

**UPPER VENTURA RIVER GROUNDWATER AGENCY
MINUTES OF REGULAR MEETING JUNE 13, 2019**

The Board meeting was held at the Casitas Municipal Water District meeting room at 1055 Ventura Avenue, Oak View, CA 93022. Directors present were: Bruce Kuebler, Mike Hollebrands, Jeff Pratt, Susan Rungren, and Angelo Spandrio. Directors Larry Rose and Emily Ayala were absent. Also present were: Executive Director and GSP Project Manager Bryan Bondy and Agency Counsel Jena Acos. The following members of the public were present: Darlene Killgore, Bert Rapp (alternate director), Roger Essick, and James Kentosh.

1) **CALL TO ORDER AND ROLL CALL** – Chairperson Bruce Kuebler called the meeting to order at 1:05 P.M.

2) **PLEDGE OF ALLEGIANCE** – Led by Chairperson Bruce Kuebler.

3) **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

Counsel Acos introduced Mac Carlson with Brownstein Hyatt Farber Schreck, LLP. Mac will be filling in for Ms. Acos during her maternity leave.

Chair Kuebler congratulated Director Rungren on her promotion to General Manager.

4) **APPROVAL OF AGENDA** – No changes were proposed.

5) **PUBLIC HEARING: Resolution 2019-4: A Resolution of the Upper Ventura River Groundwater Agency Establishing a Regulatory Fee within the Upper Ventura River Sub-basin of the Ventura River Valley Groundwater Basin (Department of Water Resources Subbasin # 4-003.01) to Fund the Costs of a Groundwater Sustainability Program**

Chair Kuebler opened the public hearing.

Darlene Killgore stated that she is a member of the Villanova Water Well Association and was unaware of the proposed fee. Ms. Killgore stated that she spends approximately \$500 per year on well maintenance and may have overestimated her water use. Chair Kuebler stated that the Villanova well was determined to have less than 2 acre-feet per year of water use and, therefore, is not subject to the fee.

Chair Kuebler closed the public hearing.

Director Pratt motioned to approve the Resolution 2019-04. Seconded by Director Rungren.

Ayes: Bruce Kuebler, Mike Hollebrands, Jeff Pratt, Susan Rungren, and Angelo Spandrio.

Noes: None.

Absent: Larry Rose and Emily Ayala

6) CONSENT CALENDAR

- a. **Approve Minutes from May 9, 2019**
- b. **Approve Financial Report for May 2019**

The Executive Director explained that staff did not record which directors motioned Item No. 8b on May 9, 2019. After discussion it was determined that the item had been moved by Director Kuebler and seconded by Director Ayala. Director Hollebrands motioned to approve the consent calendar with the correction to the minutes. Seconded by Director Spandrio.

Director Pratt stated that he was not present at the May 9 meeting, but confirmed with Glenn Shephard that the minutes are acceptable.

No public comments.

Ayes: Bruce Kuebler, Mike Hollebrands, Jeff Pratt, Susan Rungren, and Angelo Spandrio.

Noes: None.

Absent: Larry Rose and Emily Ayala

7) DIRECTOR ANNOUNCEMENTS

- a. **Oral Reports on Items Not Appearing on the Agenda** - None
- b. **Grant Eligible Time Reporting** - None

8) EXECUTIVE DIRECTOR'S REPORT

The Executive Director provided the following updates:

- Executive Director Bondy attended the Groundwater Resources Association of California (GRAC) Second Annual Groundwater Sustainability Agency (GSA) Summit held in Fresno on June 5 and 6, 2019. He provided a brief summary of the conference. One focal point of the conference was public outreach and stakeholder engagement, with a special focus on outreach to disadvantaged communities. Another conference focus was methods and approaches for determining minimum thresholds and measurable objectives.
- Executive Director Bondy stated that he is looking forward to Summer Ward starting as Agency Administrator in late June or early July.
- Director Kuebler requested an update on Board member in-kind labor rates for the Groundwater Sustainability Plan (GSP) Grant. Executive Director Bondy stated that he submitted a letter proposing rates pursuant to Department of Water Resources (DWR) Point of Contact (Eddie Pech) direction. The letter included the actual labor rates for directors who are public agency employees and proposed to use the average

of those labor rates as the basis for the other directors' rates. Executive Director Bondy explained that Mr. Pech responded that DWR cannot approve labor rates and that determination of the appropriateness of labor rates is handled by auditors. Executive Director Bondy explained that he recommends moving forward with invoicing for director time with the understanding that there is some risk that DWR could determine the labor rates are not appropriate during an audit.

9) ADMINISTRATIVE ITEMS

a. Fiscal Year 2019/2020 Budget

Executive Director Bondy summarized prior Board direction to adopt the Fiscal Year 2019/2020 budget as shown in the adopted long-range budget, with the understanding that the budget will be updated later in the fiscal year. The board discussed establishing a deadline for the budget update. Executive Director Bondy stated that the Board has already determined that budget updates are to occur following the second quarter.

No public comments.

Director Pratt motioned to approve the Fiscal Year 2019/2020 budget from the adopted long-range budget and direct staff to propose a budget update by February 2020. Seconded by Director Spandrio.

Ayes: Bruce Kuebler, Mike Hollebrands, Jeff Pratt, Susan Rungren, and Angelo Spandrio.

Noes: None.

Absent: Larry Rose and Emily Ayala

b. Principal Office Change of Address

The Executive Director explained that the agency's principal address needs to be changed to Meiners Oaks Water District as part of the staffing changes and recommended that the Board adopt Resolution 2019-05.

Chair Keubler asked about the phone number. The Executive Director stated that he plans to port the phone number over to a cell phone. However, that may not be possible because the phone number is on a shared account with Ojai Basin Groundwater Management Agency (OBGMA).

No public comments.

Director Hollebrands motioned to approve the Resolution 2019-05. Seconded by Director Pratt.

Ayes: Bruce Kuebler, Mike Hollebrands, Jeff Pratt, Susan Rungren, and Angelo Spandrio.

Noes: None.

Absent: Larry Rose and Emily Ayala

c. Approval of Intera Work Order No. 1

The Executive Director explained that the purpose of Work Order No. 1 is to authorize Intera to get up to speed, including review of background reports, preparation of GSP document template, and to attend a kickoff meeting with the Executive Director and Kear Groundwater.

No public comments.

Director Rungren motioned to approve Intera Work Order No.1. Seconded by Director Pratt.

Ayes: Bruce Kuebler, Mike Hollebrands, Jeff Pratt, Susan Rungren, and Angelo Spandrio.

Noes: None.

Absent: Larry Rose and Emily Ayala

10) GSP GRANT ELIGIBLE ITEMS

a. Stakeholder Engagement Plan Annual Review and Update (Grant Category (c): Task 10: Stakeholder Outreach and Engagement)

Chair Kuebler explained that the Ad Hoc Stakeholder Engagement Committee would like to meet before finishing its review and update of the Stakeholder Engagement Plan. The plan update will be brought to the board in July or August.

11) COMMITTEE REPORTS – None.

12) ADJOURNMENT – The meeting was adjourned at 1:38 pm. The next regular Board meeting will be held July 11, 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___