

**MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY  
DRAFT MINUTES OF REGULAR MEETING May 17, 2018**

Directors present were: Kevin Brown, Mike Mobley, Jim Chambers, Glenn Shephard, and Conner Everts. Also present were: Interim Executive Director Jennifer Tribo and Legal Counsel Joe Hughes. Public present were Dan Detmer, Tony Morgan, Kris Sofley, and Christy Ramirez.

1. **CALL TO ORDER** – Chair Mobley called the meeting to order at 1:04 P.M.
2. **PLEDGE OF ALLEGIANCE** – Led by Chair Mobley
3. **DIRECTOR ANNOUNCEMENTS** – Chair Mobley introduced the Agency’s legal counsel, Joe Hughes. Dr. Brown announced that the City of Ventura’s Water Commission would be meeting on May 22<sup>nd</sup> to discuss the comprehensive water resources plan, potable reuse, and hear a presentation from United Water Conservation District.
4. **PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**  
None
5. **CONSENT ITEMS**
  - a. **Approve Minutes from April 19, 2018 Regular Meeting.**  
Director Everts moved to approve the minutes. Seconded by Director Chambers. Chair Mobley called a voice vote. Five ayes. None opposed.
6. **ACTION ITEMS**
  - a. **Accounting and Administrative Services**  
Christy Ramirez, UWCD, provided the Board with an updated agreement including administrative services and led a discussion of the details. The agreement describes the rates, duties, and expected hours of UWCD staff that will provide services to the Agency. Director Shephard asked for clarification on the overtime expenses described in Attachment D. Ms. Ramirez responded that if UWCD staff works more than 40 hours per week because of Agency tasks, then the Agency will be charged overtime rates. Director Everts asked how the Agency would know when overtime charges would be incurred. Joe Hughes added that UWCD could provide reasonable notice of the expectation of overtime charges. Director Everts moved to approve the agreement subject to review by legal counsel. Seconded by Director Shephard. Chair Mobley called a voice vote. Five ayes. None opposed.
  - b. **Agency Bank Account**  
Chair Mobley recommended opening a public funding account with the Bank of Sierra. He suggested that the three agency member representatives be the signatories on the account. Director Everts moved to open a public funding account with the Bank of Sierra and establish Directors Brown, Mobley, and Shephard as signatories. Each check will require two signatures. Seconded by Chambers. Chair Mobley called a voice vote. Five ayes. None opposed.

**c. Liability Insurance**

Jennifer Tribo provided the Board and members of the public with a copy of an additional insurance quote provided by insureCal. The Golden State policy requires a three year commitment at an annual cost of \$2,700. The insureCal policy is a one year commitment at an annual cost of \$1,955. Director Everts moved to accept the quote from insureCal and authorize the Chair to execute the necessary documents. Seconded by Director Shephard. Chair Mobley called a voice vote. Five ayes. None opposed.

**d. Website Development**

The Board directed staff to request a proposal from the County of Ventura Information Technology Services department.

**e. Budget Discussion**

Jennifer Tribo provided a draft budget for FY 2018-19 and a summary of expenses to date for FY 2017-18 for the Board to review and discuss. Carryover expenses from 2017-18 are estimated to be \$36,000. Ms. Tribo reviewed the budget and assumptions in the draft FY2018-19 budget. The budget was developed following the workplan, budget, and schedule included in the DWR grant application. The Board discussed the likely timeline for grant reimbursement from DWR and the timing of installing the monitoring well. Tony Morgan suggested that the Board develop a 5 year budget to support the establishment of an extraction fee. Director Shephard suggested that the ad hoc committee for long-term funding options take an in depth look at the grant application and propose options for a 5 year budget for the Board to consider.

**f. Long-term Funding Options Discussion**

The ad hoc committee for long-term funding will meet to discuss developing a long-term budget and present options to the Board at the June meeting.

**g. Meeting to Consider Imposition of Groundwater Extraction Fee**

Joe Hughes provided a summary of the staff report. The Board discussed holding a workshop in June and a hearing in July. Joe Hughes recommended posting the required notice before the workshop to advertise both the workshop and the hearing. The Board discussed scheduling the workshop for June 21, 2018 and the hearing for July 19, 2018 at 4:00 pm. The Regular meetings for those dates may be moved to 3:00 pm.

**h. Initial Notification to DWR of Development of a Groundwater Sustainability Plan (GSP)**

Jennifer Tribo summarized the staff report. The GSP Initial Notification web portal requires that a basin boundary be uploaded to the website. Since the Mound Basin GSA is planning to submit a basin boundary modification to DWR, the requested boundary should be uploaded to the site. Ms. Tribo will coordinate with the ad hoc basin boundary modification committee to receive the modified boundary shapefile before submitting the initial notification. Kevin Brown will be listed as the plan manager for the GSP. Director Everts moved to authorize Ms. Tribo to submit the GSP initial notification to DWR once she receives the shapefile from County staff. Seconded by Director Brown. Chair Mobley called a voice vote. Five ayes. None opposed.



**i. Conflict of Interest Code Discussion**

Jennifer Tribo summarized the staff report and proposed that the Board submit the template provided by the County as the revised conflict of interest Code for the Agency. Director Everts moved to adopt Resolution 2018-2, the Conflict of Interest Code, and direct staff to submit the revised conflict of interest code to the County. Seconded by Director Shephard. Chair Mobley called a voice vote. Five ayes. None opposed.

**j. Basin Boundary Modification**

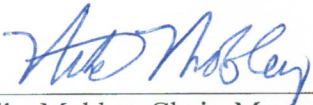
The ad hoc basin boundary modifications committee updated the Board on the status of the Basin Boundary Modification request. The ad hoc committee has drafted letters of support the FCGMA, and the County of Ventura Board of Supervisors.

Director Brown moved to authorize the Chair to request letters of support from the the FCGMA, and the County of Ventura Board of Supervisors. Seconded by Director Chambers. Chair Mobley called a voice vote. Five ayes. None opposed

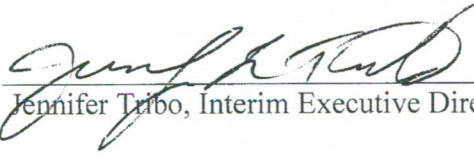
**7. EXECUTIVE DIRECTOR'S REPORT**

- a. Recap of DWR SGMA Workshop
- b. Change to October meeting date/location

**8. ADJOURNMENT – 3:10 P.M.**

ATTEST:   
Mike Mobley, Chair, Mound Basin GSA Board of Directors

I certify that the above is a true and current copy of the minutes of the Mound Basin Groundwater Sustainability Agency's Board of Directors meeting of May 17, 2018.

ATTEST:   
Jennifer Tribo, Interim Executive Director