



Minutes of the Casitas Municipal Water District  
Board Meeting Held  
October 24, 2018

A meeting of the Board of Directors was held October 24, 2018 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. President Word led the group in the flag salute.

1. Roll Call

Directors Baggerly, Kaiser, Bergen, Hicks and Word were present. Also present were Mike Flood, Interim General Manager, Rebekah Vieira, Clerk of the Board, and Attorney John Mathews. There were three staff members and eleven members of the public in attendance

2. Public comments (Items not on the agenda – three minute limit).

Robert Meyer suggested including current water security project status on the agenda. Show for the public benefit what is going on with the projects or items even if nothing happened. It helps the public be abreast of what is going on and feel that you are on top of things.

3. General Manager comments.

Mr. Flood informed the board of distribution system upgrades to the La Conchita area in front of a paving project. Staff worked in concert with contractor to get a lot of the project finished. The project is progressing and impact on customers minimized.

Tours will be held tomorrow and Saturday at 9:00. Another tour is scheduled for November 17<sup>th</sup>. A lot of these facilities have not been available for the public to see.

Additionally, we are recording this meeting. At this point we do not have the ability to stream the meeting but are working with Granicus next week. A recording of the meeting will be uploaded and we will have a link on the web page.

4. Board of Director comments.

Director Hicks asked about training on personnel files. Mr. Flood responded that we can talk about that after the meeting.

5. Board of Director Verbal Reports on Meetings Attended.

Director Baggerly met in Santa Barbara with Jordan Kear to begin work on the conjunctive use agreement between Casitas and OBGMA. When we have a draft prepared we will bring it to Casitas. We hope to have something done before the end of the year. We need to develop the outline of policy and implementation and agreement between Casitas and OBGMA.

Director Bergen reported on the Upper Ventura River Groundwater Sustainability Agency meeting explaining that they are setting up the agency and looking at staffing needs. A grant with the Department of Water Resources is coming down to the final agreements. Fortunately through negotiated they have changed the match from 50% to 25%. The grant plays a large part on the money you have to spend up front. Working to get the monitoring under way that is needed for the plan.

6. Consent Agenda.

ADOPTED

- a. Minutes of the October 10, 2018 Board Meeting.
- b. Recommend approval of a purchase order to Vista Ford in the amount of \$33,757.88 for the purchase of a F250 truck.
- c. Recommend approval of a purchase order to Winner Chevrolet in the amount of \$24,365.23 for the purchase of a Colorado truck.
- d. Resolution to award the Robles Diversion Canal Maintenance Project to Southwest General Engineering, Inc. in the amount of \$97,250 and adopt the Notice of Exemption.
- e. Recommend approval of a purchase order to AAA Awnings, Inc. in the amount of \$23,080 to construct a removable awning cover over the San Antonio Tank MCC panel.
- f. Resolution cancelling the December 26, 2018 Board Meeting.

President Word mentioned item the word eve is to be deleted from item f.

The consent agenda with the above modification was offered by Director Kaiser, seconded by Director Bergen and passed by the following roll call vote:

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

Resolution is numbered 18-26.

- 7. Review of District Accounts Payable Report for the Period of 10/04/18 - 10/17/18. APPROVED

Director Kaiser asked about the tractor rental and asked if it might make more sense to purchase a tractor. Mr. Flood explained that this will be evaluated and be part of the budget discussions as we look at the new budget year.

Director Kaiser asked about payment to Pueblo Water Resources Inc. and what was the receivable? Mr. Flood explained this is the water security project on the optimization of our well field. We did get a draft report from them.

Director Hicks questioned the flex storage and City of Ventura. Ms. Collin explained this is flexible storage where we are in contract with Castaic Lake. The State Water Project contract that allows water to be stored at Castaic so we bill them and then they pay us and we share that with the City and United. It is done annually until 2035.

The Accounts Payable report was offered by Director Hicks, seconded by Director Kaiser and approved by the following roll call vote:

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

- 8. Request of William Funk to reverse the allocation penalty. Denied

Ms. Collin explained that Mr. Funk wrote a letter requesting that we reverse his allocation penalty. He had a leak and he requested that it be considered for reversal. The Finance committee reviewed it and gave a recommendation to deny it.

Director Baggerly offered to support the Finance Committee finding and deny the request, this was seconded by Director Bergen and passed by the following roll call vote:

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

- 9. Update from Rincon Strategies regarding the Public Relations Action Plan.

Chris Collier provided an update on the Public Relations Action Plan and spoke about the Tours and the Ag Stakeholders meeting that was well attended. He showed a video of Mr. Flood that will be available on Facebook and the website. The how the diversion works script is currently being reviewed and we will get some videos and pictures and my goal is to get that story out to the public

in the next month. I met with Bob Daddi with the Ojai Valley News on getting some more column inches and am meeting with Engineering on all the projects being done around the district to show what the district is doing. Director Kaiser asked if there could be a drone overfly of the lake as well as the diversion. President Word asked about the work on the website and Mr. Flood explained that was a separate contract.

President Word suggested establishing an ad hoc committee to assist with the monitoring and review of the plans that unfold and find ways to get the message across. He asked for another board member to join me to meet a couple of times with Chris to keep on track and keep moving. Director Kaiser offered to do so. President Word said redoing the website is one thing to be worked on and Mr. Flood said there is an internal committee that is working on that. The PR committee could look at the content to make sure the board can weave in what they are intent on.

10. Presentation by Fisheries Biologist Scott Lewis on the Operation of Robles Diversion Facility in the Biological Opinion.

Scott Lewis provided an overview of the issues related to the Endangered Species Act and the Biologic Opinion for the operation at Robles including the critical drought protection measures.

11. Discussion regarding funding the Upper Ventura River Groundwater Agency in the amount of \$50,000 and possible expectation of reimbursement. APPROVED

Director Bergen discussed the process of starting the new agency and the member agencies contributions of \$50,000 for three years. The GSA hired a consultant and is developing their fee structure. Fees should be in place in early 2019 at that point Casitas' amount would be for their one small well in the basin. President Word added once fees start being collected any other seed money would be considered a loan. Director Bergen added we wanted to get clarification from the member agencies that they would not be expecting reimbursement so that the policy would be that when the fees are in place any contribution after that point would be a loan and would be charged interest.

On the motion of Director Baggerly, seconded by Director Kaiser the above was approved by the following roll call vote:

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

12. Recommend approval of a Memorandum of Agreement with Ojai Land Conservancy regarding the Rice Road Bridge at the Robles Canal. APPROVED

The above recommendation was offered by Director Kaiser, seconded by Director Baggerly and approved by the following roll call vote:

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

13. Recommend authorizing the General Manager to sign Task Orders with Cannon Corporation for De La Garrigue Bridge and Rice Bridge Replacement Projects. APPROVED

On the motion of Director Baggerly, seconded by Director Kaiser the above recommendation was approved by the following roll call vote:

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

14. Discussion regarding the ability to create a foundation to be able to receive private non-binding funds for Casitas Water Security Projects.

On the motion of Director Baggerly, seconded by Director Kaiser, the board directed District Counsel to start developing a skelton of a foundation we can use to accept private funds. This was approved by the following roll call vote:

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

15. Discussion regarding drafting a letter to Senators Feinstein and Harris requesting intervention with the USFS to assist with our VerBo and HoBo projects and the obtaining of the FS299 permit for environmental documentation needed for this water shortage emergency.

Direction was provided to staff.

16. Discussion regarding drafting a letter to Michael P. Jackson, U.S. Bureau of Reclamation requesting his assistance with the USFS to assist with our VerBo and HoBo projects and obtaining the FS299 permit for environmental documentation needed for this water shortage emergency.

Direction was provided to staff.

17. Information Items:

- a. Lake Casitas Monthly Status Report for September, 2018.
- b. Executive Committee Minutes.
- c. Quagga Committee Minutes.
- d. Finance Committee Minutes.
- e. Water Consumption Report.
- f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- g. Investment Report.

President Word mentioned that on item a, as of yesterday we were at 31%. I know we have a lot of people that are conserving water to stage 5 levels but there are some that are not.

The information items were offered by Director Kaiser, seconded by Director Bergen and approved for filing by the following roll call vote:

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

18. Adjournment.

President Word adjourned the meeting at 4:45 p.m.

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Mary Bergen, Secretary