

**UPPER VENTURA RIVER GROUNDWATER AGENCY  
MINUTES OF REGULAR MEETING SEPTEMBER 13, 2018**

The Board meeting was held at Casitas Municipal Water Districts meeting room at 1055 Ventura Avenue, Oak View, CA 93022. Directors present were: Bruce Kuebler, Diana Engle, Kevin Brown and Emily Ayala.. Directors Glenn Shephard and Larry Rose were absent. Also present were: Executive Director Cece Vandermeer, Attorney Dylan Johnson, and GSP Project Manager Bryan Bondy. Public present were; Jurgen Gramckow, Jordan Switzer and Jordan Kear and Mike Cromer (?).

- 1) **CALL TO ORDER**- Chairperson Bruce Kuebler called the meeting to order at 1:00 P.M.
- 2) **PLEDGE OF ALLEGIANCE** – Led by Chairperson Bruce Kuebler.
- 3) **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA** – None
- 4) **CONSENT ITEMS**
  - a. **Approve Minutes from July 12, 2018**
  - b. **Approve Financial Report for July 2018**
  - c. **Approve Financial Report for August 2018**
  - d. **Approve Outstanding Invoices**

Director Bergen moved to approve the consent items: Approve Minutes from July 12, 2018; Approve Financial Report for July 2018; Approve Financial Report for August 2018 and Approve Outstanding Invoices. Seconded by Director Engle.

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

**5) DIRECTOR ANNOUNCEMENTS**

Director Brown announced he will be giving an update on GSA's to Ventura City Council on Sept. 17.

Director Bergen reported that Casitas Municipal Water District is in the process of hiring a new general manager.

Director Engle expressed concern about mentioning pumping cutback in the stakeholder newsletter and said she would like to have the stakeholder newsletters reviewed by the directors before it is sent out.

Director Ayala reported that the August 30, 2018 Ojai Basin Groundwater Management Agency Board meeting, Richard Hajas was elected as the Community Facilities Director board member, Bob Daddi was elected as the alternate.

Director Kuebler gave an update on the Santa Barbara Channelkeeper's lawsuit against the City of Ventura.

**6) GSP PROJECT MANAGER COMMENTS**

Bryan Bondy reported he is Executive Director of the Mound groundwater Basin and United Water Conservation District provides clerk of the board services as in-kind service. He is working with Eddie Pech, DWR, to finalize the DWR grant agreement which should go to Board in Oct. All work will be in 3 categories: administrative; GSP; and non-GSP. He is still working to establish reimbursement rates

for each director and trying to find a California Dept of Industrial Relations guidance for directors not on payroll.

## **7) GSP ACTION ITEMS**

### **a. GSP Task 1- Monitoring and Data Collection Protocols Revision (Time: 1:28 to 1:30 pm)**

The Board discussed the revisions to the Monitoring and Data Collection Protocols included in Item 7(a) with regards to the High Frequency Readings on page 14 of the document. Bondy recommended changes in the readings from a twenty-four hour period to a dawn to dusk period; change surveys from observe to monitor for diurnal fluctuations and monitoring during daylight hours, deleting “up to a 24 hour period”.

No public comments.

Director Bergen motioned to approve the Monitoring and Data Collection Protocols Revision as presented in the Agenda. Seconded by Director Ayala.

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

### **b. GSP Task 1- Data Quality Control Review Procedures (Time: 1:30 to 1:37 pm)**

The Board received an update on the Data Quality Control Review Procedures document. In the Introduction on page three Bondy added “Implementation of these procedures is intended to ensure data used in the GSP is credible, as required pursuant to GSP Emergency Regulations §351 (h). This document may require updates to address additional types of data, as needed (e.g. biological data concerning groundwater dependent ecosystems)”. Also on page three Bondy added “Data quality control review will be performed prior to data entry into the GSP data management system (DMS) and/or data use for GSP preparation. During its June 14, 2018 discussion of options for a data quality control review process, the Board reached a consensus for implementing data quality control review as part of the GSP workflow under the direction of the GSP PM. Thus, the GSP PM will be responsible for ensuring data is reviewed prior to use in the GSP”.

Public Comments. Jurgen Gramckow recommended that the Board not accept data collected by other entities.

Director Engle motioned to approve the Data Quality Control Review Procedures with the requested revisions as presented in the Agenda. Seconded by Director Brown.

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

### **c. GSP Task 2.1 – Groundwater Monitoring Network (Time: 1:37 – 2:54 pm)**

Jordan Kear presented results from the first year of high-frequency groundwater level monitoring from spring 2017 to summer 2018. The report contains data only; analysis will occur when the GSP Basin Setting chapter is written. As an aside, he estimated runoff from the Thomas fire reduced infiltration by 5 cfs and resulted in a loss of 1,500 AF of recharge. Director Kuebler

noted a discrepancy between County data and the data loggers for wells 20A1 and 29F2. Kear will meet with Barbara Council (VCWPD) to resolve problem.

Public Comments. Bert Rapp suggested noting when MOWD wells are on and off because of proximity to well 9B1.

Director Brown motioned to receive and file the first annual Kear Groundwater spring 2017 through summer 2018 groundwater levels. Seconded by Director Ayala  
Ayes: Bruce Kuebler, Mary Bergen, Diana Engle, Kevin Brown and Emily Ayala. Absent: Glenn Shephard and Larry Rose.

Bondy described his analysis of the need for additional monitoring wells, which are needed to fill spatial gaps, especially in and near the wet reach, and to evaluate possible hydraulic connection between bedrock and alluvium. Kuebler noted that County data is quarterly, not semi-annual as shown on Figure 1 and in Table 2. Bondy's analysis was in response to concerns raised by Ventura about monitoring network adequacy.

Director Brown motioned to direct the Board Chair to approve as-needed professional services to pursue access for additional monitoring wells and evaluate wells for monitoring equipment accessibility and to approve professional services with Kear Groundwater for Task 2.1 as follows:

- a. Summer 2018 through May 2019 groundwater level monitoring : \$3,200
- b. Two annual data logger reports: \$8,000
- c. Add barometric logging at up to three locations: \$1,999;and
- d. Add up to eight wells to the groundwater level monitoring and reorting program under Task 2.1 for a fee of \$ \$2,533 per well, with new locations to be approved by the GSP PM.

Seconded by Director Ayala.

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

**d. GSP Task 3.1 – Technical Advisory Committee Discussion (Time: 2:54 – 3:17 pm)**

The Board took up its deliberation on forming a technical advisory committee (TAC) after directors had time for discussions with the entities they represent. Among the issues discussed were size, credibility if volunteers were used, keeping costs low, timing, and role. There was consensus for a small TAC consisting of Bondy, Kear, and two others whose most important task would be to help interpret data pertaining to surface-groundwater interactions; and for a plan to develop guidelines for selecting two members within two months and for selection early next year while the most qualified candidates might still be available.

Public comment. Jurgen Gramchow urged the Board to keep costs under control.

The Board directed staff to bring this item back to a near future board meeting for approval of selection guidelines.

**8) OTHER ACTION ITEMS**

**a. Fiscal Year 2017/2018 Budget**

The Board discussed actual expenditures and income for FY 2017/2018 as compared in the budget which was attached to the agenda item. Overall expenditures were less than projected because opening an office and work on the GSP did not proceed as anticipated. Net income was \$69,748.

No public comment.

Director Kuebler motioned to approve actual expenditures and income budget of the FY 2017/2018 in attachment A. Seconded by Director Ayala.

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

**b. Multi-Year Budget**

The Board discussed the draft long range budget which was prepared to identify cash flow during GSP preparation and for two years of implementation and to assist the Ad Hoc Funding Options Committee in its work. The draft contains no estimates for any implementation projects which might be needed. Reimbursement amounts and timing are still being discussed with DWR as part of finalizing the grant so budget estimates will change. Director Engle stated the \$50,000 annual contribution is a burden to MOWD. Bondy suggested loans from Member agencies to address high early year costs and delaying commencement of writing for some period. There was brief discussion of JPA provisions dealing with contributions and a desire to discuss more fully at the next meeting.

No public comment.

**c. Comment Letter for Geologic Analysis of Ventura River Watershed – State Water Resources Control Board Study Plan for the Development of an Integrated Groundwater-Surface Water Model of the Ventura River Watershed**

The geologic analysis will be discussed by the SWRCB's TAC on September 24. Bondy, Kuebler, and Engle plan to attend although they are not members. Kear is a member but doesn't represent UVRGA. Deadline for comments is Sept 28, leaving very little time for comment preparation. Bondy recommends strongly that the Agency comment on this important part of the Water Board's flow study. If approved by the Board, Bondy will draft comments after the meeting and circulate to Directors for quick review prior sending on the 28<sup>th</sup>.

Director Bergen motioned to (1) authorize the GSP PM to review the draft geologic analysis and prepare a comment letter for a fee not to exceed \$950; and (2) authorize Chair Kuebler to sign and submit the comment letter on behalf of the Agency. Seconded by Ayala.

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

Director Ayala excused herself and left at 4 pm

**e. Staffing Discussion**

Kuebler summarized a meeting he and Bergen had with Vandermeer concerning increasing workloads at OBGMA and UVRGA with the intent to re-evaluate staffing needs to avoid conflicts

between the agencies. Handling of Board meetings and website maintenance could become a major focus of potential conflict. Among various options, there was a consensus for changing structure with Bondy being Executive Director, Vandermeer an administrative assistant who would continue to handle finances, time keeping, etc. and filling a clerk of the Board position. Brown was asked about possibility of providing such a position like at Mound Basin. Kuebler will contact Shephard about the County doing so and will continue to work with Bergen to bring a recommendation to the Board.

**9) COMMITTEE REPORT**

**a. Ad Hoc Funding Options Committee**

The committee will be meeting with consultant Mark Hildebrand on Sept 17 to discuss progress on the fee study.

**b. Ad Hoc Stakeholder Engagement Committee**

Ayala mentioned that the first e-newsletter was sent in late August and with additional e-newsletters to be sent each season. Kuebler handed out a list prepared by Director Rose showing categories for stakeholder engagement opportunities. See Attachment A.

**10) EXECUTIVE DIRECTOR'S REPORT**

Vandermeer mentioned Conflict of Interest Form 700s have been filed with County after the Agency's Conflict of Interest Code was finally approved. No late fees are being assessed because of County's delay but each Director should check their emails and make sure they are in compliance.

**11) ADJOURNMENT** – The meeting was adjourned at 4:33 pm. The next regular Board meeting will be October 11, 2018 at 1:00 pm at the Casitas Municipal Water District Meeting Room, 1055 Ventura Ave., Oak View, CA 93022.

Action: \_\_\_\_\_

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

B. Kuebler\_\_ M. Bergen\_\_ G. Shephard\_\_ D. Engle\_\_ K. Brown\_\_ L. Rose\_\_ E. Ayala