



**VENTURA
RIVER
WATER DISTRICT**

409 Old Baldwin Road
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www.VenturaRiverWD.com

DIRECTORS

President:

Ed Lee

Vice President:

Bruce Kuebler

Treasurer:

Jack Curtis

Directors:

Peggy Wiles

Marvin Hanson

GENERAL MANAGER

Bert Rapp, P.E.

Bert@VenturaRiverWD.com

OFFICE MANAGER

Amy Joy Bakken

Amy@VenturaRiverWD.com

FIELD SUPERVISOR

Joe Zuniga

Joe@VenturaRiverWD.com

ATTORNEY

Lindsay Nielson, ESQ

NielsonLaw@AOL.com

NOTICE OF REGULAR BOARD OF DIRECTORS MEETING

3:00 P.M. WEDNESDAY, APRIL 15, 2020

Meeting will be held via Zoom by phone & video conference. To attend/listen to the meeting please call Toll Free US (888) 788-0099 or (877) 853-5247 and enter Meeting ID: 898 657 297 Password: 046784. Zoom Link: [Zoom Meeting Link](#)

Right to be heard: Members of the public have a right to address the Board directly on any item of interest to the public, which is within the subject matter jurisdiction of the Board. The request to be heard should be made immediately before the Board's consideration of the item. No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of 54954.2 of the Government Code and except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under section 54954.3 of the Government Code.

AGENDA

1. CALL MEETING TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONSENT AGENDA:
 - A. MINUTES MARCH 18TH, 2020 & MARCH 23RD, 2020
 - B. FINANCIAL REPORTS FOR FEBRUARY & MARCH 2020
4. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA (LIMIT PER PERSON – 5 MINUTES)
5. RECOMMENDATION TO POSTPONE 3% RATE INCREASE
6. RECOMMENDED APPOINTMENT TO FILL SEAT HELD BY DIRECTOR HANSON EFFECTIVE JUNE 17, 2020
7. DRAFT CONSOLIDATION AGREEMENT WITH TICO MUTUAL
8. DRAFT 2020-2021 BUDGET REVIEW
9. WELL #2 & #3 INSPECTION – SPINNER & WATER QUALITY TESTING
10. RESOLUTION 2020-320 CONSOLIDATION OF ELECTION & APPROVAL OF CONFLICT OF INTEREST CODE 2020
11. BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUNDWATER AGENCY- BRUCE KUEBLER
12. GENERAL MANAGERS REPORT ON WATER & DISTRICT STATUS
13. OLD & NEW BUSINESS
14. EXECUTIVE SESSION – A closed session will be held regarding:
 - a. Pending litigation pursuant to Government Code Section 54956.9 (b) (City of Ventura v. VRWD, CPF-14-513875, Friend of the Court filing, Channelkeeper), case update.

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-3403 (Govt. Code Section 54954.1 and 54954.2(a).

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING MARCH 18, 2020**

Directors present were: Ed Lee, Bruce Kuebler, Jack Curtis and Marvin Hanson. Director present via telephone: Peggy Wiles. Also present were: Attorney Lindsey Nielson, General Manager/Board Secretary Bert Rapp, Office Manager Amy Joy Bakken and District Field Staff Joe Zuniga, Mark Albertsen and Craig Lee. Public present were: Richard Parsons, Kathy Dawson, Louis Price, Charlie Foote, Frances Fitting and Alan Connell.

1. **CALL MEETING TO ORDER-** President Ed Lee called the meeting to order at 3:00 P.M.
2. **PLEDGE OF ALLEGIANCE** – Ed Lee.
3. **CONSENT AGENDA:**
 - A. MINUTES FEBRUARY 19TH, 2020
 - B. FINANCIAL REPORTS FOR JANUARY AND FEBRUARY 2020

Marvin Hanson moved for approval of the consent agenda items, seconded Bruce Kuebler and carried 5-0.

4. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
5. **REQUEST BY TICO MUTUAL TO ANNEX INTO VRWD** – Tico Mutual has formally requested annexation into the Ventura River Water District (VRWD) and each shareholder submitted a signed agreement to VRWD. The VRWD Board first discussed the possible annexation of Tico Mutual at the June 21, 2017 Board meeting and approved the annexation Guidelines for the Tico shareholders to consider. The State Division of Drinking Water is encouraging small water companies to consolidate and offering zero interest loans and sample agreements to help the process. Bert Rapp presented the recommended next steps including preparing a Memorandum of Understanding (MOU), notifying the State Division of Drinking Water of intent to consolidate, preparing to apply to LAFCo and working with Tico to determine where new pipes and connections are needed. There was some general Board discussion regarding requirements for the loan, assurance of the receipt of the loan prior to LAFCo approval and items to include in the draft MOU. **Public Comment:** Kathy Dawson and Alan Connell of Tico Mutual commented that working with Bert Rapp has been great and they look forward to working with the District. Bert Rapp recommended accepting the written request to annex from the Tico Shareholders and directing the General Manager to prepare a MOU describing the annexation responsibilities of each party. Marvin Hanson moved for approval of the recommended actions, seconded Jack Curtis and carried 5-0.
6. **SANTA ANA/BURNHAM ROAD-SELECTION OF PIPE ALIGNMENT** – The water main between Santa Ana/Burnham roads is located in an easement in the back yards of the neighborhood. The District is presently working on replacing the old pipe which has been failing. Phoenix Civil Engineering prepared a cost analysis for three different methods of replacing the pipeline (Existing Location-Open Cut, Install in surrounding streets, or Pipe Bursting and Open Cut). Bert Rapp explained how sections of the pipe are only about a foot deep which would require hand digging for some of the replacement methods. VRWD Field Staff commented to the Board regarding the challenges associated with maintaining the stretch of pipeline in its current location including multiple structures, farm animals, gates, etcetera which make access to the pipeline difficult. Bert Rapp recommended Directing the General Manager to install the replacement water main in the Santa Ana/Burnham road area in the public streets. Bruce Kuebler moved for approval of the recommended items, seconded Jack Curtis and carried 5-0.

- 7. PROPOSED WATER RATE INCREASE OF 3% EFFECTIVE APRIL 13, 2020** –The 2017 approved Protest Hearing Notice has a 6% rate increase scheduled for this year. The General Manager is recommending a 3% rate increase be implemented. It has been two years since rates were last adjusted in February 2018 and the L.A. area Consumer Price Index is currently running at 3.1% for the last 12 months. Bert Rapp showed the financial graphs for the ten-year capital improvement program and cash requirements if a rate increase is not implemented, which showed VRWD revenues becoming deficient by FY 2022/2023 without the rate increase. Bert Rapp went on to discuss the application of the water rate increase, either including a raise to the base rate and tiered rates or freezing the base rate and increasing the tiered rates only. He showed examples of many other water agencies in California with low base rates and indicated about 26% of people living in Southern California are served by agencies with base rates lower than VRWD. Bruce Kuebler asked if an analysis had been done to determine the effect on the rates and revenue if the base was dropped lower than the current base. Bert Rapp responded that it had not and that he would investigate it for future review. Bert Rapp recommended the following actions: 1) Approve a 3% rate increase effective April 13, 2020. 2) Approve Option 1 of APPENDIX I of the rules and regulations to apply the rate increase to the cost of water and keep the base rates unchanged. Bruce Kuebler moved for the recommended actions, seconded Marvin Hanson and carried 5-0.
- 8. COMPLIANCE WITH SB 998 – WATER SHUT OFF PROTECTION ACT & UPDATE TO RULES AND REGULATIONS** –Senate Bill 998 which aims to reduce water shutoffs for non-payment requires compliance by April 1. Amy Joy Bakken gave a brief review of the changes that will be implemented in order to comply with the new law. About ten days will be added to the timeline for shutoffs for non-payment, a copy of the delinquency policy will be provided in multiple languages, the renter and the landlord will be notified when a payment is late, and payment plans will be extended from three to six months. The rules and regulations were edited to allow staff some flexibility in implementing communication tools in order to adaptively manage the requirements of the law and best serve VRWD customers. Sections 10 & 11 of the Rules and Regulations were significantly re-written to come into compliance. There was some general board discussion regarding the impacts of the COVID-19 situation as it relates to late penalties and shutoffs. Bert Rapp stated he would like to waive late fees for those impacted and postpone shutoffs for non-payment. The board consensus was to help customers that were impacted. Bert Rapp recommended approving the Rules and Regulations dated March 18, 2020. Bruce Kuebler moved for approval of the recommended action, seconded Jack Curtis and carried 5-0.
- 9. BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUNDWATER AGENCY (UVRGA) – BRUCE KUEBLER**-There was a UVRGA meeting on the second Thursday of the month. Items of interest included four responses for request for new legal counsel. The current counsel has a conflict of interest representing another user so new counsel is required. There was some discussion regarding the specifics of the law firms who responded. District counsel Lindsey Nielson commented that the Westlake firm was likely the best choice. The first workshop on groundwater sustainability will be presented on May 7. They are hoping for some media coverage of the details of the plan. No action was taken on this item.
- 10. GENERAL MANAGERS REPORT ON WATER & DISTRICT STATUS** - The aquifer is currently 4 feet above the 30-year average for March 1 at an elevation of 528.9 feet. Well #1 is pumping 946 GPM, up 17 GPM from last month. Well #7 is pumping 768 GPM up 8 GPM from last month. Wells #2, #3 & #4 were not online in February. No supplemental water was purchased from Casitas in February. Sales dollars billed on February 29, 2020 amounted to \$123,729 which was \$5,339 over budget for February. Water sold in February amounted to 20,738 HCF, a decrease of 30% below the 29,667 HCF sold in February 2013. On March 1, 2020, Lake Casitas level was 41.4% of full capacity at elevation 500.7, 66.3 feet below spill elevation of 567 with storage of 98,544 AF. The lake has decreased 0.3% or 0.4 foot and

decreased 616 AF feet since last month. Bert Rapp briefly discussed District activities over the last month including Parker pipe manifold installation set for Monday March 30th, review of backflow preventers with the County, cancel of Casitas Springs outage, and update on Well 2 & 3. Bert Rapp also gave an update on VRWD's response to COVID-19/Coronavirus which included waiving penalties for those financially impacted by the virus, delaying shutoffs, adjustments to board meeting location, and safety adjustments for staff. No action was taken on this item.

11. OLD & NEW BUSINESS-None.

12. EXECUTIVE SESSION-Ed Lee moved into executive session at 4:12 pm to discuss pending litigation. No action was taken on this item.

Ed Lee adjourned the meeting at 4:20 pm.

Attested:

Ed Lee, President

Bruce Kuebler, Vice President

**VENTURA RIVER WATER DISTRICT
MINUTES OF SPECIAL MEETING MARCH 23, 2020**

Directors present via video conference were: Ed Lee and Peggy Wiles. Directors present via teleconference were: Bruce Kuebler, Jack Curtis and Marvin Hanson. Also present via video or teleconference were: Attorney Lindsey Nielson, General Manager/Board Secretary Bert Rapp and Office Manager Amy Joy Bakken.

1. **CALL MEETING TO ORDER-** President Ed Lee called the meeting to order at 9:04 AM.
2. **PLEDGE OF ALLEGIANCE** – Ed Lee.
3. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
4. **REVIEW AND APPROVE A VENTURA RIVER WATER DISTRICT EMERGENCY DECLARATION AND ORDERS** – This special meeting was held to consider an Emergency Order to respond to the COVID-19 outbreak public health emergency. The order covers Waiver of billing delinquency fees and penalties, suspending all water shutoffs for non-payment until further notice, use of administrative leave or work from home arrangements, and other considerations. Staff has reinforced public health recommendations issued by Local, State and Federal authorities. The public lobby has been closed. Arrangements for working from home to the greatest extent possible for the Office Manager and General Manager have been implemented. Internal access to the facility for non-employees has been prohibited. The Office is being staffed with one person at a time when practical. There was some discussion regarding the best way to conduct Board Meetings going forward. Lindsey Nielson commented that the Resource Center may no longer be allowing meetings. Bruce Kuebler and Peggy Wiles stated they felt tele video/teleconference meetings should continue until further notice. General Manager Bert Rapp recommended the following action: 1) The Board of Directors declare a District emergency and approve the Emergency Order included in the Board Agenda packet. Peggy Wiles moved for approval of the recommended action, seconded Marvin Hanson and carried 5-0.
5. **ADJOURNMENT-**

Ed Lee adjourned the meeting at 9:19 am.

Attested:

Ed Lee, President

Bruce Kuebler, Vice President

Online A/P Payment Transactions - March 2020

Date	Vendor	Description	Amount
3/3/20	CALPERS	Unfunded Accrued Liability - PEPRA	\$ 75.50
3/3/20	Mechanics Bank	Monthly Fees (ACH Processing and Fees)	\$ 459.75
3/3/20	CALPERS	PEPRA	\$ 819.26
3/3/20	CALPERS	457	\$ 1,409.01
3/3/20	CALPERS	Unfunded Accrued Liability - CLASSIC	\$ 2,207.45
3/3/20	CALPERS	Classic	\$ 2,586.18
3/13/20	EDD	State Payroll Taxes	\$ 1,103.61
3/13/20	CALPERS	PEPRA	\$ 6,211.89
3/16/20	Postalia Postage	Postage Machine Refil	\$ 200.00
3/18/20	CALPERS	PEPRA	\$ 819.26
3/18/20	Mechanics Bank	Classic	\$ 2,586.18
3/19/20	CALPERS	457	\$ 1,420.82
3/26/20	CALPERS	Classic	\$ 5,828.71
3/31/20	Mechanics Bank	Return Check Fee	\$ 12.00
3/31/20	CALPERS	PEPRA	\$ 983.12
3/31/20	EDD	State Payroll Taxes	\$ 1,401.26
3/31/20	EDD	State Payroll Taxes	\$ 2,904.14
3/31/20	IRS	Federal Payroll Taxes	\$ 7,551.28
Total Online A/P Payments			\$ 38,579.42

Voided Checks

Check Number	Vendor	Reason	Amount
16213	Herum/Crabtree/Suntag	Check written for wrong amount	\$ 4,523.20

Ventura River Water District
AP Check Register (Current by Bank)
 Check Dates: 3/1/2020 to 3/31/2020

Check No.	Date	Status*	Vendor ID	Payee Name	Amount
BANK ID: RBOGEN - OPERATING ACCOUNT					10005
16168	03/15/20	P	110	ACWA JPIA	\$10,218.20
16169	03/15/20	P	330	AT&T	\$188.34
16170	03/15/20	P	345	AT&T MOBILITY	\$340.70
16171	03/15/20	P	10094	BADGER METER	\$561.59
16172	03/15/20	P	10161	STEVEN VAN DER LINDEN	\$2,180.00
16173	03/15/20	P	750	CASITAS MUNICIPAL WATER DIST	\$7,356.29
16174	03/15/20	P	790	CHASE CARD SERVICES	\$1,669.89
16175	03/15/20	P	1000	CONTINENTAL UTILITY SOLUTIONS	\$16,898.00
16176	03/15/20	P	1020	COUNTY OF VENTURA	\$350.00
16177	03/15/20	P	1391	FERGUSON WATERWORKS #1083	\$487.82
16178	03/15/20	P	1393	FGL, INC.	\$170.00
16179	03/15/20	P	10162	FRONTIER PAINT	\$147.21
16180	03/15/20	P	1730	KELLY CLEANING & SUPPLIES	\$250.00
16181	03/15/20	P	1950	MEINERS OAKS HARDWARE	\$127.73
16182	03/15/20	P	2025	MITEC SOLUTIONS LLC	\$2,190.87
16183	03/15/20	P	2060	MOVE N' LUBE	\$80.62
16184	03/15/20	P	2400	OJAI VALLEY SANITARY DISTRICT	\$114.90
16185	03/15/20	P	3550	UNDERGROUND SERVICE ALERT	\$68.17
16186	03/15/20	P	3555	UNIVAR USA INC	\$1,207.33
16187	03/15/20	P	3575	USA BLUE BOOK	\$79.91
16188	03/15/20	P	10123	ZACHARIAS HUNT	\$1,807.50
**16201	03/31/20	P	10094	BADGER METER	\$1,440.42
16202	03/31/20	P	10063	BYRD INDUSTRIAL ELECTRONICS	\$180.00
16203	03/31/20	P	10105	CITIES DIGITAL	\$91.02
16204	03/31/20	P	800	COASTAL STATES INSURANCE	\$36,192.00
16205	03/31/20	P	10111	DATA PROSE	\$98.77
16206	03/31/20	P	1268	DIAL SECURITY	\$308.00
16207	03/31/20	P	1300	E J HARRISON & SONS, INC	\$79.15
16208	03/31/20	P	1393	FGL, INC.	\$1,321.00
16209	03/31/20	P	10001	FRANCHISE TAX BOARD	\$200.00
16210	03/31/20	P	1410	FRANK'S INC.	\$4,865.00
16211	03/31/20	P	1425	FRED'S TIRE MAN	\$52.12
16212	03/31/20	P	10109	GENERAL PUMP COMPANY	\$37,022.00
16213	03/31/20	P	10134	HERUM CRABTREE SUNTAG	\$4,523.20
16213	03/31/20	V	3/31/20	10134 HERUM CRABTREE SUNTAG	(\$4,523.20)
16214	03/31/20	P	2074	LAW OFFC OF LINDSAY F. NIELSON	\$1,197.50
16215	03/31/20	P	10050	MATILIJA PURE WATER SYSTEMS	\$18.00
16216	03/31/20	P	1950	MEINERS OAKS HARDWARE	\$36.42
16217	03/31/20	P	2025	MITEC SOLUTIONS LLC	\$308.50
16218	03/31/20	P	2750	QUILL CORPORATION	\$83.63
16219	03/31/20	P	3080	SHRED-IT	\$41.42
16220	03/31/20	P	10108	UVRGA	\$33,429.61
16221	03/31/20	P	10163	WATERSHED PROGRESSIVE	\$2,221.35
16222	03/31/20	P	10138	WEX BANK	\$947.71
16223	03/31/20	P	10134	HERUM CRABTREE SUNTAG	\$2,261.60
BANK RBOGEN REGISTER TOTAL:					\$168,890.29
GRAND TOTAL :					\$168,890.29

* Check Status Types: "P" - Printed ; "M" - Manual ; "V" - Void (Void Date) ; "A" - Application ; "E" - EFT
 ** Denotes broken check sequence.

Ventura River Water District
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2020 Through 2/29/2020

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
Revenues								
WATER SALES	\$136,852.81	\$194,666.67	\$(57,813.86)	(29.7)%	\$1,574,257.89	\$1,557,333.36	\$16,924.53	1.1 %
SERVICE INSTALLATION	0.00	83.33	(83.33)	(100.0)	5,301.84	666.64	4,635.20	695.3
DELINQUENT FEES	2,040.00	1,666.67	373.33	22.4	22,332.00	13,333.36	8,998.64	67.5
WATER WASTE FINES	0.00	0.00	0.00	0.0	100.00	0.00	100.00	0.0
CONSERVATION PENALTY FEES	1,688.28	2,500.00	(811.72)	(32.5)	23,709.76	20,000.00	3,709.76	18.5
Total Revenues	\$140,581.09	\$198,916.67	\$(58,335.58)	(29.3)%	\$1,625,701.49	\$1,591,333.36	\$34,368.13	2.2 %
Operating Expenses								
WATER PURCHASES & CASITAS BASE FEES	7,356.29	8,750.00	1,393.71	15.9	57,056.52	70,000.00	12,943.48	18.5
UVRGA PUMP FEE	0.00	8,333.33	8,333.33	100.0	63,429.61	66,666.64	3,237.03	4.9
SALARIES	44,390.01	51,500.00	7,109.99	13.8	387,713.00	412,000.00	24,287.00	5.9
VACATION & SICK EXPENSE	4,216.78	0.00	(4,216.78)	0.0	31,314.90	0.00	(31,314.90)	0.0
SOCIAL SECURITY & MEDICARE	3,765.51	4,916.67	1,151.16	23.4	30,351.91	39,333.36	8,981.45	22.8
STATE PAYROLL TAXES (SUI, ETT)	36.27	166.67	130.40	78.2	966.01	1,333.36	367.35	27.6
PUBLIC EMPLOYEES RETIREMENT SYSTEM	5,887.79	6,500.00	612.21	9.4	49,720.78	52,000.00	2,279.22	4.4
GROUP HEALTH INSURANCE	10,218.20	11,166.67	948.47	8.5	82,109.34	89,333.36	7,224.02	8.1
WORKER'S COMPENSATION INSURANCE	1,581.45	1,581.42	(0.03)	0.0	12,754.45	12,651.36	(103.09)	(0.8)
LIABILITY INSURANCE	2,824.67	2,809.08	(15.59)	(0.6)	22,597.36	22,472.64	(124.72)	(0.6)
BOARD MEMBER COMPENSATION	1,200.00	1,083.33	(116.67)	(10.8)	6,720.00	8,666.64	1,946.64	22.5
CONTRACT LABOR	8,413.78	8,441.67	27.89	0.3	84,067.00	67,533.36	(16,533.64)	(24.5)
PROFESSIONAL SERVICES(Audit, Engr,Draft)	0.00	1,666.67	1,666.67	100.0	13,600.00	13,333.36	(266.64)	(2.0)
FUEL	1,078.77	1,291.67	212.90	16.5	8,147.19	10,333.36	2,186.17	21.2
VEHICLE MAINTENANCE	303.94	1,000.00	696.06	69.6	5,381.56	8,000.00	2,618.44	32.7
OFFICE MAINTENANCE	7,635.23	3,166.67	(4,468.56)	(141.1)	28,912.72	25,333.36	(3,579.36)	(14.1)
FIELD EQUIPMENT MAINTENANCE	169.12	4,166.67	3,997.55	95.9	42,125.10	33,333.36	(8,791.74)	(26.4)
METER REPLACEMENT & MAINTENANCE	561.59	5,083.33	4,521.74	89.0	37,086.04	40,666.64	3,580.60	8.8
EQUIPMENT RENTAL	0.00	416.67	416.67	100.0	175.68	3,333.36	3,157.68	94.7
WATER SYSTEM MAINTENANCE	6,076.47	7,916.67	1,840.20	23.2	70,019.66	63,333.36	(6,686.30)	(10.6)
DISTRICT LEGAL COUNSEL	0.00	1,083.33	1,083.33	100.0	8,205.00	8,666.64	461.64	5.3
DEPRECIATION	0.00	20,416.67	20,416.67	100.0	0.00	163,333.36	163,333.36	100.0
Total Operating Expenses	\$105,715.87	\$151,457.19	\$45,741.32	30.2 %	\$1,042,453.83	\$1,211,657.52	\$169,203.69	14.0 %
General & Administrative Expenses								
UTILITIES	10,742.95	9,666.67	(1,076.28)	(11.1)	59,777.09	77,333.36	17,556.27	22.7
TELEPHONE & INTERNET	896.28	1,191.67	295.39	24.8	5,919.15	9,533.36	3,614.21	37.9
LAFCO FEES	118.08	125.00	6.92	5.5	944.64	1,000.00	55.36	5.5
MISC/TAX/LICENSE/BANK CHARGES	478.75	500.00	21.25	4.3	4,817.33	4,000.00	(817.33)	(20.4)
MEMBERSHIP,DUES,SUBSCRIPTIONS	2,400.31	1,741.67	(658.64)	(37.8)	13,607.53	13,933.36	325.83	2.3
PUBLIC RELATIONS/EDUCATION/CONSERV	180.70	616.67	435.97	70.7	2,383.88	4,933.36	2,549.48	51.7
LEGAL NOTICES & NEWSLETTERS	0.00	375.00	375.00	100.0	0.00	3,000.00	3,000.00	100.0
DIRECTORS TRAVEL/EDUCATION	78.00	416.67	338.67	81.3	394.25	3,333.36	2,939.11	88.2
SECURITY	319.00	333.33	14.33	4.3	2,712.00	2,666.64	(45.36)	(1.7)

Ventura River Water District
Income Statement
(Original Budget to Actual Comparison)
For the period of 2/1/2020 Through 2/29/2020

	Current Period				Year To Date			
	Actual	Budget	Variance	%	Actual	Budget	Variance	%
POSTAGE	40.73	916.67	875.94	95.6	6,147.47	7,333.36	1,185.89	16.2
OFFICE SUPPLIES	808.33	1,000.00	191.67	19.2	10,448.75	8,000.00	(2,448.75)	(30.6)
VENTURA RIVER WATERSHED ISSUES	250.00	4,250.00	4,000.00	94.1	26,984.50	34,000.00	7,015.50	20.6
BAD DEBT EXPENSE	0.00	166.67	166.67	100.0	0.00	1,333.36	1,333.36	100.0
CONSERVATION	0.00	1,166.67	1,166.67	100.0	0.00	9,333.36	9,333.36	100.0
Total General & Administrative Expenses	\$16,313.13	\$22,466.69	\$6,153.56	27.4 %	\$134,136.59	\$179,733.52	\$45,596.93	25.4 %
Total Expenses	\$122,029.00	\$173,923.88	\$51,894.88	29.8 %	\$1,176,590.42	\$1,391,391.04	\$214,800.62	15.4 %
Income (Loss) from Operations	\$18,552.09	\$24,992.79	\$(6,440.70)	(25.8)%	\$449,111.07	\$199,942.32	\$249,168.75	124.6 %
<u>Other Income (Expense)</u>								
PROPERTY TAXES	\$0.00	\$3,750.00	\$(3,750.00)	(100.0)%	\$36,116.78	\$30,000.00	\$6,116.78	20.4 %
INTEREST INCOME	1.95	3,750.00	(3,748.05)	(99.9)	30,439.43	30,000.00	439.43	1.5
CAPACITY CHARGE	0.00	90.92	(90.92)	(100.0)	9,821.00	727.36	9,093.64	1250.2
OTHER REVENUE	0.00	41.67	(41.67)	(100.0)	0.00	333.36	(333.36)	(100.0)
Total Other Income (Expense)	\$1.95	\$7,632.59	\$(7,630.64)	(100.0)%	\$76,377.21	\$61,060.72	\$15,316.49	25.1 %
Income Before Taxes	\$18,554.04	\$32,625.38	\$(14,071.34)	(43.1)%	\$525,488.28	\$261,003.04	\$264,485.24	101.3 %
Net Income (Loss)	\$18,554.04	\$32,625.38	\$(14,071.34)	(43.1)%	\$525,488.28	\$261,003.04	\$264,485.24	101.3 %

Ventura River Water District

Balance Sheet

As of 2/29/2020

Assets

Current Assets

FUNDS IN COUNTY TREASURY	\$573,402.05	
LOCAL AGENCY INVESTMENT FUND	1,165,325.05	
PETTY CASH	580.72	
SECURITY DEPOSIT CHECKING	23,903.40	
RABO6073	147,668.68	
ACCOUNTS RECEIVABLE	140,159.59	
TREASURY INTEREST RECEIVABLE	215.35	
LAIF INTEREST RECEIVABLE	14,143.00	
CMWD PENALTY RECEIVABLE	76.56	
UPPER VENTURA RIVER GSA RECEIVABLE	0.01	
PREPAID SECURITY MONITORING & MAINT	42.00	
PREPAID INSURANCE	19,368.32	
PREPAID COMPUTER MAINTENANCE	7,321.18	
PREPAID OTHER	25,179.94	
DEFERRED OUTFLOWS	163,721.00	
Total Current Assets		\$2,281,106.85

Property, Plant & Equipment

WATER SYSTEMS IMPROVEMENT	\$796,743.48	
SCADA SYSTEM IMPROVEMENTS	59,597.10	
METER REPLACEMENT	(0.08)	
HYDRANTS & VALVES	108,735.37	
WELL#3 MON WELL/WELL#7	(0.20)	
WELL #6	6,276.44	
AUTO EQUIPMENT	(0.50)	
SHOP & MAINTENANCE EQUIPMENT	0.39	
DOC MGMT SERVER REPLACEMENT	0.24	
DISTRICT 4 AND DISTRICT 7	118,245.00	
WELLS	2,165,781.69	
TANKS	1,466,122.83	
PUMPS	402,078.38	
METERS	143,727.94	
TRUCKS	274,232.91	
OFFICE AND SHOP EQUIPMENT	361,906.35	
BUILDINGS	465,408.45	
LAND, WATER & RIGHTS OF WAY	227,580.50	
SCADA SYSTEM	57,425.77	
409 OLD BALDWIN FLOOD CONTROL 2015	68,324.24	
PIPELINES	2,945,132.00	
LANDSCAPE BERM HIDE 2ND PARKER TANK	(0.14)	
COMPUTERS	19,578.57	
VALLEY MEADOW DRIVE PHASE I	31,339.05	
VALLEY MEADOW DRIVE PHASE II	1,130,654.80	
GIS INVENTORY AND CLOUD TRANSITION	37,962.50	
LA CUMBRE & DEL VALLE FIRE FLOW	138,320.77	
N. BALDWIN TANK REPAIR	11,204.91	
VALLEY MEADOW SEWER/WATER SEP	171,666.24	
LINE LOCATOR	1,861.93	
PHOTOVOLTAIC SOLAR SYSTEM	20,183.38	
ACCUMULATED DEPRECIATION	(5,009,238.26)	
CONSTRUCTION IN PROGRESS	300.00	
WELL 7 CONSTRUCTION	0.13	
Total Property, Plant & Equipment		6,221,152.18

Total Assets

\$8,502,259.03

Ventura River Water District

Balance Sheet

As of 2/29/2020

Liabilities and Equity

Current Liabilities

ACCOUNTS PAYABLE	\$14,574.94	
PAYROLL TAXES PAYABLE	(122.40)	
CALPERS/PEPRA PAYABLE	3,405.44	
VACATION & SICK PAYABLE	48,591.67	
SECURITY DEPOSIT PAYABLE	17,994.61	
CalPERS 457 PAYABLE	1,409.01	
CMWD PENALTY PAYABLE	714.43	
NET PENSION LIABILITY	397,022.00	
DEFERRED INFLOWS	49,363.00	
Total Current Liabilities		<u>\$532,952.70</u>
Total Liabilities		\$532,952.70

Equity

INVESTMENT IN CAPITAL ASSETS	\$3,489,389.00	
UNRESTRICTED NET POSITION	3,954,429.05	
Current Year Profit/Loss	525,488.28	
Total Equity		<u>7,969,306.33</u>
Total Liabilities and Equity		<u>\$8,502,259.03</u>

VENTURA RIVER WATER DISTRICT
Status of Capital Improvement Projects
2/29/2020

Structures and Improvements

Account	Fixed Asset	19/20 Budget	YTD	Remaining/Over	Description/Status
13077	Mold Abatement, VRWD Office		\$ 2,792.14	\$ (2,792.14)	Project added for unexpected leak at District office

Water System Improvements

Account	Fixed Asset	19/20 Budget	YTD	Remaining/Over	Description/Status
13010	Hydrants & Valves	\$ 352,421.00	\$ 110,915.37	\$ 241,505.63	Annual Project (Some roll over from prior fiscal year)
13014	Well #6 (Well #5 Replacement)	\$ 45,000.00	\$ 6,276.19	\$ 38,723.81	Gate Opener, renovate buildings, retaining wall, gravel pad
13040	Mixing Valve South Alto Tank	\$ 16,000.00		\$ 16,000.00	Scheduled for January 2020
13052	Parker VFD to Zone 5	\$ 41,713.00		\$ 41,713.00	Obtain Edison efficiency grant and construct
13070	Santa Ana Blvd Fire Flow Upgrade	\$ 120,000.00		\$ 120,000.00	Prepare Plans and Specification for construction in 2021
13057	Re-plumb Encino & Thomas PRV Vaults - Design	\$ 20,000.00		\$ 20,000.00	Prepare Construction Drawings & Construct in 2020
13059	Valley Meadow Drive Phase II	\$ 703,935.00	\$ 408,892.63	\$ 295,042.37	Enlarge water mains & install fire hydrants (complete in 2020)
13072	Valley Meadow Sewer/Water Separation	\$ 100,000.00	\$ 165,322.49	\$ (65,322.49)	Lower VMD: Sewer is within 18" of Wtr main
13069	N. Baldwin Tank Repair	\$ 35,500.00	\$ 8,704.91	\$ 26,795.09	Replace floor plates, floor nuts, etc. Budget Transfer #2
13061	Inspect, Renovate or Abandon Well #2 & 3	\$ 100,000.00		\$ 100,000.00	Determine condition of wells, clean/line/abandon as appropriate
13063	GIS Inventory & Cloud transition	\$ 37,500.00	\$ 21,522.50	\$ 15,977.50	Conduct second half of inventory of facilities and move GIS to cloud
13067	Chlorine Dilution Tank	\$ 15,000.00		\$ 15,000.00	Install 2,500 gal Chlorine Tank
13068	La Cumbre & Del Valle Fire Flow	\$ 160,000.00	\$ 46,873.83	\$ 113,126.17	Enlarge Water Main & Install Hydrants. Updated with Budget Transfer #3
13075	Photovoltaic solar system, Parker & Baldwin	\$ 21,000	\$ 20,183.38	\$ 816.62	Conduct feasibility analysis of Solar PV system for Parker & Baldwin
13073	Line Locator	\$ 6,000	\$ 1,861.93	\$ 4,138.07	Purchase a sounding devise for locating PVC & AC water pipes
13074	Well Level Monitoring Well #1	\$ 2,500		\$ 2,500.00	Well Watch 700 sounding device connected to SCADA

Office Equipment

Account	Fixed Asset	19/20 Budget	YTD	Remaining/Over	Description/Status
13054	Computers	\$ 27,000.00	\$ 19,343.49	\$ 7,656.51	2 office computers, board room laptop, 4 tablets for GIS and new server plus labor
13071	CBSW Upgrade to UMS	\$ 28,000.00		\$ 28,000.00	Upgrade CBSW to UMS + Check Scanning Interface

VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Board of Directors
FROM: Bert J. Rapp, P.E. General Manager
SUBJECT: RECOMMENDATION TO POSTPONE 3% RATE INCREASE

SUMMARY

At the March 18, 2020 the Board approved a 3% rate increase scheduled to take affect on April 13, 2020. On March 19, 2020 Governor Newsom issued stay at home orders for the State to slow the impact of COVID-19. The Stay at Home order has financially impacted may VRWD customers.

On March 23, 2020 the Board approved an Emergency Order postponing late fees and water shutoffs due to non-payment.

RECOMMENDED ACTIONS

The General Manager recommends that the Board postpone the implementation of the 3% rate increase until the month after the Governor lifts the Stay at Home Order for COVID-19.

BACKGROUND

The 3% water rate increase was scheduled to take effect on April 13, 2020. Staff did not publish the water rate increase in the March 31st water bill as planned. Publishing of the 3% rate increase is voluntary for the District because the previously published Protest Hearing notice published a 6% rate increase for 2020.

Because of the hardship being experienced by many VRWD customers the Board may desire to postpone the rate increase until after people can return to work. If the rate increase takes affect the month after the Governor lifts the Stay at Home Order the customers will not see the water rate increase on their water bill until about 2 months after the Governor's order is lifted.

FISCAL SUMMARY

A three month delay in implementing the 3% rate increase would cause a revenue loss of about \$20,000 for the months of May, June and July. This compares to the \$2,336,000 of annual water revenues for the District.

Action: _____

Motion: _____ 2nd: _____

E. Lee _____ B. Kuebler _____ M. Hanson _____ J. Curtis _____ P. Wiles _____

VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Board of Directors
FROM: Bert J. Rapp, P.E. General Manager
SUBJECT: RECOMMENDED APPOINTMENT TO FILL SEAT HELD BY
DIRECTOR HANSON EFFECTIVE JUNE 17, 2020

SUMMARY

Long-time Director Marvin Hanson has notified the Board of Directors that he would like to step down from the Board on June 17, 2020. The Board has advertised for interested candidates and a sub-committee of the Board, Directors Peggy Wiles and Bruce Kuebler have reviewed resumes, interviewed candidates and has made a recommendation for the appointment.

RECOMMENDED ACTION

The General Manager recommends that the Board consider the recommendations from the nominating committee and make an appointment effective June 17, 2020.

BACKGROUND

Recommendation process to fill open Board position April 2020

The District advertised in our newsletters and mailers as well as provided outreach to our clients who previously expressed an interest in serving on the Board to inform them a Board position would be opening due to the retirement of a long-term Director. The District received seven resumes for the position with excellent qualifications in each of the candidates. The District appointed a special committee to complete the interviewing process and make a recommendation to fill the open position.

All the letters of interest and resumes were reviewed to select a few candidates for a screening interview using Zoom a web-based video conferencing system in lieu of a face to face interview during this quarantine

time for COVID-19. Two outstanding candidates were chosen to move forward with a more in-depth interview. During the screening and in-depth interviews, the same web-based format and same questions were used.

The committee recommends Nathan Rosser, who lives in Casitas Springs. Mr. Rosser stood out for his reflection of the quaint, community District with a local focus that we work to serve and his passion for being engaged in the community. Mr. Rosser showed us he is an intelligent, nice guy with a passionate drive to take care of our local precious water supply with balance, calmness and by using his critical thinking skills. Mr. Rosser's professional experience as well as his experience on other boards will be an asset to the district.

Mr. Rosser has a unique working situation which will require his participation in Board meetings roughly half the time to be via a web-based service such as Zoom. The proposal of offering our Board meetings via a web-based service could potentially enhance public participation in our meetings as well as allow other Board members who need to occasionally travel to join remotely. The web-based services are/will be used during the quarantine timeframe and have been shown to be very effective.

The other top candidate will make an excellent addition if the Board decides against remote participation via web-based service.

District Legal Council has reviewed the option of providing on-line attendance to Board meetings and found that it does not violate the Brown Act.

FISCAL SUMMARY

There is no fiscal impact associated with this action.

Action: _____

Motion: _____ 2nd: _____

E. Lee _____ B. Kuebler _____ M. Hanson _____ J. Curtis _____ P. Wiles _____

VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Board of Directors
FROM: Bert J. Rapp, P.E. General Manager
SUBJECT: DRAFT AGREEMENT WITH TICO MUTUAL TO CONSOLIDATE WITH VRWD

SUMMARY

At the March 18, 2020 the Board accepted letters from each Tico Mutual shareholder requesting annexation into the Ventura River Water District. A draft agreement formalizing the agreement to consolidate is attached. Tico is reviewing the agreement and will likely have edits to the agreement ready for the May 20, 2020 Board Meeting. After an agreement is acceptable to both the Tico Board and VRWD Board Tico will share the agreement with their shareholders for their concurrence.

RECOMMENDED ACTIONS

The General Manager recommends that the Board review and comment on the attached Consolidation and Water Service Agreement with Tico Mutual Water Company.

BACKGROUND

The attached agreement is based upon a sample provided by the State Division of Drinking Water and updated to reflect the needs of Tico Mutual and the Ventura River Water District. The draft agreement has been reviewed by District Legal Counsel.

FISCAL SUMMARY

No negative fiscal impact is anticipated associated with the consolidation/annexation of Tico Mutual Water Company.

Action: _____

Motion: _____ 2nd: _____

E. Lee _____ B. Kuebler _____ M. Hanson _____ J. Curtis _____ P. Wiles _____

**CONSOLIDATION AND WATER SERVICE AGREEMENT BETWEEN
TICO MUTUAL WATER COMPANY
AND
VENTURA RIVER WATER DISTRICT**

This Agreement is made and entered into this 15th day of April, 2020, by and between the VENTURA RIVER WATER DISTRICT (“VRWD”) and Tico Mutual Water Company (“Tico”). VRWD and Tico are hereinafter sometimes collectively referred to as “Parties.”

RECITALS

- A. Tico Mutual Water Company operates a private water company in Ventura County California. Tico’s boundaries are shown on Exhibit 1 generally in the area bounded by Baldwin Road, Rice Road and Woodland Ave. and area between North Ventura Ave., Encino Drive and north of Barbara Street, which is located outside the District Boundary of the VRWD and within the unincorporated limits of the County of Ventura. The Assessor Parcel numbers of parcels within the Tico service area are included in Appendix A. Tico operates a community water system serving potable water to the properties within its boundaries from a well located at ___ Baldwin Road; and
- B. The County of Ventura Public Works Agency established a policy in 2014 that all Water Agencies and Mutual Water Companies in the unincorporated Ventura County must demonstrate compliance with the Ventura County Water Works Manual before any Will Serve Letters for water service may be issued. This precludes the issuance of any discretionary Ventura County Planning Permits to properties served by the water company/agency. In May of 2017 Tico Mutual Water Company contracted with Water Resources Engineering Associates (WREA) to prepare a draft Water Availability Letter to determine Tico Mutual Water Company’s ability to comply with the County Water Works Manual. The Draft Water Availability Letter determined that the Tico Mutual Water System must be reconstructed with new pipes, tanks and fire hydrants to meet the Water Works Manual requirements; and
- C. In order to promote and protect the health and safety of the shareholders of the Tico Mutual Water Company, Tico has submitted a request to consolidate with VRWD. The consolidation process will involve approval by the Ventura County Local Agency

Formation Commission (LAFCo); and

- D. The VRWD is eligible to apply for up to a ten million-dollar, zero interest loan through the State Revolving Fund Loan program with the support of the Division of Drinking Water Santa Barbara Office to provide funding necessary to construct the infrastructure improvements to connect Tico to VRWD; and
- E. VRWD intends to utilize the Zero Interest Loan for a planning phase to include preliminary engineering, environmental, consolidation agreement, LAFCo, design, construction documents, permitting, construction and for incidental project costs, including but not limited to, payment of connection fees and construction management; and
- F. The water from the Tico Mutual well has high nitrates and is blended Casitas Municipal Water District water to meet potable water quality requirements. The Tico well is upstream of the VRWD wells and VRWD is interested in the non-potable water in the Tico well to continue to be used for irrigation. To encourage such irrigation the District is offering an 85% discount on the Capacity Charge for Tico shareholders who will use Tico water for irrigation. Also, VRWD will support enlarging the Tico boundary to include existing VRWD customers so they may be offered Tico irrigation water; and
- G. The “Project” for this agreement is defined as the planning, permitting and construction work necessary to consolidate Tico into VRWD. Such expenses would include outside consultants, LAFCo, Caltrans and County of Ventura fees, Construction contracts, VRWD staff and other miscellaneous expenses.
- H. The Parties desire to enter into such an agreement.

AGREEMENT

Now, therefore the Parties hereby agree as follows:

1. Incorporation of Recitals. All the above recitals are incorporated herein and the Parties acknowledge that the recitals are correct. All the exhibits are incorporated herein by this reference as if fully set forth.
2. Zero Interest Loan. The VRWD is authorized to act regarding the Zero Interest Loan through the State Revolving Fund Loan Program and to use the Proceeds for the Project. VRWD may elect to borrow additional monies up to the \$10,000,000 limit to utilize on other unrelated VRWD projects. Tico shareholders shall only be responsible for the monies associated with the Tico consolidation Project. The Zero Interest Loan shall be approved simultaneously with LAFCo approval of the annexation/consolidation.

3. Project Construction. VRWD shall construct the Project. The Project will provide each Tico shareholder a new VRWD water service to provide potable water and install fire hydrants within 250-feet of each existing Tico structure with a capability of providing 1,000 gallons per minute flow for residential properties and 1,250 gallons per minute flow for commercial properties.
4. Tico's Costs. Tico shareholders shall accept a fixed monthly payment for 20-years on their VRWD water bills to pay the debt service associated with the Tico share of the Zero Interest Loan. Such payments shall continue until any and all loans associated with the consolidation are paid off. Each Tico shareholder shall be allowed to pay off their debt liability early. Any obligation arising out of the consolidation project for Tico mutual customers into VRWD that is secured by a loan shall be subject to a due on sale provision. This shall require that any outstanding balance attributable to a specific parcel shall be due and payable with a balloon payment upon sale or transfer of title for that parcel during the 20-year amortization period of the original date of the loan. This provision shall be recorded on title of each parcel subject to this agreement. Tico shareholders shall be subject to the VRWD's standard water rates and Rules and Regulations as other VRWD water customers for the use of VRWD water.
5. Consolidation. Upon completion of the Project and connection of Tico's Property to the VRWD's water service, Tico agrees to surrender its Domestic Water Supply Permit to the Division of Drinking Water, at which time the Tico will cease operation as a community water system and hence forth provide only non-potable irrigation water.
6. Determination of Improvements. Tico shall assign a person or persons to work with VRWD staff to determine what improvements are required to connect Tico with VRWD, select consultants, determine future boundaries of Tico, assist with the LAFCo application, Zero Interest Loan application, construction coordination and other tasks that need Tico participation. An engineering consultant shall verify that the proposed pipes have adequate capacity to provide needed fire flows. In the event Tico should disagree with VRWD staff on required improvements Tico shall have the right to appeal the staff decision to the Board of Directors at their regularly scheduled meeting.
7. Casitas "Resale Water Service Agreement". VRWD and its present customers are bound by the drought stage water conservation requirements adopted by the Casitas Municipal Water District as described in the Resale Water Service Agreement. Tico shareholders shall also be subject to the same requirements of the Resale Water Service Agreement once consolidated with VRWD. Tico shall create a penalty system as required by the Resale Water Service Agreement to enforce compliance with drought water use reductions required by the Resale Water Service Agreement.
8. Onsite Improvements. For each connection to a Tico shareholder property VRWD will

have a water meter installed with a back flow preventer and pressure reducing valve near the meter. The meter and back flow devices shall be sized in accordance with the shareholder's usage history or per the shareholder's request. Standard VRWD services are 1-inch copper from the water main to a ¾" meter. Tico shall install the new water service from the backflow preventer/pressure reducing valve to the shareholder's home and disconnect the home from the Tico irrigation system. Tico shall own and be responsible for the operation and maintenance of the Tico irrigation system including the pressure reducing valves and backflow preventers along with the annual back flow testing as required by Division of Drinking Water. The Division of Drinking Water requires Tico provide a cross connection test of each home served by non-potable irrigation water every 4 years and provide the test results to the Division of Drinking Water. The meters and service laterals to the water mains will be owned and maintained by VRWD.

Tico shareholders shall dedicate construction, maintenance and operation easements as required to accommodate the water improvements that will be owned and operated by VRWD outside of the public right of way.

Future improvements and repairs to the Tico irrigation system shall utilize purple pipe to indicate non-potable water and post standard signs on the above ground irrigation systems that indicate "non-potable water do not drink".

Tico may utilize VRWD texting meters for the Tico irrigation system to automate meter reading, bill paying and receive leak alerts provided Tico pays the cost of the Irrigation meters and maintenance.

9. Existing Tico Well. Upon completion of the Project and connection of VRWD water to Tico's shareholders, Tico shall not be allowed to use the existing well water for potable water purposes. As part of the project, the existing well on the property will be isolated and separated from the VRWD's water service providing potable water. Tico shall have the option to continue to use the existing well for non-potable purposes, such as irrigation purposes, in accordance with all applicable laws and regulations.
10. Casitas Allocation. Tico shall dedicate its 8-Acre Foot Casitas allocation to VRWD. VRWD shall utilize this allocation to provide drought emergency water from Casitas in the event VRWD wells have insufficient drought capacity to meet VRWD demand.
11. Binding on Successors. This Agreement shall be recorded with the Ventura County Recorder's Office and shall be binding upon Tico, its grantees, successors, assigns and lessees.
12. Insurance. Tico shall, at Tico's sole cost and expense and until the Project is completed,

carry adequate insurance as determined by District to protect Tico from claims under the Worker's Compensation Acts. Tico shall also, at Tico's sole cost and expense and throughout the term of this Agreement and any extensions thereof, carry: (a) a general personal injury and property damage liability insurance policy (including coverage for products and contractual obligations) and (b) an automobile liability insurance policy. Each of the foregoing insurance policies shall provide liability limits of not less than \$1,000,000 per policy for the injury or death of a person or persons and property damage in any one accident or an annual aggregate minimum of \$1,000,000 per policy. Tico shall notify District immediately if Tico's general aggregate of insurance is exceeded by valid litigated claims, and then additional levels of insurance must be purchased to maintain the above stated requirements. The insurance provided by Tico shall be primary and noncontributory. Each type of insurance mentioned herein shall be written by a financially responsible company or companies authorized to do business in the State of California. Tico agrees to provide District with copies of certificates of all policies written and each shall contain an endorsement that they are not subject to cancellation without thirty (30) days' prior written notice, by first class mail, being given to District by the insurance company or companies writing such insurance, except that ten (10) days' notice may be given if cancellation is due to nonpayment of premiums. Tico agrees to name the VENTURA RIVER WATER DISTRICT as an additional insured as its interests may appear on Tico's general and automobile liability insurance policies.

Any deductibles or self-insured retentions must be declared to and approved by District. At the option of District, either: (i) the insurer shall reduce or eliminate such deductible or self-insured retentions as respects District, its officials and employees; or (ii) Tico shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

13. Indemnification. To the maximum extent permitted by law, Tico agrees to indemnify and defend District and its officers, officials, agents employees and volunteers from any and all claims, demands, costs (including reasonable attorney's fees) or liability that, directly or indirectly, arise out of, pertain to, or relate to (i) the breach of this Agreement by Tico; or (ii) the negligence, recklessness, or willful misconduct of Tico, provided, that this indemnity does not apply to liability for damages for death or bodily injury to persons, injury to property, or other loss, arising from the sole negligence, willful misconduct or defects in design furnished by District to Tico, or arising from the active negligence of District. Except as provided in the foregoing sentence, Tico will indemnify and defend District notwithstanding any alleged or actual passive negligence of District which may have contributed to the claims, demands, costs or liability. Insurance coverage requirements specified in this Agreement shall in no way lessen or limit the liability of Tico under the terms of this indemnification obligation. The terms of this paragraph 12 shall survive the

expiration or termination of this Agreement.

- 14. Dispute Resolution. Disputes arising under or related to the performance of this Agreement shall be resolved by mediation or arbitration unless District and Tico agree in writing, after the dispute has arisen, to waive mediation or arbitration and to have the claim or dispute litigated in a court of competent jurisdiction. Prior to having any dispute submitted to arbitration, the parties agree to first submit any unresolved dispute to mediation. Both parties agree to retain the services of a mutually agreed upon mediator or a retired judge of the superior court to mediate the dispute. If mediation fails, either side may request arbitration. The cost of the mediator shall be paid equally by both parties.

Arbitration shall be pursuant to Chapter 3 (Sections 301 393, inclusive) of Division 2 of Title 1 of the California Code of Regulations except that references therein to the “State Contract Act” shall be construed to mean “applicable law”, “Contractor” shall be construed to mean “Tico”, and “Public District” or “Department” shall be construed to mean “VRWD”. The arbitration decision shall be decided under and in accordance with California law, supported by substantial evidence and, in writing, contain the basis for the decision, findings of fact, and conclusions of law.

Arbitration shall be initiated by a Demand for Arbitration made in compliance with the requirements of said Subchapter 3. A Demand for Arbitration by Tico shall be made not later than 180 calendar days after the date of the final written decision of District on the dispute. Where an election is made by either party to use the Simplified Claims Procedure provided under Sections 375 381 of Division 2 of Title 1 of the California Code of Regulations, the parties may mutually agree to waive representation by Counsel. Prior to Demand for Arbitration, Tico shall exhaust its administrative remedies by attempting to resolve the dispute with the General Manager.

- 15. Notices. Any and all notices or other matters required or permitted by this Agreement or by law to be served on, given to, or delivered to either party by the other party to this Agreement shall be in writing and shall be deemed duly served, given, or delivered when personally delivered to the party to whom it is directed, or, in lieu of personal service, when deposited in the United States mail, first-class postage prepaid, addressed to:

For the VRWD: Attn: VRWD General Manager
 Bert J. Rapp, P.E. Ventura River
 Water District
 409 Old Baldwin Road
 Ojai, CA 93023
 Cell: (805) 340-7263

DRAFT

Email: Bert@VenturaRiverWD.com

For Tico:

Attn: Tico Mutual Board President

Kathy Dawson

162 Baldwin Road

Ojai, CA 93023

Cell:

Email: Kathy@BigRedCrane.net

IN WITNESS WHEREOF, the Ventura River Water District has caused their presence to be executed by its officers, thereunto duly authorized, and Tico has subscribed same, all on the day and year first above written.

VENTURA RIVER WATER DISTRICT

TICO

By: _____

By: _____

Ed Lee, President

Kathy Dawson, President

Attest: _____

Bert J. Rapp, VRWD Clerk

APPROVED AS TO FORM: _____

Lindsay Nielson, VRWD Attorney

APPROVED AS TO FORM: _____

Pat Loughman, Tico Attorney

DRAFT

Tico Mutual Water Company			
#	Parcel Numbers		# Parcel Numbers
1	033-0-180-145		22 033-0-180-065
2	033-0-180-145		23 032-0-120-030
3	033-0-180-030		24 032-0-130-060
4	033-0-180-045		25 032-0-120-040
5	033-0-180-105		26 032-0-120-065
6	033-0-180-055		27 032-0-110-065
7	033-0-180-085		28 032-0-110-115
8	033-0-180-065		29 032-0-110-105
9	033-0-180-075		30 032-0-120-125
10	033-0-180-115		31 032-0-110-036
11	032-0-130-115		32 032-0-110-075
12	032-0-110-045		33 032-0-110-055
13	032-0-130-120		34 032-0-140-195
14	032-0-130-105		35 032-0-150-100
15	032-0-130-080		36 032-0-130-195
16	032-0-110-015		37 032-0-110-085
17	032-0-130-205		38 0-320-120-030

APPENDIX A

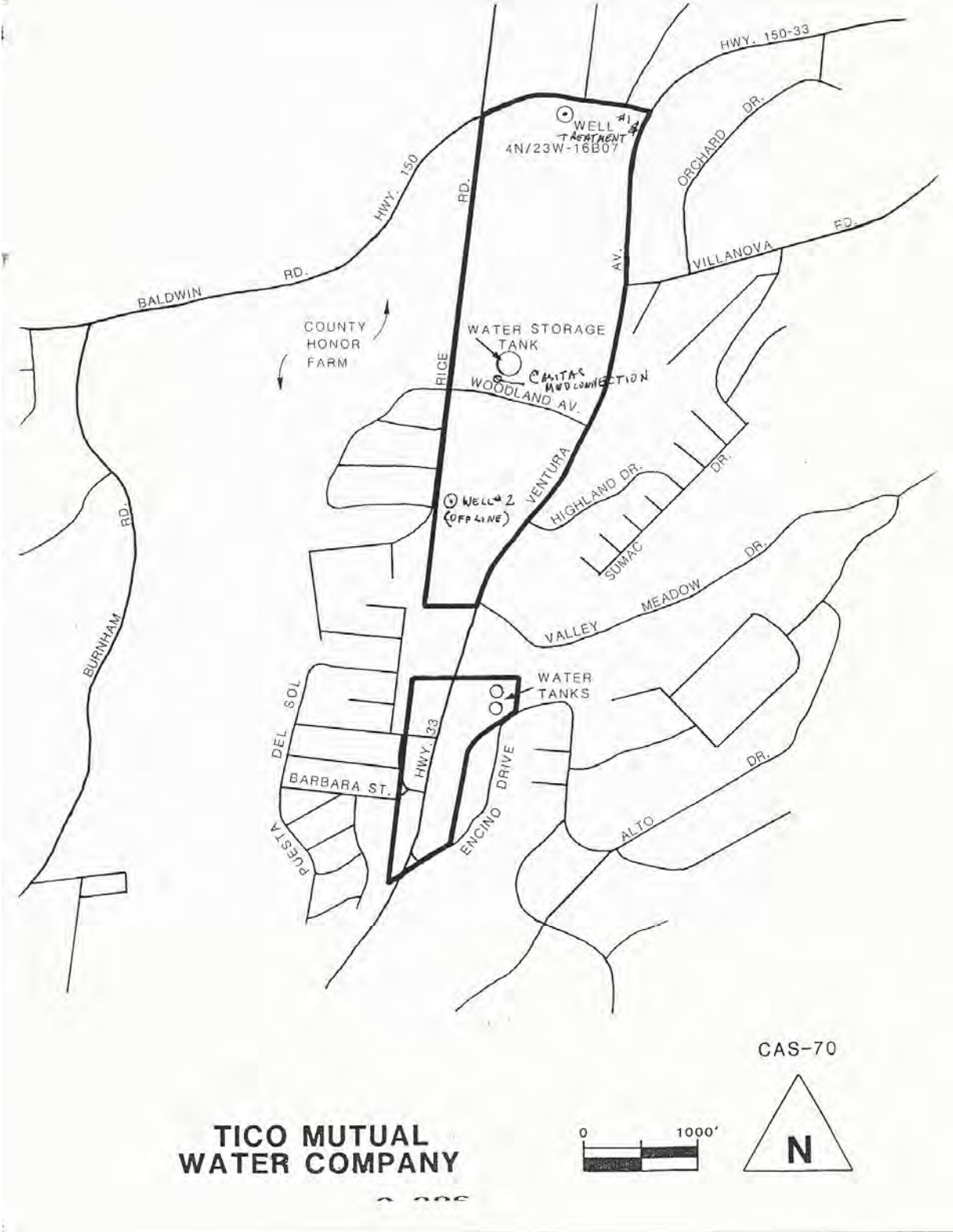


EXHIBIT 1

VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Board of Directors
FROM: Amy Joy Bakken, Office Manager
Bert J. Rapp, P.E. General Manager
SUBJECT: FY 2020/21 First Draft Budget

SUMMARY

The first draft of the proposed 20/21 Budget is attached. Expenses are updated through January 2020 and are projected through June 30, 2020. The 10-year financial model shows the cash flow remaining positive during the period. The Board adopted 3% rate increase was delayed until July/August due to the economic impact of COVID-19 on District customers. Usage is projected to stay steady and come in around 763 AF.

RECOMMENDED ACTION

The General Manager and Office Manager recommend that the Board review and comment on the first draft of the budget.

BACKGROUND

The First Draft of the 2020/2021 Budget:

- Revenues based on projected use of 765 AF per the General Manager's analysis and a rate increase of 3% starting on the September 2020 water bill.
- Account #40003-Water Waste Fines was removed. Very few, if any, of these fines are administered each year and will be tracked under account #40002-Delinquent Fees going forward.
- Salaries cost calculated with February's CIP percentage as a placeholder. This will be updated on a future draft with the March figure. There are two possible merit increases with employee's working towards their D2 or D3 certifications.

- Contract Labor has been steadily increasing over the last 3 years. During the 19/20 fiscal year, the District had several unexpected expensive leaks on HDPE pipe.
- Group Health Insurance rates were originally projected to have no increase. However, due to the effects of COVID-19 on the health care industry, they are now projected to have an increase of up to 4%.

Capital Improvement Projects

SCADA Software Upgrade: The Win911 Software for the SCADA alarm phone calling is outdated and doesn't work properly with the newest version of Windows. It needs to be updated in order to function in its full capacity and call Field Staff with system alarms. Though it is currently functioning for running the system, the alarms must be sent via text message instead of phone call which is not as reliable. The upgrade is estimated to be about \$10,000 but the District is still waiting on a revised quote from Byrd Electronics.

Mixing Valve South Alto Tank - This year we found the some of the mixing valves have grown stiff and are no longer operating. Staff is installing larger floats on the valves and would like to see them operate successfully for a year before installing the mixing valve in the South Alto Tank.

Parker VFD to Zone 5 - This year staff has worked with Edison and confirmed that project will save about \$5,400 a year in electricity, but because it has such a high return on investment it is not eligible for an Edison Savings by Design grant. The next step is to prepare a Design Build bid package and construct the pump station at Parker. This should be able to happen next year.

Well #4 Pump change out - The Well #4 pump is an oil lube pump that puts a large quantity of oil on the surface of the Baldwin tanks and Parker tanks that has to be removed by staff. The Well #4 pump also over pumps the well and should be downsized so it does not pump air. The proposal is to replace the pump with a water lubed pump with a VFD. This should also allow Well #4 to pump longer into a drought.

Inspect, Renovate or Abandon Well #2 & 3 - After Well #2 & #3 are inspected and repaired the next step is to install new pumps and well motor controls. The big decision is to design those pumps to produce water at a lower rate to help with drought years or a high rate to maximize water capture in wet years. We are waiting for further progress on the Watershed Adjudication process before we know which alternative to pursue.

Add Solar powered vents to 4 water tanks - This year the District installed a solar vent on the North Baldwin tank. It has been successful at reducing the humidity inside the tank which should slow down the corrosion in the ceiling of the tank. There are small rust spots showing up on the other tanks. It is hoped that installing solar attic vent fans on the other tanks will extend the life of the tank roofs.

Chlorine Dilution Tank - This year extensive experimental tests were performed to verify that no significant reaction takes place between the 12% Sodium Hypochlorite and the Districts well water. We can now move forward with the installation of the large chlorine dilution tank next year. Diluting the Sodium Hypochlorite eliminates the loss of chlorine due to degradation and enables the district to purchase larger volumes at a time to lower delivery costs.

New Aerial Flight of the District - The agencies in Ventura County are preparing for a new aerial flight of the county in August of 2020. This gives us the opportunity for a low cost, high quality aerial photo update for our GIS system.

Instream Flow Grants - The District has been awarded grants from the Wildlife Conservation Board through the Ventura County Resource Conservation District with the assistance of the Sierra Watershed Progressive. The two grants are:

Project #6 - Design a pump test to fine tune the Surface Water Groundwater Interaction model, Total cost \$86,238, Local match \$46,238.

The purpose of the pumping study is to verify the relationship between pumping and the surface water flows in the Upper Ventura River Basin. For this project we are hoping to partner with the Upper Ventura River Groundwater Agency and the VRWD match would be about \$5,000. A future grant would be sought to implement the pumping study.

Project #7 - Prepare an administration program for implementing a landowner incentive program to offer grant monies to landowners to install grey water systems, rain water capture and low water landscaping. After VRWD has an administrative program in place the District can apply for grant funds to provide to VRWD customers to implement these types of improvements.

Director Chairs & Visitor Chairs - The Director Chairs in the Board room are slowly failing. Because of breakage we are currently down to the minimum number of chairs needed and it is time to replace them before the loss of more chairs. We could also use some folding chairs for when we have visitors to Board meetings.

FISCAL SUMMARY

The proposed budget works with the 10-year financial model including annual adjustments for inflation, retirement and health care, energy etc. and the proposed 10-Year Capital Improvement Program.

Action: _____

Motion: _____ 2nd: _____

E. Lee _____ B. Kuebler _____ M. Hanson _____ J. Curtis _____ P. Wiles _____

**VENTURA RIVER WATER DISTRICT
FISCAL YEAR BUDGET
FYE 2021 (2020/2021)**

REVENUES

BEGINNING CASH BALANCE:	July 1, 2019		July 1, 2020	
	\$ 2,752,707.00		\$ 1,907,658	CPI = 3.4%, 12 Months ended February 2020

Account Number	OPERATING REVENUES	BUDGET 2019-2020	TOTAL AS OF 2/29/2020	ESTIMATED THRU JUNE 2020	GENERAL MGR RECOMMENDED 2020-2021	Comments
40000	WATER SALES (Base Fees, Dwelling, Fire, Water)	\$ 2,336,000	\$ 1,574,258	\$ 2,265,920	\$ 2,250,000	Use 800 AF for FY 2019/20, 765 For 20/21, assuming 3% rate increase projected for August 2020 Bill
40001	SERVICE INSTALLATIONS	\$ 1,000	\$ 5,302	\$ 5,302	\$ 1,000	Anticipate one new connection.
40002	DELINQUENT FEES	\$ 20,000	\$ 22,332	\$ 33,504	\$ 20,000	On average 80-100 customers receive late penalties each month, 1-2 RCF/mo and 1 water waste fine per year
40005	PURCHASED WATER SURCHARGE	\$ -	\$ -	\$ -	\$ -	
40009	CONSERVATION PENALTY FEES	\$ 30,000	\$ 23,710	\$ 35,568	\$ 30,000	Research is being conducted into the biggest 85 customers exceeding their water budgets to try to determine the issues.
TOTAL OPERATING REVENUES		\$ 2,387,000.00	\$ 1,625,601.49	\$ 2,340,293.84	\$ 2,301,000.00	

Account Number	OTHER REVENUE	BUDGET 2019-2020	TOTAL AS OF 2/29/2020	ESTIMATED THRU JUNE 2020	GENERAL MGR RECOMMENDED 2020-2021	Comments
43000	CAPACITY CHARGE	\$ 1,091	\$ 9,821	\$ 1,091	\$ 1,091	Anticipate one new connection
41000	PROPERTY TAXES	\$ 45,000	\$ 36,117	\$ 39,117	\$ 45,000	Based on year to year actual
42000	INTEREST INCOME	\$ 45,000	\$ 30,439	\$ 40,439	\$ 40,000	LAIF Interest is running at 2%, may drop in 2021
45000	OTHER REVENUE	\$ 500	\$ -	\$ -	\$ 500	
TOTAL OTHER REVENUE		\$ 91,591	\$ 76,377	\$ 80,647	\$ 86,591	
TOTAL REVENUE		\$ 2,478,591	\$ 1,701,979	\$ 2,420,941	\$ 2,387,591	

**VENTURA RIVER WATER DISTRICT
FISCAL YEAR BUDGET
FYE 2021 (2020/2021)**

EXPENSES (Part 1 of 2)

Account Number	OPERATING EXPENSES	BUDGET 2019-2020	TOTAL AS OF 2/29/2020	ESTIMATED THRU JUNE 2020	GENERAL MGR RECOMMENDED 2020-2021	Comments
50000	WATER PURCHASES & CASITAS BASE FEES	\$ 105,000	\$ 57,057	\$ 94,778	\$ 107,000	Casitas Costs, base fees + usage, includes 12% Casitas rate increase 7/1/20
50001	UVRGA PUMP FEE	\$ 100,000	\$ 63,430	\$ 96,859	\$ 70,000	Upper Ventura River Groundwater Agency Pump Fee (858 AF @ 78/AF=\$66,830)
60000	SALARIES	\$ 608,000	\$ 419,028	\$ 628,542	\$ 650,000	1.7% Cost of Living, 2 possible merit (Salary: \$612,220 OT: \$19,086 Standby:\$17,936)
60002	SOCIAL SECURITY & MEDICARE	\$ 59,000	\$ 30,352	\$ 45,528	\$ 61,000	
60004	STATE PAYROLL TAXES (SUI, ETT)	\$ 2,000	\$ 966	\$ 2,000	\$ 2,000	
60005	PUBLIC EMPLOYEES RETIREMENT SYSTEM	\$ 78,000	\$ 49,721	\$ 74,580	\$ 81,000	Employer contribution of 8.794% & 7.732% , Employees paying their portion of 7.0% & 6.25%. Includes a \$4K contingency.
60008	GROUP HEALTH INSURANCE	\$ 134,000	\$ 82,109	\$ 123,168	\$ 139,360	Possible 4% increase (partly due to COVID-19)
60009	WORKERS COMPENSATION INSURANCE	\$ 18,977	\$ 12,754	\$ 19,128	\$ 25,000	SDRMA
60010	LIABILITY INSURANCE	\$ 33,709	\$ 22,597	\$ 24,097	\$ 35,500	Cal Mutual JPRIMA \$35,500 FY 2021
60011	BOARD MEMBER COMPENSATION	\$ 13,000	\$ 6,720	\$ 10,080	\$ 13,000	12 regular meetings, 2 Special Meetings, 4 committee meetings
60012	CONTRACT LABOR	\$ 101,300	\$ 84,067	\$ 126,096	\$ 116,300	2019/20 had big leaks on HDPE pips, FY20 Approx 80k on leaks, Cross Connection Control \$1,300, Raise 50 Water Valves for Overlays \$35,000
60014	PROFESSIONAL SERVICES (Audit, Engr, Draft, Etc)	\$ 20,000	\$ 13,600	\$ 19,000	\$ 40,000	Audit \$14K, Engr & Drafting Services \$6K, Zworld GIS 20K Support
60016	FUEL	\$ 15,500	\$ 8,147	\$ 12,000	\$ 15,500	The price of gas is low now but is expected to stabilize.
60017	VEHICLE MAINTENANCE	\$ 12,000	\$ 5,382	\$ 8,076	\$ 12,000	
60018	OFFICE MAINTENANCE	\$ 38,000	\$ 28,913	\$ 43,368	\$ 49,000	CUSI/CYMA \$1191+1195+3000= \$5,386 LogMeln/Splashtop: \$150 , ESRI Cloud GIS 10k , LF Annual+Monthly Online Backup \$2,109 , Fire Extinguisher Maint \$383 , MiTec \$10k
60019	FIELD EQUIPMENT MAINTENANCE	\$ 50,000	\$ 42,125	\$ 45,000	\$ 50,000	Motor-Panel Insp & Maint \$5,600 , Clay Valve Maint \$3K , Itron Annual \$2,089 , ClearSCADA \$2,030 , Win911 (SCADA Call outs) \$495 , Generator maint. \$700 , SCADA \$10K , LogMeln \$350 , Maint. Well/Bster pump \$25K
60020	METER REPLACEMENT & MAINTENANCE	\$ 61,000	\$ 38,301	\$ 58,000	\$ 62,600	120 meters per year (20 yr mtr life) = \$55,000 per year. Monthly Beacon = \$0.89/mtr (589 + 120 = 709*.89*12=\$7,572 FY 20/21)
60021	EQUIPMENT RENTAL	\$ 5,000	\$ 176	\$ 264	\$ 5,000	Equipment, postage machine rental \$332/yr. (5K based on year to year actual)
60022	WATER SYSTEM MAINTENANCE	\$ 95,000	\$ 70,245	\$ 90,000	\$ 95,000	Monitoring; pipe, fittings; \$9K chlorine, fittings Division of Drinking Water \$10K/Yr, every 3 yrs = +\$10K for Sanitary Survey (2022). County Encroachment Permit \$1,200 + Actual\$?, SWRCB annual permit \$10,00, NPDES permit \$400, Uniforms, Recording Groundwater rights/usage \$250, DigAlert, Annual APCD Fee for Emergency Generators \$1246
60024	DISTRICT LEGAL COUNSEL	\$ 13,000	\$ 8,205	\$ 12,312	\$ 17,000	\$250 per hour + Occasional Employment Attorney @ \$350/hr
60025	DEPRECIATION	\$ 245,000	\$ -	\$ 240,000	\$ 300,000	Completed projects added to depreciation calculation
TOTAL OPERATING EXPENSES		\$1,807,486	\$1,043,894	\$1,772,876	\$1,946,260	

**VENTURA RIVER WATER DISTRICT
FISCAL YEAR BUDGET
FYE 2021 (2020/2021)**

EXPENSES (Part 2 of 2)

Account Number	GENERAL & ADMINISTRATIVE EXPENSES	BUDGET 2019-2020	TOTAL AS OF 2/29/2020	ESTIMATED THRU JUNE 2020	GENERAL MGR RECOMMENDED 2020-2021	Comments
70001	UTILITIES	\$ 116,000	\$ 59,777	\$ 105,000	\$ 110,000	Edison, Sewer: \$1,355/yr
70002	TELEPHONE & INTERNET	\$ 14,300	\$ 5,919	\$ 8,880	\$ 14,300	Telephone, Internet Service, Cell Phones, Tablets for GIS
70003	LAFCO FEES	\$ 1,500	\$ 945	\$ 1,400	\$ 1,500	Annual LAFCO Fees. \$1,417 per LAFCO BUDGET
70004	MISC. EXP. TAX LIC. BANK CHARGES	\$ 6,000	\$ 4,817	\$ 7,224	\$ 6,000	Wire transfers, Checks, misc bank charges, fees for ACH & Positive Pay (\$400/mo)
70005	MEMBERSHIP, DUES, SUBSCRIPTIONS	\$ 20,900	\$ 13,608	\$ 17,000	\$ 21,200	AWA \$850, OVNews \$75, VCSDA \$150, ACWA \$10,000, Water Education Fund \$45, CSDA \$6,000, AWWA \$110, Engineering Registration \$150, CRWA \$1,100, AWA-CCWUC \$75, SS Maint Fee \$250
70006	PUBLIC RELATIONS, EDUCATION	\$ 7,400	\$ 2,384	\$ 7,000	\$ 7,400	AWA Operators workshop \$100x3=\$300, AWA Symposium \$225, ACWA Annual Conference \$950 Registration + Travel \$400+Hotel \$600+ Meals \$100, Banners \$480 (\$120 ea), AWA meetings \$30 x 3 x 7 = \$630, AWA CCWUA \$30 x 2 x 5 = \$300, Employee Recognition \$500
70007	LEGAL NOTICES & NEWSLETTERS	\$ 4,500	\$ -	\$ -	\$ 2,500	Newsletter
70008	ELECTIONS	\$ -	\$ -	\$ -	\$ 6,000	\$4.1K contested 2016, Next Election 11-3-2020
70009	DIRECTORS TRAVEL & EDUCATION	\$ 5,000	\$ 394	\$ 1,488	\$ 5,000	Director Training, Education: AWA, VCSDA monthly mtgs
70010	SECURITY	\$ 4,000	\$ 2,712	\$ 4,068	\$ 4,500	Digital Security, Updated system & have new Contract in Feb 2019
70011	POSTAGE	\$ 11,000	\$ 6,147	\$ 9,216	\$ 11,000	Postage went up to .50 in 2019, Average monthly for billing is \$800*12=\$9,600 plus postage machine and miscellaneous mailings \$1,400
70012	OFFICE SUPPLIES	\$ 12,000	\$ 10,548	\$ 15,816	\$ 17,000	Printer cartridges,RICOH Printer \$1,800 , form costs, office supplies, Janitor \$250/mo*12=\$3,000 , Data Prose bill printing costs + bill stuffers (\$300/mo + bill stuffers=approx \$5k)
70014	VENTURA RIVER WATERSHED ISSUES, CHANNELKEEPER LAWSUIT	\$ 51,000	\$ 29,246	\$ 53,872	\$ 55,000	Watershed Council \$1,500, Ventura Adjudication \$53,500
70016	NEW WATER RESOURCES	\$ -	\$ -	\$ -	\$ -	New Water Resources expense is not expected this fiscal year
70017	BAD DEBT EXPENSE	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	Based on actual Year to Year.
70018	CONSERVATION	\$ 14,000	\$ -	\$ 10,000	\$ 14,000	Rainwater Infiltration & Wtr Conservation/Education grants \$10,000
TOTAL GENERAL AND ADMINISTRATIVE EXPENSES		\$ 269,600	\$ 136,497	\$ 242,964	\$ 277,400	
TOTAL EXPENSES		\$ 2,077,086	\$ 1,180,391	\$ 2,015,840	\$ 2,223,660	
BALANCE TO THE CIP (\$900,000 needed to for CIP)		\$ 401,505	\$ 521,587	\$ 405,101	\$ 463,931	

**VENTURA RIVER WATER DISTRICT
FISCAL YEAR BUDGET
FYE 2021 (2020/2021)**

CAPITAL IMPROVEMENTS

Account Number	FIXED ASSETS	BUDGET 2019-2020	TOTAL AS OF 2/29/2020	ESTIMATED THRU JUNE 2020	GENERAL MGR RECOMMENDED 2020-2021	Comments
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STRUCTURES & IMPROVEMENTS

WATER SYSTEM IMPROVEMENTS

13010	Hydrant & Valve Replacement / Upgrade	\$ 270,290	\$ 110,915	\$ 110,915		Next hydrant valve project will occur in 2021.
13014	Well #6 (Well #5 Replacement)	\$ 45,000	\$ 6,276	\$ 10,000	\$ 35,000	Retaining wall, gravel pad
13040	Mixing Valve South Alto Tank	\$ 16,000		\$ -		Modifications being made to existing valves then do South Tank in 2022.
13052	Parker VFD to Zone 5	\$ 41,713			\$ 41,713	This project saves about \$5,400/Yr of energy costs.
13070	Santa Ana Blvd Fire Flow Upgrade	\$ 120,000		\$ 120,000	\$ 1,350,000	Construction in 2021
13057	Re-plumb Encino & Thomas PRV Vaults - Design	\$ 20,000		\$ 20,000	\$ -	Project Complete
13059	Valley Meadow Drive Phase II	\$ 703,935	\$ 408,893	\$ 408,893	\$ -	Project Complete
13072	Valley Meadow Drive Sewer/Water Separation	\$ 100,000	\$ 165,322	\$ 165,322	\$ -	Lower VMD: Sewer is within 18" of Wtr main
13088	Well #4 Pump change out		\$ -		\$ 50,000	Remove oversized oil lubed pump and replace with VFD
13069	North Baldwin Tank Repair	\$ 35,500	\$ 8,705	\$ 8,705	\$ -	Project Complete
13061	Inspect, Renovate or Abandon Well #2 & 3	\$ 100,000			\$ -	Wait to budget pump replacement
13062	Add Solar powered vents to 4 water tanks	\$ -			\$ 25,000	Add solar powered vents to 4 water tanks to reduce corrosion inside of roof
13063	GIS Inventory & Cloud transition	\$ 37,500	\$ 21,523	\$ 37,500		Project Complete, transition to annual operations
13067	Chlorine Dilution Tank	\$ 17,000			\$ 17,000	Install 2,500 gallon chlorine tank
13068	La Cumbre & Del Valle Fire Flow Enhancement	\$ 160,000	\$ 46,874	\$ 46,874	\$ -	Project Complete
13075	Photovoltaic solar system study, Parker & Baldwin	\$ 21,000	\$ 20,183	\$ 20,183	\$ -	Project Complete
13073	Line Locator	\$ 6,000	\$ 1,862	\$ 1,862	\$ -	Project Complete
13074	Well Level Monitoring Well #1	\$ 2,500	\$ -	\$ 2,500	\$ -	Project Complete
13080	New Aerial Flight of the District	\$ -			\$ 3,700	Updated Aerial Imagery
13081	In Stream Flow Grant - Pump Study Design Total = \$86,238				\$ 5,000	Anticipate partenering with UVRGA to prepare this plan
13082	In Stream Flow Grant - Landowner Incentive Program Design = \$57,088				\$ 8,000	After program designed, apply for grants for incentives to VRWD customers.
13078	Director Chairs & Visitor Chairs	\$ -	\$ -	\$ -	\$ 5,600	Director Chairs \$600 ea, Folding Chairs \$75 ea

AUTO EQUIPMENT

SHOP EQUIPMENT

OFFICE EQUIPMENT

13054	Computer Upgrade	\$ 27,000	\$ 19,343	\$ 27,000	\$ 30,000	Document server needs to be replaced
13079	SCADA Software Upgrade	\$ -	\$ -	\$ -	\$ 15,000	Upgrade SCADA Software to be compatible with newest Windows
13071	CBSW Upgrade to UMS	\$ 30,396	\$ -	\$ 30,396	\$ -	Upgrade CBSW to UMS + Check Scanning Interface

INVESTMENT IN FIXED ASSET	\$ 1,753,834	\$ 809,897	\$ 1,010,150	\$ 1,586,013
DEPRECIATION (as revenue)	\$ 245,000		\$ 240,000	\$ 300,000
NET EXPENDITURES: Operating Expenses + Fixed Asset Investment	\$ 3,585,920		\$ 2,785,990	\$ 3,509,673
TOTAL NET INCOME (LOSS)	\$ (1,107,329)		\$ (365,049)	\$ (1,122,082)

**VENTURA RIVER WATER DISTRICT
FISCAL YEAR BUDGET
FYE 2021 (2020/2021)**

	Budget:6/30/19		Estimated through 6/30/20	Proj: 6/30/2021
PROJECTED ENDING CASH BALANCE:	\$ 1,645,377.79		\$ 1,907,657.70	\$ 785,575.70

PROJECTED ALLOCATIONS TO RESERVES	7/1/2019		7/1/2020	
Allocation to Operating	\$ -		\$ -	
Allocation to Water Sales Fluctuation Reserves	\$ -		\$ -	
Allocation to CIP Reserves	\$ (365,049.30)		\$ (1,122,082.00)	
Allocation to Emergency Reserves				
Total Allocation to Reserves	\$ (365,049.30)		\$ (1,122,082.00)	

RESERVE FUNDS:	7/1/2019	Budget Transfers 2019/20	Estimated 7/1/2020	7/1/2021
OPERATING Goal: 7% of Operating \$140,000 (covers expense fluctuations & vac/sick)	\$ 140,000		\$ 140,000	\$ 130,000
WATER SALES FLUCTUATION Goal: \$300,000	\$ 300,000		\$ 300,000	\$ 300,000
CIP (Wtr Syst Imp) Goal: meet 10-year plan	\$ 1,532,880	\$ 176,000	\$ 1,012,356	\$ (394,424)
CONSERVATION PENALTIES	\$ 29,827			\$ -
EMERGENCIES Goal : \$750,000	\$ 750,000		\$ 750,000	\$ 750,000
ENDING CASH BALANCE	\$ 2,752,707		\$ 1,907,658	\$ 785,576

Budget Transfers 2019/20	Amount	Accounts
BT #1 VMD & HY VAL	\$ 65,000.00	13072
BT#2 SALARIES	\$ 10,000.00	60000
BT#3 PARKER	\$ 65,000.00	13076
BT#4 WELL INSP	\$ 40,000.00	13061
BT #5 UMS	\$ 6,000.00	13071

The final reserve numbers were set out at the close of FYE19 with presentation of the audit in November

PENALTY FEES - CONSERVATION & NEW WATER RESOURCES	7/1/2019		Est 7/1/20	7/1/2021
Total Penalty Fees Collected	\$ 29,827.00		\$ 35,568.00	\$ 30,000.00
Allocate to Water Conservation Grant	\$ (10,000.00)		\$ (10,000.00)	\$ (10,000.00)
Allocate to Watershed Coalition			\$ (1,000.00)	\$ (1,000.00)
Allocate to Smart Meter share for Conservation (13% of meter cost)	\$ (8,410.75)		\$ (8,138.00)	\$ (8,138.00)
Allocate remaining to New Water (ie Well #6 \$97,245)	\$ (9,646.25)		\$ (16,430.00)	\$ (10,862.00)
Allocation Rollover to Conservation Penalty Reserve	\$ 1,770.00		\$ -	\$ -

VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Board of Directors
FROM: Bert J. Rapp, P.E. General Manager
SUBJECT: WELL #2 & #3 INSPECTION - SPINNER & WATER QUALITY TESTING

SUMMARY

On January 15, 2020 the District awarded a contract to inspect Wells 2 & 3 to General Pump. General Pump has removed the pumps, videoed and conducted a CITM survey to determine the structural integrity of the well casings. The wells have not been cleaned.

General Pump is recommending that a spinner log test be conducted in each well to determine the quantity a quality of water that may be entering the wells from the bedrock formation at a cost of \$53,087.

RECOMMENDED ACTIONS

The General Manager recommends that the Board take the following actions:

1. Approve Budget transfer #6 in the amount of \$45,000.
2. Approve a change order to add spinner log testing of Well #2 & #3 in the amount of \$53,087.

BACKGROUND

The CITM survey and video show that the well screen on Well #2 is in satisfactory condition however the well screen in Well #3 may need a repair. This will be determined after the well is cleaned and re-videoed.

Spinner Log Test Option:

A spinner log test is conducted by installing a pump in the top of the well, then pumping at a constant rate while using a spinning instrument to measure the velocity of the water flowing at various points in the well. At the same time, water quality samples are collected at specific depths. The spinner log test can identify the productivity of various portions of a well and the water

quality from each portion. Before the spinner test is conducted the well needs to be cleaned so the flow into the well from the water bearing formation is unobstructed.

In 1958 Well #2 was drilled 230-feet deep, about 150-feet into the bedrock. From the pumping records it appears the most productive portion of the well is from 68-feet to 80-feet below the ground surface. The value of the portions of the well deeper than 100-feet is questionable.

In 1969 Well #3 was drilled 220-feet deep, about 125-feet into the bedrock. From the pumping records it appears the most productive portion of the well is from 72-feet to 96-feet below the ground surface. The value of the portions of the well deeper than 116-feet is questionable.

Had the District known at the time that there was little value in the bedrock portions they might not have constructed the wells that deep. In the future the District might not spend extra dollars or know that the extra cost has value if the spinner log is conducted. The additional cost for the extra depth on the existing wells in year 2020 dollars was:

Cost for Extra Depth		
Well	Extra Depth	Cost
Well #1	90'	\$105,000
Well #2	130'	\$136,000
Well #3	100'	\$142,000
Well #4	135'	\$94,000
Total		\$477,000

Based on the well performance for Well #2 & #3 the General Manager is considering a recommendation to abandon the bottom 130-feet of Well #2 and the bottom 100-feet of Well #3. The abandonment would be performed by filling the bottom of the wells with bentonite clay and capped with a thin cement layer. The abandoned portion could always be removed and reactivated if desired.

The reasons to conduct the spinner log tests are:

1. To know the quantity and quality of water entering the well at specific levels.
2. Have a higher confidence in the decision to abandon the bottoms of the wells, if that is done.
3. To know if the water quality could be improved by closing off the lower portions of the wells.
4. To document for future purposes, the water quality and quantities available in the bedrock.
5. It may be that the high nitrates in Well #3 come from the deeper portions of the well and may be removed by abandoning the lower portion. It would be nice to know this factor when making the decision to spend money to abandon the lower portion of the well.

FISCAL SUMMARY

On January 15, 2020 the Board awarded a contract to General Pump to inspect and clean Wells #2 & #3 in the amount of \$130,000. To date \$37,022 has been expended to pull the pumps, video the wells and conduct a CITM survey of the metal thickness of the well casings.

The Well #2 & #3 inspection is currently budgeted in Account #13061 in the amount of \$140,000. If the Board desires to conduct spinner tests in Wells #2 & #3 an additional \$45,000 would need to be added to the project with Budget Transfer #6.

Future work not yet budgeted for Wells #2 & #3:

Well #3 well screen patch: A patch may be needed on the well screen in Well #3. The current video could not clearly show the condition of the wells screen. After the well is cleaned and re-videoed the need for a repair patch will be determined.

If the Well #3 well screen patch is needed it will be done by change order.

Board

Page 4 of 4

After the cleaning and inspection is completed a new pump, column pipe and electrical panel and possible abandonment of the deeper sections are needed for each well at a cost of about:

Abandon deep parts of wells	\$20,000
Pump and column pipe:	\$35,000
Electrical Panel:	<u>\$30,000</u>
Total	\$95,000

These items would be budgeted in FY 2020/21.

WELL # 2 & #3 INSPECTION 2019 - Costs to date

ITEM No.	DESCRIPTION	PAY REF	QTY.	UNIT	General Pump Bid		Cost Summary		
					UNIT PRICE	BID PRICE	Awarded Contract	As of April 15, 2021	Cost with Spinner Tests
1	Mobilization - pull Well #2 & #3 & dispose of materials	2-1	1	EA	\$13,366	\$13,366	\$13,366	\$13,366	\$13,366
	WELL #2								
2	Pull pump & dispose of pump & column pipe, etc.	2-1	1	EA	\$4,790	\$4,790	\$4,790	\$4,790	\$4,790
3	CITM scan of the well casing	2-3	1	EA	\$4,434	\$4,434	\$4,434	\$4,434	\$4,434
4	Video Inspection & Sumarize Well Conditions	2-2	1	EA	\$1,514	\$1,514	\$1,514	\$1,514	\$1,514
5	WELL #2 Abandonment	2-6	1	EA	\$34,304	\$34,304			
If Well #2 is not proposed for abandonment then the following items may be implemented:									
6	Cleaning well: acid wash, brush, swab and bail.	2-4	1	LS	\$38,002	\$38,002	\$38,002		\$38,002
7	Clean out well basement	2-4	10	LF	\$593	\$5,933	\$5,933		\$5,933
8	Video Inspection	2-5	1	EA	\$1,514	\$1,514	\$1,514		\$1,514
CC	Change Order 1 Spinner Log		1	EA	\$26,569				\$26,569
	WELL #3								
9	Pull pump & dispose of pump & column pipe, etc.	3-1	1	EA	\$6,970	\$6,970	\$6,970	\$6,970	\$6,970
10	CITM scan of the well casing	2-3	1	EA	\$4,434	\$4,434	\$4,434	\$4,434	\$4,434
11	Video Inspection & Sumarize Well Conditions	3-2	1	LF	\$1,514	\$1,514	\$1,514	\$1,514	\$1,514
12	WELL #3 Abandonment	3-3	1	EA	\$26,405	\$26,405			
If Well #3 is not proposed for abandonment then the following items may be implemented:									
13	Cleaning well: acid wash, brush, swab and bail.	2-4	1	LF	\$42,430	\$42,430	\$42,430		\$42,430
14	Clean out well basement	3-4	1	LS	\$1,848	\$1,848	\$1,848		\$1,848
15	Video Inspection	3-5	1	LS	\$1,514	\$1,514	\$1,514		\$1,514
CC	Change Order 1 Spinner Log		1	EA	\$26,518				\$26,518
TOTAL AMOUNTS:						\$188,972	\$130,000	\$37,022	\$181,350

Action: _____

Motion: _____ 2nd: _____

E. Lee _____ B. Kuebler _____ M. Hanson _____ J. Curtis _____ P. Wiles _____

VENTURA RIVER WATER DISTRICT
BUDGET TRANSFER #6
 April 15, 2020

FY 2019/20

IT IS HEREBY REQUESTED TO TRANSFER:

FROM:			Comments
	Capital Improvement Reserves	\$45,000	

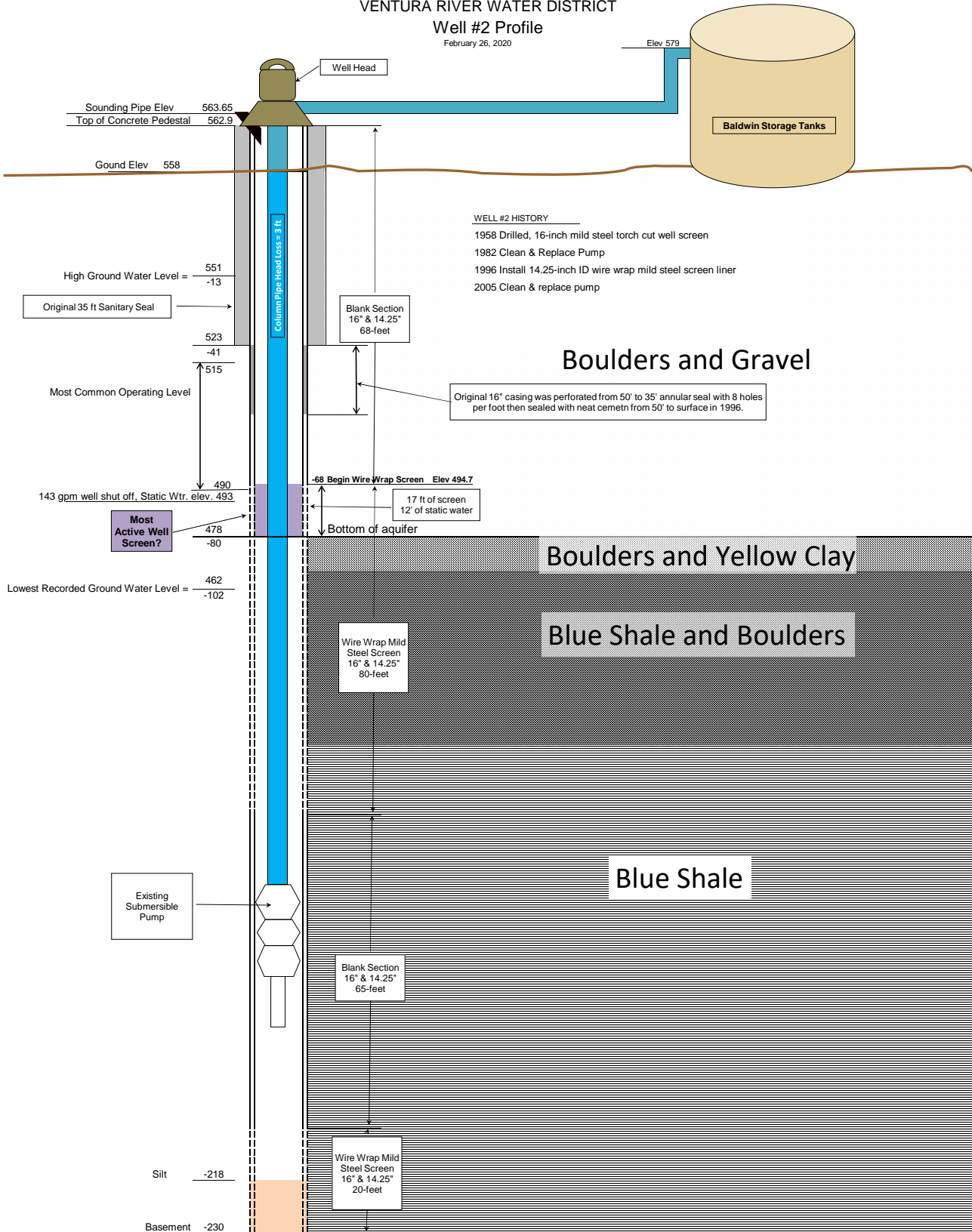
TO:

13061	Inspect Well #2 & #3	\$45,000	This funding is to conduct spinner logs of Well #2 & #3 to determine water quantity and quality at depth specific locations
Total		\$45,000	

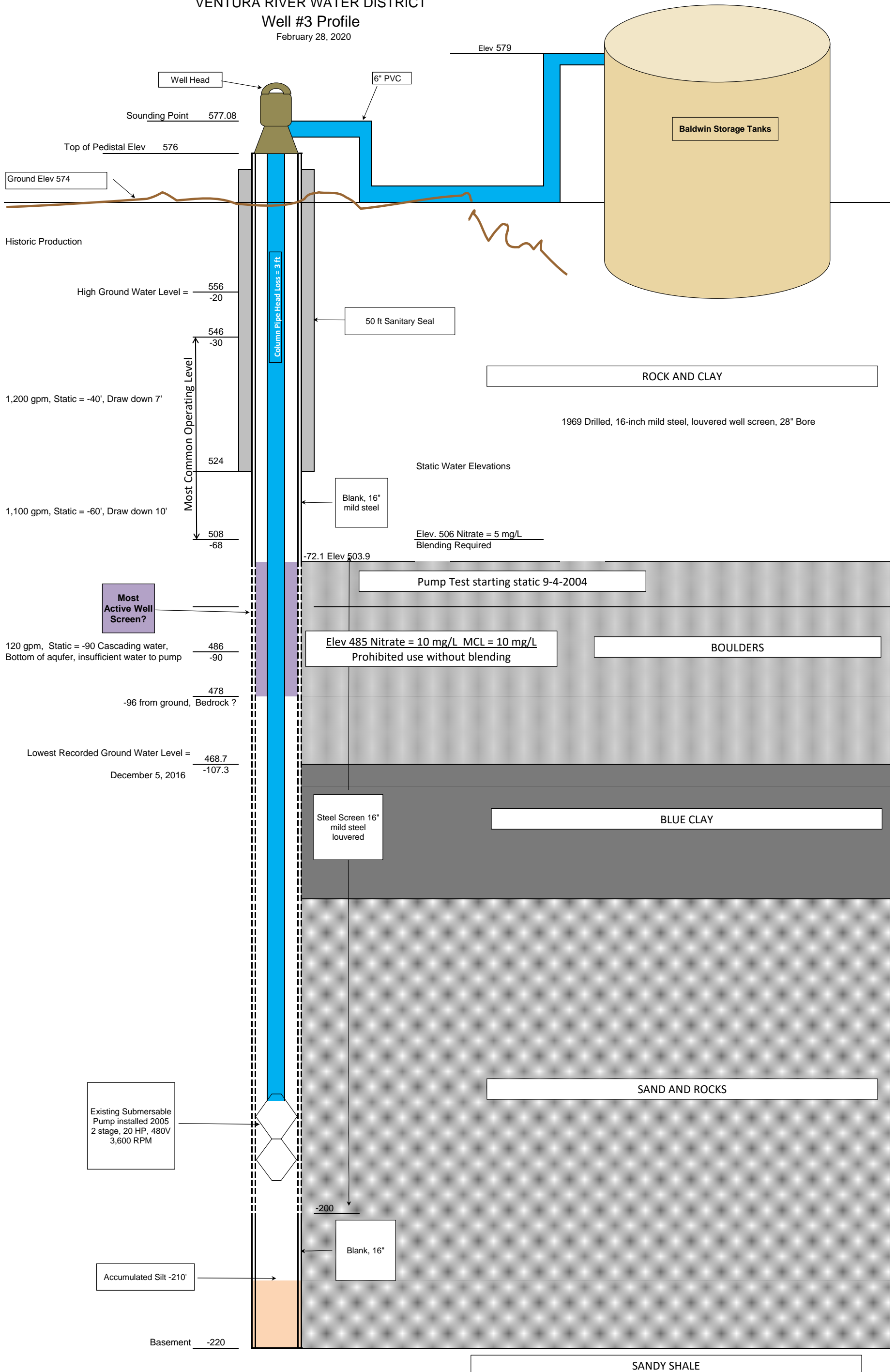
VENTURA RIVER WATER DISTRICT

Well #2 Profile

February 26, 2020



VENTURA RIVER WATER DISTRICT
Well #3 Profile
February 28, 2020



Ventura River Water District
409 Old Baldwin Road
Ojai, California 93023

March 30, 2020

Attn: Bert Rapp

Subject: Well #2 Spinner Testing Estimate

General Pump Company (GPC) is pleased to provide this estimate to furnish and install a test pump, then operate the test pump to conduct a Spinner Log and up to 4 Depth Specific Samples on the referenced well and then remove the test pump. This portion of testing will follow the rehabilitation efforts associated in the original bid documents.

The pump will be set at 65-feet for the suction and we will provide 2" PVC access tubing for the spinner tooling. The pump will be capable of producing 600 GPM for the testing. We will need a location to discharge the water to for the duration of the testing, which could be several hours.

Our estimate for the testing is as follows:

Shop Time

- Load-Unload materials and equipment as needed. 10 Hours
 - Prepare test pump for installation, then dis-assemble and store test pump upon completion 20 Hours
- 30 Hours Estimated Shop Labor @ \$109.00/Hour \$3,270.00**

Field Labor

- Mobilize crew and equipment to site, set up rig, Install Pump, Motor and Panel.
- Operate test pump for testing
- Mobilize crew and equipment to site, set up rig, Remove Test Pump, Motor and Panel.
- Overtime/man hour >8 weekdays and Saturdays up to 8 hours

16 Hours 3 Man Crew and equipment @ \$599.00/Hour \$9,580.00
8 Hours 2 Man crew and service equipment @ \$336.00/Hour \$2,688.00
Total Field Labor \$12,268.00

Materials/Rentals (Non-Taxable);

- Rental of Test pump with Motor and VFD panel \$3,819.00
- Total Materials/Rentals (Taxable) \$3,819.00**

Outside Services:

• 1-Set Spinner testing	\$4,482.00
• 4 Each Water Samples @ \$455.00 Each	\$1,820.00
• Mass Balance	\$910.00
<i>Total Outside Services</i>	<u>\$7,212.00</u>
<i>Total Estimated Project cost</i>	<u>\$26,569.00</u>

GPC's Standard Terms and Conditions apply and all invoices. At the discretion of accounting, a 20-day preliminary notice *may* be filed. This is not a lien nor a reflection on the integrity of any person or business, but simply a notice as prescribed in California Civil Code sections 3097 and 3098. Warranty for work and materials are restricted to parts and materials replaced as part of this project.

Should you have any questions or need additional information regarding the above summary and associated costs, please do not hesitate to contact us.

Sincerely,

GENERAL PUMP COMPANY, INC.

Ray Reece

General Manager

Ventura River Water District
409 Old Baldwin Road
Ojai, California 93023

March 30, 2020

Attn: Bert Rapp

Subject: Well #3 Spinner Testing Estimate

General Pump Company (GPC) is pleased to provide this estimate to furnish and install a test pump, then operate the test pump to conduct a Spinner Log and up to 4 Depth Specific Samples on the referenced well and then remove the test pump. This portion of testing will follow the rehabilitation efforts associated in the original bid documents.

The pump will be set at 65-feet for the suction and we will provide 2" PVC access tubing for the spinner tooling. The pump will be capable of producing 600 GPM for the testing. We will need a location to discharge the water to for the duration of the testing, which could be several hours.

Our estimate for the testing is as follows:

Shop Time

- Load-Unload materials and equipment as needed. 10 Hours
 - Prepare test pump for installation, then dis-assemble and store test pump upon completion 20 Hours
- 30 Hours Estimated Shop Labor @ \$109.00/Hour \$3,270.00**

Field Labor

- Mobilize crew and equipment to site, set up rig, Install Pump, Motor and Panel.
- Operate test pump for testing
- Mobilize crew and equipment to site, set up rig, Remove Test Pump, Motor and Panel.
- Overtime/man hour >8 weekdays and Saturdays up to 8 hours

16 Hours 3 Man Crew and equipment @ \$599.00/Hour \$9,580.00
8 Hours 2 Man crew and service equipment @ \$336.00/Hour \$2,688.00
Total Field Labor \$12,268.00

Materials/Rentals (Non-Taxable);

- Rental of Test pump with Motor and VFD panel \$3,819.00
- Total Materials/Rentals (Taxable) \$3,819.00**

Outside Services:

• 1-Set Spinner testing	\$4,431.00
• 4 Each Water Samples @ \$455.00 Each	\$1,820.00
• Mass Balance	\$910.00
<i>Total Outside Services</i>	<u>\$7,161.00</u>
<i>Total Estimated Project cost</i>	<u>\$26,518.00</u>

GPC's Standard Terms and Conditions apply and all invoices. At the discretion of accounting, a 20-day preliminary notice *may* be filed. This is not a lien nor a reflection on the integrity of any person or business, but simply a notice as prescribed in California Civil Code sections 3097 and 3098. Warranty for work and materials are restricted to parts and materials replaced as part of this project.

Should you have any questions or need additional information regarding the above summary and associated costs, please do not hesitate to contact us.

Sincerely,

GENERAL PUMP COMPANY, INC.

Ray Reece

General Manager

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VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Board of Directors
FROM: Bert J. Rapp, P.E. General Manager
SUBJECT: RESOLUTION 2020-320 CONSOLIDATION OF ELECTION & APPROVAL OF CONFLICT OF INTEREST CODE 2020

SUMMARY

The next general election is November 3, 2020. Three Director seats are up for election: Bruce Kuebler, Peggy Wiles and Marvin Hanson. Director Hanson intends to resign effective June 17th. The District normally requests that the election be consolidated with other elections occurring at the same time and be conducted by the County Election division as described in Resolution 2020-320.

RECOMMENDED ACTION

The General Manager recommends that the Board take the following actions:

1. Adopt Resolution 2020-320.
2. Authorize the Board President to sign the 2020 Conflict of Interest Code.

BACKGROUND

The adoption of Resolution 2020-320 will consolidate the election for the District with other elections being held on November 3rd. The administration of the election would be handled by the County Elections division and is the most cost-effective method for implementing the election. The typical cost is about \$5,000. County Elections will compute the cost and send an invoice in about May of 2021.

Candidates may choose to submit a 200 word "Candidate Statement" that is printed in the voters information pamphlet published by County Elections. The cost of the Candidate Statement is about \$800. The Board can elect to have the District pay for Candidate Statements or allow the candidates to pay the cost if they choose to provide a Candidate Statement. In the past

the District has left this up to the candidates and it will remain that way unless the Board directs otherwise.

Conflict of Interest Code - As part of managing the election for the District, County Elections requests a copy of the current Conflict of Interest code for the District. Every two years the Conflict of Interest Code is to be reviewed for constancy with the current structure of the organization. The attached copy of the Conflict of Interest Code has been updated with a current date and for signature by the Board President.

FISCAL SUMMARY

The cost of the election is proposed to be budgeted in FY 2020/21 Budget in the amount of \$6,000.

Action: _____

Motion: _____ 2nd: _____

E. Lee _____ B. Kuebler _____ M. Hanson _____ J. Curtis _____ P. Wiles _____

**2018 CONFLICT OF INTEREST CODE
VENTURA RIVER WATER DISTRICT**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the VENTURA RIVER WATER DISTRICT, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the VENTURA RIVER WATER DISTRICT. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Exhibit A.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 15th day of April, 2020:

By: _____
Ed Lee, President

EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
5	Member of the Board	1	COB
1	General Counsel	1	COB
1	General Manager	1	COB
Consultants ¹			

¹ The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

Category 2 – REAL PROPERTY

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trusts in which the public official holds a business position or has an *investment* or other financial interest.

Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 – PROCUREMENT

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 – REGULATION AND PERMITTING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 – FUNDING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which receive grants or other funding from or through the designated position's agency or department.

VENTURA RIVER WATER DISTRICT

RESOLUTION NO 2020 – 320

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
VENTURA RIVER WATER DISTRICT
REQUESTING THAT THE GENERAL DISTRICT ELECTION
TO BE HELD ON NOVEMBER 3, 2020, BE CONSOLIDATED
WITH OTHER ELECTIONS CALLED TO BE HELD ON THE SAME
DAY AND IN THE SAME TERRITORY

WHEREAS, an election shall be conducted for the Ventura River Water District pursuant to the Uniform District Election Law commencing with Section 10500 of the Elections Code on November 3, 2020, for electing three Directors; and

WHEREAS, the Board of Directors wishes the Elections Division of the Office of the County Clerk to conduct said election; and

WHEREAS, pursuant to Section 10400 et seq. of the Elections Code, said election may be consolidated with other elections to be held on the same day; and

WHEREAS, pursuant to Section 15651 et seq. of the Elections Code, in the event of a tie it shall be determined by lot, and

WHEREAS, the Board of Directors desires to request that the District's General District Election be consolidated with any other election which may be held on the same date and involving the same territory.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS as follows:

THAT the General District Election of this District is to be held on November 3, 2020, and consolidated with any other elections held on the same date and involving all or a portion of the territory of the District pursuant to Section 10400 et seq. of the Elections Code; and further,

THAT, pursuant to Elections Code Section 10002, the District shall reimburse the County in full for the services performed upon presentation of a bill to the District.

PASSED, APPROVED AND ADOPTED this 15th day of April 2020.

AYES: B. Kuebler, J. Curtis, M. Hanson, E. Lee, P. Wiles

NOES: None

ABSENT: None

ATTEST:

Ed Lee – President

Bert J. Rapp – Secretary of the Board

VENTURA RIVER WATER DISTRICT

DATE: April 15, 2020
TO: Directors
FROM: Bert J. Rapp, P.E. General Manager
SUBJECT: WATER AND DISTRICT UPDATE

Wells & Production

The static aquifer level at Well #2 on April 1, 2020 was at elevation 528.6, the level rose 0.3 feet since the first of last month. The aquifer is 6.2 feet below the 30 year average for April 1st.

Well #1 is pumping 960 GPM up 14 gpm from last month. Well #7 is pumping 766 gpm down 2 gpm from last month. Wells #2, #3 & #4 were not on line in March.

Supplemental Water from Casitas

No supplemental water was purchased from Casitas in March.

Usage

Sales dollars billed on March 30, 2020 amounted to \$131,248, \$7,669 over budget for March. Last year we billed \$104,259 during the same period. Water sold in March 2020 amounted to 19,728 HCF, a decrease of 34% below the 29,812 HCF sold in March 2013.

Charts are enclosed to depict the ground water status and water usage. On April 1, 2020, Lake Casitas level was 42.3% of full capacity at elevation 502.1, with storage of 100,699 AF. The lake has increased 0.9% or 1.4 feet and increased 2,155 AF since last month.

ET adjustment: The customer water budgets were increased 166% for March because of the dry weather from February 15th to March 15th.

Electronic Billing The number of customers using automatic payments increased from 863 to 868.

Customer Complaint Log

A copy of the Customer Complaint Log is attached.

Activities

The kitchen has been fully repaired from the water damage and is back in full operation. The completed cost was \$4,972, the insurance deductible is \$1,000 and a \$3,972 check has been received from our insurance carrier.

COVID-19: The office is presently closed with a sign on the door providing the District phone number. Phone calls are forwarded to one of the office staff during office hours (typically the Office Manager). Operations staff are working one day at a time unless there is a water emergency. Staff has gloves, face masks, goggles and instructions to use them when in the presence of others.

VENTURA RIVER UPPER BASIN & LAKE CASITAS LEVELS

April 1, 2020

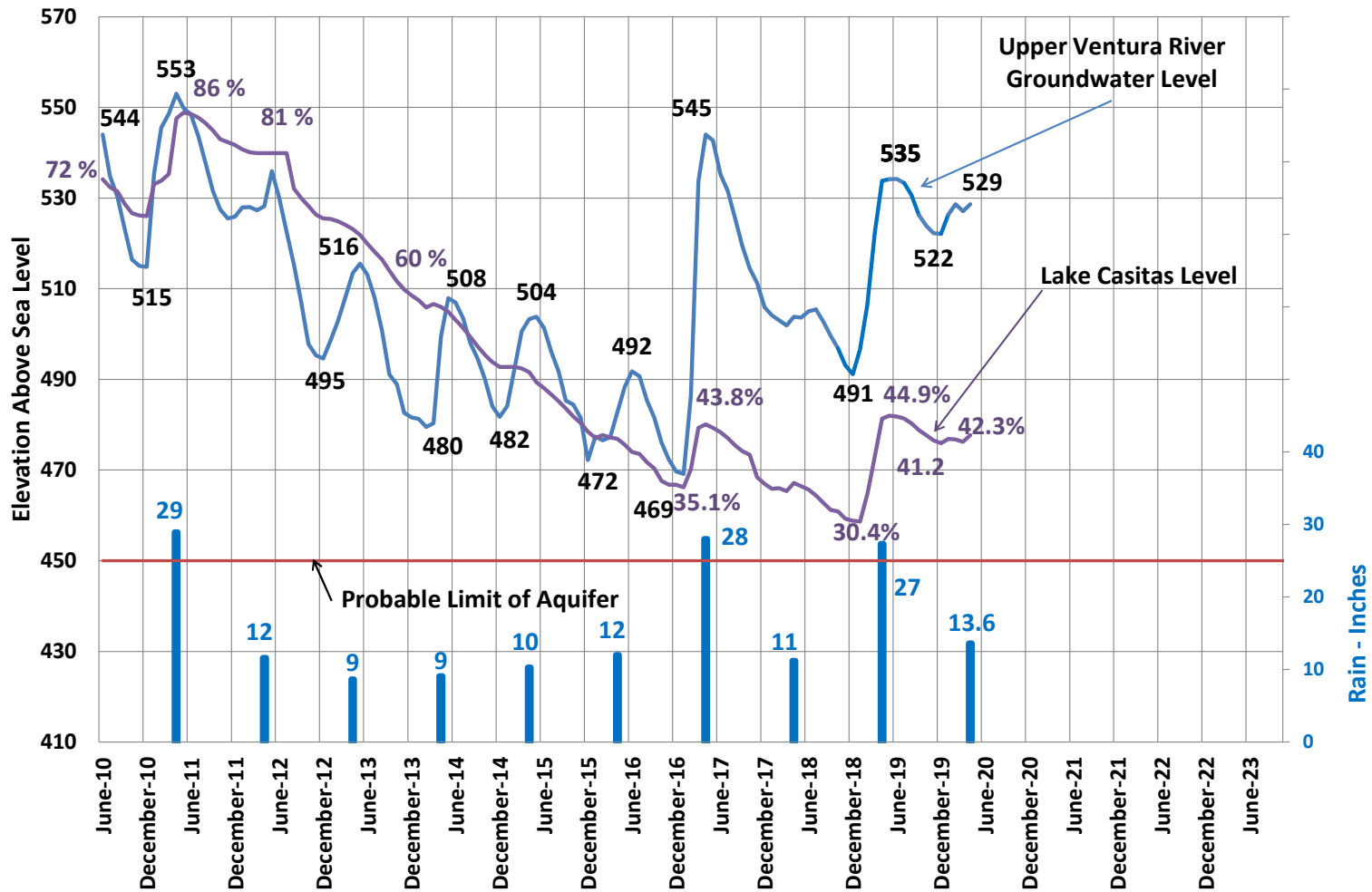
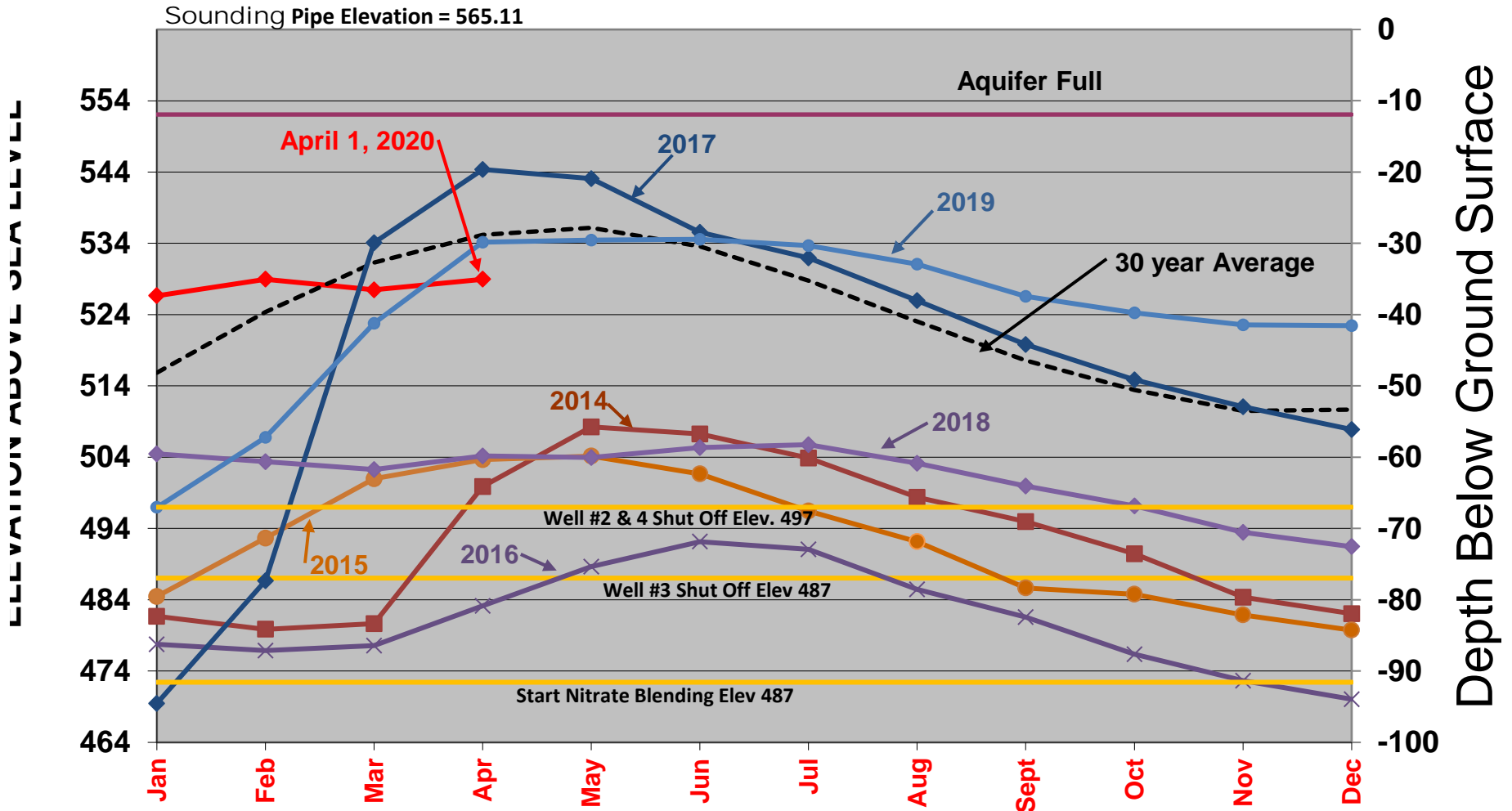


Chart 9

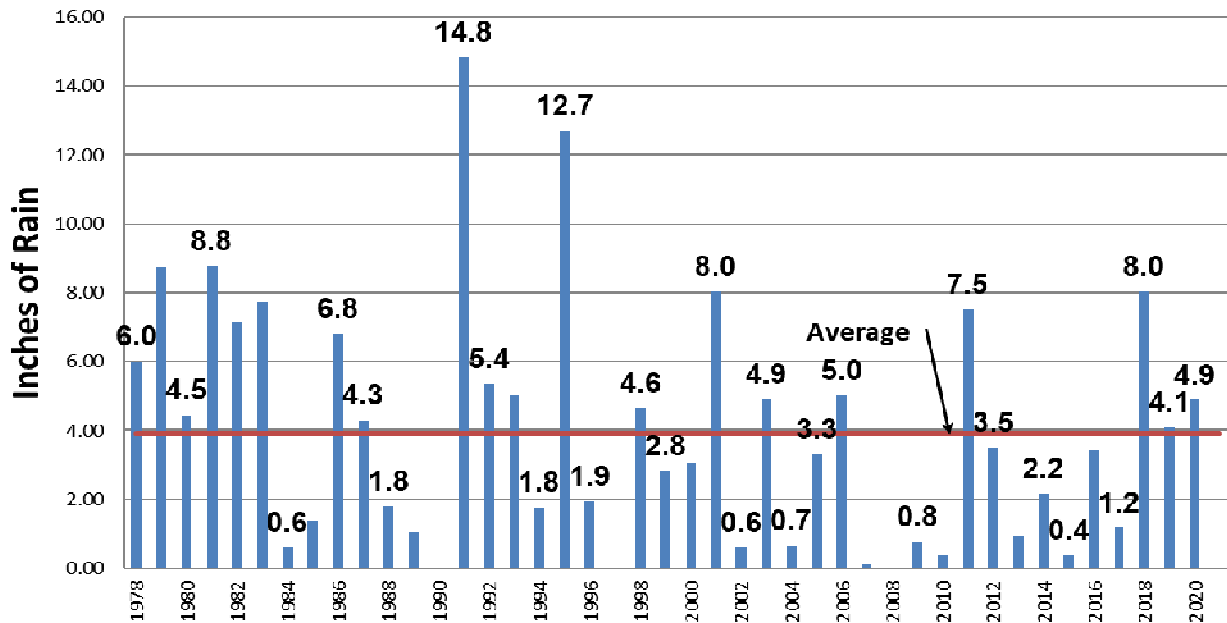
AQUIFER LEVEL BELOW REFERENCE VRWD WELL # 2 FIRST DAY OF THE MONTH

- ◆ 2020
- 2014
- ◆ 2018
- 30 Yr AVG
- 2015
- Nitrate Blending
- Aquifer Full
- × 2016
- Well #3 Shut Off
- ◆ 2017
- Well #2 & #4 Shut Off

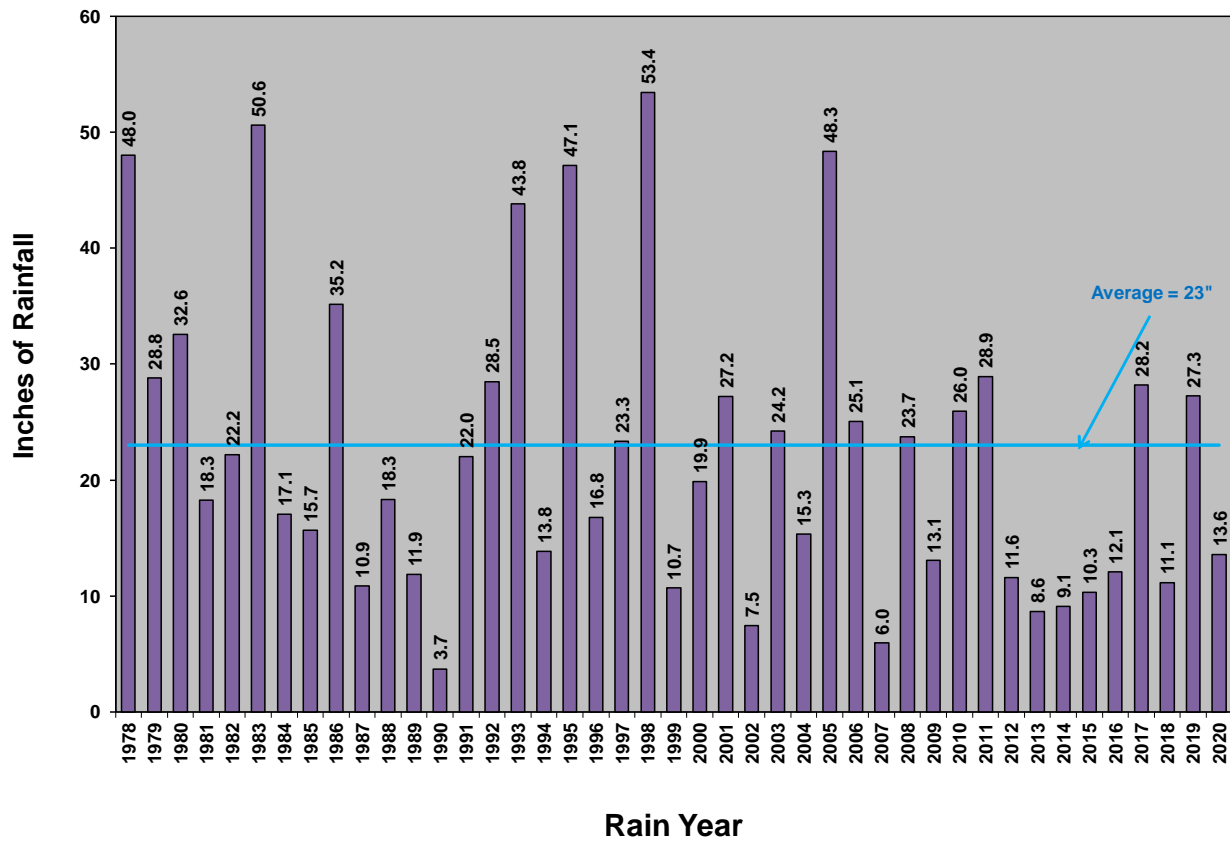


WATER LEVEL HYDROGRAPH

March Rainfall Record



Historic Annual Rainfall - At VRWD Office



RAIN ACCUMULATION PER MONTH

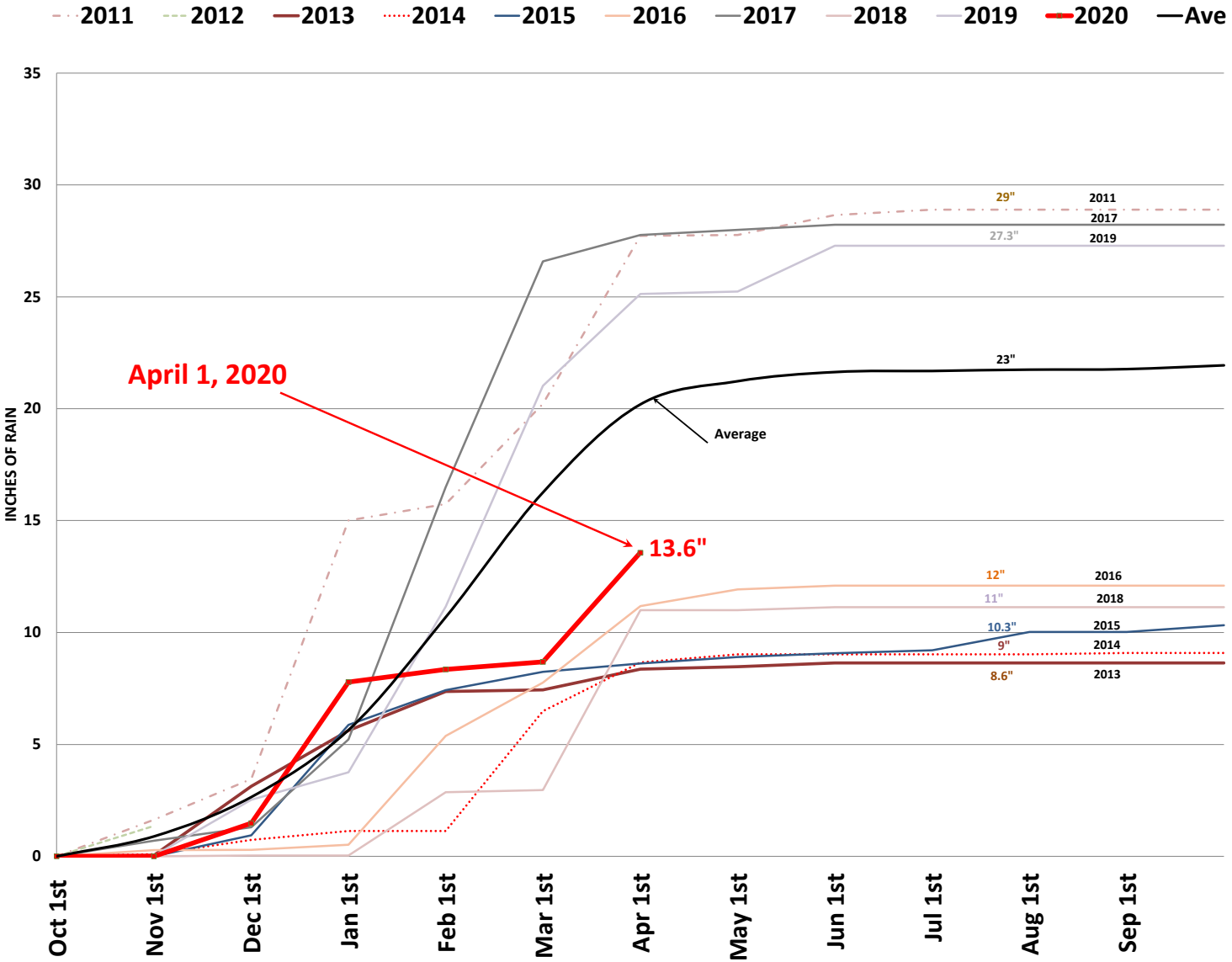
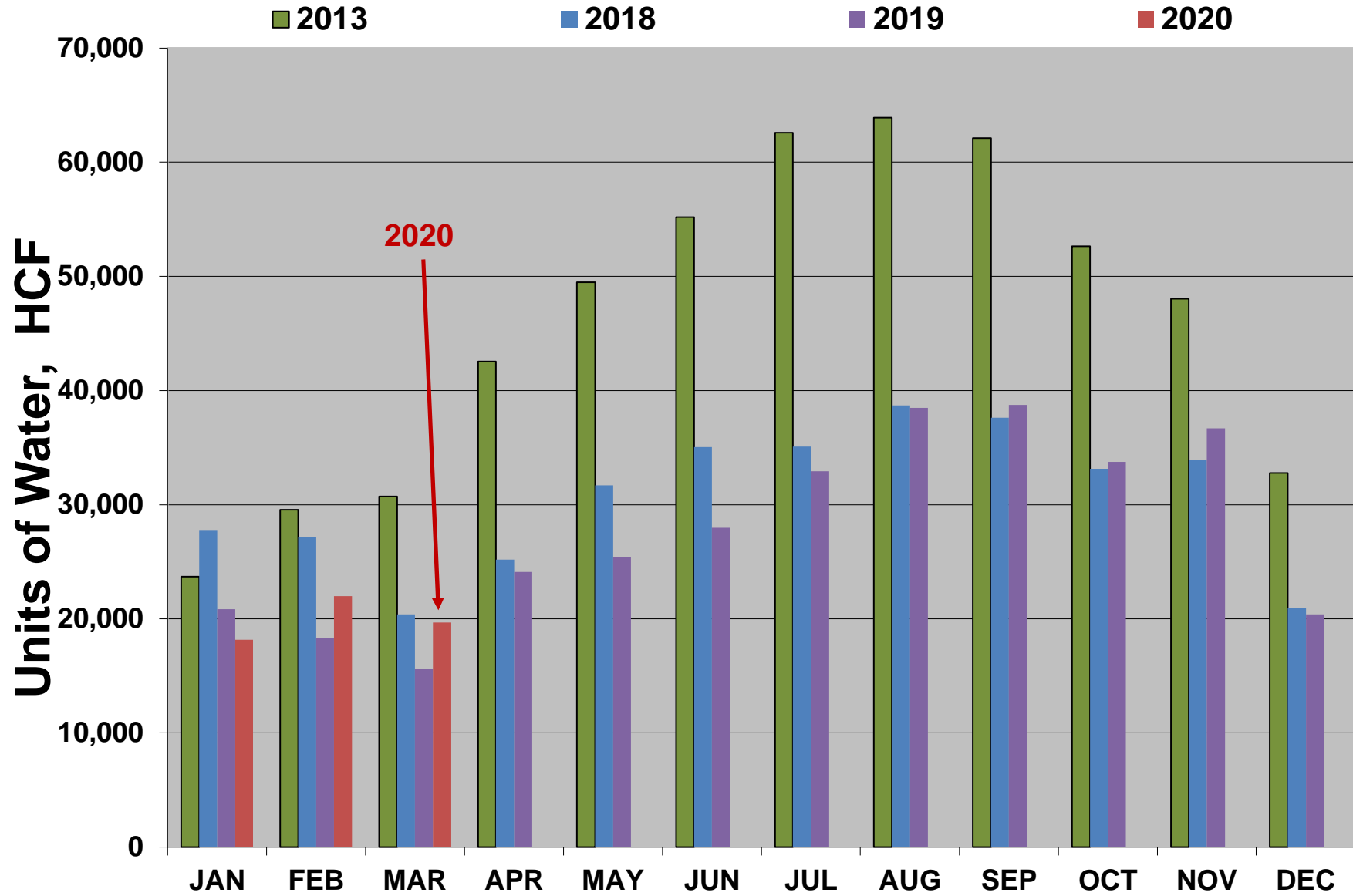


Chart 6

VRWD WELL SERVICE AREA WELL WATER PLUS SUPPLEMENTAL CASITAS WATER



**Chart 7
Ventura River WD Water Usage
Compared to 2013**

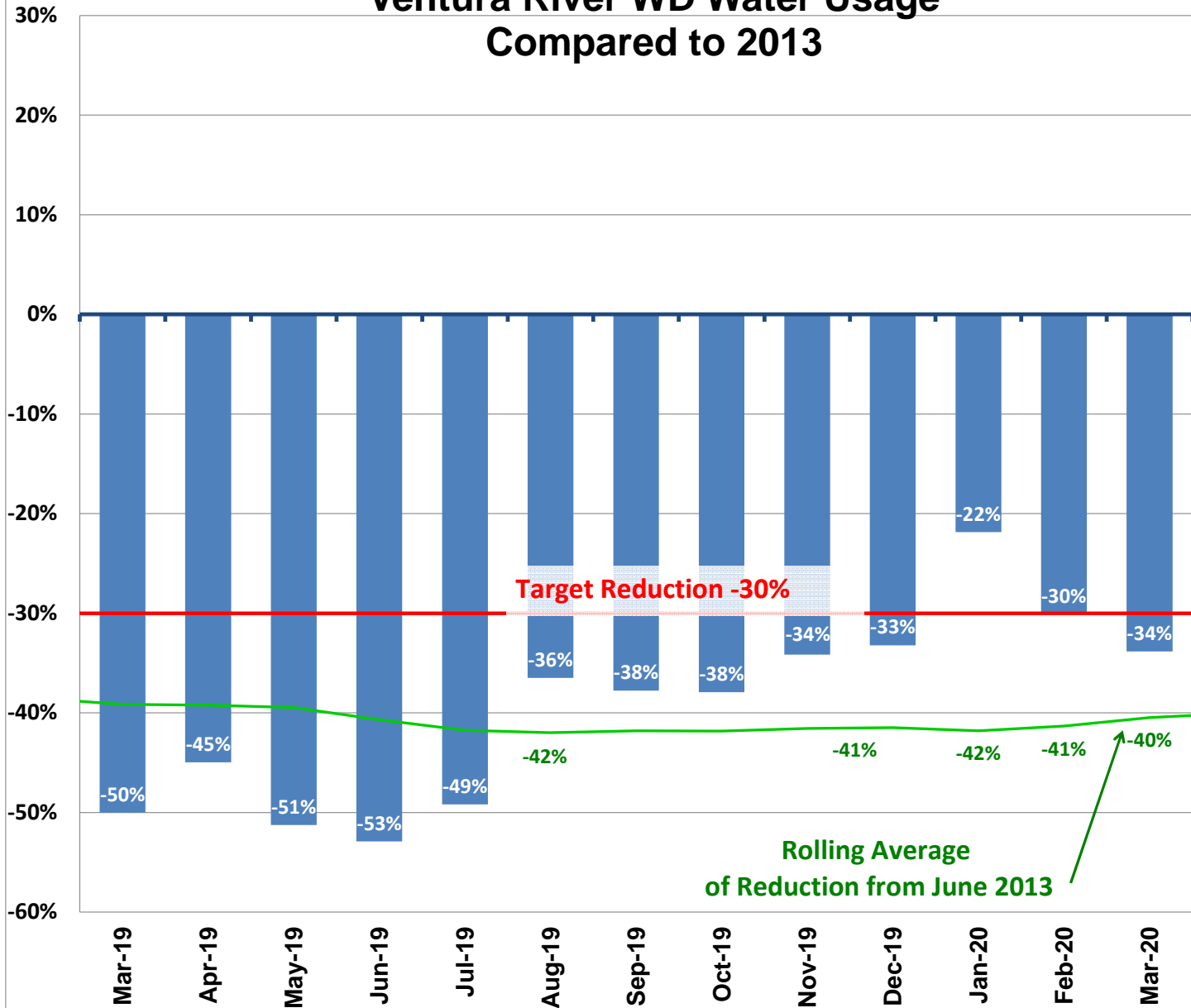
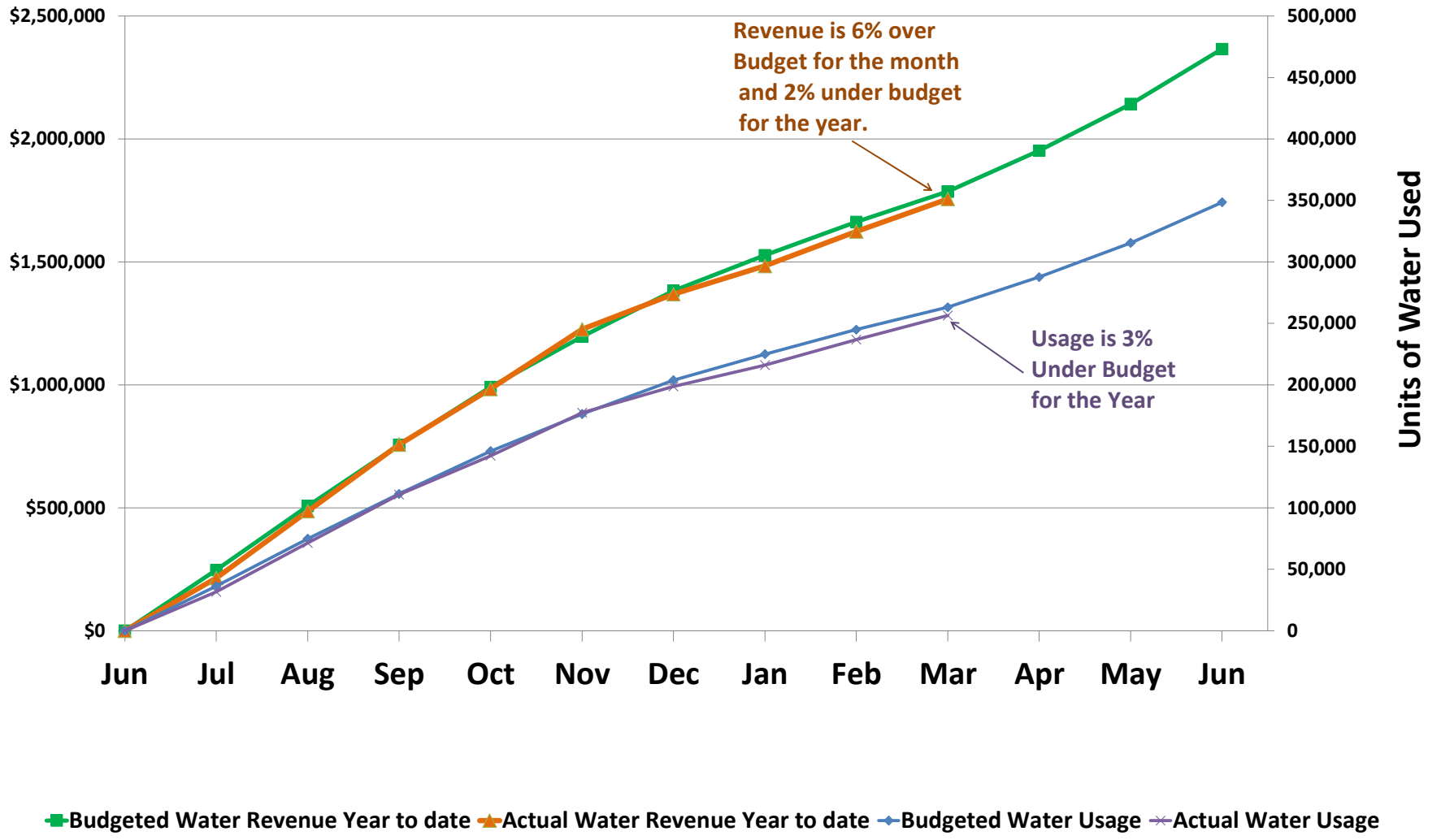


Chart 8 Water Revenues & Usage FY 2019/2020



CUSTOMER COMPLAINT LOG

FOR THE YEAR ENDED DECEMBER 31, 2020

DATE	LOCATION / ADDRESS	PRESSURE	Leak		SERVICE or METER	FINDINGS COMMENTS
		HIGH/LOW	VRWD	CUSTOMER SIDE		
3/5/2020	1083 Granito				X	Customer hit service line when installing wall. VRWD repaired.
3/5/2020	605 Donna			X		Mark spoke with customer, leak on his side of meter. Customer repaired.