

**UPPER VENTURA RIVER GROUNDWATER AGENCY
MINUTES OF REGULAR MEETING JANUARY 10, 2019**

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, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala (arrived after Item 4), and Larry Rose. Also present were: Executive Director Cece Vandermeer, Attorney Jena Acos, and GSP Project Manager Bryan Bondy. Public present were Mary Bergen, Mike Hollebrands, Jennifer Tribo, Ben Petterle and Mike Hollebrands.

- 1) **CALL TO ORDER**- Chairperson Bruce Kuebler called the meeting to order at 1:05 P.M. Director Kuebler stated that Executive Director Vandermeer swore in Director Kuebler and newly appointed Casitas Municipal Water District Director Angelo Spandrio before the board meeting began.
- 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 November 8, 2018**
 - b. **Approve Financial Report for November 2018**

Director Engle motioned to approve Minutes from November 8, 2018 and Financial Report for November 2018. Seconded by Director Shephard.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, and Larry Rose.

5) DIRECTOR ANNOUNCEMENTS

Director Kuebler mentioned that he attended the steelhead summit in Ventura on Dec. 3. While there, Director Kuebler talked with Mary Larson and Kyle Evans (who replaced Kate Hutchison in Santa Barbara office of Department of Fish and Wildlife to discuss DFW participation in the GSP. Director Kuebler also mentioned that he spoke with Kevin DeLano from State Water Resources Control Board about the status of the Board's study plan. Director Kuebler also reported that the attorneys in the Santa Barbara Channelkeeper litigation and Ventura's adjudication are awaiting hearings in February on venue and other procedural matters.

6) GSP PROJECT MANAGER REPORT

Bryan Bondy provided the following brief updates:

- He remotely attended the State Water Board Groundwater-Surface Water workshop. Several speakers discussed the use of analytical tools to evaluate the timing and rate of surface water depletion by groundwater extraction.
- The final Grant agreement from DWR that is ready for signing. Eddie Pech (DWR) will be scheduling a kickoff meeting to discuss grant administration.
- Bondy reported MOWD well #2 has been identified as a monitoring well to replacement the well planned for monitoring underflow near Camino Cielo. Director Engle stated that she would like to present this information to the MOWD Board of Directors at the next board meeting on January 15.

- Bondy reported that he has been working with UVRGA's website contact at Ojai Digital to make the changes required by the new public agency website law.
- Bondy mentioned that DWR has finalized the basin reprioritization for Upper Ventura River Basin, which will remain a medium priority basin. Lower Ventura River will be prioritized very low.
- Bondy reported that the Agency received a dozen resumes for the Agency Administrative position and that he, along with Director Kuebler and Director Engle, will be meeting to review the resumes after today's board meeting.

7) NON-GSP ACTION ITEMS

a. **Appoint Agricultural Stakeholder Director**

The Board discussed the reappointment of Emily Ayala for the Agricultural Stakeholder Director two year term beginning February 1, 2019. Ayala stated that she is willing to accept the nomination for the two year term.

No public comments.

Director Shephard nominated Emily Ayala to be reappointed for the Agricultural Stakeholder Director two-year term beginning February 1, 2019. Seconded by Director Kuebler. Attorney Acos stated that it is a member agency vote only.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, and Angelo Spandrio.

b. **Appoint Environmental Stakeholder Director**

The Board discussed the reappointment of Larry Rose for the Environmental Stakeholder Director two year term beginning February 1, 2019.

No public comments.

Director Kuebler mentioned that Larry Rose would be traveling during the two year term, and Larry Rose stated that he would possibly miss between two to five meetings during the two year term. Attorney Acos stated that there is a provision for a Director to attend meetings remotely. Through discussion it appeared that this travel would not significantly affect his participation as the environmental stakeholder director.

Director Kuebler nominated Larry Rose to be reappointed for the Environmental Stakeholder Director two-year term beginning February 1, 2019. Seconded by Director Engle. Attorney Acos stated that it is a member agency vote only.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, and Angelo Spandrio.

c. **Agency Officer Appointments**

The Board discussed reaffirming the chair and secretary for a six-month term and appointing a Member Director to fill the vice chair vacancy created by the change in Casitas Municipal Water District's Member Director, also for a six month term. Reaffirming the chair and secretary and approving six month terms for all positions is necessary to get on cycle with the Agency Bylaws,

which require officer elections at the beginning of each fiscal year. The current officers were elected in January 2018.

Director Kuebler stated that Director Spandrio replaced the CMWD director that was the Vice Chair. Director Kuebler recommended that Director Spandrio be elected the secretary and Director Engle be elected as Vice Chair for the remainder of the fiscal year, June 30, 2019.

No public comment.

Director Kuebler motioned to appoint himself as Chair, Director Engle as Vice Chair and Director Spandrio as Secretary. Seconded by Director Shephard.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala, and Larry Rose.

d. Executive Committee Status

The Board reviewed the status of the Executive Committee, a standing committee.

No public comment,

Director Kuebler motioned to dissolve the Executive Committee. Seconded by Director Shephard.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala, and Larry Rose.

e. Ad Hoc Committees

Upon recommendation of counsel and due to the change in the CMWD representative, the Board reviewed its ad hoc committees. Bondy referred to the staff report attachment, Ad Hoc Committee Summary Table, included in the agenda package, showing the current committees, members, termination dates, and duties.

The Board reviewed the Table and discussed committee assignments and other modifications.

No public comment

Director Ayala motioned to terminate the Ad Hoc Budget Committee to Develop Budget Recommendations and Perform Budget Review Tasks and appoint an "Ad Hoc Budget Committee" with Director Spandrio as the Chair and members Bert Rapp and Mike Hollebrands, set the termination date to December 31, 2019, and specify the duties as shown in the Table with the following changes: remove Duty #1(Develop a proposed FY 2019 budget) and change Duty #2 to read "Maintain a multi-year budget through fiscal year 2022." Seconded by Shephard.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala and Larry Rose.

Director Rose motioned dissolve the existing Ad Hoc Funding Options Committee and appoint an "Ad Hoc Funding Committee" with Director Kuebler as the Chair and members Ayala and Rose, set termination date to December 31, 2019, and add Duty #2 to read "Oversee and advise Board on Fee Implementation Issues." Seconded by Ayala.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala and Larry Rose.

Engle moved to dissolve the Ad Hoc Stakeholder Engagement Committee and reinstate it with current roster, termination date of December 31, 2019, and deletion of Duty #1. Seconded by Rose.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala and Larry Rose.

Rose moved to dissolve the Committee to Interface with California Water Action Plan Representatives and reinstate it with Director Kuebler as chair and members Engle and Rungren, with a termination date tied to GSP adoption. Seconded by Shephard.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala and Larry Rose.

f. DWR Basin Prioritization for Lower Ventura River Basin

No discussion because basin priority was set at very low. No action was taken.

8) GSP ACTION ITEMS (2:15PM – 5:40PM)

a. Grant Task Nos. 6 (Subsurface Inflow Data) and 2 (Project Monitoring Plan)

Bondy explained that preliminary planning activities must be completed to facility Grant Tasks 2 and 6. These activities include revising the procedures for evaluating subsurface inflow at the northern boundary of the basin, obtaining access for monitoring wells for subsurface inflow determination at the confluence with San Antonio Creek, and completing the "Project Monitoring Plan" now required by DWR prior to drilling the monitoring wells.

No public comment.

Rungren moved to approve the recommended actions: approve time and materials professional services by Bondy and Kear not to exceed \$4,000 each, to complete preliminary planning and coordination activities for GSP Grant Task No 6 and the GSP Grant Task No 2 (Project Monitoring Plan). Seconded by Shephard.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio, Emily Ayala and Larry Rose.

b. GSP Project Management Planning (Grant Task 9 – Organizational Activities)

Bondy summarized the recommended approach to completing the GSP. The approach involves establishing a contract with a consultant firm for as-needed services. The consultant would perform specific tasks requested by the Agency to fill in gaps between work completed by the GSP PM, Kear, and others. This approach is being recommended for Mound Basin and Bondy suggested it would be more efficient to hire the same consultant for both agencies to increase efficiency.

No public comment.

After discussion, the Board gave direction to Bondy to issue a request for qualifications, which should include rate sheets.

Director Ayala left the meeting at 4:25

c. Technical Review Group (Grant Task 9 – Organizational Activities)

Bondy summarized his review of the counsel comments made during the prior Board meeting on this item. Based on discussion with counsel, Bondy recommended that the technical group be called the “Technical Review Group” to avoid confusion with committees, which have a meaning within the JPA and Agency bylaws. The TRG would consist of the GSP PM (currently Bondy), data collection consultant (currently Jordan Kear), an expert from the as-needed support consultant described in b. above, and a certified geologist/hydrogeologist to be selected by the Board. This latter person would have likely need to be paid. Bondy referred the Board to the draft resolution included in the meeting packet.

No public comment.

Following Board discussion of the need for a TRG and fiscal impacts, Engle motioned moved to approve Resolution 2019-1 establishing a Technical Review Group, seconded by Rungren. Bondy was also requested to recruit the at-large member.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio and Larry Rose. Director Ayala was absent

d. Pre-GSP Fee Options (Grant Task 9 – Organizational Activities)

Fee consultant Mark Hildebrand presented background on fee options and results of his analysis of a groundwater extraction fee made based on direction he has received from the Ad Hoc Funding Committee. Hildebrand presented fee calculations using estimated calendar year 2017 extractions as the fee basis for all years during preparation of the GSP. Two fee models were presented; a uniform fee which would require loans from member agencies to offset cash flow shortages; and just-in-time fee which would vary yearly depending on cash needs.

Mary Bergen, former chair of the Funding Options Committee, also provided background on the fee study.

The Board discussed the fee models presented and other aspects of developing an extraction fee program. Member Directors were asked to check with their Boards about willingness to make loans and preference for an option so the Board could provide direction to the Ad Hoc Funding Committee during the next Board meeting. The Board discussed working toward finalizing the fee, with key next steps to include: (1) validating the 2017 groundwater extraction volume estimates by sending letters to the well owners and (2) updating the multi-year budget.

Engle motioned to direct the Ad Hoc Funding Committee to further develop an extraction fee as the fee option for the Agency, seconded by Rungren.

Ayes: Bruce Kuebler, Diana Engle, Glenn Shephard, Susan Rungren, Angelo Spandrio and Larry Rose. Director Ayala was absent.

9) COMMITTEE REPORT

a. Ad Hoc Funding Options Committee

Kuebler reported he and Ayala met with the six largest agricultural pumpers to explain plans for developing an extraction fee program and to answer questions. There would be an individual meeting with each to discuss the estimated pumping after letters were sent to all pumpers.

After the Board approves a fee option, an evening meeting will be held for all pumpers to describe the extraction fee program and the Board will establish the fee at the following regularly scheduled meeting.

b. Ad Hoc Stakeholder Engagement Committee

Director Kuebler mentioned his talk with Kevin DeLano, DFW personnel at the Steelhead Summit, and meetings with the large pumpers. There was discussion of keeping records of stakeholder contact and Director Rose volunteered to set up an on-line file to enter such contacts.

10) EXECUTIVE DIRECTOR'S REPORT

11) ADJOURNMENT – The meeting was adjourned at 5:44 pm. The next regular Board meeting will be March 14, 2019 at 1:00 pm at the Casitas Municipal Water District Meeting Room, 1055 Ventura Ave., Oak View, CA 93022.

Action: _____

Motion: _____ Second: _____

B. Kuebler ___ D. Engle ___ A. Spandrio ___ S. Rungren ___ G. Shephard ___ E. Ayala ___ L. Rose ___