

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING MAY 17, 2017**

Directors present were: Bruce Kuebler, Jack Curtis, Peggy Wiles and Marvin Hanson. Director absent was Ed Lee. Also present were: Attorney Lindsay Nielson, General Manager/Board Secretary Bert Rapp, and Office Manager Amy Joy Bakken. Public present were: Daniel Fairbanks and George Galgas.

1. **CALL MEETING TO ORDER-** President Bruce Kuebler called the meeting to order at 3:00 P.M.
2. **PLEDGE OF ALLEGIANCE** – Bruce Kuebler.
3. **CONSENT AGENDA:**
 - A. **MINUTES APRIL 19, 2017**
 - B. **FINANCIAL EXPENDITURES FOR APRIL 2017**
 - C. **FINANCIAL REPORTS FOR MARCH 2017**

Jack Curtis moved for approval of the Consent Agenda, seconded by Marvin Hanson and carried 4-0.

4. **PUBLIC COMMENT** – None.
5. **DRAFT BUDGET REVIEW FY 2017/18** –Bert Rapp presented changes that have been made to the draft budget since the April 2017 Board Meeting. In 2018 Southern California Edison's On Peak hours will change and cause an increase in demand on the single Parker tank when our wells cannot operate. A modification was made to the budget to mitigate this issue with an automated valve to backfill the Parker tank from the Alto tank. Bert Rapp stated that a texting water meter can be placed at the automated valve to monitor pumping at each hour in the day. This time next year Edison will provide VRWD with a rate structure comparison to find out how the change in On Peak hours affects the pumping costs for VRWD. A budget item was also added to improve the VRWD website. Web Designer Daniel Fairbanks gave a presentation of websites he has designed and discussed improvements he could make to the VRWD website. Bert Rapp discussed the new accounting of Cost Class 3 & 4 designated funds to show allocation of revenues and costs to the upper cost classes. An item may be added to the budget to clean Well #4 depending on the results of the Edison efficiency test. Peggy Wiles commented that the Ojai Valley Green Coalition grant should be in a conservation fund and not grouped with other items in account 70014. Bruce Kuebler and Peggy Wiles requested further analysis of the amount allocated for Board Committee meetings. Bruce Kuebler stated he still is not in agreement with the cost allocation of meter replacement to the upper cost classes. No action was taken on this item.
6. **REPORT ON UVR GROUNDWATER AGENCY - KUEBLER**– The UVR Groundwater Agency met on May 11th 2017. Data loggers are in all 6 key wells from Casitas Springs to Meiners Oaks reading every 90 minutes. This will give a good base line for the state surface water groundwater model. On July 20th the agency will become a GSA. A GSA advisory committee is to be established with interested members of the community and at least one board member. A budget of \$220,000 is proposed and includes contributions from each member agency of about \$45,000. In the future there may be an extraction fee process based on water usage. A neutral letter was sent to the Bureau of Reclamation stating the UVR Groundwater Agency doesn't support or oppose the Bureau of Reclamation study of the Ventura River Watershed. There was discussion of sending RFP's for legal counsel however it was decided to stay with the current legal counsel for the time being. The next meeting will be held in June to adopt the budget followed by a September meeting. Bruce Kuebler offered to share copies of the UVR Groundwater Agency agendas with the VRWD Board prior to the board meeting so that they could be more informed and ask any questions they may have. No action was taken on this item.
7. **AWARD CONTRACT – AUDIT SERVICES**– It is standard procedure for the District to change auditing firms every five years. RFP's for audit services were sent to 13 firms with 2 responding. An ad-hoc committee with Directors Jack Curtis and Peggy Wiles interviewed the 2 firms (Hinricher, Douglas and Porter, LLP and Bartlett, Pringle and Wolf, LLP). Peggy Wiles discussed her impression

of each firm from the interviews and proposals. She stated that Bartlett, Pringle and Wolf, LLP was the clear choice based on their proposal, experience with Special Districts, preparation, and professionalism. Jack Curtis agreed with Peggy's comments regarding the firms. Marvin Hanson moved for the recommended action of awarding a 3 year contract with the option to extend for an additional two years to Bartlett, Pringle and Wolf LLP, seconded by Jack Curtis, and carried 4-0.

8. **AWARD CONTRACT – PARKER TANK PAINTING** – Three bids with a wide variance in costs were received for the painting of the Parker tank. Industrial Coating & Restoration Inc. came in with the lowest bid of \$27,730 for the painting of the Parker tank which was budgeted at \$47,000. Bert Rapp checked references for the low bidder and was satisfied with the responses. Peggy Wiles moved for the recommended actions to award the Parker Tank Painting project to Industrial Coating & Restoration Inc. in the amount of \$27,730, seconded by Jack Curtis, approved 4-0.
9. **AWARD CONTRACT – WELL #7 PUMP** – Three bids were received for the Well #7 pump. General Pump Company came in as the low bidder at \$24,290. General Pump's recommendations to modify the project as proposed include a PVC column pipe, pump shroud, and 10 hours of development work for a swab with mounted pump. Change orders based on these recommendations total \$21,815. Peggy Wiles asked whether the large value of change orders means the painting should be rebid. After discussion there was agreement it wasn't necessary because most of the amount was for development. Peggy Wiles moved for approval of the recommended action to award the Well #7 pump to General Pump in the amount of \$24,290 and authorize the General Manager change order authority on the contract of \$21,815, seconded by Marvin Hanson, approved 4-0.
10. **ACCEPTANCE OF BID AND PURCHASE OF WORK TRUCK**– On April 19th the Board awarded the work truck bid to Paradise Chevrolet, however Paradise mistakenly proposed a ¾ ton truck instead of the 1 ton truck that is needed. They were unable to provide a bid for the 1 ton truck and were therefore disqualified. The next lowest bidder was Burke Ford of Bakersfield for \$40,494. Jack Curtis moved for approval of the recommended action to purchase the F-350 four wheel drive work truck from Burke Ford of Bakersfield for \$40,494, seconded Marvin Hanson, approved 4-0.
11. **ADOPTION WATER WASTE AND CONSERVATION ORDINANCE 2017-1 TO ALLOW ORNAMENTAL IRRIGATION TWO DAYS PER WEEK**– On April 26, 2017 Casitas Municipal Water District continued the Stage 3 Drought declaration but changed the ornamental landscape irrigation restriction of one day per week to two days per week. Bert Rapp recommended adopting ordinance 2017-1 relaxing outdoor irrigation requirement from 1 day per week to 2 days per week. Marvin Hanson moved for approval of the recommended action, seconded Peggy Wiles, approved 4-0.
12. **PRESENTATION – B. KUEBLER STUDY OF UPPER VENTURA RIVER BASIN** – Bruce Kuebler gave a presentation of the surface and groundwater that he spent 1.5 years studying and putting together. The presentation was in two parts: Data and Analysis. Meticulously hand drawn charts and graphs were shown representing a 9 year study period of elevation vs. water fluctuation, flow of the river, and fault effects on water flow. The analysis portion included items such as groundwater flow recharge with no pumping, big rain years with high recharge, low rain years with lower recharge and what was happening in areas VRWD pumps vs. areas we don't pump. Bert Rapp holds a hard copy of Bruce Kuebler's report should any member of the board like a copy. No action was taken on this item.
13. **GENERAL MANAGERS REPORT WATER & DISTRICT STATUS** – The aquifer is currently 6.7 feet above the 25 year average for May 1 at an elevation of 544.3. Well #1 is pumping at 950 GPM. Well #3 is pumping at a rate of 371 GPM. Well #4 is pumping at 996 GPM. Well #2 can be pumped but is not needed at this time. No water was purchased from Casitas in April. Revenues for April came in under budget. Lake Casitas was at 43.3% as of May 1, 2017 decreasing 0.8 feet or 0.5% since last month. No action was taken on this item.
14. **OLD & NEW BUSINESS** – Bert Rapp gave an update on the Ojai Valley Green Coalition's plans for education outreach to VRWD's highest water users. A workshop is to be held for these customers to

educate them about landscaping and irrigation. OVGC has proposed including local experienced landscapers in the workshop that could offer free site visits to these customers to help them with water wise landscaping plans and setting their automatic irrigation systems. There was some discussion of the timing of the workshop and whether it would be best to hold it in July or September. Bert Rapp discussed a processing issue with the April 30, 2017 billing which caused Casitas Penalty fees to be delayed for the Casitas Springs and Monte Via/Rio Via neighborhoods.


15. EXECUTIVE SESSION- Bruce Kuebler moved the meeting into executive session at 4:55 P.M. to discuss Small v. VRWD case # 56-2015-00464077-CU-EI-VTA and review of legal counsel performance. The Board came out of this session at 5:12 P.M. and no actions were taken during the executive session.

16. MEETING ADJOURNMENT – Bruce Kuebler called the meeting adjourned at 5:12 P.M.

Attested:



Bruce Kuebler, President



John Curtis, Vice President