

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING APRIL 17, 2019**

Directors present were: Peggy Wiles, Jack Curtis, Bruce Kuebler, Ed Lee and Marvin Hanson. Also present were: Attorney Lindsey Nielson, General Manager/Board Secretary Bert Rapp and Office Manager Amy Joy Bakken. Public present were: Carl Enson and Special District Risk Management Authority (SDRMA) representatives Ellen Doughty, Laura Gill and Michael Scheafer.

1. **CALL MEETING TO ORDER**- President Peggy Wiles called the meeting to order at 3:00 P.M.
2. **PLEDGE OF ALLEGIANCE** – Peggy Wiles.
3. **CONSENT AGENDA:**
 - A. MINUTES MARCH 20TH, 2019
 - B. FINANCIAL REPORTS FOR FEBRUARY & MARCH 2019

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

4. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
5. **APPROVAL OF DRAFT CASITAS ALLOCATION FOR FY 2019/20**– The District's General Manager is to request an allocation from Casitas Municipal Water District (CMWD) each May. This year it is expected that CMWD will maintain a Stage 3 drought declaration and no supplemental water will need to be purchased. Bert Rapp recommended an allocation request for 68 AF. The penalty for exceeding the allocation is \$5.00 per unit. It is not anticipated that the Casitas allocations will be in danger of being exceeded this year. The Board consensus was to send the allocation request to CMWD as presented by the General Manager. No action was taken on this item.
6. **WORKMAN'S COMPENSATION INSURANCE VENDOR SELECTION** –Revised quotes from two Worker's Compensation vendors (SDRMA and JPRIMA) were submitted after last month's Board meeting. JPRIMA's quote was the lowest with a \$21,447 premium. Ellen Doughty and Laura Gill travelled from Sacramento and Mike Scheafer from Costa Mesa to attend the Board meeting. They spoke to the Board of Director's in response to the General Manager's recommendation to change Worker's Compensation vendors from SDRMA to JPRIMA based on the lowest quote received. The SDRMA representatives discussed coding issues between the compared quotes as well as other concerns. A significant issue was whether Bert Rapp was a field or office person. After some Board discussion, it was the general consensus of the Board to postpone this agenda item to the May Board meeting in order to ensure the correct codes were being used in the SDRMA quote and that all appropriate factors were being considered for making a recommendation. Jack Curtis moved for approval to postpone Worker's Compensation Insurance vendor selection to the May 15th 2019 Board meeting, seconded Marvin Hanson and carried 5-0
7. **DRAFT BUDGET REVIEW FY 2019-2020**– The first draft of the 19/20 budget was presented. Water Usage is projected to be 800 AF (790 AF in 2018). Customer water usage may be slightly higher in the upcoming year because of the recovery of the lake. Cost of living increases were budgeted at the Consumer Price Index for March 2019 at 2.7%. Health Insurance costs are expected to come in under the District limit, so employee contributions aren't expected to be required. The upcoming Capital Improvement projects were also discussed. The option to replace the District's Ford Explorer was discussed. The Board consensus was to budget for it in case it was needed but the replacement could be postponed if needed. **Public Comment:** Carl Enson asked if Bert Rapp had looked into the Clean Power Alliance in response to Edison rates increasing. Bert responded he had not brought that information to the Board. Peggy Wiles stated she would like to see an item on the agenda discussing a Clean Power

Alliance to Edison comparison. . Bruce Kuebler had some comments which he will take up with staff separately from the Board meeting. The Draft budget will continue to be refined and re-presented to the budget at the next two meetings. No action was taken on this item.

8. **WELL #2 & #3 REHABILITATION-** The District is currently programmed to abandon Well #2 and #3 this year at a cost of \$30,000. The General Manager recommends that the Board postpone abandoning Well #2 and #3 and program to inspect the wells next fiscal year to see if they can be reconditioned and kept in service. Jack Curtis, Marvin Hanson and Ed Lee all expressed concern about investing more dollars into the old wells instead of thinking about drilling new wells. The Board consensus was to include this item in the budget to investigate options. No action was taken on this item.
9. **VALLEY MEADOW DRIVE SEWER LINE RELOCATION-** During the Valley Meadow Drive Phase I project it was discovered that the sewer main was only 18" away from the existing water main on lower Valley Meadow Drive. This project will relocate 210 feet of sewer main to achieve 10 feet of separation between the potable water and sewer main. The General Manager recommends approval of Budget Transfer #4 in the amount of \$80,000 from Capital Improvement reserves and an approval of a task order for Phoenix Civil Engineering in the amount of \$9,865 for design and construction. Ed Lee moved for approval of the recommended actions, seconded Jack Curtis and carried 5-0.
10. **BILLING SOFTWARE UPGRADE-** The District's current water billing software, CBSW, will soon be outdated. An update to the software, UMS, is available with many upgrades that would be of benefit to the District. These include electronic work orders, check scanning, an emergency notification system, etc. The cost to implement the new software is \$31,140 with a reduction in annual support costs of \$1,968. The General Manager and Office Manager recommend including the costs to upgrade the system in the 19/20 budget. Ed Lee moved for approval of the recommended action, seconded Marvin Hanson and carried 5-0.
11. **RESCIND DROUGHT EMERGENCY RESOLUTION 2018-315-** Lake Casitas is at 44.9% and ground water levels are projected to be at the average for May. Percolation rates in the river bottom are closer to normal and winter rains have provided about a two year supply of water. The General Manager recommends that the Board rescind Resolution 2018-315 declaring a local drought emergency. Peggy Wiles stated that with rescinding the resolution, the District's message should still be conservation as a way of life. Ed Lee Moved for approval of the recommended action, seconded Bruce Kuebler and carried 5-0.
12. **UPPER VENTURA RIVER GROUNDWATER AGENCY (UVRGA) ADVANCE PUMP FEE PAYMENT –** The pending pump fee for the UVRGA is coming out high the first two years with significant reduction after the Groundwater Management Plan work is completed. To smooth out the pump fees over the first 5 years, the three major pumpers in the UVRGA are considering making an advance payment of the pump fee (no interest loan) to the agency which would lower the maximum pump fee from \$99 to \$83. The General Manager recommends that the Board authorize the General Manager to work with UVRGA to prepare loan documents for an up to \$45,000 loan (prepayment of pump fees). Jack Curtis moved for approval of the recommended action, seconded Bruce Kuebler and carried 5-0.
13. **BOARD REPORTS ON MEETINGS ATTENDED & UPDATED ON THE UPPER VENTURA GROUNDWATER AGENCY – BRUCE KUEBLER–** Bruce Kuebler said the biggest discussion at the most recent UVRGA meeting was funding. The finalized number for pumping is 4,355 AF (352 AF for private pumping and 3,972 AF for the Water Districts and 31 AF for the Mutual water companies). The goal is to have the UVRGA Board funding committee make a recommendation at the May meeting and set up a hearing and adopt everything in June so that implementation can start at the beginning of the new fiscal year. The agency is continuing to meet with private pumpers and maintaining outreach in order to continue a good working relationship.

Peggy Wiles, Bruce Kuebler and Bert Rapp attended the AWA breakfast meeting where the topic was adjudication. The mayor of Ventura was in attendance which gave Peggy Wiles the opportunity to schedule an appointment with him to discuss the District's idea for an alternative to the adjudication. Peggy Wiles and Bert Rapp met with the mayor of Ventura who was receptive to the idea of the alternative. The Mayor accepted a letter from VRWD regarding the adjudication alternative that he may take to his board after the first mediation meeting occurs on April 22, depending on the progress made.

14. GENERAL MANAGERS REPORT ON WATER & DISTRICT STATUS - The aquifer is currently 1.3 feet below the 30 year average for April 1st at an elevation of 534.1 feet. Well #1 is pumping 1,070 GPM, up 120 GPM from last month. Well #3 & 4 will be turned on in April so wells #1 & 7 can have a rest. Well #7 is pumping 810 GPM, up 80 GPM from last month. No supplemental water was purchased from Casitas in March. Sales dollars billed on March 31, 2019 amounted to \$104,259, under budget by (\$26,626) for March. Water sold in March 2019 amounted to 14,906 HCF, a decrease of 50% below the 29,812 HCF sold in March 2013. On April 1, 2019, Lake Casitas level was at 44.6% of full capacity at elevation of 505.45 feet. The lake has increased 5.3% or 8 feet for the year.

15. OLD & NEW BUSINESS – Marvin Hanson asked if the District has an emergency plan put together with other local agencies to be prepared. Bert Rapp responded that the AWA has information about what each agency can share in the event of an emergency (equipment, etc).

Peggy Wiles moved the meeting into executive session at 5:21 pm.

16. EXECUTIVE SESSION - Executive session was held to discuss pending litigation City of Ventura v. VRWD Adjudication.

Peggy Wiles moved the meeting out of executive session at 5:31 pm. No actions were taken on issues discussed in executive session. Peggy Wiles adjourned the meeting at 5:31 pm.

Attested:



Peggy Wiles, President



Ed Lee, Vice President