

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING AUGUST 15, 2018**

Directors present were: Jack Curtis, Peggy Wiles, Bruce Kuebler, Ed Lee and Marvin Hanson. Also present were: Attorney Lindsey Nielson, General Manager/Board Secretary Bert Rapp and Office Manager Amy Joy Bakken. Public present were: Carl Enson, Jon McConnel, and Perry Van Houten (Ojai Valley News).

1. **CALL MEETING TO ORDER-** President Jack Curtis called the meeting to order at 3:00 P.M.
2. **PLEDGE OF ALLEGIANCE** – Marvin Hanson.
3. **CONSENT AGENDA:**
 - A. **MINUTES JULY 18TH, 2018**
 - B. **FINANCIAL REPORTS FOR JUNE AND JULY 2018**
 - C. **AWARD OF WORK TRUCK BID:** There was some general discussion about the specifics of the truck bids. Ed Lee moved for approval to authorize the purchase of the F-350 four wheel drive work truck from Jim Burke Ford of Bakersfield. for \$46,578.64, seconded Bruce Kuebler and carried 5-0.

Ed Lee moved for approval of the consent agenda items A-B, seconded Peggy Wiles and carried 5-0.

4. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
5. **INCREASE LATE PENALTY** – With the current late penalty of \$14.00, 80-90 shutoff notices are being administered every month by District staff. Amy Joy Bakken stated that Meiners Oaks Water District was able to significantly reduce the number of customers paying late and requiring shutoff notices by increasing their late fee to \$35. She recommended that the District raise the late penalty and offer a one-time waiver of the penalty if the customer signs up for auto-pay. Marvin Hanson moved for approval to adopt an update to the Rules and Regulations Appendix I dated August 15, 2018 to increase the late penalty from \$14 to \$35 with an option to waive the late penalty if the customer agrees to sign up for auto-pay, seconded Peggy Wiles and carried 5-0.
6. **DECLARATION OF DROUGHT EMERGENCY** – Bert Rapp stated that Lake Casitas is at 32.7% capacity, a Stage 4 drought declaration is likely in October, the Ventura River is plugged from the Thomas Fire and the aquifer could be empty in the fall of 2019. Bert Rapp is exploring grants to determine how the river bottom could be cleaned. The County of Ventura and City of Ojai have asked Casitas Municipal Water District (CMWD) to declare a drought emergency. Ed Lee asked how this declaration would affect District customers as they are already meeting conservation goals. Bert Rapp responded that the declaration would not affect District customers and further conservation will only be required when CMWD declares a new stage of drought. There was some general discussion about customer notification of the drought declaration, stage change, and conservation requirements including banners to be placed in neighborhoods and a bill insert. Bruce Kuebler requested some language changes to the declaration. **Public Comment:** Carl Enson asked what is being done about the drought emergency and how the river will be unplugged. Ed Lee responded that unplugging the river is a complicated process due to the permissions required to do the work. Bert Rapp discussed an estimated cost of \$35,000 to complete a percolation study which might be funded with grant monies. Bruce Kuebler moved for approval of Resolution 2018-315 Proclaiming Local Drought Emergency with his suggested edits, seconded Marvin Hanson and carried 5-0 (AYES: Peggy Wiles, Marvin Hanson, Jack Curtis, Bruce Kuebler and Ed Lee. NOES: None.)
7. **AGREEMENT WITH UTILITY COST MANAGEMENT** – Utility Cost Management helped the District save on the cost of electricity in 2013 by analyzing Edison bills. They contacted the District offering the same service this year in return for 42% of savings for 3 years and no additional cost. Peggy Wiles moved for approval to authorize the General Manager to sign the agreement with Utility Cost Management LLC to analyze the District's Edison bills, seconded Marvin Hanson and carried 5-0.

- 8. ADOPTION OF 2018/19 GOALS-** Bert Rapp reviewed the status of the 2017/18 goals including Well #7, marketing the electronic payment system, Ventura River Flow Study, VFD Pump system for zone 5, Parker tank landscape berm, VMD Phase I through Parker Tank site, Parker automated valve to backfill from alto, etc. He went on to discuss 2018/19 goals including further marketing of the electronic payment system, Well #6 activation, mixing valve in South Alto Tank, PS&E VMD Phase II and Abandon Well #3/Pull pump from Well #2. Bruce Kuebler asked that goals be added to show what action is being taken in response to the drought emergency including action with the Ojai Valley Green Coalition, increased communication with the public regarding the status of the water supply, meeting regularly with other local agency General Managers, etc. Peggy Wiles suggested that any fire flow improvement activities be moved up higher to more immediate goals. Bert Rapp responded that he will make the suggested updates to the 2018/19 goals and bring back to the Board for review at the next board meeting. No action was taken on this item.
- 9. WATER BUDGET ROLLOVER OPTIONS-** During the public hearing process for the implementation of the District's Water Budget Program, many customers requested that a water budget rollover option be explored. Bert Rapp discussed two different options for a rollover including a 3 month period or 12 month period following a fiscal year of June through July. Peggy Wiles stated that with the drought emergency situation she didn't feel it was the right time to devote District staff time and cost to researching rollover options. Bruce Kuebler responded that the drought situation may make it more important to have a rollover option as conservation requirements increased as it would give customers more flexibility. Bert Rapp stated that staff could get a cost proposal from the billing company for implementing a rollover program and bring that back to the Board for consideration. Peggy Wiles, Marvin Hanson, Jack Curtis and Ed Lee all agreed that it was not the right time to work on a rollover option. At the time the customers expressed interest in the rollover program they hadn't had a chance to see how the program worked and since implementation the majority of customers are staying within their budget. **Public Comment:** Carl Enson stated that he was very interested in the rollover option in the beginning but after seeing how the program works he felt comfortable without the rollover. Jon McConnel stated he has no interest in a rollover program and is using the absolute least water he can each month and is more concerned about what is being done to remedy the drought situation. The Board consensus was to revisit the rollover option this time next year. No action was taken on this item.
- 10. FIRE FLOW ANALYSIS-** Fire flow studies were completed in the neighborhood behind Vons, Monte Via/Rio Via and Grapevine/Burnham Rd. Bert Rapp discussed preliminary plans to upgrade the neighborhoods and bring them up to adequate fire flow. The board consensus was to move forward with Bert Rapp's preliminary plans for the fire flow improvement, including contacting Casitas about relocating the Villanova turn out to Carrillo Road and including Monte Via and Option 2 for the neighborhood behind Vons in the draft Capital Improvement Program for review by the Board on September 19th. No action was taken on this item.
- 11. UPDATE ON UPPER VENTURA RIVER GROUNDWATER AGENCY - KUEBLER-** There was no meeting held in August. The next meeting will be held on September 13th. There was a phone conference with the ad-hoc committee to discuss how to finance the organization. A preliminary workshop will be held with a consultant in mid-September along with public meetings and further discussion to come up with funding options and a recommendation will be made in November. They are hoping to finance the agency through agency contributions and extraction fees in the short term with all costs covered by pump fees in the long term. No action was taken on this item.
- 12. LONGEVITY STUDY ON ASBESTOS CEMENT PIPE-** Bert Rapp displayed a thorough study on the life expectancy of asbestos cement pipe completed by Dan Ellison of HDR, Inc. for the East Bay Municipal Utility District. Based on the study, it is likely that the District's asbestos cement pipe will have a life expectancy of 90-250 years with most of the pipes lasting between 150-200 years. This

means extensive pipe replacement in the long range capital improvement program can be scaled back, reducing need for larger long term water rate increases. No action was taken on this item.

13. GENERAL MANAGERS REPORT ON WATER & DISTRICT STATUS- The aquifer is currently 18.2 feet below the 30 year average for August 1 at an elevation of 503.4 feet. Well #1 is pumping 960 GPM, down 5 GPM from last month. Well #3 is pumping 296 GPM down 14 GPM from last month. Well #4 is pumping 228 GPM down 51 GPM from last month. Well #7 is pumping 673 GPM, down 14 GPM from last month. The wells are running at about 72% of their capacity to meet demand. No supplemental water was purchased from Casitas in July. Sales dollars billed on Jul 31, 2018 amounted to \$255,263, over budget by \$11,824 for July. Water sold in July 2018 amounted to 37,626 HCF, a decrease of 40% below the 62,374 HCF sold in July 2013. On August 1, 2018, Lake Casitas level was at 33.0% of full capacity at elevation of 486.3 feet. The lake has decreased 1.0% or 1.8 feet since last month and decreased 2,257 AF since last month. There was a brief discussion regarding the upcoming LAFCO local agency review which is required every five years. No action was taken on this item

14. OLD & NEW BUSINESS – None.

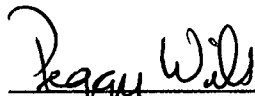
15. EXECUTIVE SESSION- Jack Curtis moved the meeting into executive session at 4:50pm to discuss pending litigation. The meeting came out of executive session at 5:00pm. No action was taken on this item.

Jack Curtis adjourned the meeting at 5:01 pm.

Attested:



Jack Curtis, President



Peggy Wiles, Vice President