

VENTURA RIVER COUNTY WATER DISTRICT
REGULAR MEETING HELD FEBRUARY 13, 2013

Pursuant to due and official notice, a regular meeting of the Board of Directors of the Ventura River County Water District was held at 409 Old Baldwin Road, Ojai, California on February 13, 2013.

There were present Directors: J. Curtis, M. Hanson, T. Jamison, and E. Lee. E. Ramseyer arrived at 5:50 o'clock p.m. Also present were General Manager/Board Secretary Bert Rapp, Office Manager/recording secretary Janet Schaefer, and Counsel Paul Huff. Public present was Mr. George Galgas.

1. CALL MEETING TO ORDER – President M. Hanson called the meeting to order at 5:30 o'clock p m.
2. PLEDGE OF ALLEGIANCE – Led by J. Curtis.
3. CONSENT AGENDA – A. MINUTES FOR THE REGULAR MEETING OF JANUARY 9, 2013.
B. FINANCIAL EXPENDITURES FOR JANUARY 2013 AND FINANCIAL REPORT FOR
DECEMBER 2012.
C. BIENNIAL CONFLICT OF INTEREST
D. REVIEW DRAFT AGENDA CALENDAR FOR 2013

T. Jamison moved for approval of the consent agenda, seconded by E. Lee and carried, E. Ramseyer was absent.

4. PUBLIC COMMENT – None
5. APPROVAL OF RULES AND REGULATIONS UPDATE: PURCHASING, BUSINESS, BIDDING PROCEDURES, SURPLUS PROPERTY AND PROCUREMENT OF PROFESSIONAL SERVICES. – E. Lee moved for approval of Resolution 2013-276 revising the Rules and Regulations, seconded by J. Curtis and carried by a roll call vote. E. Ramseyer was absent.
RESOLUTION 2013 – 276

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE VENTURA RIVER COUNTY WATER DISTRICT APPROVING REVISIONS TO
RULES AND REGULATIONS**

WHEREAS, The VRCWD Board of Directors would like to establish standard procedures and consolidate policies regarding purchasing, bidding, disposal of surplus property, checking account management, petty cash management and the District Investment Policy; and,

WHEREAS, The Rules and Regulations for Water services is a commonly referred to document for operational procedures of the District, and;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors of the Ventura River County Water District hereby adopts the revised edition of the Rules and Regulations dated February 13, 2013.

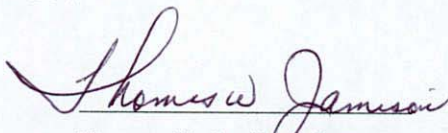
PASSED, APPROVED AND ADOPTED this 13th day of February 2013.

AYES: Curtis, Hanson, Jamison, Lee

NOES: None

ABSENT: Ramseyer

ATTEST:


Thomas W. Jamison, Treasurer

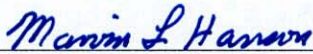


Marvin Hanson, President


6. MID-YEAR BUDGET REVIEW, BUDGET TRANSFER #1 – B. Rapp presented the mid-year budget review. Projected revenues, expenses, and Capital Improvement project progress were reviewed. E. Lee moved for approval of Budget Transfer #1 From: 93500000 Operating Contingency Fund \$1,000, 93700000 Capital Improvement Contingency Fund \$7,000. To: 76500000 Membership/Dues/Subscriptions \$1,000, 91000000 Office Reception Area Security \$2,000, 91500042 Valley Meadow Main Replacement \$5,000, seconded by E. Ramseyer and carried.
7. CSDA CHAPTER CONSIDERATION – After much discussion this item was tabled. Staff was instructed to bring back further information.

8. AUTHORIZATION TO ADVERTISE FOR BIDS VALVE AND HYDRANT REPLACEMENT PROJECT – B. Rapp presented the list of valves and hydrants proposed to be replaced and related cost estimates. E. Ramseyer moved to approve the plans and specifications and authorize the advertisement for bids, seconded by J. Curtis and carried.
9. RETIREMENT OF BOARD MEMBER EDDIE RAMSEYER - E. Ramseyer reported to the Board that he will be retiring from the Board because he will be moving out of the District. B. Rapp reported on the applicable Water Code and District By-Laws that address how to fill a vacancy. E. Ramseyer will advise the Board when he has a firm retirement date.
10. WELLS, WATER PRODUCTION & USAGE UPDATE - B. Rapp reported on wells, production, and usage. The static aquifer level at Well #2 on February 1, 2013 was 62.2 feet below surface. The level has risen 4.2 feet since the first of last month, and is 29 feet below the 25 year average for February. District wells can no longer meet customer demand requiring the purchase of supplemental water since October 4, 2012. The Purchased Water Surcharge billed on the January 31, 2013 billing was at 38 cents per unit.
11. ATTORNEY'S REPORT – EXECUTIVE SESSION – None.
12. OLD BUSINESS – B. Rapp reported that Casitas MWD will have an action meeting on March 13, 2013 to form a Community Services District to facilitate serving Golden State Water Company customer in the City of Ojai.
13. NEW BUSINESS – B. Rapp reported that a letter was received requesting support for the nomination of Melody A McDonald for ACWA/JPIA Executive Committee. AWWA of Ventura County will hold a Waterwise Breakfast on Thursday February 21, 2013.
14. MEETING ADJOURNMENT TO SPECIAL BOARD MEETING FEBRUARY 20TH AT 10:00 A.M. - On motion duly seconded at 7:28 o'clock p.m. the meeting was adjourned.

Attested:



Marvin Hanson, President


Eddie Ramseyer, Vice President