

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING DECEMBER 16, 2020**

Directors present via Zoom video and teleconference were: Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. Also present 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 3:00 P.M.
2. **CONSENT AGENDA:**
 - A. **MINUTES NOVEMBER 18, 2020**
 - B. **FINANCIALS SEPTEMBER AND OCTOBER 2020**

Nathan Rosser moved for approval of the consent agenda with the revised Income Statements, seconded Bruce Kuebler and carried 4-0. (AYES: Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None. ABSENT: Jack Curtis)

3. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
4. **PRESENTATION OF FY 2019-20 AUDIT - BARTLETT, PRINGLE, AND WOLF & BUDGET TRANSFER #5 FY 2018/19 & ALLOCATIONS TO RESERVES** – Amy Joy Bakken presented the Fiscal Year 2020 Audit and introduced Bartlett, Pringle, and Wolf Accountants, James Lewis, and Stacey Gumley. James and Stacey went on to discuss the particulars of the audit including year to year comparisons of significant variances. No material weaknesses were found during the audit and financials were found to be fairly and accurately stated. **Recommended Actions:** 1) Review and comment on the annual audit. 2) Approve budget transfer #7 in the amount of \$169,326. 3) Approve the FY 2019/2020 allocation to reserves as presented in the updated board packet and Board presentation. Bruce Kuebler moved for approval of the recommended actions, seconded Peggy Wiles, and carried 4-0. (AYES: Ed Lee, Bruce Kuebler, Nathan Rosser, Peggy Wiles. NOES: None. ABSENT: Jack Curtis.)
5. **UPDATE ON INFILL HYDRANTS** –The District has been reviewing the service area to determine where infill hydrants are needed to meet current fire flow standards. Current residential requirements are 500' spacing of hydrants capable of producing 1,000 GPM. The standard prior to that set in 1972 were 1,000' spacing and 500 GPM. The District has completed a spatial analysis using GIS, fire flow tests and hydraulic analysis. Input has also been obtained from the Ventura County Fire Protection District. Bert Rapp gave a detailed presentation of his analysis. Bruce Kuebler commented that the various hydrant projects should be prioritized. He also recommended that the District reach out to see if there are any grants for disadvantaged communities available for the Casitas Springs pipe replacement. **Recommended Actions:** 1) Approve Budget Transfer #2 to add \$12,000 to Account #13010 to replace the warhead with a fire hydrant at the intersection of Barbara Street and Puesta Del Sol. 2) Authorize the General Manager to work out details with Casitas regarding Emergency turnouts to serve the Monte Via neighborhood and Ojai Terrace. 3) Direct the General Manager to update the 20-year Capital Improvement Program to include the latest infill fire hydrant projects. 4) Direct the General Manager to reach out to the Rice Road Mobile Home parks and Ventura County Fire regarding fire flow in the parks. 5) Create a prioritization schedule for the infill hydrant work. Bruce Kuebler moved for approval of the recommended actions, seconded Peggy Wiles and carried 4-0 (AYES: Ed Lee, Bruce Kuebler, Nathan Rosser, Peggy Wiles. NOES: None. Absent: Jack Curtis.)
6. **2021/2022 DISTRICT CALENDARS** – Bert Rapp presented the calendars for the upcoming two years and welcomed changes by the Board. The general consensus from the Board was to accept the calendars as presented. No action was taken on this item.

7. **AWARD OF SCADA INTEGRATOR**– In October, the District lost its SCADA integrator to a heart attack. The Board authorized the General Manager to advertise for cost proposals for a new SCADA Integrator. Request for Proposals were sent to 13 companies. The District received 3 proposals. Bert Rapp presented the detailed information for each firm and recommended that the Board award the contract to Northern Digital. Bruce Kuebler moved for approval of the recommended action, seconded Peggy Wiles and carried 4-0 (AYES: Ed Lee, Bruce Kuebler, Nathan Rosser and Peggy Wiles. NOES: None. Absent: Jack Curtis.)

8. **BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUDN WATER AGENCY (UVRGA)-BRUCE KUEBLER**- Bruce Kuebler discussed the most recent UVRGA meeting. Two interesting items of discussion. One of the six monitoring factors (subsidence) was screened out. There was concern that the Department of Water Resources (DWR) would not allow UVRGA to simply exclude subsidence as an issue but that they would allow them to say it was not significant at this point. There will be some monitoring that will be provided through DWR. A monitoring system is available, and the subsidence will be monitored for years. If there are some situations with some settlement, or elevation changes that are significant, those would have to be analyzed in that area. There is not a forgone conclusion that a change in elevation is related to groundwater changes so there would be analysis of what is taking place. As part of the GSP, there must be a fifty-year water budget and assumptions made about what demand will be and what pumping will be and how those would be affected by conservation and climate change. In Bryan Bondy's assessment, it looks like climate change would be offset by conservation. The projected water demand in the basin was estimated using VRWD data, as it is the only District who has provided the information. Our water demand going ahead would probably be about 1,100 Acre Feet (AF) per year. The pumping would likely be 950 AF plus 140 AF from Casitas giving about 1100 AF/year which was submitted to the agency for Ventura River. No action was taken on this item.

9. **GENERAL MANAGER'S REPORT ON WATER & DISTRICT STATUS**- The aquifer is currently 9.2 feet above the 30-year average for December 1. Well #1 is pumping 942 GPM, up 1 GPM from last month. Well #2, #3, #4 & #6 were not online in November. Well #7 is pumping 717 GPM, up 2 GPM from last month. No supplemental water was purchased from Casitas. Sales dollars billed on November 31 amounted to \$238,448, over budget by \$33,410 for November. Water sold in November 2020 amounted to 34,012 HCF, a decrease of 36% below the 53,064 HCF sold in November 2013. On December 1, Lake Casitas level was at 39.7% of full capacity at elevation of 498 feet. The lake has decreased 0.6% or 0.92 feet and decreased 1,378 AF since last month. No action was taken on this item.


10. **OLD & NEW BUSINESS**- Ethics and Sexual Harassment training are coming up for the Board in January 2021.

11. **ELECTION OF OFFICERS**-Ed Lee requested nominations for the upcoming year. Ed Lee nominated Bruce Kuebler for President of the Board in 2021, seconded Peggy Wiles and carried 4-0. (AYES: Ed Lee, Bruce Kuebler, Nathan Rosser, and Peggy Wiles. NOES: None. Absent: Jack Curtis.) Bruce Kuebler nominated Peggy Wiles for Vice President of the Board, seconded Nathan Rosser and carried 4-0. (AYES: Ed Lee, Bruce Kuebler, Nathan Rosser, and Peggy Wiles. NOES: None. Absent: Jack Curtis.) Peggy Wiles nominated Nathan Rosser as treasurer, seconded Bruce Kuebler and carried 4-0. (AYES: Ed Lee, Bruce Kuebler, Nathan Rosser, and Peggy Wiles. NOES: None. Absent: Jack Curtis.)

12. EXECUTIVE SESSION – Attorney Lindsey Nielson indicated there was no need for an executive session at this time.

Ed Lee adjourned the meeting at 4:43 pm

Attested:



Ed Lee, President



Bruce Kuebler, Vice President