

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING March 16, 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: Christy Cooper of Harris & Associates

1. **CALL MEETING TO ORDER-** President Peggy Wiles called the meeting to order at 3:00 P.M.
2. **CONSENT AGENDA:**
 - A. **MINUTES FEBURARY 16, 2022**
 - B. **FINANCIALS JANUARY & FEBRUARY 2022**
 - C. **CONFIRMATION OF RESOLUTION 2021-335 REMOTE MEETINGS**

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

3. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA) –** None.
4. **ASSISTANT GENERAL MANAGER RECRUITMENT:** The district has been advertising for an Assistant General Manager since January 2022 but has only received 3 applicants. A recruiting professional may be able to find a candidate, at the rate of 25% of the first-year candidates' salary, contingent on filling the position through the agency. General board discussion ensued regarding the reasoning behind lack of applicants. **Public Comment:** None. **Recommended Action:** 1. Approve the attached agreement with PEAK Technical Staffing for recruiting services at a cost of 25% of the first-year salary of an approved candidate. (Approximately \$32,500) 2. Change the pay rate for the Assistant General Manager salary to a maximum of \$140,000. Bruce Kuebler 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.)
5. **APPROVAL OF CONTRACT WITH HARRIS & ASSOCIATES-GRANTS & CONSERVATION:** There are two grant opportunities available for the District that will help pay for solar and water conservation. The two grants are up to a 50% match of either up to \$500,000 or up to \$2,000,000. Harris Associates are technical grant writers that could help secure funding and help with the administration of the grant funds as well. Christy Cooper of Harris & Associates explained how grant scoring works, and the timeline for use of grant funds. Christy Cooper clarified they are federal grants from the Interior Department, Bureau of Reclamation. President Peggy Wiles inquired about the timeline of hiring for grant services vs when the grant is available. General discussion was held regarding the solar project. **Public Comment:** None. **Recommended Action:** Authorize the Board President to sign a District standard Professional Services Agreement with Harris & Associates to prepare a grant application per the attached proposal in the amount of \$24,748. Jack Curtis moved for approval of the recommended action, seconded Peggy Wiles and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser, and Peggy Wiles. NOES: None.)
6. **ADOPTION OF REVISED WATER WASTE ORDINANCE:** This item was brought back from last months meeting. The revision has changes regarding single pass cooling systems, and continuously running water. There was general Board discussion regarding the Vons store and their current cooling system, the General Manager has yet to receive a response from the store regarding their system. **Public Comment:** None. **Recommended Action:** 1) Adopt Water Waste and Conservation Ordinance 2022-1. 2) Direct the General Manager to prepare an item for a future Board meeting to incorporate possible changes to Section 8-Water Waste Prohibitions. Ed Lee moved for approval of the recommended action, seconded Nathan Rosser and carried 5-0. (AYES: Jack Curtis, Bruce Kuebler, Ed Lee, Nathan Rosser, and Peggy Wiles. NOES: None.)

12. **EXECUTIVE SESSION** – Peggy Wiles moved the meeting into executive session at 4:16 pm to discuss pending litigation. Peggy Wiles brought the Board out of executive session at 4:27 pm. No action was taken in Executive Session.

Meeting adjourned at 4:27pm.

Attested:



Bert J. Rapp, Secretary