



202 W. El Roblar Dr.
Ojai, CA 93023
(805) 640-1247
<https://uvrgroundwater.org/>

September 16, 2022

«NAME_1»

«NAME_2»

«MAIL_ADDR»

«CTY_STA» «ZIP»

RE: Well Registration, Metering, and Extraction Reporting Ordinance and Groundwater Extraction Facility Registration Form

Dear «NAME_1»,

The purpose of this letter is to notify you of the recently adopted Upper Ventura River Groundwater Agency (UVRGA) Well Registration, Metering, and Extraction Reporting Ordinance (Ordinance) that became effective August 14, 2022 (the Ordinance can be viewed at <https://uvrgroundwater.org/wp-content/uploads/2022/07/UVRGA-Ordinance-Establishing-Well-Registration-Metering-and-Reporting-Requirements-Approved-7-14-22-signed.pdf>)

The Ordinance requires you to register your well(s) with UVRGA within 30 days from receipt of this letter and begin reporting groundwater extraction volumes to UVRGA on a quarterly basis beginning with the period July 1, 2022 – September 30, 2022 (a quarterly reporting statement will be sent to you after you successfully register your well). In addition, your well(s) may be subject to a requirement to install a flowmeter and provide proof of accuracy by June 30, 2023. Please use the attached form to register your well(s) and provide flowmeter documentation (if a flowmeter is required – note: the form will help you make that determination). If you are required to have a flowmeter, but do not yet have one installed, please register the well now and then submit the flowmeter documentation at later date prior to June 30, 2023. The well registration form is available on line at: https://uvrgroundwater.org/wp-content/uploads/2022/09/UVRGA-Well-Registration-Form_Final_9-14-22.pdf

UVRGA records indicate that you own the following well(s): «SWNS» located on the following parcel(s), respectively: «APN10S».

If you own additional wells in the Upper Ventura River Valley Basin that are not listed above, those wells must also be registered within 30 days. To determine if your wells are located within UVRGA, please refer to Figures 2.1-01 and 2.1-02 of the adopted groundwater sustainability plan available at https://uvrgroundwater.org/wp-content/uploads/2022/01/2_UVRGA-GSP-FINAL-FIGURES-2022R.pdf or use the County View website, as described in the an on-line tutorial available at: <https://uvrgroundwater.org/wp-content/uploads/2022/09/UVRGA-County-View-Seeing-If-Your-Well-is-in-the-Basin-Tutorial.pdf>.

The remainder of this letter provides a summary of the Ordinance requirements and instructions. Please note that the well registration form contains additional instructions and information.

Summary of Ordinance Requirements

In summary, the Ordinance requires the following:

1. **Well Registration:**
 - a. **Existing Wells:** Complete and submit the enclosed well registration form for each well you own within the Upper Ventura River Valley Basin, regardless of whether the well is active or not. Destroyed wells need not be registered. The completed form and supplemental information for each well is due 30 days from the date of this letter.
 - b. **Future Wells:** Any new wells that you drill in the future must be registered within 30 days after drilling activities have been completed.
2. **Flowmeter Installation:** Unless exempt, you are required to install a flowmeter on the discharge line of your well(s) by June 30, 2023. Chapter 3 of the Ordinance provides the installation requirements. If a well is used for domestic supply and less than 2 acre-feet per year of groundwater is extracted from the well, the well is exempt from the flowmeter requirement.
3. **Provide Proof of Flowmeter Accuracy or Calibration:** If a flowmeter is required, proof of flowmeter accuracy or calibration shall be provided by June 30, 2023. Proof of accuracy or calibration must be less than 5 years old if the well pumps less than 100 acre-feet per year. Proof of accuracy or calibration must be less than 3 years old if the well pumps equal to or greater than 100 acre-feet per year. Compliance may be achieved by providing documentation of factory calibration or by a passing flowmeter accuracy test performed by an approved vendor. A list of approved vendors that can assist you is attached to the well registration form.
4. **Quarterly Flowmeter Totalizer Pictures:** Once a flowmeter has been installed, take and submit a digital photograph of your flowmeter totalizer on March 31, June 30, September 30, and December 31 of each year. All digital photographs shall be date stamped and the file name shall include the state well number and meter serial number. Apps are available for your smartphone that will perform the date stamping. An example photo is attached to the well registration form.
5. **Quarterly Groundwater Extraction Statements:** Complete Quarterly Groundwater Extraction Statements provided by UVRGA and submit together with the totalizer photos to UVRGA each quarter. (Note: quarterly reporting of groundwater extractions is necessary to accomplish both water year¹ extraction reporting to the State and to assess semi-annual groundwater extractions fees. Extraction fees will be billed to you semi-annually for the January-June and July-December periods.)

Please note: UVRGA is not responsible for submitting your annual groundwater extraction reporting statements to the State Water Resources Control Board (SWRCB). You will continue to be responsible for annual extraction reporting to SWRCB.

¹ October 1 – September 30

Instructions

1. Please read the attached Ordinance and contact me with any questions.
2. Please complete and submit a Groundwater Extraction Facility Registration Form for each well you own in the Upper Ventura River Valley Basin. A list of your wells that UVRGA is aware of is included in the opening paragraph of this letter. If you own additional wells in the Upper Ventura River Valley Basin that UVRGA is unaware of, please make copies of the blank form and complete and submit additional the forms for those wells. The form can also be downloaded and printed from the UVRGA website at https://uvrgroundwater.org/wp-content/uploads/2022/09/UVRGA-Well-Registration-Form_Final_9-14-22.pdf.

Please email the completed forms and digital photos to bbondy@uvrgroundwater.org or mail or deliver to: UVRGA c/o Meiners Oaks Water District, 202 W. El Roblar Dr., Ojai, CA 93023.

3. Please complete the first Quarterly Groundwater Extraction Statement when it is mailed to you in next month for the July-September 2022 quarter. If a meter is installed, you should take and submit a digital photograph of the meter totalizer on September 30, 2022 and then quarterly thereafter on each December 31, March 31, June 30, and September 30. All digital photographs shall be date stamped and the file name shall include the state well number and meter serial number. Apps are available for your smartphone that will perform the date stamping.

Special Notice to Private Well Owners

If you desire to have your fiscal year 2022/2023 semi-annual extraction fees calculated using meter readings, you must meet the following requirements:

1. A flowmeter was installed on the well as of June 30, 2022; and
2. A totalizer photograph was taken on June 30, 2022.

If the above-listed requirements cannot be met, your semi-annual extraction fee for the July 1 – December 31, 2022 semi-annual period will be calculated using the estimated extractions utilized during prior semi-annual periods. The next opportunity for switching to metered extractions will be the semiannual period January 1, 2023 – June 30, 2023, in which case a flowmeter would need to be installed on the well as of December 31, 2022 and a totalizer photograph would need to be taken on December 31, 2022.

Closing

Thank you for your cooperation. Please feel free to contact me with any questions about the Ordinance or the Groundwater Extraction Facility Registration Form. You may also consider visiting the UVRGA website where more information may be available from time to time (<https://uvrgroundwater.org/>). I can be reached at bbondy@uvrgroundwater.org or 805-212-0484.

Sincerely,

Bryan Bondy

Bryan Bondy, PG, CHG
Executive Director