

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING June 15, 2022**

Directors present via Zoom video were: Jack Curtis, Ed Lee, and Nathan Rosser. Directors present in person: Bruce Kuebler and Peggy Wiles, Also present were: Attorney Lindsey Nielson, General Manager/Board Secretary Bert Rapp, Office Manager Emily Arnbrister, Office Assistant Danielle Stephens. Public Present: Ron Hoeppe, Carl Enson, and Jonathan Turner of Phoenix Civil Engineering. Director Ed Lee's internet connection failed at approximately 4pm.

1. **CALL MEETING TO ORDER-** President Peggy Wiles called the meeting to order at 3:00 P.M.
2. **CONSENT AGENDA:**
 - A. **MINUTES MAY 18, 2022**
 - B. **FINANCIALS APRIL 2022 & CHECKS MAY 2022**
 - C. **CONFIRMATION OF RESOLUTION 2021-335 REMOTE MEETINGS**

Jack Curtis moved for approval of the Consent Agenda, seconded Bruce Kuebler 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)** – Ron Hoeppe of 11075 Creek Rd, stated he is responsible for a 2", ½ mile long pipe at 150 psi for water to his home. Recently on June 1st he experienced a water leak that started at 8pm. Mark shut off the customers' water at 7:30 am. The 12 hr period incurred 45 units of water leaked, according to the customer. The pipe was broken and bent from tree roots. Ron Hoeppe is requesting that the water usage be billed at tier 1. Bert Rapp commented that water was shut off to the house promptly after the leak was discovered. He reiterated policy regarding VRWD's leak relief program, and the threshold of financial assistance is 40 units of water and no change to the tiers. Director Kuebler asked if an appeal had to be in writing. Bert said yes and Director Kuebler requested Mr. Hoeppe submit an appeal so the item could be placed on the board agenda for July.
4. **UPDATE WATER WASTE PROVISIONS IN RULES & REGS:** Two new provisions were recommended for Section 8 regarding: 1. Continuously running water fixtures and 2. Cooling with single pass water. There were some minor edits of adding titles and clarifying language to existing provisions. Director Kuebler suggested a clarifying edit to wording in section 8.1. **Public Comment:** None. **Recommended Action:** Approve the update to Section 8 Water Waste Prohibitions, of the Rules and Regulations with inclusion of Director Kuebler's edit. 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.)
5. **APPROVAL PRELIMINARY DESIGN REPORTS 2023 WATER PROJECTS:** Phoenix Civil Engineering has completed the Preliminary Design Reports for the Water Main Projects and Tanks & Pumps Projects. The Solar Projects Report is not ready yet. The preliminary design will require removal of 3 projects due to construction costs: Monte Via Pipe Replacement, Casitas Springs Hwy 33 Loop to Nye Rd, and Catalina St Pipe Replacement. Construction costs have increased dramatically. In the future the Board may need to move projects to future years or finance the projects. Jonathan Turner of Phoenix Civil Engineering presented the reports and project information. There were some director questions regarding projects qualifying for the SRF loan as well as expected meter costs from CMWD. General Board member discussion ensued regarding minor project specifications. There was some discussion regarding the type of tank that will be installed- concrete or steel. There was general Board discussion regarding fire flow requirements. **Public Comment:** None. **Recommended Action:** 1. Review, comment and approve the Preliminary Design Reports. 2. Approve the removal of Monte Via, Casitas Springs Loop, Catalina St. 3. Authorize the General Manager to issue notice to proceed with Plans and Specifications. 4. Authorize the General Manager to proceed with CEQA document preparation. Bruce Kuebler moved for approval of the

recommended actions, seconded Jack Curtis and carried 4-0. (AYES: Jack Curtis, Bruce Kuebler, Nathan Rosser, and Peggy Wiles. NOES: None. Absent: Ed Lee)

6. **ADOPTION OF 2022/23 BUDGET:** The final review of the 22/23 budget is complete. Water sales revenues are currently 4% under budget, and water usage next year is projected to be around 850 AF similar to the current year. A few Capital Improvement Projects were added to address infrastructure needs and improvements for next fiscal year. The 2023 Water Projects increased costs have had a significant effect on the 10 year projects of the Capital Improvement Program. The large rate increases will likely be required to keep up with inflation. Director Kuebler questioned the need for Well #4 improvements at this time because of inflation. General Board consensus was to move Well #4 improvements in the CIP to 2027. **Public Comment:** None. **Recommended Action:** Adopt the Fiscal Year 2022/23 Budget. Bruce Kuebler moved for approval of the recommended action, seconded Nathan Rosser and carried 4-0. (AYES: Jack Curtis, Bruce Kuebler, Nathan Rosser, and Peggy Wiles. NOES: None. Absent: Ed Lee)
7. **AUTHORIZATION TO ADVERTISE FOR BIDS FOR POTHOLING:** Part of the 2023 Water Projects requires potholing to identify potential utility conflicts. This enables facilitates the design around the utilities instead of conflicting with them. The plans and specifications were prepared by Phoenix Civil Engineering. The anticipated price is \$40,000. The pothole work for Tico Mutual will be paid for by Tico Mutual. **Public Comment:** None. **Recommended Action:** 1. Approve the plans and specifications. 2. Authorize the advertisements for bids for the 2023 Water Projects Potholing. Bruce Kuebler moved for approval of the recommended action, seconded Jack Curtis and carried 4-0. (AYES: Jack Curtis, Bruce Kuebler, Nathan Rosser, and Peggy Wiles. NOES: None. Absent: Ed Lee)
8. **BOARD REPORTS ON MEETINGS ATTENDED & UPDATE ON THE UPPER VENTURA RIVER GROUNDWATER AGENCY (UVRGA)- BRUCE KUEBLER:** UVRGA has two new board members, Arnie Anselm for the County and Jennifer Tribo for the City of Ventura. Board Elections will happen in July. They will be conducting the second reading of the Groundwater Ordinance for well metering in July. The Extraction Fee was approved at \$148 per Acre Foot.
9. **GENERAL MANAGER'S REPORT ON WATER & DISTRICT STATUS:** The static aquifer level at Well #2 on June 1, 2022, was at elevation 524.2, dropping 3.3 feet since the first of last month. The aquifer is currently 7.3 feet below the 30-year average for June 1st. Well #1 is pumping 1,052 GPM, up 30 GPM from last month. Well #2, #3, #4 & #6 were not online in May. Well #7 is pumping 781 GPM, down 3 GPM from last month. No supplemental water was purchased from Casitas. Sales dollars billed on May 31, 2022, amounted to \$215,805, under budget by \$17,554 for May. Water sold in May 2022 amounted to 30,836 HCF, a decrease of 43% below the 54,146 HCF sold in May 2013. On June 1, 2022, Lake Casitas level was at 33.5% of full capacity at an elevation of 487.18 feet. The lake has decreased 0.5% since last month. Staff is preparing for Solar Grant, Wells #2 and #3 are expected to be activated in September. The Baldwin Booster Pumps are going to be inspected next week.
10. **OLD & NEW BUSINESS:** None.
11. **EXECUTIVE SESSION** – Peggy Wiles moved the meeting into executive session at 4:38 pm to discuss pending litigation and personnel matters regarding General Manager and Assistant General Manager. Peggy Wiles brought the Board out of executive session at 4:57 pm. No action was taken in the Executive Session.

Meeting adjourned at 4:47 pm.

Attested:



Bert J. Rapp, Secretary