

**UPPER VENTURA RIVER GROUNDWATER AGENCY
MINUTES OF REGULAR MEETING FEBRUARY 13, 2020**

The Board meeting was held at the Ventura River Water District Conference Room, 409 Old Baldwin Road, Ojai, CA 93023. Directors present were: Bruce Kuebler, Emily Ayala, Diana Engle, Larry Rose, Susan Rungren (arrived at 1:15 pm), Glenn Shephard and Angelo Spandrio. Also present were: Executive Director and GSP Project Manager Bryan Bondy and Agency Administrator Summer Ward. The following members of the public were present: Bert Rapp (Alternate Director), Tim Becker (Kear Groundwater), Miles Hogan (City of Ventura), and Mr. Cromer.

- 1) **CALL TO ORDER AND ROLL CALL** – Chairperson Diana Engle called the meeting order at 1:04 pm.
- 2) **PLEDGE OF ALLEGIANCE** – Led by Chairperson Diana Engle.
- 3) **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**
Tim Becker, Kear Groundwater, introduced himself.
- 4) **APPROVAL OF AGENDA** – No changes were proposed.
- 5) **CONSENT CALENDAR**
 - a. **Approve Minutes from January 24, 2020**
 - b. **Approve Financial Report for January 2020**

No public comments.

Director Rose made the motion to approve items 5a - b. Director Shephard seconded the motion.

No public comments.

Ayes: Bruce Kuebler, Emily Ayala, Diana Engle, Larry Rose, and Angelo Spandrio.

Absent: Susan Rungren (arrived at 1:15 pm)

Noes: None.

- 6) **DIRECTOR ANNOUNCEMENTS**
 - a. **Directors may provide oral reports on items not appearing on the agenda.**
 - b. **Directors shall report time spent on cost-share eligible activities for the 2017 Proposition 1 Sustainable Groundwater Management Planning (SGWP) Grant.**

Director Spandrio: Meeting space at Casitas Municipal Water District has become challenging with a heavier meeting calendar and limited parking. Casitas is looking into alternative parking solutions; however, at this time, no additional outside meetings will be scheduled at their location. No time to report.

Director Shepard: No announcements and no time to report.

Director Rose: Time has been spent on stakeholder outreach for data sharing. Additionally, Director Rose requested that the Nature Conservancy's Guidelines be added to a future agenda for discussion. Time: 6.5 hrs – stakeholder outreach.

Director Ayala: Reported that last week the OBGMA voted 3:2 to become a party to the Ventura River Watershed Adjudication. No time to report.

Director Kuebler: Attended the same meetings as the other Directors. Time: 1.0 hr – Review of Kear Data Reports. Director Engle: Has attended several meetings, including the City of Ventura's public meetings concerning the water rights adjudication. Time: 1.0 hr – Review of Kear Data Reports.

Director Rungren: No announcements and no time to report.

7) EXECUTIVE DIRECTOR'S REPORT

The Executive Director provided the following updates:

Director Terms for three Agencies were up for renewal: County of Ventura, City of Ventura, and Meiners Oaks Water District. Renewal. Resolutions obtained for the County of Ventura and MOWD were received. Miles Hogan clarified later in the meeting that the City of Ventura appointment has no expiration. Director terms will be added to our website.

The Agency's financial audit is currently in progress; no changes to personnel will occur until after completion of the current audit, as requested by the auditor.

Executive Director Bondy reported that the GSP consultant team, including Intera and Kear Groundwater, met at MOWD earlier in the week to work to coordinate on GSP development. Current efforts are geared toward the first workshop, planned for around April 2020, anticipating review of workshop content at the March or April Regular Board meeting.

Executive Director Bondy reported that the RFP's for Legal Services were distributed following the January meeting, with a deadline of March 4, 2020. Responses will be provided for review at the March meeting.

No public comments.

8) ADMINISTRATIVE ITEMS

a. Fiscal Year 2019/2020 2nd Quarter Budget Report and Mid-Year Budget Modifications

Executive Director Bondy reviewed the staff report and the recommended actions with the Board. Highlights of the report were:

- Income is over budget because the first grant payment was large, as it included historical eligible costs. Future quarterly grant payments will be more evenly distributed throughout the year.
- Executive Director and other professional services expenses are under budget because the GSP development activities were limited during the first and second quarters.

- Legal expenses are under budget as a result of the successful implementation of cost control measures discussed during the March 2019 Board meeting.

Executive Director Bondy noted that both the 2nd quarter budget and proposed mid-year budget modifications were reviewed favorably by the Ad Hoc Budget Committee and recommended approval of both items. Directors Kuebler and Engle discussed Extraction Fees and the procedure or timing for rate changes, if needed. Executive Director Bondy stated that rate changes are considered during the annual budgeting process later this year.

Recommended Actions:

1. Receive and file the 2nd Quarter Budget Report.
2. Approve the proposed mid-year budget modifications.

Director Spandrio made the motion approve recommended actions nos. 1 - 2. Director Kuebler seconded the motion.

No public comment.

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

Noes: None.

9) GSP GRANT ELIGIBLE ITEMS

a. Well Monitoring Network Annual Data Logger Report (Grant Category (b), Task 1)

Executive Director Bondy introduced Tim Becker, Kear Groundwater, reviewed the staff report and the recommended actions with the Board. Executive Director Bondy stated that the primary purpose of data logger and other reports on the agenda are to document data collection activities and transmit data to the Agency. Analysis will be included in the GSP.

Director Kuebler noted that on page 17, "Casitas Mobile Home Park" should be "Arroyo Mobile Home Park."

Director Engle requested clarification on MOWD Well # 8's changes in elevation; this is non-potable water. Ms. Ward responded that MOWD pumps the well occasionally. Director Engle also requested that each graphic have all axis labeled clearly and to note groundwater levels impacted by pumping.

Recommended Action:

1. Receive and file the annual data logger report.

Director Kuebler made the motion approve recommended action no. 1, with recommended modifications. Director Ayala seconded the motion.

Public Comment:

Mr. Cromer stated that he owns several acres in the northeastern portion of the upper Ventura river basin, Quail Run Ranch. Mr. Cromer stated that he was approached by Jordan Kear regarding geologic studies that could possibly affect the GSA boundary. Executive Director Bondy said he was aware that some work had been done, but that it was not done for UVRGA. Executive Director Bondy will follow-up with Mr. Cromer and Jordan Kear.

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

Noes: None.

b. Surface Water – Groundwater Interface Monitoring Report (Grant Category (b), Task 3)

Executive Director Bondy reviewed the staff report and the recommended actions with the Board. The Surface Water – Groundwater Interface Monitoring Report for 2018 and 2019 were reviewed

. Executive Director Bondy stated that a dawn to dusk study will be performed for the northern live reach reach.

Director Engle asked why there are abrupt vertical changes on Figure 3. Executive Director Bondy replied likely a storm event. Director Engle requested correction of the date for the footnote reference on page 33, M. Hollebrands. The same change in the references section.

Director Spandrio requested revision on page 31, the first sentence, "Ventura River" should be "Ventura River Basin." Director Spandrio also asked for an overlay of the different reaches over Figure 3.

The Directors had extensive discussions about standardizing the nomenclature used to describe and label the various reaches of the Ventura River. Director Engle stated that she would investigate nomenclature used by the Regional Basin Plan and City's Adjudication documents.

Other miscellaneous edits were discussed. Table 1 fix significant digits. Page 3, second to the last paragraph, add a table to clarify the date ranges of dry and continuous flow. Use target labels on Figures 2A and 2

Recommended Actions:

1. Receive and file the Surface Water – Groundwater Interface Monitoring Report

Director Rose made the motion approve recommended action no. 1, with recommended modifications. Director Spandrio seconded the motion.

Public Comments:

Alternate Director Rapp liked Executive Director Bondy's recommendation to create a diagram and get definitions set early.

Mr. Becker stated that he would add the benchmarks to the graphics.

Director Ayala requested that rainfall totals be added as a secondary axis on Figure 3.

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

Noes: None.

c. Surface Water Flow Data Technical Memorandum (Grant Category (b), Task 7)

Executive Director Bondy reviewed the staff report and the recommended actions with the Board. The grant deliverable for this task is a technical memorandum documenting the results from the initial monitoring period to support GSP development. Continued monthly monitoring is authorized through September 2021.

Mr. Becker stated that the report uses depth and velocity to calculate total flow. The Board reviewed the map of gauges; Director Engle asked if the Casitas gauge could be shown on Figure 1. Additionally, as part of the Water Action Plan, a dry weather logger will be added at the Camino Cielo Bridge.

Director Spandrio noted that Table 2 on page 5 shows two different locations and different methods of collection. After discussion, it was decided to remove the Ventura River gage information from Table 2.

Executive Director Bondy also noted some changes needed to labels on the graphics.

Recommended Actions:

1. Receive and file the Surface Water Flow Data Technical Memorandum.

Director Shephard made the motion approve recommended action no. 1, with recommended modifications. Director Rose seconded the motion.

No Public Comments.

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

Noes: None.

d. Data Management System Demonstration

Executive Director Bondy reviewed the staff report and the recommended actions with the Board. The Data Management System (DMS) is a required element of the GSP, and its purpose is to serve as the data repository and provide data output for reporting. The GSP team decided to take a "start-simple-first" approach, using Microsoft Access designed to store and output 121 data fields required by DWR. The team will be

reviewing the data according to the Agency's Data Quality Control Procedure. The DMS includes a data import tool that helps ensure data integrity.

Recommended Actions:

1. Receive a demonstration of the data management system and consider feedback or direction to staff.

The Board agreed that a demonstration was not necessary, as the verbal explanation was very helpful. A Board member asked who owns the DMS. Executive Director Bondy stated that the Agency owns the DMS.

No Public Comments.

Executive Director Bondy stated that work with the DMS is ongoing and asked the Board if they had any desire to have a web-based DMS versus the offline Access database. The Board agreed it is unnecessary to create a web-based DMS at this time.

No motion.

e. Report on Meeting with DWR and SWRCB

Executive Director Bondy attended a 3-hr meeting in Sacramento with staff from the Department of Water Resources (DWR) and State Water Resource Control Board (SWRCB) on January 15, 2020. The purpose of the meeting was to discuss the interplay of SGMA, California Water Action Plan Instream Flow Study of the Ventura River, and the Ventura River Watershed water rights adjudication. Executive Director Bondy summarized the meeting highlights discussed in the staff report.

Recommended Actions:

1. Receive a brief from the Executive Director about his recent meeting with DWR and SWRCB concerning GSP development in light of the SWRCB Instream Flow Study and water rights adjudication.
2. Consider discussing issues relevant to GSP planning and providing direction to staff.

Director Kuebler asked for clarification on page 2 of the report's first full paragraph, second sentence. Executive Director Bondy stated that the word "not" is missing after "UVRGA does."

Director Engle requested that the list of attendees and titles appended to the meeting minutes.

The Board thanked Executive Director Bondy for organizing and attending this meeting.

Public Comments:

Miles Hogan, City of Ventura Attorney, requested clarification on the timing for funding related to stream gauging. Executive Director Bondy stated timing will depend largely on encroachment permits from Caltrans.

No motion.

f. Outreach Discussion

Executive Director Bondy stated that this was a follow-up from discussions at the last meeting. Director Rungren stated that the City of Ventura had held public meetings, and the last meeting was on 2/13/2020, they are considering adding more future meetings. Director Engle requested consideration of an Adjudication statement to add to the Agency website. Executive Director Bondy to draft a statement with review by Director Rungren and Agency legal counsel, to include member agency links and the new City of Ventura Adjudication website link.

The Official, Interested Parties list, was implemented via webform on the Agency website and by email to the existing, informal email list. Ms. Ward created the webform that allows users to enter required information that is then automatically sent to Ms. Ward and entered into a tracking spreadsheet. Ms. Ward will modify future meeting sign-in sheets to include an opt-in checkbox and legal disclaimer. Ms. Ward to send an opt-in reminder email to existing recipients.

Director Kuebler made the motion to direct staff to post a statement on the Agency website regarding the water rights adjudication. Director Ayala seconded the motion.

No Public Comments.

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

Noes: None.

10) COMMITTEE REPORTS

a. Ad Hoc Stakeholder Engagement Committee – No report.

11) ADJOURNMENT – The meeting was adjourned at 3:40 pm. The next Regular Board is scheduled for March 12, 2020 at 1:00 pm at the Ventura River Water District, 409 Old Baldwin Road, Ojai, CA 93023.

Action: _____

Motion: _____ Second: _____

B.Kuebler____ D.Engle____ A.Spandrio____ S.Rungren____ G.Shephard____ E.Ayala____ L.Rose____