



Minutes of the Casitas Municipal Water District  
Board Meeting Held  
November 8, 2017

A meeting of the Board of Directors was held November 8, 2017 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 Baggerly 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 four staff members and four members of the public in attendance.

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

None

3. General Manager comments.

Mr. Wickstrum reported that the AWA bus tour would be at the Casitas Dam at approximately 2:30. He also mentioned the Employee Appreciation lunch on the same day at the Oak View Resource Center and applauded our employees for their efforts this last year with the acquisition of the Ojai system. We have decided to close the office at 11:30 tomorrow to allow the entire Administration staff to join us at the appreciation luncheon.

We are still seeing numerous leaks in the Ojai system and we are moving through the asphalt repair budget quickly. The rest of our system is performing well. The Ojai customers received their first Casitas bill last week and we have incorporated autopay into the rest of the district. Staff is readying the canal and Robles Diversion in hope that we operate Robles in the coming months.

4. Board of Director comments.

President Baggerly jokingly reported that he has no business ties to Russia or the Ukraine or anywhere.

5. Board of Director Verbal Reports on Meetings Attended.

Director Word reported that he attended the AWA board meeting and the water issues committee will meet on 21<sup>st</sup> on the cost of water. They are looking for an additional place to meet as they now have more than 35 people attend that meeting. Ron Merckling received some kudos for his participation and contribution to the symposium. The next water wise breakfast is next Thursday where Steve Wickstrum will be making a presentation. The water systems lunch and educational program has grown to over 140.

Director Baggerly reported attending the VRWC meeting. The Resource Conservation District funding will be gone in six months. Tully Clifford is working for the City of Ventura and gave a presentation on the Stanley Avenue reconfiguration alternatives. Director Bergen reported she was also at the meeting.

6. Consent Agenda

ADOPTED

- a. Minutes from the October 25, 2017 meeting.

Director Bergen had an email from Renee Roth who was concerned that her comments came across as too strong but she is supportive of what Casitas is doing. Director Bergen stated the minutes sound strong but no changes were recommend.

On the motion of Director Hicks, seconded by Director Bergen, the Consent Agenda was adopted by the following roll call vote:

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

7. Review of District Accounts Payable Report for the Period of 10/19/17 - 11/01/17.

APPROVED

Director Bergen questioned the archeological consulting with Mr. Wickstrum explaining that it for the work that was done for the Ojai System at Mallory and Eucalyptus, as it is a requirement in the City of Ojai.

On the motion of Director Word, seconded by Director Bergen, the Accounts Payable Report was approved by the following roll call vote:

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

8. Recommend approval of the Five Year Agreement with Rotary Club of Ojai West Foundation for the Ojai Wine Festival to be held at Lake Casitas Recreation Area 2018 – 2022. Directed back to staff

The board expressed a number of concerns regarding the potential for liability and the level of insurance we are requiring including requests for additional insurance coverages to be provided by the event sponsor and also potentially from vendors. The board also expressed concern over the change to have staff oversee the event and requested that the board be inserted back into that monitoring role in the agreement. Director Baggerly requested that in the future with agreements where there are a number of changes that they be provided in legislative format so they can see the modifications. Another concern was with the beginning time being moved to 11:30 and not having the definite end time of 5:00 p.m. The board also expressed concerns about having a designated driver program to ensure attendees get home safe, concerns regarding the crossing guard training and the storage that is provided.

Bob Daddi spoke to the board regarding insurance requirements and suggested a scaled approach on events based on projected attendance. He echoed the idea that individual vendors provide a certificate of insurance listing the district as additionally insured. He expressed that 2 million in coverage is inadequate for this type of event. He also suggested having some sort of self-testing available as a first line of defense.

The board also expressed concern over how we move forward as the City of Ventura had to shut down their street fairs because they made it so difficult to operate.

9. Recommend approval of a Purchase Order to J & H Engineering General Contractors, Inc. in the amount of \$30,650 for pavement repair.

APPROVED

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

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

10. Recommend approval of the salary range adjustment and job title revisions to create the position of Executive Administrator, HR and Risk Management. APPROVED

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

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

11. Information Items:

- a. Water Conservation October 2017 Update.
- b. Water Resources Committee Minutes.
- c. Personnel Committee Minutes.
- d. Water Consumption Report.
- e. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- f. Investment Report.

On the motion of Director Word, seconded by Director Bergen, the Information items were approved.

12. Adjournment.

President Baggerly adjourned the meeting at 4:06 p.m.

---

Bill Hicks, Secretary