

**CORRECTED MINUTES OF:  
UPPER VENTURA RIVER GROUNDWATER AGENCY  
MINUTES OF REGULAR MEETING OCTOBER 12, 2017  
OJAI VALLEY LAND CONSERVANCY**

Directors present were: Bruce Kuebler, Mary Bergen, Larry Rose, Emily Ayala, Diana Engle, Kevin Brown; alternate director: Glenn Shephard for Jeff Pratt. Also present were: Executive Director Cece Vandermeer and Attorney Dylan Johnson. Public present were; Bryan Bondy, Jennifer Tribo, Jim Kentosh, Jordan Kear, Joe McDermott and Bert Rapp.

- 1) **CALL TO ORDER**- Chairperson Bruce Kuebler called the meeting to order at 1:00 P.M.
- 2) **PLEDGE OF ALLEGIANCE** – Led by Bruce Kuebler.
- 3) **OATH OF OFFICE** - Vandermeer administered the Oath of Office to Diana Engle and Kevin Brown.
- 4) **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA** – No public comments were received.

**5) CONSENT ITEMS**

**a. Approve Minutes from September 14, 2017 regular meeting**

Vandermeer stated that the September 14, 2017 meeting minutes were not available and that they would be on the November 9, 2017 agenda for review.

**6) a. Election of Board Secretary**

Chair Kuebler summarized the staff report.  
No public comments

Board Discussion: Director Krumpschmidt was elected Secretary at the Agency's first meeting in January 2017. Meiners Oaks Water District appointed Diana Engle at its September meeting to replace Director Krumpschmidt. Chair Kuebler conducted an election for Secretary nominating Director Engle.

Director Bergen moved to elect Diana Engle as Board Secretary. Seconded by Director Shepard.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Kevin Brown, Larry Rose and Emily Ayala.

**6) b. DWR Proposal Solicitation Package Grant Application for GSP**

Chair Kuebler summarized the staff report.  
No Public Comment.

Board Discussion:

Chair Kuebler stated that approval of Resolution 2017-4; A Resolution of the Upper Ventura River Groundwater Agency (Agency) Authorizing Application to the California Department of Water Resources (DWR) Sustainable Groundwater Planning Grant Program, will enable the Agency to apply for the Proposition 1 Grant. Chair Kuebler suggested that the board authorize him to request Lorraine Walters to upload the grant application to DWR's Grant web site in preparation for Board approval of application. Joe McDermott, City of Ventura requested to have the City attorney review the document. Bryan Bondy suggested reviewing and evaluating detailed scope and budget

adjustments. Chair Kuebler suggested that the Directors and staff need to keep track of time spent on Grant issues and to come up with a time keeping system.

Attorney Johnson recommended a motion to move Board to approval of Resolution 2017-4 and on the Grant application with the recommended changes and review of Ventura City's changes and Chair Kuebler has discretion to submit the application, including minor nonsubstantive changes, or if substantive changes are made to bring them back for Board approval.

Director Rose moved to accept Attorney Johnson's recommended motion. Brown Seconded.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Kevin Brown, Larry Rose and Emily Ayala.

**6) c. Amend Contract with Lorraine Walter**

Chair Kuebler summarized the staff report.

No public comment.

Board Discussion:

Chair Kuebler recommended amending Lorraine Walter's contract to reflect an increase of \$1,800 to enable her to finalize the grant application and to enter it on the DWR web site so DWR can notify us of any deficiencies before the application is finalized. Lorraine Walter's contract has a remaining 20 hours which may not be sufficient to complete the Grant application. Approval of amending the contract increase by \$1,800 for 30 more hours.

Director Rose moved to approve amending Lorraine Walters contract by \$1,800. Brown seconded.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Kevin Brown, Larry Rose and Emily Ayala.

**6) d. Proposal for study to measure wet reach river flow and to collect data on movement of river's wet/dry interface near San Antonio Creek confluence**

Chair Kuebler summarized the staff report.

No public comment.

Board Discussion:

The Board discussed considering Chair Kuebler to request Jordan Kear to measure wet reach river flow and, either by Kear Groundwater or in cooperation with Santa Barbara Channelkeeper, to collect data on movement in Ventura River's wet/dry interface near San Antonio Creek confluence from September thru November 2017 and from mid to late Spring thru October 2017, and possibly extended to 2019. Approval of the study would increase consultants budget overage by \$4,000. Chair Kuebler directed Kear to provide a proposal at the November 9, 2017 meeting.

**6) e. Appointment of Executive Director as Treasurer**

Chair Kuebler summarized the staff report.

No Public comment.

Board Discussion:

At the September 14, 2017 meeting the Board expressed its preference to move ahead with the option of appointing a UVRGA employee as Treasurer. Chair Kuebler stated that Vandermeer has in

effect been performing this function for the OBGMA. Attorney Johnson suggested appointing Vandermeer as Treasurer and Auditor for the UVRGA dependent on verify bonding coverage.

Director Shephard moved to appoint Vandermeer as Treasurer and Auditor dependent on verifying bonding coverage. Seconded by Director Engle

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diane Engle, Kevin Brown, Larry Rose and Emily Ayala.

**6) f. Consideration of Notice to Prepare a GSP**

Chair Kuebler summarized the staff report.

Board Discussion:

Chair Kuebler stated that the UVRGA prior to the development of a GSP is make available to the public and the department a written statement describing the manner in which interested parties may participate in the development and implementation of the GSP. Chair Kuebler recommend using comments from the October 12, 2017 stakeholder outreach meeting to develop the written statement which could be presented for Board approval at the November 9, 2017 meeting.

**7) COMMITTEE REPORTS**

**a) Report from Ad Hoc Committee to Draft Bylaws**

Director Rose provided an update. The committee is currently reviewing a draft. Following legal review, it will be brought to the Board for consideration.

**b) Report from Ad Hoc Stakeholder Engagement Committee**

Director Ayala announced that there will be a Stakeholder Forum at the Oak View Community Center on October 12 at 6pm.

**c) Report from Funding Options and Budget Review Ad Hoc Committee**

None

**8) EXECUTIVE DIRECTOR'S REPORT**

**a) Report on the status of establishing a bank account**

Vandermeer stated that Wells Fargo Bank has provided her with an Authorization Certificate that needs to be signed by the signatures on the bank account, which will be Chair Kuebler, Directors; Engle and Bergen and staff Vandermeer. After the signed Authorization Certificate is received by Wells Fargo a Commercial Account Signature Card will be sent.

**b) Report on Expenses for August and September**

Vandermeer provided Cost Report through September 2017.

**c) Other**

Vandermeer stated that the Agency computer has been delivered and is waiting for software to be installed.

Vandermeer announced that the next meeting will be held on November 9, 2017 at 1pm at the Ojai Valley Land Conservancy.

**ADJOURNMENT** – The meeting was adjourned at 3:40 pm.

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_