

Minutes of the Casitas Municipal Water District
Board Meeting Held
October 14, 2015

A meeting of the Board of Directors was held October 14, 2015 at the District office in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Bergen, Kaiser, Baggerly, Word and Hicks were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were five staff members and two members of the public in attendance. President Bergen led the group in the flag salute.

1. Public Comments (items not on the agenda – three minute limit).

Mr. Mathews announced that at the last meeting we had a closed session and after that there was a reportable item. The door was not opened and we did not invite the public in. We will put this on the agenda for the next meeting and take the comments out of the minutes.

Park Services Officer Taylor mentioned that the August 26th minutes have not been in any of the agendas. The Clerk of the Board stated they will be on the next agenda.

2. General Manager comments.

Mr. Wickstrum reported his attendance at the Drought Task Force meeting that was held at the Ag museum in Santa Paula. The state is going around discussing local issues on drought and impacts and gathering ideas. There were 35 – 36 people and given only two hours there was limited time for discussion. The meeting included about thirty representatives from water agencies, mayors and the Ag community. There were good discussion on storage and that Lake Casitas is operating as it was designed for the 20 year drought program. The need for storage is an item the state needs to look for. I will put something together regarding some of their targets and ideas. They are looking to the future and what they put out there as regulations that did not work and need to be improved upon. Many agencies did not prepare adequate Urban Water Management Plans and they found communities that were unable to implement their plans. Many of our topics and concerns are topics they are hearing elsewhere. Director Baggerly suggested memorializing our thoughts on the meeting and discussion in a letter.

3. Board of Director comments.

Director Hicks mentioned there was drizzle at beach this morning. Director Word mentioned the road sign on El Nino planning. Mr. Wickstrum explained that the sign is for a meeting scheduled for tomorrow night at Oak View Community Center. Mr. Wickstrum asked if any of the directors were planning to sit in the Ojai Day booth, there was no response from the board and he added that we have it well staffed.

4. Board of Director Verbal Reports on Meetings Attended.

President Bergen reported on another GSA Upper Ventura River Sub Basin meeting. The consultant is very good and she is working on the public outreach portion. We went through the ten interviews and the questions she will ask. At some point we will have a public hearing.

5. Consent Agenda ADOPTED minus item c

- a. Minutes of September 23, 2015 Meeting.
- b. Recommend approval of a Purchase Order Contract to Merriman Paving & Excavating in the amount of \$26,892 for asphalt patch at various locations throughout the district.
- c. Recommend approval of the request for a license from Southern California Gas Company to install a Telemetry Pole at the Villanova Reservoir Site and approve forwarding the request to the Bureau of Reclamation.

President Bergen informed the board that item c on the consent agenda has been pulled from the agenda as the Gas Company has decided to not use this site.

The consent agenda was offered by Director Baggerly, seconded by Director Kaiser and passed by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Kaiser, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	None

6. Bills APPROVED

Director Hicks questioned the Edison bill for \$147,000. Mr. Wickstrum explained that we budgeted about \$1.6 million for Edison this year. The lake is going down and we have to use the first two lifts.

On the motion of Director Hicks, seconded by Director Kaiser, the bills were approved by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Kaiser, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	None

7. Lake Casitas Recreation Area Proposed Fees & Charges

a. Public Hearing

President Bergen asked for the names of any public who had called or submitted information regarding the proposed changes in fees. Ms. Vieira stated there were none. Park Services Manager Carol Belser provided her report on the recommended changes to fees and charges. She informed the board that the last time fees were changed, except for boating was in 2008. The changes in

fees is to close the gap, you can either cut costs or raise revenue. The highest cost is staffing and then the administrative overhead which ties to staff. We have been fortunate with the grant monies we have been receiving from the Bureau of Reclamation. Camping is our single largest source of revenue, and it is recommended to change 5%. Trailer storage has been flat for the last ten years. A change to day use is not recommended at this time as it is on a decline over the last few years. The Water Adventure sells out on weekends and while we can only hold so many people and we have to have a set amount of employees, it generates a lot more costs so there is logic to adding \$2 for weekends. The late day fee we are looking to extend that an hour and charge extra \$1.50, and we are looking at an increase to the reservation fee.

Director Baggerly suggested that if day use is declining can some picnic areas be converted to camping. Mr. Wickstrum said there are times that some of that is done. Ms. Belser replied that Trout is now overnight camping, another day use area, Pollywog has been converted to overnight. Sometimes we can allow camping; it depends on the need of the customer. She added that mostly we are full during the weekends from Easter to Labor Day. Director Hicks asked if the level of lake effecting the decline. Ms. Belser replied it is one trend that seems to be a repeat to the last drought. From 2000 to current, it is steadily going down, based on revenue.

Director Kaiser questioned trailer storage. Ms. Belser explained that it has been consistent and is full. If you see empty spots that means the RV is not there. Generally it is full. Director Kaiser then questioned the staff costs and for 2014 overtime was in excess of \$121,000 and 2015 \$131,000 far above what has been budgeted. What are you doing to control the overtime? Ms. Belser explained that is in the PSO's. We do not have enough staff to meet the needs of 24 hours per day. We do not want only one officer on duty. We are deficient in PSO's. It costs about \$80,000 for one PSO to come in with benefits. We are down two full time PSO's. One is out on extended leave. Mr. Wickstrum explained the plan is to get that taken care of. Ms. Belser added the sooner we hire the better. Director Kaiser stated there are two uniformed officers in the room right now.

Director Kaiser continued stating when looking at keeping competitive with other jurisdictions you can look at keeping rates steady but also how business operates, being competitive, providing best services at lowest cost. During this recession and hardships families are experiencing, we still pay for overhead with vacant spots. What are we doing in marketing for more use of the facility on a continual basis throughout the year to bring in more types of events? Ms. Belser responded that we go to the Fair, Ojai day, although we did not go this year and last due to staff issues. Director Kaiser mentioned being at Lake Castaic regional cross country meet. We should entice and provide for incentives, for the event at Castaic parking on a Saturday was reduced by half. Do we give any thought to that for marketing schemes to optimize and bring more people in under these situations? Ms. Belser stated we could always do more. We have done coupons, park store and café and had low response. President Bergen asked how often you are full and where can we target getting more people this time of year. Ms. Belser replied we are full at 100% plus capacity Easter through

Labor Day. The push has been to bring more people in. We launched the snowbird program, inviting long term campers after October 1 and before Easter. Director Word stated there is nothing in here for that program. Ms. Belser stated those fees are not listed on our user fee list.

Ms. Belser then informed the board that we receive calls on film permits about twice a month but as soon as we tell them there is no body contact they want to move on. Filming is a good source of revenue. I have been to the Film Commission meetings to encourage filming and now working with Bureau, they can turn it around in a week. Last week had someone really interested in the filming of the Water Adventure but I have not heard back. If the board is open to other options as to the use of the recreation area for commercial filming but with our restrictions there is only so much they are interested in doing.

Director Baggerly suggested it would be advantageous to aggressively promote the rowing of Lake Casitas in advance of decision to bring Olympics to LA and Casitas. Promote Ojai Rowing and have events and competitions to bring people to watch – just an idea.

President Bergen mentioned that the chart reads that emergency boat tows are going from \$50 - \$5. Ms. Belser stated that is a mistake that needs to be fixed. The intent is there is no change in that fee.

Director Hicks added he enjoyed your commercials on TV. It would be a good idea with rowing. Ms. Belser added maybe the rowing club will go in on that.

President Bergen opened the public hearing at 3:28 p.m. and asked for any public comments. Hearing none, she closed the public hearing at 3:29 p.m.

- b. Resolution approving the Preliminary Assessment for the Restructuring and Revision in Fees and Charges for the Lake Casitas Recreation Area and adopting the Notice of Exemption. ADOPTED

The resolution with the correction of the emergency tow fee staying at \$50 was offered by Director Baggerly, seconded by Director Hicks and adopted by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Bergen
NOES:	Directors:	Kaiser
ABSENT:	Directors:	None

Resolution is numbered 15-41

8. Discussion regarding sound abatement alternatives at 4M and Upper Ojai Pump Plants.

Mr. Cole mentioned that memo should have been dated October 8th. He continued by stating in July the board directed staff to consider additional alternatives and alternatives from Accoustiblok. We have considered them

before, it was our original plan. Our consultant recommended motor girdles instead. The houses are at higher elevations from the pump plant, sound can go over the top. Accoustiblok presented us with two alternatives; one is a 12 foot high sound panel. We would remove the existing motor girdle and put outside of the pump plant footprint. The risk is they may not be high enough. The second alternative was to use 10 foot panels about two feet off the ground. A third option, not presented by Accoustiblok, is to wrap the bottom frames with a fence. This gives the same coverage as the 10 foot panels; the sound has no risk of going over but there is some risk of going under. The recommendation is to go with alternative three. President Bergen asked if alternative three reduces the probability of sound going over the top. Mr. Cole replied we will be leaving the motor girdles on top. Wrapping the bottom should be able to trap more of the sound. The other two options were to remove the motor girdle and just put up their panels. Accoustiblok is not familiar with the motor girdles.

President Word added there is no guarantee that any of it will work. Director Hicks asked about the cooling of those motors. Mr. Cole added it will raise the temperature of the motors. We have changed to high temperature oil that is designed to be more effective. We have not hit the high temp shut off. There are sensors that will shut it off and we have not reached that.

Director Kaiser asked about failure of pumps since they may be running hotter. Mr. Cole replied that there are three pumps and we never run more than two. The typical cost is \$15,000 - \$20,000 to rebuild the electric motor.

Director Baggerly commented that option three is something that residents can live with. The first part of his motion is to adopt Alternative 3, the second part is after installation that another sound study be accomplished to make sure that it has taken care of the high frequency; the third part is to find some fans to have some air movement below the girdles.

Mr. Cole questioned how extensive are you looking for on the sound study. Director Baggerly responded to tell us if the high frequency has been cut down. President Bergen added they did not deal with the frequency issue. Mr. Cole added the instruments did record the frequency; it was not in the report as it gets technical and complicated. He could determine if there was a change. How many sound meters do we want to use and how long do we want the test to run. We had nine sensors and 24 hours. We may be fine with a couple of sensors and a couple of hours. Director Word asked what we have spent to date. Mr. Cole stated approximately \$67,000 and estimated about \$3,000 for a sound test.

President Bergen suggested separating the motions because they are different. Mr. Wickstrum explained that fans are not the direction we should go. Director Kaiser suggested purchasing a white noise device. Mr. Cole explained that most are designed for rooms and closed areas, we looked at that.

On the motion of Director Baggerly to approve the recommended alternative three, seconded by Director Bergen and passed by the following roll call vote:

AYES: Directors: Hicks, Word, Baggerly, Bergen
NOES: Directors: Kaiser
ABSENT: Directors: None

On the motion of Director Baggerly to conduct a sound study with two sensors over a couple of hours, not to exceed \$2,000, seconded by Director Hicks and passed by the following roll call vote:

AYES: Directors: Hicks, Baggerly, Bergen
NOES: Directors: Word, Kaiser
ABSENT: Directors: None

Director Kaiser encouraged directors to come by the Mirror Lake tract on any night. Middle class, hardworking people experience this issue 35 feet away and it has been going on for 25 years.

9. Resolution awarding a contract for Lake Casitas Shoreline Vegetation Removal, Specification 15-381 in the amount of \$199,000 to Civic Construction Associates and authorizing a purchase order in the not to exceed amount of \$2,140 to Padre Associates Inc. for pre-construction biological survey. ADOPTED

The resolution was offered by Director Word, seconded by Director Baggerly with the request for a supervisor of the workers to be on site at all times, and was passed by the following roll call vote:

AYES: Directors: Hicks, Word, Baggerly, Kaiser, Bergen
NOES: Directors: None
ABSENT: Directors: None

Resolution is numbered 15-42

10. Discussion regarding the Board Meeting Schedule through the end of the year including the need to reschedule the November 11th meeting.

Mr. Wickstrum explained that November 11th is Veterans Day and suggested we reschedule that meeting. The Board discussed holding the meeting on November 13th. The meeting that would be held on the Wednesday prior to Thanksgiving has been suggested to be held on the 24th. The second meeting in December is to be cancelled. Ms. Vieira stated she would bring a resolution to the board for adoption at the next meeting to formalize the meeting schedule.

11. Information Items:

- a. Water Resources Committee Minutes.
- b. Executive Committee Minutes.
- c. Notice of El Nino Town Hall meeting on October 15th at Oak View Community Center.

- d. Letter to State Water Resources Control Board from ACWA and various water agencies.
- e. Water Consumption Report.
- f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- g. Investment Report.

On the motion of Director Kaiser, seconded by Director Word, the information items were approved by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Kaiser, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	None

President Bergen moved the meeting to closed session at 3:59 p.m.

12. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)

President Bergen moved the meeting back into open session at 4:31 p.m. with Mr. Mathews stating the board held a closed session and there were no reportable actions taken.

13. Adjournment

President Bergen adjourned the meeting at 4:32 p.m.



Russ Baggerly, Secretary