

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING NOVEMBER 20, 2019**

Directors present were: Peggy Wiles, Bruce Kuebler, Ed Lee, Jack Curtis and Marvin Hanson. Also present were: Attorney Lindsey Nielson and General Manager/Board Secretary Bert Rapp. Public present were: George Galgas.

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 OCTOBER 16TH, 2019
 - B. FINANCIAL REPORTS FOR SEPTEMBER & OCTOBER 2019Marvin Hanson moved for approval of the consent agenda items, seconded Jack Curtis and carried 4-0 with abstention by Peggy Wiles because she was not present at the meeting.
4. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
5. **PRESENTATION OF FY 2018-19 AUDIT – BARTLETT, PRINGLE AND WOLF (BPW) & BUDGET TRANSFER #5 FY 2018/19 & ALLOCATIONS TO RESERVES** – Jason Atyabi with BP&W presented the annual audit for FY 2018-19. His major points were that the audit did not find any significant or unusual transactions, the auditor did not have any disagreements with VRWD management on any significant matters, audit adjustments were provided to VRWD staff via a letter. Adjustments were made to the Depreciation schedule, and the summary of paid time off for the year. Net Pension Liability dropped from \$409,855 to \$397,033 over last year. Water sales decreased \$142,501 or 6% from last year. Administration costs were higher due to an air conditioning unit and computers that had to be replaced. The ending cash balance decreased by \$160,800 over last year. Bruce Kuebler moved to accept the FY 2018/19 audit, approve Budget Transfer #5 and approve the allocations to reserves. Seconded by Jack Curtis and carried 5-0.
6. **AUTHORIZATION TO ADVERTISE FOR BIDS TO INSPECT WELLS #2 & #3** – Bert Rapp reported that Wells 2 & 3 are the oldest wells in operation by the District. The purpose of the inspection is to determine if the wells should be abandoned or reconditioned. If a well is not salvageable then it will be abandoned after inspection. If a well can be reconditioned then a future contract will be prepared for its reconditioning. Marvin Hanson commented about the nitrate problems in Well #3 and about the reduced pumping capacity of Well #2 after maintenance work in 1996. Bruce Kuebler noted that the request for proposals needs a description of required documents for the proposal. Jack Curtis moved to advertise for bids, seconded by Marvin Hanson, approved 5-0.
7. **AWARD OF CONTRACT PARKER MANIFOLD RECONSTRUCTION** – Bert Rapp reported that the piping manifold at the Parker pump station has failed twice in the last year and is critical to providing water to Zone 2. Two informal bids were obtained. Public Contract code permits negotiated contracts for projects \$60,000 or less. A catastrophic failure of the manifold pipes could destroy the pump station. Bruce Kuebler moved to approve Budget Transfer #3 in the amount of \$65,000, create a budget account for the Parker Manifold Replacement, award the replacement contract to C.D. Lyon in the amount of \$49,773.93 and provide the General Manager change order authority of \$15,000 to cover unexpected changes and the replacement of a 14-inch valve at the manifold. Seconded by Marvin Hanson, carried 5-0.
8. **DRAFT PERSONNEL POLICY UPDATES** – Bert Rapp reviewed with the Board the latest updates to the personnel policy. Peggy Wiles and Bruce Kuebler requested meetings with the General Manager for additional edits. The policy will be brought back to the Board at the December 18th meeting for hopeful


adoption. Bert Rapp explained that many employers and public agencies do not regularly implement cost of living adjustments at the full calculated rate published for the CPI and that doing so may create undue wage inflation over time and his preference is to provide merit increases when warranted to stay within market rates for compensation. Board direction was to provide a provision in the personnel policy to implement an annual CPI adjustment of 50% of the published CPI for the Los Angeles/Orange County unless modified by the Board and utilize individual merit increases to maintain cost competitive compensation for the employees. The General Manager will present language to implement this change in the final draft.

- 9. BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUNDWATER AGENCY (UVRGA)-BRUCE KUEBLER-** – Bruce Kuebler discussed the most recent UVRGA meeting. The UVRGA has submitted its first invoice to the Department of Water Resources and can expect the first refund from the Groundwater Sustainability Plan grant in the amount of about \$90,000 early in 2020. The UVRGA Board awarded a contract with Enter, Inc. to begin work on data management and conceptual modeling. No action was taken on this item.
- 10. GENERAL MANAGERS REPORT ON WATER & DISTRICT STATUS** - The aquifer is currently 13.8 feet above the 30 year average for November 1st at an elevation of 522.5 feet. Well #1 is pumping 930 GPM, down 94 GPM from last month. Well #4 is pumping 1,047 GPM, up 46 GPM from last month. Well #2, #3 & #7 are not online. No supplemental water was purchased from Casitas in October. Sales dollars billed on October 31, 2019 amounted to \$226,684, (\$9,170) under budget for October. Water sold in October 2019 amounted to 31,821 HCF, a decrease of 38% below the 51,064 HCF sold in October 2013. On November 1, 2019, Lake Casitas level was 41.6% of full capacity at elevation 500.9, 66.1 feet below spill elevation of 567 with storage of 98,913 AF. The lake has decreased 0.7% or 1.1 foot and decreased 1,786 AF feet since last month. The customer water budgets were increased 52% for the November 30th billing because the hot dry weather in late October and early November.
- 11. OLD & NEW BUSINESS** Bert Rapp discussed District activities underway including GIS edits of pipe locations, North Baldwin Tank floor repairs and the grant from the Resource Conservation District. No action was taken on this item.
- 12. EXECUTIVE SESSION** – The Board entered an executive session at 5:15 p.m. regarding the City of Ventura adjudication and Personnel matters. The Board came out of executive session at 5:28 p.m. No action was taken.

Peggy Wiles adjourned the meeting at 5:29 pm.

Attested:


Peggy Wiles, President


Ed Lee, Vice President