

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING JANUARY 19, 2022**

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, Office Manager Emily Arnbrister Public Present: Jonathon Turner of Phoenix Civil Engineering, Frances Fitting, Tico Mutual.

1. **CALL MEETING TO ORDER-** President Peggy Wiles called the meeting to order at 3:00 P.M.
2. **CONSENT AGENDA:**
 - A. **MINUTES DECEMBER 15, 2021**
 - B. **FINANCIALS NOVEMBER & DECEMBER 2021**
 - C. **CONFIRMATION OF RESOLUTION 2021-335 REMOTE MEETINGS**

Jack Curtis moved for approval of the recommended action, seconded Nathan Rosser and carried 4-0. (AYES: Jack Curtis, Bruce Kuebler, Nathan Rosser and Peggy Wiles. Absent: Ed Lee NOES: None.)

3. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA) –** None.
4. **AWARD OF TASK ORDER- 2023 WATER PROJECTS DESIGN:** The Board appointed an ad hoc five person Selection Committee to review the proposals and interview the engineering firms who submitted cost proposals for the design phase of the State Revolving Fund Loan projects. Phoenix Civil Engineering was the best candidate after the review. The General Manager recommended to remove the Hwy 33 Loop project due to anticipated construction difficulty caused by the Highway and eucalyptus trees. Two other alternatives were proposed for pursuing the Hwy 33 Loop separate from the SRF project. The Solar Panels are also advised to be removed by the General Manager due to the ability for Solar to be part of other grant opportunities. The Board held general discussion around adding Hwy 33 Loop back to Capital Improvement Plan. **Public Comment:** None. **Recommended Action:** 1. Remove the Casitas Springs Hwy 33 Loop to Nye Rd and Solar Projects from the project list. 2. Direct the General Manager to issue Task Order #16 to Phoenix Civil Engineering for Design and Contract Administration of the SRF projects in an amount of \$657,565. Jack Curtis moved for approval of the recommended action, seconded Bruce Kuebler and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)
5. **APPROVAL OF RESOLUTION 2022-340 TICO MUTUAL ANNEXATION:** Tico Mutual Water Company has requested that VRWD annex their properties into the District. The annexation process includes adopting Resolution 2022-340 to Initiate Proceedings to Annex. After the merger, Tico will use VRWD water as potable water only and to retain their own system with high nitrate water for outdoor irrigation. There was General Board discussion regarding limited use of VRWD water by Tico. **Public Comment:** None. **Recommended Action:** Approve Resolution 2022-340. 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.)
6. **ADOPT RESOLUTION 2022-341 SUPPORTING WILDLIFE CONSERVATION BOARD GRANTS FOR WATER CONSERVATION EFFORTS:** Watershed Progressive has prepared two grant applications to the Wildlife Conservation Board that will plan and implement water sustainability projects. The grants propose funding projects over three years. Director Kuebler recommended edits to the resolution, consented to by all Directors. **Public Comment:** None. **Recommended Action:** Approve resolution 2022-341 with incorporations of edits suggested by Director Kuebler. Bruce Kuebler moved for approval of the recommended action with recommended changes, seconded Jack Curtis and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)

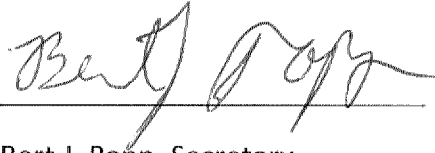
7. **ASSISTANT GENERAL MANAGER, JOB DESCRIPTION, SALARY RANGE& ADVERTISEMENT:** The Directors unanimously agreed to use the language "preferred" rather than "required" regarding Civil Engineering and Government Agency experience for the job qualifications. Ed Lee recommended that he be replaced on the ad-hoc selection committee for the Assistant General Manager, Peggy Wiles appointed herself to the ad-hoc committee in replacement of Ed Lee. Director Kuebler recommended edits to the recruiting documents which were consented to by all Directors. There was general Board discussion regarding advertisement of the position. **Public Comment:** None. **Recommended Action:** 1. Approved the job description for Assistant General Manager. 2. Review and comment on the advertisement and brochure. 3. Approve the updated Salary Range Schedule. Ed Lee moved for approval of the recommended action with incorporation of Direct Kuebler's changes, seconded Bruce Kuebler and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)
8. **AWARD OF TASK ORDER- HYDRAULIC ANALYSIS OF OJAI TERRACE:** Casitas Municipal Water District now offers emergency water connections. VRWD is considering installing a connection to serve the Ojai Terrace. CMWD asked for a cost analysis for the 3 potential emergency connections VRWD could establish. Water Resources Engineering Associates provided a cost proposal of \$15,180 to conduct the hydraulic analysis of Ojai Terrace neighborhood. There was general board discussion regarding the benefits of the different emergency connection locations. **Public Comment:** None. **Recommended Action:** Authorize the General Manager to issue a Task Order to WREA in the amount of \$15,180 to conduct the hydraulic analysis of the Ojai Terrace. Jack Curtis moved for approval of the recommended action, seconded Ed Lee and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser and Peggy Wiles. NOES: None.)
9. **BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUNDWATER AGENCY (UVRGA)- BRUCE KUEBLER:** Bruce Kuebler reported on the most recent UVRGA meetings. On January 6th UVRGA adopted the GSP. On January 13th there was discussion regarding revenue stability for UVRGA; the most widely discussed method is through charging based on average use over some period of time with periodic review. Agriculture pumpers would be billed through annual meter usage.
10. **GENERAL MANAGER'S REPORT ON WATER & DISTRICT STATUS:** The static aquifer level at Well #2 on January 1, 2022, was at elevation 498.0, rising 6.7 feet since the first of last month. The aquifer is currently 17.8 feet below the 30-year average for January 1. Well #1 is pumping 896 GPM, up 40 GPM from last month. Well #2, #3, #4 & #6 were not online in November. Well #7 is pumping 603 GPM, up 45 GPM from last month. No supplemental water was purchased from Casitas. Sales dollars billed on December 31, 2021, amounted to \$167,762, under budget by \$37,243 for December. Water sold in December 2021 amounted to 24,560 HCF, a decrease of 23% below the 32.019 HCF sold in December 2013. On January 1, 2022, Lake Casitas level was at 35.0% of full capacity at elevation of 490.00 feet. The lake has increased 2.8% or 5.2 feet and increased 6,582 AF since last month. No action was taken on this item. The Covid-19 Arrearages fund from State Water Resources Control Board has been dispersed to 51 eligible VRWD customers.
11. **OLD & NEW BUSINESS:** Discussion of potential inflation update for the Director compensation; no directors were inclined to address adjusting compensation. There was a recent ruling by the court regarding the Adjudication; The court denied the motion to only address one groundwater basin at a

time and ruled that the court does have jurisdiction over Ojai Basin Groundwater Management Authority with regards to the adjudication.

- 12. EXECUTIVE SESSION** – Peggy Wiles moved the meeting into executive session at 4:14 pm to discuss pending litigation, and review of General Manager, Legal Counsel performance. Peggy Wiles brought the Board out of executive session at 4:48 pm. No action was taken in Executive Session.

Meeting adjourned at 4:48pm.

Attested:

A handwritten signature in cursive script, appearing to read "Bert J. Rapp", is written over a horizontal line.

Bert J. Rapp, Secretary