

**VENTURA RIVER WATER DISTRICT
MINUTES OF REGULAR MEETING OCTOBER 18, 2023**

The director's present were: Jack Curtis, Bruce Kuebler, Ed Lee and Peggy Wiles. Directors absent: Laurie Lary. Also present were the District's legal counsel, Stuart Nielson; General Manager, Bert Rapp; Assistant General Manager, Alma Quezada; and Office Manager, Emily Arnbrister; Field Supervisor, Mark Albertsen. Public Present: Marbe Manzano, and Joe Marcus of Northern Digital.

1. **CALL MEETING TO ORDER** - President Ed Lee called the meeting to order at 2:00 P.M. Flag salute led by Bert Rapp.
2. **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None.
3. **CONSENT AGENDA:**
 - A. **MINUTES SEPTEMBER 20, 2023**
 - B. **PAYMENTS & CHECKS FOR SEPTEMBER 2023**
 - C. **FINANCIALS FOR JULY & AUGUST**

Bruce Kuebler moved for approval of the consent agenda seconded by Jack Curtis and the motion carried 4-0.
4. **APPROVE PAYMENT FOR EMERGENCY SERVICES RENDERED TO REPAIR SCADA COMMUNICATION ISSUES:** The District experienced a communications failure within the SCADA system since July of 2023. Northern Digital, Inc. was contacted to repair the issue, it was difficult to repair and diagnose the issue and required consultation with IT vendor Mitec. This network failure was unexpected and unbudgeted. NDI agreed to finish the clean-up work left at District sites at no expense to the District. **Public Comment:** Joe Marcus explained the likely cause of SCADA system failures. **Recommended Action:** Approve budget transfer #1 in the amount of \$42,000 from Operating Reserves to account #60019, and approve payment to Northern Digital Inc, for \$41,767.89 for services rendered from July to September. Jack Curtis moved for approval of the recommended action, seconded by Peggy Wiles and the motion carried 4-0.
5. **GOALS UPDATE:** The Assistant General Manager gave an update on the status of the 2023/24 Goals. The goals were last reviewed by the board in March of 2023. **Public Comment:** None.
6. **RESOLUTION 2023-360: UPDATE RULES AND REGULATIONS:** Staff proposed to separate the financial sections from the Rules and Regulations to create a separate document titled "Financial Policies & Guidelines" and "Rules and Regulations for Water Service". Minor clarifying language is included in the revision of the Rules and Regulations. The Board requested that the fees in the Rules and Regulations come back at a later meeting with current pricing. **Public Comment:** None. **Recommended Action:** Approve resolution 2023-360, approve creation of "Financial Policies and Guidelines", Approve minor edits to the revised Rules and Regulations for Water Service, Approve the relocation of Section 38 from the Rules and Regulations to Section 3107 of the Personnel Policy. Peggy Wiles moved for approval of the recommended action, seconded by Bruce Kuebler and the motion carried 4-0.
7. **RESOLUTION 2023-361: MODIFICATIONS TO STAFF POSITIONS:** This item was presented and tabled to the October 26th Special Meeting.
8. **RESOLUTION 2023-362: VOLUNTEER AGREEMENT IMPLEMENTATION:** This item was presented and tabled to the next regular meeting pending further research on insurance liability.
9. **BOARD REPORTS ON MEETINGS ATTENDED:**
 - A. **UVRGA:** Bruce Kuebler reported that the UVRGA opted to invest in CDs and is pending the setup of monitoring points for the river.

B. CSDA: Alma Quezada attended the 2023 California Special Districts Association Conference in Monterey and reported on what she learned while there.

10. WATER & DISTRICT UPDATE: The static aquifer level at Well #2 on October 1, 2023, was at elevation 542.0 feet and decreased 2.2 feet since the first of last month. The aquifer is currently 28.9 feet above the 35-year average for October 1st. Well #1 is pumping 1,067 GPM, down 9 GPM from last month. Well #7 is pumping 798 GPM, down 33 GPM from last month. Well #2, #3, #4 & #6 were offline in September. Supplemental Casitas water was not purchased. Sales dollars billed on September 30, 2023, amounted to \$244,070, under budget by \$34,779 for September. Water sold in September 2023 amounted to 31,646 HCF, a decrease of 49.8% below the 63,102 HCF sold in September 2013. On October 1, 2023, Lake Casitas level was at 72.0% of capacity at an elevation of 539.62 feet. The lake has decreased 0.6% since last month.

11. OLD & NEW BUSINESS:

A. Matilija Dam Restoration: Bert Rapp reported that the Ventura County Watershed Protection District desires to meet with VRWD regarding the impacts of removing the Matilija Dam. Bert Rapp reported on the effects of the removal of the Matilija Dam, and the potential for entrained sediments to cause temporary plugging on river that would prevent infiltration into groundwater wells. The board asked that staff handle this issue with the Ventura County Watershed Protection Agency and recommended that no ad-hoc committee be created.

12. EXECUTIVE SESSION – Ed Lee called the Board into executive session at 3:11 pm. Executive session was adjourned at 3:46 pm. Stuart Nielson reported out of closed session regarding pending litigation, no action was taken on this item, and public employee appointment: General Manager, no action was taken on this item.

Meeting adjourned at 3:47 pm.

Attested:


Bert J. Rapp, Secretary