall review the quarterly payments once per year to determine if the costs are exceeding the budgeted amount, and to determine if a budget amendment is necessary.
- c. **PAYMENT FOR OTHER SERVICES:** Unless a different rate is stipulated at the time, if Other Services are requested by UVBGSA, the CITY will charge UVBGSA for staff services according to the CITY’s Charge Out Rate Schedule which is updated annually, or at the same rate that it pays for such services to outside third parties. The CITY will bill for these services on a quarterly basis and payment for the services provided in any quarter is due no later than thirty (30) days after presentation of such quarterly invoice to the UVBGSA Board, and approval by the Board, at a regularly scheduled Board meeting. The CITY will also be eligible for any dedicated administration reimbursements from grants awarded to the UVBGSA that are allowable expenses in the administration of activity delivery for the corresponding grant, except to the extent the annual UVBGSA budget compensated the CITY for services covered by said administration reimbursements.

CITY OF UKIAH

By: 

Date: 02/25/2025

Sage Sangiacomo, City Manager, City of Ukiah

UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY

By: 

Date: 02/25/2025

Blake Adams, General Manager
Ukiah Valley Basin Groundwater Sustainability Agency

APPROVED AS TO FORM

By: 

Holly Roberson, General Counsel
Ukiah Valley Basin Groundwater Sustainability Agency

APPROVED AS TO FORM

By: 

David Rapport
City of Ukiah City Attorney



Amber Fisette
Deputy Director of Transportation, Mendocino County
Ukiah Valley Basin Groundwater Sustainability Agency
340 Lake Mendocino Drive
Ukiah, Ca 95482

February 9, 2026

Dear Ms. Fisette,

Enclosed please find the Fiscal Year 2024/2025 invoices from the City of Ukiah for work performed for the Professional Services Agreement with the Ukiah Valley Basin Groundwater Sustainability Agency.

The agreement was executed on 2/13/2025, therefore the first invoice begins with work started after that date. In addition to the four quarterly invoices, you will find a summary of each task associated with staff work performed.

Please let me know if you have any questions or would like more information.

Sincerely,

A handwritten signature in black ink, appearing to read "Maya Simerson", with a long, sweeping horizontal line extending to the right.

Maya Simerson
Senior Project Analyst
msimerson@cityofukiah.com
707-367-0699



Remit Payment To:
 City of Ukiah
 Attn: Finance Dept. - UVBGSA
 300 Seminary Ave.
 Ukiah, CA 95482

Amber Fisetto	Date:	2/9/2026
Deputy Director of Transportation	Invoice Number:	2025-01
Ukiah Valley Basin Groundwater	Fiscal Year / Quarter:	24-25 / Q3
Sustainability Agency	Period:	01/01/25 - 3/31/25
340 Lake Mendocino Drive	Project Name:	City Administrative GM Services for UVBGSA
Ukiah, CA 95482	Project/Contract Number:	2425-181

Administrative GM Services from February 13, 2025 to March 31, 2025

Previously Billed:	0.00
Total this Period:	4,752.21
Total Amount Billed to Date Including this Invoice:	4,752.21

Task 1 - Fiscal and Contract Management

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	4.00	92.81	371.24	
City Clerk	0.00	137.25	0.00	
Totals	4.00		371.24	
Total this Task				371.24

Task 2 - Duties of the GM to the UVBGSA: Board Meetings

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	4.00	92.81	371.24	
City Clerk	0.00	137.25	0.00	
Totals	4.00		371.24	
Total this Task				371.24

Task 3 - Duties of the Clerk of the Board: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 4 - Provision of Staff Services to TAC Meetings: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	4.50	92.81	417.65	
City Clerk	14.00	137.25	1,921.50	
Totals	18.50		2,339.15	
Total this Task				2,339.15

Task 5 - GSP Implementation Oversight

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	9.50	92.81	881.70	
City Clerk	0.00	137.25	0.00	
Totals	9.50		881.70	
Total this Task				881.70

Task 6 - Stakeholder Outreach and Communication

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	1.00	92.81	92.81	
City Clerk	0.00	137.25	0.00	
Totals	1.00		92.81	
Total this Task				92.81

Task 7 - Website and Email Maintenance

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	2.00	92.81	185.62	
City Clerk	0.00	137.25	0.00	
Totals	2.00		185.62	
Total this Task				185.62

Task 8 - Administration and Management of Rate and Fee Study Implementation

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 9 - Grant Administration

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.50	92.81	46.41	
City Clerk	0.00	137.25	0.00	
Totals	0.50		46.41	
Total this Task				46.41

Task 10 - Other Services

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	5.00	92.81	464.05	
City Clerk	0.00	137.25	0.00	
Totals	5.00		464.05	
Total this Task				464.05

Total this Invoice	\$4,752.21
---------------------------	-------------------

Description of Services:

See attached description of services.



**UVBGSA Administrative Services
Work Performed Summary**

FY 2024-2025, Quarter 3

Scope of Services and Budget Approved by GSA Board on February 13, 2025

Project # 2425-181

GSA General Manager Administrative Services

The following provides a summary of the work performed for the invoice period, FY 2024-25, **Quarter 3, starting on the date of contract approval: 2/13/25 – 3/31/25.**

TASK 1 – GSA FISCAL AND CONTRACT MANAGEMENT

- Held initial discussions regarding budget formulation for FY 2025-26.
- Performed monthly project and budget management tasks, including monthly invoice management, monthly review and processing of vendor and City invoices throughout the month.
- Supported West Yost in reviewing existing contractual agreements.

TASK 2 – PERFORM THE DUTIES OF THE GENERAL MANAGER

- Communicated and coordinated with Board Chair and Ad Hoc committee throughout the month to provide as requested information and support, including discussions on transition of administrative support services for the GSA to the City of Ukiah.
- Communicated and coordinated with Board Chair, Vice Chair, and City Clerk to prepare for the organization and scheduling of the 4/10/25 (Q4) GSA Board meeting.

TASK 3 – DUTIES OF THE CLERK OF THE BOARD

- Because there was no GSA board meeting this quarter, there was no work performed during the reporting period.

TASK 4 – PROVIDE STAFF SERVICES FOR TECHNICAL ADVISORY COMMITTEE

- Communicated and coordinated with TAC Chair, TAC Vice Chair, and City Clerk to schedule and host GSA TAC Meeting which took place on 3/5/25.
- Prepared meeting material, including meeting agenda in compliance with the Brown Act.
- Facilitated the TAC meeting on 3/5/25.
- Tracked and followed up on administrative tasks as needed.
- City Clerk prepared 3/5/25 TAC meeting notice and published agenda packet in compliance with Brown Act.
- City Clerk provided clerking services for 3/5/25 TAC meeting and prepared action minutes. City Clerk also completed post-document processing services.

TASK 5 – OVERSEE GROUNDWATER SUSTAINABILITY PLAN (“GSP”) IMPLEMENTATION

- Conducted varied activities to support GSP implementation in close coordination with associated vendors, including West Yost and Larry Walker Associates.
- Participated in ACWA sub-committee meetings.

TASK 6 – STAKEHOLDER OUTREACH AND ENGAGEMENT

- General Manager performed regular outreach to various interested parties.

TASK 7 – WEBSITE AND EMAIL MAINTENANCE

- The General Manager with close coordination with West Yost, engaged in discussions regarding digital and physical files, file transfer and share drive access, and gained access to digital email accounts.

TASK 8 – ADMINISTRATION AND MANAGEMENT OF RFS IMPLEMENTATION

- No work performed during this reporting period.

TASK 9 – GRANTS ADMINISTRATION

- Supported West Yost in implementation of the CDFW grant funded ISW & GWDE Study in terms of preparing the solicitation (RFP).

TASK 10 – OTHER SERVICES

- General Manager performed miscellaneous tasks in support of the Administrative Services Agreement and on as-needed basis.



Remit Payment To:
 City of Ukiah
 Attn: Finance Dept. - UVBGSA
 300 Seminary Ave.
 Ukiah, CA 95482

Amber Fisetto	Date:	2/9/2026
Deputy Director of Transportation	Invoice Number:	2025-02
Ukiah Valley Basin Groundwater	Fiscal Year / Quarter:	24-25 / Q4
Sustainability Agency	Period:	04/01/25 - 06/30/25
340 Lake Mendocino Drive	Project Name:	City Administrative GM Services for UVBGSA
Ukiah, CA 95482	Project/Contract Number:	2425-181

Administrative GM Services from April 1, 2025 to June 30, 2025

Previously Billed:	4,752.21
Total this Period:	12,935.06
Total Amount Billed to Date Including this Invoice:	17,687.26

Task 1 - Fiscal and Contract Management

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	16.50	92.81	1,531.37	
City Clerk	0.00	137.25	0.00	
Totals	16.50		1,531.37	
Total this Task				1,531.37

Task 2 - Duties of the GM to the UVBGSA: Board Meetings

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	26.50	92.81	2,459.47	
City Clerk	0.00	137.25	0.00	
Totals	26.50		2,459.47	
Total this Task				2,459.47

Task 3 - Duties of the Clerk of the Board: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	28.00	137.25	3,843.00	
Totals	28.00		3,843.00	
Total this Task				3,843.00

Task 4 - Provision of Staff Services to TAC Meetings: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	5.00	92.81	464.05	
City Clerk	13.50	137.25	1,852.88	
Totals	18.50		2,316.93	
Total this Task				2,316.93

Task 5 - GSP Implementation Oversight

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	2.00	92.81	185.62	
City Clerk	0.00	137.25	0.00	
Totals	2.00		185.62	
Total this Task				185.62

Task 6 - Stakeholder Outreach and Communication

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	2.00	92.81	185.62	
City Clerk	0.00	137.25	0.00	
Totals	2.00		185.62	
Total this Task				185.62

Task 7 - Website and Email Maintenance

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 8 - Administration and Management of Rate and Fee Study Implementation

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	3.00	92.81	278.43	
City Clerk	0.00	137.25	0.00	
Totals	3.00		278.43	
Total this Task				278.43

Task 9 - Grant Administration

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	13.50	92.81	1,252.94	
City Clerk	0.00	137.25	0.00	
Totals	13.50		1,252.94	
Total this Task				1,252.94

Task 10 - Other Services

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	9.50	92.81	881.70	
City Clerk	0.00	137.25	0.00	
Totals	9.50		881.70	
Total this Task				881.70

Total this Invoice	\$12,935.06
---------------------------	--------------------

Description of Services:

See attached description of services.



UVBGSA Administrative Services Work Performed Summary

FY 2024-2025, Quarter 4

Scope of Services and Budget Approved by GSA Board on February 13, 2025

Project # 2425-181

GSA General Manager Administrative Services

The following provides a summary of the work performed for the invoice period, FY 2024-25, Quarter 4: 4/1/25 – 6/30/25.

TASK 1 – GSA FISCAL AND CONTRACT MANAGEMENT

- Collaborated with West Yost to develop a draft budget, work with the Budget Ad Hoc, and then formalize a final proposed budget for the Board.
- Initiated discussions to amend existing contractor agreements that were set to expire as of 6/1/2025. These discussions were held with West Yost and General Counsel (KMTG) to negotiate scope, budget, and timelines, and then to formalize those agreements for signature. Additional work was needed to conduct due diligence on pre-existing RFP process for CDFW funded ISW & GWDE Study.
- Performed monthly project and budget management tasks, including monthly invoice management and monthly review and processing of vendor invoices throughout the month.

TASK 2 – PERFORM THE DUTIES OF THE GENERAL MANAGER

- Communicated and coordinated with Board Chair, Vice Chair, and City Clerk to schedule and host GSA Board meeting on 4/10/25 and another meeting that took place on 6/10/25.

TASK 3 – DUTIES OF THE CLERK OF THE BOARD

- Prepared meeting notices and agenda for 4/10/25 and 6/12/25 GSA Board meetings, in compliance with Brown Act requirements.
- Clerked 4/10/25 and 6/12/25 GSA Board meetings and prepared action minutes.
- Completed post-document processing services for 4/10/25 and 6/12/25 GSA Board meetings.

TASK 4 – PROVIDE STAFF SERVICES FOR TECHNICAL ADVISORY COMMITTEE

- Communicated and coordinated with TAC Chair, TAC Vice Chair, and City Clerk to schedule and host GSA TAC Meeting which took place on 5/7/25.
- Prepared meeting material, including meeting agenda in compliance with the Brown Act.
- Tracked and followed up on administrative tasks as needed.
- City Clerk prepared 5/7/25 TAC meeting notice and published agenda packet in compliance with Brown Act.
- City Clerk provided clerking services for 5/7/25 TAC meeting and prepared action minutes. City Clerk also completed post-document processing services.

TASK 5 – OVERSEE GROUNDWATER SUSTAINABILITY PLAN (“GSP”) IMPLEMENTATION

- General Manager participated in a Watershed Network Meeting to discuss the Russian River Watershed Resilience Pilot Study.

TASK 6 – STAKEHOLDER OUTREACH AND ENGAGEMENT

- General Manager performed regular outreach to various interested parties.

TASK 7 – WEBSITE AND EMAIL MAINTENANCE

- West Yost is still providing website and email maintenance services; therefore, no work was performed by the GSA GM for this period.

TASK 8 – ADMINISTRATION AND MANAGEMENT OF RFS IMPLEMENTATION

- Discussed the implications of, and the appropriate amount for a ratepayer/user fee rate increase as well as timing/deadlines for rate increase to get on the Countywide tax roll with Hansford Economic Consultants; and followed up with West Yost regarding FY 2025-26 budget revenue expectations.

TASK 9 – GRANTS ADMINISTRATION

- General Manager supported ongoing grant management activities including review of the RFP bid/proposal from Larry Walker Associates for the CDFW funded ISW & GWDE Study.
- CDFW grant compliance and quarterly reporting tasks were performed. Much of this time and effort was spent reviewing the grant proposal by Larry Walker Associates as well as supporting the Facilitation Support Services (FSS) work being provided by DWR via Stantec.

TASK 10 – OTHER SERVICES

- General Manager performed miscellaneous tasks in support of the Administrative Services Agreement on an as-needed basis.



Remit Payment To:
 City of Ukiah
 Attn: Finance Dept. - UVBGSA
 300 Seminary Ave.
 Ukiah, CA 95482

Amber Fisetto	Date:	2/9/2026
Deputy Director of Transportation	Invoice Number:	2025-03
Ukiah Valley Basin Groundwater	Fiscal Year / Quarter:	25-26 / Q1
Sustainability Agency	Period:	07/01/25 - 09/30/25
340 Lake Mendocino Drive	Project Name:	City Administrative GM Services for UVBGSA
Ukiah, CA 95482	Project/Contract Number:	2425-181

Administrative GM Services from July 1, 2025 to September 30, 2025

Previously Billed:	17,687.26
Total this Period:	4,104.50
Total Amount Billed to Date Including this Invoice:	21,791.76

Task 1 - Fiscal and Contract Management

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	7.50	92.81	696.08	
City Clerk	0.00	137.25	0.00	
Totals	7.50		696.08	
Total this Task				696.08

Task 2 - Duties of the GM to the UVBGSA: Board Meetings

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	8.00	92.81	742.48	
City Clerk	0.00	137.25	0.00	
Totals	8.00		742.48	
Total this Task				742.48

Task 3 - Duties of the Clerk of the Board: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	13.00	137.25	1,784.25	
Totals	13.00		1,784.25	
Total this Task				1,784.25

Task 4 - Provision of Staff Services to TAC Meetings: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 5 - GSP Implementation Oversight

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 6 - Stakeholder Outreach and Communication

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	1.50	92.81	139.22	
City Clerk	0.00	137.25	0.00	
Totals	1.50		139.22	
Total this Task				139.22

Task 7 - Website and Email Maintenance

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 8 - Administration and Management of Rate and Fee Study Implementation

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 9 - Grant Administration

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	5.00	92.81	464.05	
City Clerk	0.00	137.25	0.00	
Totals	5.00		464.05	
Total this Task				464.05

Task 10 - Other Services

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	3.00	92.81	278.43	
City Clerk	0.00	137.25	0.00	
Totals	3.00		278.43	
Total this Task				278.43

Total this Invoice	\$4,104.50
---------------------------	-------------------

Description of Services:

See attached description of services.



**UVBGSA Administrative Services
Work Performed Summary**

FY 2025-2026, Quarter 1

Scope of Services and Budget Approved by GSA Board on February 13, 2025

Project # 2425-181

GSA General Manager Administrative Services

The following provides a summary of the work performed for the invoice period, FY 2025-26,
Quarter 1: 7/1/25 – 9/30/25.

TASK 1 – GSA FISCAL AND CONTRACT MANAGEMENT

- Performed routine fiscal and contract management duties including work related to the CDFW funded ISW & GWDE Study.
- Held annual check-in meetings with all UVBGSA Vendors upon full execution of amended agreements.
- Performed monthly project and budget management tasks, including monthly invoice management, monthly review and processing of vendor invoices throughout the month.

TASK 2 – PERFORM THE DUTIES OF THE GENERAL MANAGER

- Communicated and coordinated with Board Chair, Vice Chair, and City Clerk to schedule and host GSA Board meeting which took place on 8/28/25.

TASK 3 – DUTIES OF THE CLERK

- Prepared meeting notice and agenda for 8/28/25 GSA Board meeting, in compliance with Brown Act requirements.
- Clerked 8/28/25 GSA Board meeting and prepared action minutes.
- Completed post-document processing services for 8/28/25 GSA Board meeting.

TASK 4 – PROVIDE STAFF SERVICES FOR TECHNICAL ADVISORY COMMITTEE

- No TAC meeting took place in Q3; therefore, no work was performed for this period.

TASK 5 – OVERSEE GROUNDWATER SUSTAINABILITY PLAN (“GSP”) IMPLEMENTATION

- No work was performed for this task for the period.

TASK 6 – STAKEHOLDER OUTREACH AND ENGAGEMENT

- Performed regular outreach to various interested parties including initial discussions regarding the development of a letter/correspondence to address absent Director in the Tribal Seat.

TASK 7 – WEBSITE AND EMAIL MAINTENANCE

- West Yost is still providing website and email maintenance services; therefore, no work was performed by the GSA GM for this period.

TASK 8 – ADMINISTRATION AND MANAGEMENT OF RFS IMPLEMENTATION

- No work was performed for this task for the period.

TASK 9 – GRANTS ADMINISTRATION

- Supported ongoing grant management activities including the facilitation of the CDFW funded ISW & GWDE Study and quarterly grant reporting.

TASK 10 – OTHER SERVICES

- Performed miscellaneous tasks in support of Administrative Services Agreement on as-needed basis.

Note: The UVBGSAs amended/extended the existing West Yost agreement, with modified (decreased) scope to ensure sustainability of key services.



Remit Payment To:
 City of Ukiah
 Attn: Finance Dept. - UVBGSA
 300 Seminary Ave.
 Ukiah, CA 95482

Amber Fisette	Date:	2/9/2026
Deputy Director of Transportation	Invoice Number:	2025-04
Ukiah Valley Basin Groundwater	Fiscal Year / Quarter:	25-26 / Q2
Sustainability Agency	Period:	10/01/25 - 12/31/25
340 Lake Mendocino Drive	Project Name:	City Administrative GM Services for UVBGSA
Ukiah, CA 95482	Project/Contract Number:	2425-181

Administrative GM Services from October 1, 2025 to December 31, 2025

Previously Billed:	21,791.76
Total this Period:	10,103.75
Total Amount Billed to Date Including this Invoice:	31,895.51

Task 1 - Fiscal and Contract Management

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	7.00	92.81	649.67	
City Clerk	0.00	137.25	0.00	
Totals	7.00		649.67	
Total this Task				649.67

Task 2 - Duties of the GM to the UVBGSA: Board Meetings

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	12.00	92.81	1,113.72	
City Clerk	0.00	137.25	0.00	
Totals	12.00		1,113.72	
Total this Task				1,113.72

Task 3 - Duties of the Clerk of the Board: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	15.00	137.25	2,058.75	
Totals	15.00		2,058.75	
Total this Task				2,058.75

Task 4 - Provision of Staff Services to TAC Meetings: Notices, Agendas, Minutes, etc.

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	3.00	92.81	278.43	
City Clerk	15.00	137.25	2,058.75	
Totals	18.00		2,337.18	
Total this Task				2,337.18

Task 5 - GSP Implementation Oversight

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	4.00	92.81	371.24	
City Clerk	0.00	137.25	0.00	
Water Resources Director	0.00	216.08	0.00	
Totals	4.00		371.24	
Total this Task				371.24

Task 6 - Stakeholder Outreach and Communication

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	15.50	92.81	1,438.56	
City Clerk	0.00	137.25	0.00	
Totals	15.50		1,438.56	
Total this Task				1,438.56

Task 7 - Website and Email Maintenance

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 8 - Administration and Management of Rate and Fee Study Implementation

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	0.00	92.81	0.00	
City Clerk	0.00	137.25	0.00	
Totals	0.00		0.00	
Total this Task				0.00

Task 9 - Grant Administration

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	15.00	92.81	1,392.15	
City Clerk	0.00	137.25	0.00	
Totals	15.00		1,392.15	
Total this Task				1,392.15

Task 10 - Other Services

Administrative Personnel

	Hours	Rate	Amount	
Chief Resilience Officer/GSA General Manager	8.00	92.81	742.48	
City Clerk	0.00	137.25	0.00	
Totals	8.00		742.48	
Total this Task				742.48

Total this Invoice	\$10,103.75
---------------------------	--------------------

Description of Services:

See attached description of services.



**UVBGSA Administrative Services
Work Performed Summary**

FY 2025-2026, Quarter 2

Scope of Services and Budget Approved by GSA Board on February 13, 2025

Project # 2425-181

GSA General Manager Administrative Services

The following provides a summary of the work performed for the invoice period, FY 2025-26, **Quarter 2: 10/1/25 – 12/31/25.**

TASK 1 – GSA FISCAL AND CONTRACT MANAGEMENT

- With West Yost under new agreement to continue to perform fiscal management duties, performed ongoing contract management activities associated with Larry Walker Associates on-call technical support agreement which needed amending.
- Performed monthly project and budget management tasks, including monthly invoice management, monthly review and processing of vendor invoices throughout the month.

TASK 2 – PERFORM THE DUTIES OF THE GENERAL MANAGER

- Communicated and coordinated with Board Chair, Vice Chair, and City Clerk to schedule and host GSA Board meeting which was originally scheduled to take place on 11/13/25 but was later rescheduled as a Special Meeting on 12/15/25.

TASK 3 – DUTIES OF THE CLERK OF THE BOARD

- Prepared meeting notice and agenda for 12/15/25 GSA Board meeting, in compliance with Brown Act requirements.
- Clerked 12/15/25 GSA Board meeting and prepared action minutes.
- Completed post-document processing services for 12/15/25 Board meeting.

TASK 4 – PROVIDE STAFF SERVICES FOR TECHNICAL ADVISORY COMMITTEE

- Communicated and coordinated with TAC Chair, TAC Vice Chair, and City Clerk to schedule and host GSA TAC Meeting which took place on 10/15/25.
- City Clerk prepared 12/15/25 TAC meeting notice and published agenda packet in compliance with Brown Act.
- City Clerk provided clerking services for 12/15/25 TAC meeting and prepared action minutes. City Clerk also completed post-document processing services.

TASK 5 – OVERSEE GROUNDWATER SUSTAINABILITY PLAN (“GSP”) IMPLEMENTATION

- Performed a range of GSP implementation support activities including coordination with Larry Walker Associates for seasonal/fall well monitoring, draft Annual Water Year 2025 report build-out, and support of the CDFW funded ISW & GWDE Study.

TASK 6 – STAKEHOLDER OUTREACH AND ENGAGEMENT

- Performed stakeholder and outreach communications including the drafting of a letter to the Tribal communities and specifically to the absent Director in the Tribal seat.

TASK 7 – WEBSITE AND EMAIL MAINTENANCE

- West Yost is still providing website and email maintenance services; therefore, no work was performed by the GSA GM for this period.

TASK 8 – ADMINISTRATION AND MANAGEMENT OF RFS IMPLEMENTATION

- No work was performed for this task for the period.

TASK 9 – GRANTS ADMINISTRATION

- With the fully executed and amended CDFW funded ISW & GWDE Study agreement in place, coordinated with Larry Walker Associates in Q4.
- Facilitated discussions to support Stantec to perform the FSS work including the build-out of a Strategic & Operations Plan as well as Governance Reform Memorandum.

TASK 10 – OTHER SERVICES

- Performed miscellaneous tasks in support of the Administrative Services Agreement on an as-needed basis.



**UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY
Special Meeting**

**Mendocino County Board of Supervisors Chamber
501 Low Gap Road, Ukiah, CA 95482**

Virtual Meeting Link: <https://us06web.zoom.us/j/86074412428>

**Ukiah, CA 95482
December 15, 2025
3:00 p.m.**

1. CALL TO ORDER AND ROLL CALL

The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA/GSA) met at a Special Meeting on December 15, 2025, having been legally noticed on December 11, 2025. The meeting was held in person and virtually at the following link: <https://us06web.zoom.us/j/86074412428>. Chair Cline called the meeting to order at 3:10 p.m. Roll was taken with the following **Directors Present**: Adam Gaska, Ag Representative; John Bailey, Russian River Flood Control (RRFC) District; Douglas F. Crane, City of Ukiah; and Madeline Cline, County of Mendocino. **Director Absent**: Eddie Nevarez, Tribal Representative. **Staff Present**: Blake Adams, GSA General Manager and Kristine Lawler, Ukiah City Clerk. **Also Present**: Jonathan Weldon, GSA Legal Counsel - Kronick Moskovitz Tiedmann & Girard (KMTG).

CHAIR CLINE PRESIDING.

The Pledge of Allegiance was led by Director Blake Adams, General Manager.

2. APPROVAL OF AGENDA

Presenter: Chair Cline.

Motion/Second: Crane/Gaska to approve the agenda. Motion **carried** by the following roll call votes: AYES: Gaska, Bailey, Crane, and Cline. NOES: None. ABSENT: Nevarez. ABSTAN: None.

3. AUDIENCE COMMENTS ON NON-AGENDA ITEMS

No public comments were received.

4. DISCUSSION AND POSSIBLE ACTION ITEMS

a. Technical Program Updates.

Presenter: Audra Bardsley, Larry Walker Associates.

A PowerPoint presentation was given.

Public Comment: Javier Silva (*submitting comments via Zoom chat*).

Update was received.

b. Discussion of Well Inventory Phase II Activities and Fiscal Impact.

Presenter: Blake Adams, General Manager.

A PowerPoint presentation was given.

No public comment was received.

Motion/Second: Gaska/Bailey to amend the On-call technical support agreement with Larry Walker Associates to enable Well Inventory Phase II activities. Motion **carried** by the following roll call votes: AYES: Gaska, Bailey, Crane, and Cline. NOES: None. ABSENT: Nevarez. ABSTAN: None.

c. Discussion of Periodic Evaluation or Periodic Evaluation & Plan Amendment activities and Fiscal Impact.

Presenter: Blake Adams, General Manager.

A PowerPoint presentation was given.

No public comment was received.

Motion/Second: Gaska/Bailey to conduct a Periodic Evaluation (PE) of the agency's Groundwater Sustainability Plan (Option 1:PE) and forgo the combined option to conduct a Period Evaluation and Plan Amendment (Option 2:PE + PA), and authorize the General Manager to amend the on-call technical contract with Larry Walker Associations to enable that work. Motion **carried** by the following roll call votes: AYES: Gaska, Bailey, Crane, and Cline. NOES: None. ABSENT: Nevarez. ABSTAN: None.

d. Possible Approval of Cost-Sharing Agreement with the Small Groundwater Sustainability Agency Coalition.

Presenter: Blake Adams, General Manager.

No public comment was received.

Motion/Second: Crane/Gaska to enter a cost-sharing agreement with the Small Groundwater Sustainability Agency Coalition. Motion **carried** by the following roll call votes: AYES: Gaska, Bailey, Crane, and Cline. NOES: None. ABSENT: Nevarez. ABSTAN: None.

5. CONSENT CALENDAR

a. Approval of the Minutes for the August 28, 2025, Regular Meeting.

Motion/Second: Crane/Bailey to approve the Consent Calendar item 5a, as submitted. Motion **carried** by the following roll call votes: AYES: Bailey, Crane, and Cline. NOES: None. ABSENT: Nevarez. ABSTAN: Gaska.

6. STAFF AND PARTNER UPDATES

a. Updates from General Manager.

Presenter: Blake Adams, UVBGSA General Manager.

A PowerPoint presentation was given.

Public Comment – Javier Silva, Dakota Perez, and Javier Silva (*speaking a second time*).

Member Consensus to direct Staff to bring back to the next meeting all quarterly reports including the City of Ukiah’s cost to administer the agreement.

Updates were received.

b. Updates from GSA Legal Counsel.

Presenter: Jonathan Weldon, GSA Legal Counsel - Kronick Moskovitz Tiedmann & Girard (KMTG).

No public comment was received.

Updates were received.

7. FUTURE AGENDA ITEMS AND SET NEXT MEETING DATE

a. Discussion and Consideration of Future Agenda Items and Scheduling of Next Meeting Date with Meeting to be Held at the County of Mendocino, Board of Supervisors Chamber, 501 Low Gap Rd., Ukiah, CA 95482, at 1:00 p.m.

Presenter: Chair Cline

No public comment was received.

Member Consensus to direct Staff to:

- Add the item discussed under the Director’s Report to the next agenda.
- Agendize an update on the process for the agency operations and strategic plan development.
- Hold the next regular meeting on the scheduled date of March 12, 2026, at 1:00 p.m.

8. ADJOURNMENT

There being no further business, the meeting adjourned at 5:13 p.m.

Madeline Cline, Chair

ATTEST:

Kristine Lawler, Clerk



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Consideration and Possible Approval Related to the Appointment of Replacement Members to the Technical Advisory Committee (TAC) Representing the City of Ukiah and the Mendocino County Resource Conservation District.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager

ATTACHMENTS:

1. City of Ukiah Resolution
2. Mendocino County Resource Conservation District Resolution

Summary: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board will discuss and possibly take action to appoint new members to the Technical Advisory Committee Representing the City of Ukiah and the Mendocino County Resource Conservation District.

Background: The Technical Advisory Committee (TAC) is an advisory committee to the Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) established in the UVBGSA bylaws. The TAC is comprised of representatives for each UVBGSA Member, Agriculture and Tribal Stakeholders, Sonoma County Water Agency, the Mendocino County Resource Conservation District, and at least one representative from the California Land Stewardship Institute.

The TAC's purpose is to provide input and recommendations to the UVBGSA Board of Directors on groundwater sustainability plan development, implementation, and policies.

Due to recent retirements by the former City of Ukiah Water Resources Director and the representative from Mendocino County Resource Conservation District, both seats representing those partners are currently vacant.

Discussion: Jared Walker has become the new City of Ukiah's Water Resources Director. Prior to serving in that role, he held the position of Deputy Director of Water Resources and served as the General Manager for six local water districts. With 13 years of experience in local water resources, he has the technical experience to assist UVBGSA staff, as well as to provide input and recommendations to the UVBGSA Board of Directors. The Ukiah City Council adopted a Resolution (Attachment #1) in support of Mr. Walker serving as the City's representative on the TAC at their meeting on March 4, 2026.

On December 16, 2025, the Mendocino County Resource Conservation District adopted a Resolution (Attachment #2) appointing Erin Formaker, Water Resources Project Manager to serve as their representative on the committee. Erin brings a depth of experience and technical knowledge.

Staff is recommending that the UVBGSA Board accept the recommendations of the City of Ukiah and the Mendocino County Resource Conservation District and appoint Jared Walker and Erin Formaker as the respective representatives to the Technical Advisor Committee.

Recommended Action: Accept the recommendations of the City of Ukiah and the Mendocino County Resource Conservation District to appoint Jared Walker and Erin Formaker as the respective replacement representatives to the Technical Advisory Committee (TAC).

RESOLUTION NO. 2026-08

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF UKIAH MAKING THE RECOMMENDATION TO THE UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY (UVBGS) TO APPOINT JARED WALKER TO BE THE CITY OF UKIAH REPRESENTATIVE ON THE TECHNICAL ADVISORY COMMITTEE (TAC)

WHEREAS, Sean White, as the City of Ukiah’s Water Resources Director, served on the Technical Advisory Committee (TAC), as the City’s representative, and recently retired from his position with the City; and

WHEREAS, Jared Walker has become the new City of Ukiah’s Water Resources Director, has the experience necessary to serve on the TAC, and is knowledgeable in respect to groundwater issues and concerns; and

WHEREAS, the Ukiah Valley Basin Groundwater Sustainability Agency (UVBGS) makes the appointments to the TAC, but require a resolution from the member legislative bodies to make a recommendation for a representative to serve on their behalf.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Ukiah hereby makes the recommendation to the Ukiah Valley Basin Groundwater Sustainability Agency (UVBGS) for Jared Walker to serve as the City of Ukiah’s representative on the Technical Advisory Committee (TAC).

PASSED AND ADOPTED this 4th day of March, 2026, by the following roll call vote:

- AYES: Councilmembers Crane, Rodin, Criss, Orozco, and Mayor Sher.
- NOES: None.
- ABSTAIN: None.
- ABSENT: None.



 Susan Sher, Mayor
 Ukiah City Council

ATTEST:



 Kristine Lawler, City Clerk

RESOLUTION NO. 2025-292

**BOARD OF DIRECTORS
MENDOCINO COUNTY RESOURCE CONSERVATION DISTRICT**

DECEMBER 16, 2025

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE MENDOCINO COUNTY
RESOURCE CONSERVATION DISTRICT AUTHORIZING CONTINUED
PARTICIPATION IN THE UKIAH VALLEY BASIN GROUNDWATER
SUSTAINABILITY AGENCY'S TECHNICAL ADVISORY COMMITTEE (TAC) AND
DESIGNATING A REPRESENTATIVE TO SERVE ON THE TAC.**

WHEREAS, the Mendocino County Resource Conservation District (MCRCD) continues to support the efforts of the Ukiah Valley Basin Groundwater Sustainability Agency (GSA); and

WHEREAS, MCRCD has had a designated representative on the GSA's Technical Advisory Committee since the GSA began; and

WHEREAS, MCRCD's representative on the Technical Advisory Committee vacated the position in December 2025; and

WHEREAS, MCRCD desires to continue to support and participate in the GSA's Technical Advisory Committee.

NOW THEREFORE, BE IT RESOLVED that the Mendocino County Resource Conservation District Board of Directors hereby appoints MCRCD's Water Resources Program Manager, Erin Formaker, to serve on the Ukiah Valley Basin Groundwater Sustainability Agency's Technical Advisory Committee.

ADOPTED, APPROVED AND SIGNED this the 16th day of December 2025.

We, the undersigned, hereby certify that the foregoing Resolution 2025-292 was adopted by the Board of Directors of the Mendocino County Resource Conservation District at the meeting thereof held on the 16th day of December 2025, by the following roll call vote:

Ayes: Charles A. Orth, Cathy Monroe, Stephen Smith, Peter Braudrick

Noes: N/A

Abstain: N/A

Absent: N/A

Attest: N/A

Charles A. Orth
Charles A. Orth, Board Chair

Tiffany F. Steinborn
Tiffany Steinborn, Board Secretary



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Authorize the Chair to Negotiate and Execute an Agreement with the Mendocino County Resource Conservation District to Perform Grant Funded Work Towards the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study in an Amount not to Exceed \$30,000.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson, Acting General Manager

ATTACHMENTS:

1. MCRCD CDFW Budget
2. MCRCD GDE-ISW_letter

Summary: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) Board will consider authorizing the Chair to Negotiate and Execute an Agreement with the Mendocino County Resource Conservation District to Perform Grant Funded Work Towards the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study in an amount not to Exceed \$30,000.

Background: The Mendocino County Resource Conservation District (MCRCD) was identified and specifically included as Subcontract -2 for Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study funded by a grant from the California Department of Fish and Wildlife. The budget for the work is not to exceed \$30,000 and can be found broken out on the attached grant budget worksheet. (attachment #1)

The approved scope of work including tasks 1-3 as outlined below and found in the attached letter (attachment #2):

- Monitoring support
- Meetings, coordination, and as-needed technical support
- Landowner outreach and communication

Discussion: Larry Walker Associates is implementing the grant work and assisted staff in preparing the attached quarterly report addressing work completed between October and December of 2025. Securing an agreement with MCRCD will allow progress on the grant to continue in a timely manner.

Staff recommends the board authorize the Chair to negotiate and execute the agreement with the Mendocino County Resource Conservation District to perform grant funded work towards the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study in an amount not to exceed \$30,000.

Recommended Action: Authorize the Chair to negotiate and execute the agreement with the Mendocino County Resource Conservation District to perform grant funded work towards the Upper Russian River Groundwater Dependent Ecosystem and Interconnected Surface Water Study in an amount not to exceed \$30,000.

For CDFW Internal Use

<p>RECEIVED</p> <p>Watershed Restoration Grants Branch</p>	<p>I hereby certify that the services rendered are within the scope of work and the estimated budget and were performed satisfactorily by the contractor</p> <p>I authorize _____ Partial Payment _____ Final payment Signed: _____ Date: _____ Title: _____</p>
--	--

For Grantee Use

From: Ukiah Valley Basin Groundwater Sustainability Agency 340 Lake Mendocino Dr. Ukiah, CA 95482		Agreement Number Q2496105	Invoice Number 1	Invoice Date 5/1/2025
To: ATTN: [Grant Manager] CDFW, Watershed Restoration Grants Branch P.O. Box 944209 Sacramento, CA 94244-2090		Project Name:		
		Billing Period Covered		
		From: 1/31/2025	To: 3/31/2025	
	CDFW Funding	Costs Incurred this Period	Total Cost to Date	Remaining Balance
Personnel Services				
Personnel	\$ 80,000	\$ 3,127.50	\$ 3,127.50	\$ 76,872.50
Subtotal	\$ 80,000	\$ 3,127.50	\$ 3,127.50	\$ 76,872.50
Staff Benefits			\$ -	\$ -
Total Personnel Services	\$ 80,000	\$ 3,127.50	\$ 3,127.50	\$ 76,872.50
Operating Expenses				
General Expenses (postage, office supplies, NOT IN Indirect Charges)	\$ 2,000			\$ 2,000.00
Travel (Not to exceed State reimbursement rates)	\$ 30,000			\$ 30,000.00
Total Operating Expenses	\$ 32,000	\$ -	\$ -	\$ 32,000.00
Indirect Costs NA				
Subcontractors				
Subcontractor 1 – Environmental Geotechnical	\$ 1,217,500			\$ 1,214,372.50
Subcontractor 2 – Mendocino County Resource Conservation District	\$ 30,000			\$ 30,000.00
Total Subcontractors	\$ 1,247,500			
Equipment				
NA				
Total Equipment	\$ -	\$ -	\$ -	\$ -
TOTAL	\$ 1,359,500	\$ 3,127.50	\$ 3,127.50	\$ 1,356,372.50
Description of Services Performed: Please provide a narrative description consistent with the Scope of Work of services performed, as represented by the costs identified in this invoice for this Agreement, and note and justify any corrections/changes to the amounts or totals above. Attach any additional pages if more space is needed.				
During the months of February and March, the UVBGSA employed personnel services via West Yost Associates to conduct GSA Administration Services in the form of FY25 Grants Management. These activities included development of an RFP/Solicitation for Subcontractor 1 - Environmental Geotechnical, advertising of said RFP, and receipt/review of proposals.				
TOTAL AMOUNT DUE			\$	3,127.50
CERTIFICATION OF GRANTEE				
The above information represents the current balances for Q2496105. Certified as true and accurate.				
Blake Adams, UVBGSA General Manager Printed Name/Title of Grantee Project Manager				
<i>Blake Adams</i> Signature of Grantee Project Manager			5/1/2025 Date	



← MCRCD

Memorandum

To: Ukiah Valley Basin Groundwater Sustainability Agency Board

From: Erin Formaker, Interim Water Resources Program Manager, Mendocino County Resource Conservation District

Date: 3/2/2026

Subject: Contracting with MCRCDD to serve as field and technical support to the GSA and subcontractors as part of the Upper Russian River Groundwater Dependent Ecosystems and Interconnected Surface Water Study.

This memorandum is to provide the necessary information for the UVBGSA Board to move forward with contracting the MCRCDD to provide monitoring support to Larry Walker and Associates and Stillwater Sciences, attend meetings, coordinate with consultants, provide as-needed technical support to the GSA, and conduct landowner outreach as part of the Upper Russian River Groundwater Dependent Ecosystems and Interconnected Surface Water Study. The scope, budget, and relevant personnel rates are included below.

Scope

- Monitoring support
- Meetings, coordination, and as-needed technical support
- Landowner outreach and communication

Budget

Task	Budget
Monitoring support	\$15,000
Meetings, coordination, and as-needed technical support	\$10,000
Landowner outreach and communication	\$5,000
Total	\$30,000

Rates

Personnel	Rate
Water Resources Program Manager	\$120
Water Resources Project Manager	\$118
Environmental Resources Project Manager	\$102

Please reach out to me with questions or clarifications.

Thank you,
Erin Formaker
Interim Water Resources Program Manager
erin.b@mcrdd.org
(971) 400-7013



**UKIAH VALLEY BASIN
GROUNDWATER SUSTAINABILITY AGENCY (GSA)**

STAFF REPORT

SUBJECT: Authorize the Chair, or Designee, to Execute the FPPC Form 602 and Any Associated Documents in Support of the Small GSA Coalition.

PREPARED BY: Maya Simerson, Senior Management Analyst

PRESENTER: Maya Simerson

ATTACHMENTS:

1. UVBGSA F602 2025-26

Summary: The Board is asked to authorize the Chair or General Manager to execute FPPC Form 602, formally designating PPG to lobby on behalf of the Ukiah Valley Basin Groundwater Sustainability Agency, and to direct PPG to prepare and submit the quarterly FPPC Form 635 lobbyist employer reports on behalf of the Agency in Support of the Small GSA Coalition.

Background: The Ukiah Valley Basin Groundwater Sustainability Agency (UVBGSA) has engaged PPG to provide legislative advocacy and lobbying services on matters affecting groundwater sustainability, funding opportunities, regulatory compliance, and related state-level policy issues.

Pursuant to the Political Reform Act, agencies that retain lobbying firms must file required disclosure documents with the California Secretary of State.

Attachment #1 is the FPPC Form 602 (Lobbyist Employer Authorization Statement), which formally authorizes PPG to lobby on behalf of UVBGSA effective February 1, 2026. Upon execution, the form will be submitted to the Secretary of State.

Discussion: FPPC Form 602

Form 602 identifies UVBGSA as a Lobbyist Employer and authorizes PPG to act as its lobbying firm. The form requires signature by the agency's authorized representative. Approval of this item will authorize the Chair or designee to execute the form via DocuSign.

FPPC Form 635 – Quarterly Reporting Requirement

As a registered Lobbyist Employer, UVBGSA must file quarterly FPPC Form 635 reports disclosing payments made to lobbying firms and related activity.

The first quarterly report (Q1 2026) is due April 30, 2026.

PPG has offered to assist with drafting and submitting these quarterly filings. Staff is requesting direction to allow PPG to assist in preparing and submitting the quarterly disclosures in coordination with staff in support of the Small GSA Coalition.

Recommended Action:

1. Authorize the Chair or designee to execute the FPPC Form 602 designating PPG to lobby on behalf of the Ukiah Valley Basin Groundwater Sustainability Agency effective February 1, 2026.

2. Direct PPG to prepare and submit the quarterly FPPC Form 635 Lobbyist Employer Reports on behalf of the Agency.

**Lobbying Firm
Activity Authorization**

(Government Code Section 86104)

Check one box, if applicable

Lobbyist Employer
(Gov. Code Section 82039.5)

Lobbying Coalition
(FPPC Regulation 18616.4)

Type or Print in ink

Legislative Session	CALIFORNIA FORM 602
2025 2026 _____ (Insert Years)	FAIR POLITICAL PRACTICES COMM. For Official Use Only

NAME OF FILER: UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY				EFFECTIVE DATE: 02/01/2026
BUSINESS ADDRESS: (Number and Street) 340 LAKE MENDOCINO DRIVE	(City) UKIAH	(State) CA	(Zip Code) 95482	TELEPHONE NUMBER: 707-367-0699
MAILING ADDRESS: (If different than above.)				FAX NUMBER: (Optional)
				E-MAIL: (Optional) msimerson@cityofukiah.com

I hereby authorize PACIFIC POLICY GROUP
 1121 L STREET
 SUITE 700
 SACRAMENTO CA 95814

 (Name of Lobbying Firm)
 (Business Address)

to engage in the activities of a lobbying firm (as defined in California Government Code Section 82038.5 and 2 Cal. Code of Regs. Section 18238.5) on behalf of the above named employer.

If you are authorizing another lobbying firm to lobby on behalf of your firm's client(s), provide the name(s) of the client(s) below. (It is not necessary to complete the Nature and Interests section.)

Please see attached pages

VERIFICATION

I have used all reasonable diligence in preparing this Statement. I have reviewed this Statement and to the best of my knowledge the information contained herein is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____ DATE By _____ SIGNATURE OF RESPONSIBLE OFFICER
 Name of Responsible Officer MAYA SIMERSON Title ACTING GENERAL MANAGER
 PRINT OR TYPE

Lobbying Firm Activity Authorization

SEE INSTRUCTIONS ON REVERSE

Type or Print in ink

NAME OF FILER:

UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY

2/2

Nature and Interests of Lobbyist Employer

Check **one** box only:

- INDIVIDUAL (Complete only Parts A and E) BUSINESS ENTITY (Complete only Parts B and E) INDUSTRY, TRADE OR PROFESSIONAL ASSN. (Complete only Parts C and E) OTHER (e.g., lobbying coalition) (Complete only Parts D and E)

A. Individual

1. Name and address of employer (or principal place of business if self-employed):

2. Description of business activity in which you or your employer are engaged:

B. Business Entity

Description of business activity in which engaged:

C. Industry, Trade or Professional Association

1. Description of industry, trade, or profession represented:

2. Specific description of any portion or faction of the industry, trade, or profession which the association exclusively or primarily represents:

3. Number of members in association (check appropriate box)

- 50 OR LESS (provide names of all members on an attachment.) MORE THAN 50

D. Other

1. Statement of nature and purposes:

THE UKIAH VALLEY BASIN GROUNDWATER SUSTAINABILITY AGENCY (GSA) IS A PUBLIC AGENCY FORMED TO SUSTAINABLY MANAGE GROUNDWATER IN THE UKIAH VALLEY GROUNDWATER BASIN.

2. Description of any trade, profession, or other group with a common economic interest which is principally represented or from which membership or financial support is principally derived:

THE GSA BOARD IS COMPRISED OF MEMBERS REPRESENTING THE FOLLOWING AGENCIES: CITY OF UKIAH; COUNTY OF MENDOCINO; RUSSIAN RIVER FLOOD CONTROL AND WATER CONSERVATION DISTRICT; UPPER RUSSIAN RIVER WATER AGENCY; GUIDIVILLE RANCHERIA AND MENDOCINO COUNTY FARM BUREAU.

E. Industry Group Classification

Check one box which most accurately describes the industry group which you represent. See instructions on reverse.

- | | | | |
|--|---|---|---|
| <input type="checkbox"/> AGRICULTURE | <input type="checkbox"/> LEGAL | BUSINESS (Check one of the following sub-categories.) | |
| <input type="checkbox"/> EDUCATION | <input type="checkbox"/> PUBLIC EMPLOYEES | <input type="checkbox"/> ENTERTAINMENT/RECREATION | <input type="checkbox"/> OIL AND GAS |
| <input checked="" type="checkbox"/> GOVERNMENT | <input type="checkbox"/> POLITICAL ORGANIZATIONS | <input type="checkbox"/> FINANCE/INSURANCE | <input type="checkbox"/> PROFESSIONAL/TRADE |
| <input type="checkbox"/> HEALTH | <input type="checkbox"/> UTILITIES | <input type="checkbox"/> LODGING/RESTAURANTS | <input type="checkbox"/> REAL ESTATE |
| <input type="checkbox"/> LABOR UNIONS | <input type="checkbox"/> OTHER: _____
(Describe in detail) | <input type="checkbox"/> MANUFACTURING/INDUSTRIAL | <input type="checkbox"/> TRANSPORTATION |
| | | <input type="checkbox"/> MERCHANDISE/RETAIL | <input type="checkbox"/> OTHER: _____
(Specific Description) |

UVBGSA General Manager Report

Item	Agency/ Consultant	Term	Main Focus	Status/ Comments/ Notes
Agreement	Larry Walker & Associates	08/2025-06/30/2026	2025 annual report	Contract renewal to be consideration on June agenda
Agreement	Larry Walker & Associates	08/2025-02/01/2027	On Call Tec Services	Approval pending 3/12 board action
Agreement	MCRCD	08/2025-06/30/2026	groundwater monitoring	Contract renewal to be consideration on June agenda
Agreement	MCRCD- CDFW Grant	Term of Grant	ISW Field and Tec Support	Approval pending 3/12 board action
Agreement	CLSI	08/2025-06/30/2026	surface water monitoring	Contract renewal to be consideration on June agenda
Agreement	West Yost	3/10/22-12/31/25	GM duties	Transition complete
Agreement	KMTG		Legal Counsel	Contract renewal to be consideration on June agenda
Agreement	Hansford Consulting	expired	Tax roll calculations & GIS map	Approval pending 3/12 board action
Agreement	City of Ukiah	ongoing	Professional Services Agreement	Update GM and billing process

Project	Larry Walker & Associates	Due January 2027	Periodoc Evaluation	Work in progress
Project	Small GSA Coalition	ongoing	Engagement with the group	GM attending coalition meetings, update from 3/5/26
Project	Small GSA Coalition	asap	Submit FPPC form	Approval pending 3/12 board action
Project	UVBGSA Website	ongoing	Updating	Feedback requested
Project	Stantec	12/31/2026	ISP, FSS & Tec Memo	Work in progress
Project	DWR	asap	Update contact in portal	Pending board appointment of GM
Project	CDFW	asap	Update contact in portal	Pending board appointment of GM