

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING FEBRUARY 17, 2021**

Directors present via Zoom video were: Jack Curtis, 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. Public Present: None.

1. **CALL MEETING TO ORDER-** President Bruce Kuebler called the meeting to order at 3:00 P.M.
2. **CONSENT AGENDA:**
 - A. MINUTES JANUARY 20, 2021
 - B. FINANCIALS DECEMBER 2020 & JANUARY 2021

Ed Lee moved for approval of the consent agenda, seconded Peggy Wiles and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)

3. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.

4. **RESOLUTIONS RECOGNIZING 10 YEARS OF SERVICE-MARK ALBERTSEN AND BERT RAPP RESOLUTIONS 2021-329 & 330**–The District is recognizing Utility Worker II employee, Mark Albertsen, for his 10 years of service to VRWD. During his 10 years with the District, he has worked hard and been a valuable member of the staff. Also, General Manager Bert Rapp will complete 10 years of service as well. In Bert Rapp's time at the District he has worked tirelessly to improve the water system and uses a long term, out of the box thinking approach. Both employees are eligible for longevity pay per the Rules and Regulations. There was some general board discussion regarding Bert and Mark's service. **Recommended Actions:** 1) Approve Resolution 2021-329 Recognizing Mark Albertsen for 10-years of service and authorize a onetime Longevity Pay of \$500. 2) Approve Resolution 2021-330 Recognizing Bert Rapp for 10-years of service and authorize a onetime Longevity Pay of \$500. Ed Lee moved for approval of recommended Action 1, seconded Nathan Rosser and carried 5-0 (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.) Bruce Kuebler moved for approval of recommended Action 2, seconded Jack Curtis and carried 5-0 (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)

5. **MID-YEAR BUDGET REVIEW AND BUDGET TRANSFER #3**–Amy Joy Bakken presented a review of the budget vs. actual Revenue and Expenses at the mid-year budget point (December 2020). She went over reasons behind some of the projected overages including some items that were underbudgeted and have been corrected for the next fiscal year. Nathan Rosser asked about the replacement of the General Manager vehicle and recommended it be replaced with an electric vehicle. There was general board discussion regarding the benefits of obtaining a used Chevy Volt electric vehicle. **Recommended Action:** 1) Review and comment on the mid-year budget update. 2) Approve Budget Transfer #3 in the amount of \$43,105 to account for the cost of the Burnham Rd. Pressure Sustaining Valve and a soft start for Baldwin booster #3. 3) Authorize the General Manager to proceed with the purchase of the budgeted office vehicle. Jack Curtis moved for approval of the recommended actions including obtaining a used electric vehicle to replace the office vehicle, seconded Peggy Wiles and carried 5-0 (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)

6. **APPROVAL OF PROJECTS TO INCLUDE IN 20 YEAR "0" INTEREST LOAN AND 10 YEAR CAPITAL IMPROVEMENT PROGRAM**– Bert Rapp went over the list of projects he proposed to be included in the 20-year zero interest incentive loan application. He also presented changes to the 10 year capital improvement program and the projects that were pushed further down the program due to the prioritization of the loan projects. Nathan Rosser stated that the Johnny Cash main

replacement was an important project and should be moved up on the capital improvement program. He stated that it is a priority for the Casitas Springs neighborhood and was largely depended upon by the Fire Department during the Thomas Fire. Peggy Wiles recommended the projects be listed in a priority order, with the Tico Annexation at the top. There was some general board discussion regarding possible grant funding opportunities for disadvantaged communities as well as other general questions. Peggy Wiles moved for approval of the recommended actions (with the Board's recommended changes of moving the Jonny Cash Way Main Line Replacement project from 28/29 to 23/24 and re-ordering the zero interest loan projects by priority with Tico Annexation first), seconded Ed Lee and carried 5-0 (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)

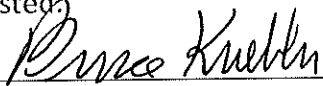
7. **GOALS UPDATE**– Bert Rapp gave an update of the District's goals for fiscal year 20/21 as well as proposed goals for fiscal year 21/22. Bruce Kuebler asked that a goal be added for Bert Rapp to prepare the District for his possible upcoming retirement in or around 2023. Peggy Wiles asked that a goal be added for pursuing the zero-interest incentive loan for the Tico Annexation. No action was taken on this item.
8. **INSTALL SOFT START ON BALDWIN BOOSTER PUMP #3**- A soft start is needed for a booster pump at Baldwin to reduce the incoming amperage required to start the pump. The soft start will lower the Demand Charge from Edison and enable the pump to be started by the new Tesla batteries. Northern Digital, the District's new SCADA integrator, can prepare the specifications and inspect the work when it is installed. The use of a soft start is projected to lower the demand charge by about \$400 to \$1,100 per month, saving the District approximately \$4,800 per year. There was general board discussion regarding specifics of the pump and how the demand charge is applied by Edison. **Recommended Action:** The General Manager recommends that the Board authorize the General Manager to approve a Task Order with Northern Digital, Inc in the amount of \$14,900 to prepare specifications and inspect the installation of a soft start on Baldwin Booster Pump #3. Ed Lee moved for approval of the recommended action, seconded Jack Curtis and carried 5-0 (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)
9. **APPROVAL OF 4% WATER RATE INCREASE**- The District was scheduled for a 6% rate increase effective January 15, 2021. A 4% rate increase will be sufficient to sustain the 10-year capital improvement program and other District operations. Bert Rapp presented two options for the application of the rate increase. Option 1 was to lower the base rate; Option 2 was to keep the base rate the same. Bert Rapp presented a multitude of information to the Board to show the effect of each option on different types of District water users and how the District's rates compare to other local water agencies as well as southern California agency base rates. Nathan Rosser asked if a lower rate increase could be applied now, taking into consideration the financial burden of COVID-19 restrictions on our customers. Bert Rapp presented the 10-year financial plan with a 2% increase rather than a 4% and showed how a 5% increase would be needed in a future year if the increase was reduced to 2% now. There was some general board discussion regarding the benefits of having a rate structure which encourages conservation by lowering the base rate. **Recommended Actions:** 1) Approve a 4% rate increase effective March 15, 2021. 2) Approve Option 1: APPENDIX I of the Rules and Regulations to apply the rate increase to the cost of water and lower the base rates. Peggy Wiles moved for approval of the recommended actions, seconded Ed Lee and carried 4-1 (AYES: Jack Curtis, Bruce Kuebler, Ed Lee and Peggy Wiles. NOES: Nathan Rosser.)
10. **BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUDNWATER AGENCY (UVRGA)-BRUCE KUEBLER**- Bruce Kuebler discussed the most

recent UVRGA meeting. The main topic was the model being developed of the groundwater basin. Consultants and Brian Bondy continue to work and calibrate the model. They did a presentation on some of the model runs. There has been some difficulty in the process, however they are running out of time and will need to use the model as it is. The State mentioned they may be releasing their model without the documentation that goes along with it. Even if the State did release their model, it is too late in the process to use, so UVRGA will be going with the model created by their consultants and continue along that path. The model will be adaptively managed as it must be updated every five years and as more is learned about the State's model in 2022. A Zoom workshop will be held on March 2nd at 4 pm to present results on the calibration of the model, water quality and the long-term water budget. Bruce Kuebler also discussed the Ventura Adjudication lawsuit status conference which he listened in on. No action was taken on this item.

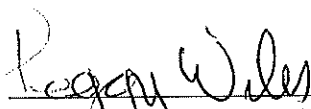
11. **GENERAL MANAGER'S REPORT ON WATER & DISTRICT STATUS-** The aquifer is currently 0.8 feet below the 30-year average for February 1. Well #1 is pumping 953 GPM, up 6 GPM from last month. Well #6 was run for a week to test the chlorination system, pressure release to the Parker tank and monitor well levels in the Krotona and Villanova Mutual wells. Well #2, #3, #4 were not online in January. Well #7 is pumping 734 GPM, up 13 GPM from last month. No supplemental water was purchased from Casitas. Sales dollars billed on January 31, 2021 amounted to \$176,255, \$32,005 over budget for January. Water sold in January 2021 amounted to 25,945 HCF, an increase 18% above the 22,075 HCF sold in January 2013. On February 1, Lake Casitas level was at 39.2% of full capacity at elevation of 497.16 feet. The lake has decreased 0.1% or 0.14 feet and decreased 148 AF since last month. ET was increased 75% for the January 31st water bill. No action was taken on this item.
12. **OLD & NEW BUSINESS-** Director and current Board President Bruce Kuebler was selected as the Ventura County Special District's Association's Director of the Year.
13. **EXECUTIVE SESSION-** Bruce Kuebler moved the meeting into executive session at 4:32 to discuss pending litigation and personnel matters. Bruce Kuebler moved the meeting out of executive session at 4:44 pm. No action was taken on this item.

Meeting adjourned at 4:44 pm.

Attested:



Bruce Kuebler, President



Peggy Wiles, Vice President