



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

A meeting of the Board of Directors was held January 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, Word, Hicks, Bergen and Kaiser were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were nine staff members and eight members of the public in attendance.

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

Norm Jacobs expressed concern about the status of connecting to State Water and connecting a request for state water to the fire that we just had since a lot of water was used to fight the fire.

3. General Manager comments.

Mr. Wickstrum reported that staff completed hands on check of fire hydrants in Ojai water system and they are all functional. The new line will be installed at Solimar on Friday. Tomorrow, Directors Baggerly and Kaiser and I will attend the Quagga Summit in Bakersfield.

Staff did an excellent job of stopping a delivery of fish that tried to be delivered at night. The fish were not coming from Fillmore fish hatchery. They were coming from the San Joaquin Valley and sources we are not familiar with. Staff contacted Joe Evans and Carol Belser and turned the fish away.

The turbidity curtains will arrive tomorrow and it will take a few days for installation. 50% of the perimeter of the lake has been burned. A lot of inflows will not be protected by these curtains.

Mr. Merckling then introduced Po Chi Fung, the new watershed coordinator. Po thanked the board for the opportunity and explained that she has

met with stakeholders in the watershed and is grateful for this position and opportunity to work with Casitas and the stakeholders in the watershed.

4. Board of Director comments.

Director Kaiser thanked the Recreation staff for their diligence in stopping the truckload of fish. Director Hicks mentioned that the trees at the palm tree farm are greening out.

5. Board of Director Verbal Reports on Meetings Attended.

Director Kaiser attended the AWA meeting in Oxnard. The guest speaker was Eric Bolt with the National Weather Service. October – December last year was the driest and warmest quarter on record. The rain that fell on Montecito was categorized as a 500 year storm event. The anticipation for the coming months is sadly dry. Director Hicks also attended and added Eric Bolt predicts 10-12 inches of rain for the year.

Director Baggerly attended the Watershed Coalition of Ventura County meeting on January 17<sup>th</sup>. Staff are working diligently to identify and propose funding mechanism and projects for water issues in disadvantaged communities. Director Baggerly also attended the AWA meeting and attended the Steve Bennett and Monique Limon collaborative conjunctive use group with the Steve Wickstrum and Mike Flood. They would like us to consider a MOU for collaboration.

6. Consent Agenda

ADOPTED

- a. Minutes from the January 10, 2018 meeting.
- b. Recommend approval of a purchase order to Rayco Roofing Contractors Inc. of Ventura in the amount of \$16,731 for the replacement of the park store roof.
- c. Recommend approval of a purchase order contract with BMI-PACWEST Inc. in the not to exceed amount of \$ 6,708 per year for HVAC System Preventative Maintenance.
- d. Recommend approval of purchase orders for the purchase of the remaining budgeted vehicles.

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

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

7. Review of District Accounts Payable Report for the Period of 1/05/18 - 01/17/18.

APPROVED

Director Hicks questioned the payment to JJ Keller. Mr. Wickstrum explained that is for the safety program. He then questioned the payment to Thomson publishing and was informed that is for government code updates.

On the motion of Director Hicks, seconded by Director Bergen, the accounts payables report was approved by the following roll call vote:

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

8. Resolution expressing appreciation to Neil Cole upon his retirement.  
ADOPTED

President Word read the resolution expressing appreciation for Neil Cole's years of service to the district. Neil expressed that it has been a pleasure working here and working for Steve.

The resolution was offered by Director Hicks, seconded by Director Kaiser and passed by the following roll call vote:

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

Resolution is numbered 18-02.

9. Appeal of Bert and Lynn Munnikhuis requesting relief for a \$520 water conservation penalty that was incurred as a result of a leak.  
Denied

Bert Munnikhuis appealed on December 13<sup>th</sup> for the October billing. We were in Australia on vacation. A sprinkler valve in the back yard burst and a neighbor noticed water flowing and shut off the valve. We had it repaired but were penalized for this and this is not the reason why we have a conservation penalty. This was an accident that we had no control over.

President Word explained our policy has been there is no leak relief system set up and that has been applied to other customers at this point. Director Baggerly stated he is asking for relief from the conservation penalty. Mr. Munnikhuis added they paid for the water we used. Director Word added the conservation policy has also been administered with no relief. Director Bergen added that we did for a while allow relief for the conservation penalty but what happened was there was a huge gradient of when people got to it and it was difficult or people were gone. Given the drought we felt the necessity to be consistent with everybody. President Word added we understand these are not on purpose.

On the motion of Director Hicks, seconded by Director Kaiser, the claim was denied by the following roll call vote:

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

10. Appeal of Margaret Morgan requesting the \$2,905 conservation penalty be waived as it was incurred as a result of a leak. Denied

Mr. Morgan requested the conservation penalty be waived. The main line broke four feet under the ground. Casitas informed us we had a leak and we fixed it and capped it off. We would like some leniency and relief on the penalty as we have not used water for six years. Mr. Wickstrum confirmed that Mr. Morgan has been at zero or close to zero water use. Mr. Morgan went on to explain that we have 30 acres of oak trees and sycamores. We had planned to build a house but 2008 happened and then the draught ended the landscape and we turned the water off six year ago. The water pipe broke in a wooded area and you couldn't see it.

President Word added this is a similar situation. Leaks, if they occur, need to be found and found quickly. We can't be everywhere checking for those. We notify as soon as we become aware. Being gone is not a way to get around paying for the water.

Director Baggerly asked a question about the shut off meter and Mr. Morgan explained that they turned it back on four months ago and only used 1-2 units.

Director Bergen added that we have to be consistent and it gets complicated. We have to go by our own rules and policies. If it is a financial problem we can work out payments. Director Baggerly added making ad hoc decisions on things that affect everyone is not a good policy. We have to stick to our policy

On the motion of Director Baggerly, seconded by Director Bergen the appeal is denied by the following roll call vote:

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

11. Appeal of Alex Smith with Beasant Hill School of Happy Valley requesting consideration of the water conservation penalty. Denied

Alex Smith thanked the board for hearing the appeals and hopefully taking a few things into consideration. First, we received a single notice on the

allotment that was sent to our office and it did not make it across my desk. We have repaired leaks and ancient infrastructure in our campus. Installed waterless urinals and every appliance is energy efficient and low water. We installed artificial turf, and have an operational well. We made tremendous progress and have worked diligently with CMWD including access to tanks near our campus and right of ways are cleared around them. It is a close partnership. Besant Hill is part of Happy Valley Foundation and is a 501c3. We don't fit into norm of affluent private schools. We are small and we have opened the land up to the public. We have trails and we host the Beatrice Woods Center. Our impact to community is great. Our annual budgeted net is \$10,000. Getting a bill for \$17,000 was surprising. It was a perfect storm of leaks and the well pump went out and we had trouble getting it repaired. I make rules and enforce them on campus and respect your position. We will continue to work with Casitas in good faith and ask for your consideration. A fee of this nature is difficult for us to bear.

Director Baggerly added we can provide you a payment schedule.  
Director Bergen added we have residential people with real hardship as well. We have to be consistent.

On the motion of Director Baggerly, seconded by Director Bergen the appeal is denied by the following roll call vote:

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

12. Recommend acceptance of the fiscal Year 2016-2017 Comprehensive Annual Financial Report. APPROVED

Denise Collin informed the board that our current auditor Paul Kaymark has resigned from the firm we are contracted with. His last presentation was on Friday. This is the largest CAFR we have seen. The CAFR is late this year and we applied for an extension due to the fact of the acquisition of the Ojai Water System. Director Baggerly asked if we have a clean audit report. Ms. Collin answered yes. Page 14 shows there was a net loss of \$5.7million dollars. This has to do with the decrease in water sales and the increase in the preparation of the Ojai Water System acquisition. She explained that on page 39 the term of the bonding has been corrected to 30 years not 20.

On the motion of Director Kaiser, seconded by Director Hicks, the CAFR as corrected was approved by the following roll call vote:

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

13. Presentation by Jack Oehmke with Morgan Stanley regarding the District's Investments.

Jack Oehmke discussed the investments of the district adding your auditor explained that most other agencies are earning in the neighborhood of .9% and you are earning at 2.7%. Director Bergen added that we have a very conservative policy as these are our reserves. We are maintaining our principal.

14. Resolution of Designation of Applicant's Agent for application for Federal Assistance for the Thomas Fire. ADOPTED

The resolution was offered by Director Kaiser, seconded by Director Hicks and adopted by the following roll call vote:

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

Resolution is numbered 18-03

15. Information Items:

- a. Water Conservation Update for December 2017.
- b. Letter from the City of Ojai expressing support for Assembly Bill 1794.
- c. Investment Report.

On the motion of Director Baggerly, seconded by Director Hicks, the Information items were approved for filing.

16. Adjournment.

President Word adjourned the meeting at 4:18 p.m.

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Mary Bergen, Secretary