

**UPPER VENTURA RIVER GROUNDWATER AGENCY
MINUTES OF REGULAR MEETING MAY 10, 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, Mary Bergen, Diana Engle and Larry Rose; alternate director present was: Glenn Shephard for Jeff Pratt and Susan Rungren for Kevin Brown. Director Emily Ayala was absent. Also present were: Executive Director Cece Vandermeer, Attorney Jena Acos, and GSP Project Manager Bryan Bondy. Public present were; Mike Hollebrands, Jordan Kear and Jennifer Tribo.

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 April 12, 2018**

Director Engle stated the March 8, 2018 meeting minutes stated that Jordan Kear's presentation needed to be added to the minutes as stated in the minutes. Director Engle requested that Item 4)a on the March 8, 2018 minutes correct the first sentence 'Director Engle stated that Jordan Kear's presentation needed to be added to the *minutes* instead of the meetings'. Vandermeer said she would correct the minutes to reflect the change. Director Shephard moved to receive and file the April 12, 2018 minutes as corrected. Seconded by Director Bergen.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, and Larry Rose. Rungren abstained because she was not in attendance at the April 12, 2018 Board Meeting.

b. **Financial Reports for April 2018**

Vandermeer presented the Treasurer's Report for April 2018. Director Shephard moved to receive and file the April 12, 2018 Financial Report. Seconded by Director Bergen.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, and Larry Rose. Rungren abstained because she was not in attendance at the April 12, 2018 Board Meeting.

5) **DIRECTOR ANNOUNCEMENTS**

Director Engle reported that Fox Canyon will be hiring a water attorney and asked if we had an attorney with expertise in water law. Counsel explained BHFS has such expertise.

Director Shephard stated that the County of Ventura will be discussing the current well drilling moratorium.

Kuebler reported that he attended the April 25, 2018 DWR SGMA Assistance Workshop with Bryan Bondy. DWR had many informational documents available, including guidance for stakeholder engagement and communication, and engagement with tribal governments. DWR also announced it is consolidating all data relevant to GSPs to one website to facilitate information retrieval. A Technical Support Services program was also announced which might pay for drilling observations wells. Best part of meeting was opportunity for Kuebler to talk with Sam Boland-Brien, SGMA chief for Water Board. Kuebler urged him to contact appropriate attorney to support a stay in Channelkeeper litigation pending completion of a GSP, stating that litigation concurrent with the GSP process is the single most important issue in the Basin. The Nature Conservancy's website is operational for

groundwater dependent ecosystems, also known as natural communities associated with groundwater.

Kuebler reported that he had spoken with Steve Wickstrum regarding board meeting parking availability and CMWD staff parking, and Steve Wickstrum stated that normally there is not a problem with parking.

6) GSP PROJECT MANAGER COMMENTS

Bryan Bondy stated that Director Engle prepared a time keeping policy and procedure for time tracking for Grant work reimbursement cost share. Bryan Bondy presented the Board with copies of the Board Meeting Packet Procedures.

He attended the groundwater committee at the ACWA spring conference, which doesn't require registration and is one of the best ways to keep up-to-date on SGMA happenings. DWR made a presentation and emphasized the importance of public outreach for the success of a GSP. Bryan is part of a committee work group to provide input to DWR on guidance for groundwater dependent ecosystems.

There are statewide data sets and tools on line that enable GSAs to add local data and knowledge and to log in & pull up land use

The DWR is offering a variety of technical support services separate from Prop 1 grant funds, some of which may help with our Basin.

DWR may be willing to drill a monitoring well at the confluence at San Antonio Creek confluence for Task 2.5. He will be looking into that.

The Agency received the official grant award from DWR on May 8, 2018 and he will send an acceptance letter that must be received within 14 days.

Bryan recommended the UC Berkeley Groundwater Surface Water Report be posted on the Agency's website.

7) GSP ACTION ITEMS (This item began @ 1:25 pm)

a. GSP Task 1

i. Monitoring and Data Collection Protocols

The Board considered approval of the Monitoring and Data Collection Protocols document prepared by Jordan Kear and reviewed by the GSP Project Manager, which establishes groundwater and surface water monitoring and data collection protocols for use by Agency staff and consultants working for the Agency. The adopted protocols will be incorporated into the Groundwater Sustainability Plan to comply with GSP Emergency Regulations 352.2. The Board discussed the timing for collecting the data. Director Rungren suggested peer reviews of the data. Director Kuebler directed staff to have a peer review discussion on the next Board Meeting Agenda.

No Public comments.

Director Bergen motioned to approve the Monitoring and Data Collection Protocols document with changes outlined. Director Engle seconded.

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

ii. Drug Free Workplace Policy

The Board considered approval of a Drug Free Workplace Policy as required pursuant to Government Code Section 8355 and to satisfy GSP grant eligibility requirements.

No public comments.

Director Shephard motioned to approve the Drug Free Workplace Policy. Director Bergen seconded.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Larry Rose and Susan Rungren.

b. GSP Task 2.2 – Surface Water-Groundwater Study (a.k.a. Wet-Dry Interface Monitoring)

The Board considered approval for Kear Groundwater to perform professional services necessary to complete the GSP Task 2.2 technical scope of work, which involves tracking the terminus of active surface water flow in the wet-dry transition zone through 2019 and preparation of a surface-water groundwater interface report. Bryan Bondy stated that Task 2.2 will not use volunteers to collect data. Director Rungren stated that the work should not go forward until the approval of the QA/QC protocols are approved. Bryan Bondy stated that the data review will happen after the data is collected. Staff recommends completing an initial twenty-four hour survey and then evaluating the need for a second survey based on the initial survey results.

The recommended action: 1) Approve the professional services for Task 2.2a, 2.2b (one of two frequency surveys), and 2.2c for an amount not-to-exceed \$26,000; and 2) Authorize the Board Chair to approve Task 2.2b (second of two high frequency surveys) for an amount not-to-exceed \$6,000, as needed, based on the initial survey results.

No public comments.

Director Bergen motioned to approve Recommended Actions 1 and 2 and do a 24 hour or multiple day time survey depending on discussion with Directors Kuebler and Engle and Bryan Bondy and Jordan Kear. Seconded by Director Engle.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Larry Rose and Susan Rungren.

c. GSP Task 2.6 – Surface Water Flow Monitoring and Reporting

The Board considered approval of Kear Groundwater to perform professional services necessary to complete the GSP Task 2.6 technical scope of work, which involves monthly surface water flow monitoring through 2019 and preparation of wet reach surface water flow annual reports. The

recommended action is to approve the professional services for an amount not-to-exceed \$15,400.

No Public Comments.

Director Shephard motioned to approve the recommend action to not-to-exceed \$15,400. Seconded by Rose.

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Larry Rose and Susan Rungren

d. GSP Task 3.1 – Stakeholder Engagement Plan

The Board considered approving a Stakeholder Engagement Plan.

No public comment.

Director Bergen motioned to adopt the Stakeholder Engagement Plan with the understanding that Director Kuebler would incorporate counsel's recommendations from the Agency's document requesting to be a GSA. Seconded by Director Shephard

Ayes: Bruce Kuebler, Mary Bergen, Glenn Shephard, Diana Engle, Larry Rose and Susan Rungren.

8) COMMITTEE REPORT

a. Ad Hoc Budget Committee

Director Bergen presented a draft FY 2019 budget for discussion.

9) EXECUTIVE DIRECTOR'S REPORT

Vandermeer stated that she is still waiting for general liability and worker's compensation insurance quotes.

10) ADJOURNMENT – The meeting was adjourned at 3:03 pm. The next regular Board meeting will be June 14, 2018 at 1:00 pm at the Casitas Municipal Water District Meeting Room, 1055 Ventura Ave., Oak View, CA 93022.

Action: _____

Motion: _____ 2nd: _____

B. Kuebler___ M. Bergen___ G. Shephard___ D. Engle___ K. Brown___
E. Ayala___ L. Rose___