



MOUND BASIN GROUNDWATER SUSTAINABILITY AGENCY
BOARD OF DIRECTORS MEETING
Thursday, January 17, 2019, 1p.m.
Ventura City Hall, Room No. 223
501 Poli Street, Ventura, California 93001

MINUTES

DIRECTORS IN ATTENDANCE:

Kevin Brown, Vice Chair
Jim Chambers
Conner Everts
Mike Mobley, Chair
Glenn Shephard, Treasurer

STAFF IN ATTENDANCE:

Bryan Bondy, Executive Director
Kris Sofley, Clerk of the Board

PUBLIC IN ATTENDANCE:

Burt Handy
John Lindquist, UWCD
Jennifer Tribo, Ventura Water

CALL TO ORDER 1:04 p.m.

Chair Mobley called the meeting to order at 1:04 p.m.

1. PLEDGE OF ALLEGIANCE

The group joined in reciting the Pledge of Allegiance

2. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

Chair Mobley asked if there were any public comments, none were offered.

3. ROLL CALL

All Directors are present.

4. APPROVAL OF AGENDA

Motion to approve the agenda as presented, Director Everts; Second, Director Shephard.
Voice vote: five ayes (Brown, Chambers, Everts, Mobley, Shephard); none
opposed. Motion carries 5/0/0.

5. CONSENT CALENDAR

Chair Mobley asked if there were any Consent Calendar items that the Board would like to discuss.

Continues...

5a Approval of Minutes

Motion

The Board will consider approving the Minutes from the October 18, 2018 Mound Basin GSA Board of Directors meeting.

Mr. Bondy asked the Board if they preferred to continue with the transcript style of Minutes or if they preferred a shorter summary style which would be easier to review and take less time. Director Shephard said he was fine with shorter, summary minutes. Directors Everts and Chambers said to keep the minutes as they are for now.

Motion to approve the Minutes as presented, Director Everts; Second, Director Shephard. Voice vote: five ayes (Brown, Chambers, Everts, Mobley, Shephard); none opposed, none absent. Motion carries 5/0/0.

5b Approval of Warrants

Motion

The Board will consider approving payment of outstanding vendor invoices.

Mr. Bondy reported that, after discussing with legal counsel, the Board's legal counsel advised that no copy of warrants be included in the Board packet, but that copies be made available if any Board member wished to review them. The payee and amount will be listed in the staff report for Approval of Warrants, and supporting documentation will be available upon request.

Motion to approve warrants for approval, Director Chambers; Second, Director Brown. Voice Vote five ayes (Brown, Chambers, Everts, Mobley, Shephard); none opposed, none absent. Motion carries 5/0/0.

5c. Monthly Financial Reports

Information Item

The Board will receive a monthly profit and loss statement and balance sheet for the Mound Basin GSA from UWCD's accounting staff.

Mr. Bondy asked if the Board were comfortable receiving full Board packets electronically, with an email link to Dropbox and/or the Mound Basin GSA website. While the Directors were comfortable with receiving Board packets electronically, Directors Everts and Chambers said they like have the hard copies for the actual meetings. Ms. Sofley said that, in future, she would make hard copies of the Board packet available to all of the Directors.

5d Board Meeting Schedule for Calendar Year 2019

Information Item

The Board will consider approving the 2019 Regular Board Meeting Schedule as submitted or as modified by the Board.

Mr. Bondy reported that over the last few months, the Board has had an abnormal schedule and, at the suggestion of Chair Mobley, the November and December meetings were deferred to January. Mr. Bondy said that it is helpful to have a regular scheduled meeting date and time and the Board can decide on the fly if they need to meet. Mr.

Bondy cited the costs of holding the meetings, the travel distance of some of the Board members and the fluctuation of activities from month to month. Chair Mobley said that having an established meeting date and time was easier for the public, so they could plan for attending meetings.

Motion to approve the Board Meeting Schedule for Calendar Year 2019, continuing the established third Thursday at 1pm for Mound Basin GSA Board of Directors meetings, Director Everts; Second, Director Shephard. Voice vote: five ayes (Brown, Chambers, Everts, Mobley, Shephard); none opposed. Motion carries 5/0/0.

6. BOARD MEMBER ANNOUNCEMENTS

Director Brown informed the Board that this would be his last meeting as he had resigned his position as General Manager of Ventura Water effective the end of January and had accepted a position with Oberlin College in Ohio. Director Brown said that he would speak with the City Manager, but was fairly certain that the interim Ventura Water General Manager will be appointed to take his place on the Mound Basin GSA Board.

Director Chambers thanked Director Brown for his service, stating that it had been a very busy year, and a very good first year for the GSA. Chair Mobley echoed that sentiment, saying that he had enjoyed working with Director Brown.

7. EXECUTIVE DIRECTOR UPDATE

Mr. Bondy provided an update on the Agency's activities since the previous Board meeting in October, 2018. He stated that it would likely be another couple of months before the DWR completed its approval process for Basin Boundary Modification. He said the Lower Ventura River will have a very low priority and no GSP will be required. The Mound Basin boundary modification had been approved by DWR staff, but has not finalized, even though for all intent and purposes it had been approved.

The GSA's grant agreement was still going back and forth between local DWR and Sacramento. Local DWR coordinator Eddie Pech is working the Mr. Bondy on coordinating a grant kickoff meeting with Upper Ventura Basin GSA. The meeting will review procedures for filing quarterly reports with the DWR..

Mr. Bondy said that the groundwater multi-level monitoring well had been removed by the Board from the Budget and DWR was agreeable to that, however, DWR is requiring that MBGSA install the well in the future as part of the implementation of the GSP. DWR offers technical support services through the SGMA program which may be used to drill the well, greatly reducing costs for the Mound Basin GSA. The location of the well must be confirmed to begin the application process for technical support services, which was opened in October. As soon as the GSA identifies a specific location for the monitoring well, it can continue the application. The Executive Director is working with the City of Ventura to identify the drilling site on City-owned property. Director Brown mentioned that Ventura's Parks and Recreation had a location on the southwest corner of the Olivas Golf Course property off Harbor, stating that it was a feasible location for construction and the next step would be to have UWCD technical staff take a look at it. If there were no

problems or concerns from the Board, staff should start the access process with the City and DWR. Director Brown said there is also a County well in that same area.

Mr. Bondy said that it could be an ideal monitoring well location for investigating the connection between aquifer and estuary and the river, which is the data gap between surface water and groundwater data that needs to be addressed. Mr. Bondy said that staff will have to do the upfront work as the DWR driller is not a turnkey operation, but rather they just come out and drill the well.

Mr. Bondy said the Board should assume full time security would be required, and that the Agency would probably have to coordinate with the City regarding hydrometer and the City doesn't do the legwork for that. Director Chambers asked if the GSA would have to get an easement of acquisition of the property and how complicated that process would be.

Mr. Bondy said the Board could hire a Right of Way specialist as a consultant, which would probably be \$3,000 to \$5,000 in services and that he could draw up an agreement for a surveyor to provide a legal description of the property and have the attorney review the document. If the City wants to be compensated for the land, it could be between \$5,000 and \$10,000 for the well site.

Director Chambers asked if the well could be drilled elsewhere. Mr. Bondy asked if he was offering a property or a well. Director Chambers described the location of his property, approximately a quarter acre on the other side of Olivas, near the first hole on the Golf Course about a half mile in from Harbor.

Mr. Bondy said that was further from the river and that the monitoring well would be preferred from a purely technical point of view.

Mr. Bondy said that the DWR technical support services are offered on a first come, first served basis, so the MBGSA should plan to move forward as quickly as possible. Chair Mobley said that it all depends on when the City makes its decision.

Director Brown said it would be a Consent item to City Council, and that the GSA should send off the request, Ventura Water can draw up the agreement to go to Council and it should only take three to four months to get approval.

Mr. Bondy said that he would draft a letter of behalf of the GSA. Director Brown said Jennifer Tribo was all over it but the Council has to approve it. Chair Mobley said yes to drafting the agreement and then getting legal counsel to make it official. Director Brown said it's really Park and Recreation officially, but it should be good to go right through. Mr. Bondy said that he and Director Brown met with Park and Recreation, and Chair Mobley said requested that Mr. Bondy review the location with UWCD staff.

8. ACTION ITEMS

8a. Agency Officer Appointments and Required Bond Motion

Chair Mobley stated that only the three member Directors are eligible to serve as officers of the Board and that the officers serve at the pleasure of the Board. Director Shephard added that the City of Ventura's representative will serve in one of the executive positions.

Director Chambers said he would like to keep the status quo as it keeps the balance and continuity of the Board intact. With that, he made a motion to continue with the officers of the Board as is – Director Mobley as Chair; Director from City of Buenaventura/Ventura Water as Secretary; and Director Shephard as Treasurer; Second, Director Everts. Voice vote: five ayes (Brown, Chambers, Everts, Mobley, Shephard); none opposed; none absent. Motion carries unanimously.

On the question of bonding for the Board Treasurer, Mr. Bondy reminded the Board that it has no assets at present, and the Treasurer is not handling money, so a minimum bond amount was recommended. He said initial inquiries showed the lowest bond amount of \$30,000 could be secured for one percent of the bond amount for one year's coverage, but would shop around for a lower bond amount and preferably a lower rate.

Director Brown directed staff to explore the lowest possible bond amount, with a maximum amount of \$15,000 and come back to the Board with suggestions. Chair Mobley then said if a bond could be secured for between \$5,000 and \$10,000, go forward and if not, to get the lowest amount possible.

8b. Groundwater Extraction Fee Payment Update Motion

Mr. Bondy reported that, at the end of the year, 32 wells had been invoiced, of which 26 had paid (all 26 are tenants or well operators, not owners). The outstanding balance is less than 5 percent of the total invoiced amount. Of the six outstanding customers, four are non-reporters and two are owners who have paid their UWCD bill but have not as yet paid their Mound Basin GSA bill.

Mr. Bondy advised the Board that the next round of invoices will be sent out in March.

Director Chambers said that he received only one phone call from a well owner and that the two owners who have not paid, will likely never pay.

Mr. Bondy said that staff will continue to go through the process and remind those who have not paid their bills that they missed the grace period, so the penalty and interest charges will be added to the outstanding balance on their accounts.

The Board agreed to take no action at this time.

8c. GSP Development Options (Grant Category (c): Planning Activities; Task 2: Organizational Activities)

Motion

Mr. Bondy reminded the Board that this was a returning item, to continue the discussion of developing a team to work on Groundwater Sustainability Plan, with Mr. Bondy doing some of the work, United Water doing some of the work; and another consultant to pick up the remaining GSP elements.

Mr. Bondy has been working closely with John Lindquist and Dan Detmer at United Water reviewing the roles and tasks required for GSPs and the cost estimates from UWCD for GSP technical support. UWCD would take the lead, Mr. Bondy would review the work and a third party consultant would fill in the gaps. GSP policy issues, such as sustainability criteria, is not something UWCD is comfortable leading and Mr. Bondy said he could take the lead in managing criteria and program management actions, with UWCD reviewing the work.

Mr. Bondy also suggested that Lorraine Walter, who helped write the GSA's Grant application, could help write non-technical portions of the GSP, but the GSA should secure a backup in case she is committed to another project before the GSA is ready to hire her.

United's technical staff is estimating their scope of work at \$214,000, which is lower than private consultants. As an agreement is forged, or the existing agreement with United is amended, both the Mound Basin and UWCD Board's will have an opportunity to review and approve the final agreement.

Mr. Bondy said the Request for Qualifications for the consultant would ideally be coordinated with the Upper Ventura River to reduce costs. Chair Mobley asked if Upper Ventura River was ready to send out its RFQ. Mr. Bondy reported that its Board approved the RFQ last week. Director Chambers asked if Papadopulos was one of the consultants being considered by Mr. Bondy. Mr. Bondy replied that Papadopulos was hired for their specialized expertise needed for the isotope study, but is not staffed appropriately to support the broader GSP effort.

Mr. Bondy explained that he has experience working with companies on similar projects. He cited Intera, as an example of a company he managed on another project. He said Intera is really strong on tech support and very good writers and he is comfortable working with them.

Director Chambers said he would like to include a not to exceed amount which can be reviewed at certain points throughout this large project. He said that he understands that its better when you have your own crew, but also wanted Mr. Bondy to consider other options.

Mr. Bondy clarified that he was only recommending issuing and request for qualifications and that the contract would require work orders with not to exceed budgets. He said that the Board would have approval on every work order. Director Shephard said the RFQ was a good idea just to see what's out there. He

also stated that Intera worked with Fox Canyon GMA and he wanted to be transparent in identifying who is available and who the GSA selects.

Chair Mobley said to be sure the RFQ describes the full scenario, of working with both basins, on two GSPs, and that the work for Mound Basin involves less consulting due to United's involvement. He said he wanted to make sure the team in place issues work orders as all move forward.

Director Everts said he was confused as the staff report is not listed exactly, each item for motion, it should be further along. When requesting direction, it's useful to have more exact minutes.

Mr. Bondy replied that when the scope and costs are finalized with United, he will either amend the existing contract with United or develop a new agreement and bring it back to the Board for approval. Regarding the Request for Qualifications, he will issue the RFQ, review responses received and provide a recommendation to the Board for its consideration.

Chair Mobley asked for a motion.

Motion to authorize Executive Director to proceed with pursuing an agreement with UWCD including a scope of work and estimated costs which will be brought back to the Board for approval; and working in coordination with the Upper Ventura River GSA, develop a joint Request for Qualifications for a groundwater consultant to assist with GSP development for both the Mound Basin GSP and Upper Ventura River GSP, Director Everts; Second, Director Shephard. Voice vote: five ayes (Brown, Chambers, Everts, Mobley, Shephard); none opposed; none absent. Motion carries 5/0/0.

8d. Isotope Study (Grant Category (b): Models and Studies)

Motion

Mr. Bondy addressed the Board, explaining that an isotope study to investigate sources and mechanisms of groundwater recharge, groundwater age and dynamics, interconnections between aquifers, and interaction between surface water and groundwater. The study is included in the GSP grant agreement. This study requires oversight by a geochemist, which is a highly specialized focus area of hydrogeology. UWCD will provide the labor for the sampling.

Mr. Bondy secured a proposal for professional services from S.S. Papadopoulos and Associates to assist the Agency with completing the isotope study described in the GSP Grant application at a proposed cost of \$17,556 plus a 10 percent contingency to be authorized by Mr. Bondy on an as needed basis, for a total of \$19,331.60.

Director Shephard asked if S.S. Papadopoulos was a registered geologist in the State of California. Mr. Bondy said the firm is located in Annapolis, MD, but does work across the country, so he assumes someone in the firm is licensed in California, but he will verify that information.

Chair Mobley asked if the work should move ahead pending resolution of the licensing issue or should it wait another month for approval.

Motion to approve professional services agreement in the amount of \$19,311.60 (\$17,556 plus 10 percent contingency) pending Executive Director's confirmation of California Geologist license for S.S. Papadopoulos, Director Brown; Second, Director Everts. Voice vote: five ayes (Brown, Chambers, Everts, Mobley, Shephard); none opposed; none absent. Motion carries 5/0/0.

9. INFORMATION ITEMS

No informational items were agendized or discussed.

10. FUTURE AGENDA ITEMS

Chair Mobley asked if there were enough items for discussion to merit a February meeting.

ADJOURNMENT -- 2:25 p.m.

The Board was adjourned at 2:25 p.m. to the next Regular Board Meeting on Thursday, February 21, 2019 or call of the Chair.

I certify that the above is a true and correct copy of the minutes of the Mound Basin Groundwater Sustainability Agency's Board of Directors meeting of Thursday, January 17, 2019.

ATTEST: 
Michael Mobley, Board Chair

ATTEST: 
Kris Sofley, Clerk of the Board



MOUND BASIN GSA BOARD OF DIRECTORS MEETING
January 17, 2019

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