

Minutes of the Casitas Municipal Water District
Board Meeting Held
November 9, 2011

A meeting of the Board of Directors was held November 9, 2011 at Casitas' Office, Oak View, California. Directors Kaiser, Baggerly, Hicks and Bergen were present. Director Word was absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were three staff members and one member of the public in attendance. President Kaiser led the group in the flag salute.

1. Public comments.

None

2. General Manager comments.

Mr. Wickstrum reminded the board of the AWA meeting next week. He reported on his meeting with NMFS regarding the steelhead recovery plan. It seems as though there is a great deal of change on their part of the recovery plan. It sounds like they will reissue the recovery plan with these changes by the end of the year. The U.S. Navy was able to locate the sunken vessel. The site has been identified. We will be talking about the status of the interim agreement on the Teague watershed. The Voyce house is slated for removal in February and I am not sure on the date on the Webster house.

3. Board of Director comments.

Director Hicks reported he went on the AWA tour and encouraged the others to do that in the future.

4. Consent Agenda

ADOPTED

- a. Minutes of the October 26, 2011 Board Meeting.
- b. Recommend approval of a purchase order in the amount of \$22,472 to Rayco Roofing Contractors Inc for the Roof Repair and Repainting at Casitas #2 Chlorination building.
- c. Recommend approval of the invoice to Alliant Insurance Services in the amount of \$54,267.57 for Special Liability Insurance.
- d. Resolution changing the date of the second board meeting in November to Tuesday, November 22.

The Consent Agenda was offered by Director Baggerly, seconded by Director Hicks and passed by the following roll call vote:

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

Resolution is numbered 11-28.

5. Bills

APPROVED

Director Bergen questioned #10271 and #10273 regarding flexible storage for the City of Ventura. Mr. Wickstrum explained that this is something that has been worked out on the state water project and it comes up every year. Director Bergen then asked about #10339 for trash cans and work benches. Mr. Wickstrum explained that we have to replace trash cans and picnic table tops on a regular basis.

On the motion of Director Hicks, seconded by Director Baggerly and passed, the bills were approved.

Larry Yuva then asked a question regarding the need for the backflow preventer course. Mr. Wickstrum explained it is training for a new employee to take a back flow course which is required by the state to run our backflow prevention program. This is to fulfill a requirement from the Department of Health Services. Mr. Yuva then asked about the charge on the bill list from the previous month's agenda for a 24 inch monitor. Mr. Wickstrum reported that the monitor was for the recreation area where they are making change outs to the reservation system. Mr. Yuva questioned the need for a 24 inch monitor at a cost of \$500. He asked why the district sometimes buys from CompuServe and at other times from Fry's. He suggested that Fry's would have been cheaper.

6. Committee/Manager Reports

APPROVED

a. Executive Committee Minutes

On the motion of Director Hicks, seconded by Director Bergen and passed, the Committee/Manager Reports were approved for filing.

7. Public Hearing regarding the modification of Lake Casitas Recreation Area fees and charges.

a. Public Hearing

Director Kaiser stated this is the time and date set for the public meeting to consider input to the proposed changes in fees at the Lake Casitas Recreation Area and CEQA. He asked the Clerk for the names of any public who had provided comments regarding the proposed increase. The Clerk of the Board responded there were none.

Mr. Wickstrum provided the General Managers report advising the board that each year at this time we look to see if there are any adjustments that needs to be made looking at costs and revenues within that area. This year we looked at boating. It has been a little over three years since the quagga restrictions and

a change in the fee structure of annual boats. Park Services Officer Doan determined there is a \$10,000 difference. In September 2008 we were not sure where the boating would go with the restrictions. We check in and out a lot of boats that are tagged. With staff time for the tags and do the quagga monitoring is where we see the difference with the \$10,000. The suggestion is to add a fee of \$5 for annual boat decals.

There was discussion regarding the amount of cables and locks sold the inventory and printing of materials as well as the labor costs to conduct the inspections. Director Baggerly stated he understands the overall cost of the program is greater than what we receive in boating fees. The program has to pay for itself. We can't make up the money from the water side.

Director Hicks asked how many boats are in the program. Mr. Wickstrum didn't have the exact number but stated over a thousand. Director Bergen added she looked at the numbers and there was a break down of personnel time and administrative overhead. President Kaiser added that if this increase is not granted by this board where would you make up the difference. Park Services Manager Carol Belser stated it would be made up through camping or another revenue source.

President Kaiser opened the public hearing at 3:20 p.m.

Larry Yuva asked why wasn't an alternative offered. If you don't do this then cut in other places? You did not offer an alternative. You have two boat ramps open but less boats. There are cuts that could be made instead of increasing the rates. You mentioned the quagga program but when talking to the General Manager regarding the fisheries program he laid that cost on the fisheries program. Director Bergen added that Mr. Yuva may be saying we are using the fisheries biologist for some monitoring. But that is not part of this calculation and this fee is to make the people using the service pay for the service. The fisheries biologist is not doing that.

President Kaiser asked if there are any questions regarding cuts. Mr. Wickstrum explained that every year we go through at budget time and look at cuts and providing justification in cuts. We strive to make the Recreation Area a stand by itself operation as much as possible.

Mr. Yuva asked why the rates were not brought up during the budget discussions. The board has done this before. They have the budget discussion and then decide to raise the rates. Mr. Wickstrum replied that the time for raising the rates is not always at the time of budgets. We have gathered information, financial numbers from previous year and make adjustments. Director Baggerly added when the audit is finished then we can look at it. Mr. Yuva added this is not the first year you have had a deficit.

President Kaiser added budget planning is a tool to use for the entire year. If adjustments are needed they are made. It is a planning tool they are not an

exact science. Mr. Yuva said you are off 15% here. Every time that happens, it gets passed off to the rate payers. Director Baggerly added it is the lake users not the rate payers. Mr. Yuva stated the rate payers have been subsidizing the lake users for some time.

President Kaiser closed the public hearing at 3:26 p.m.

- b. Resolution adopting the modification of Lake Casitas Recreation Area fees and charges. ADOPTED

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

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

Resolution is numbered 11-29.

- c. Resolution approving the preliminary assessment for the revision of Lake Casitas Recreation Area Rates for the restructuring and revision in fees and charges for the Lake Casitas Recreation Area, and adoption of the Notice of Exemption. ADOPTED

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

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

Resolution is numbered 11-30.

- 8. Recommend approval of a purchase order to DeKreek Technical Services in the amount of \$63,000 for electrical engineering services to upgrade the main processor and control programs used in the automation of Casitas' treatment and distribution processes. APPROVED

On the motion of Director Baggerly, seconded by Director Hicks and passed, the above recommendation was approved.

- 9. Recommend approval of a purchase order to Consolidated Electrical Distributors in the amount of \$131,033.76 for the purchase of electrical motor control centers and associated electrical equipment for the Fairview pump plant electrical upgrade project. APPROVED

On the motion of Director Baggerly, seconded by Director Bergen and passed, the above recommendation was approved.

10. Discussion regarding Board Meetings to be held in December.

On the motion of Director Baggerly, seconded by Director Hicks and passed, the board decided to cancel the second regular scheduled board meeting that was scheduled for December 28th.

11. Designation of a voting delegate for the ACWA Elections.

On the motion of Director Baggerly, seconded by Director Bergen and passed, Director Hicks was named the voting delegate.

12. Information Items:

- a. Monthly Cost Analysis for operation of Robles, fisheries and fish passage.
- b. Report from Scott MacDonald regarding attendance at the 2011 AWWA Fall Conference.
- c. News Articles.
- d. Investment Report.

On the motion of Director Bergen, seconded by Director Hicks and passed, the information items were approved for filing.

13. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))
Conference with Legal Counsel – Anticipated Litigation (One case).

President Kaiser moved the meeting to closed session at 3:32 p.m. Government Code Section 54956.9 (c), Conference with legal counsel – anticipated litigation.

President Kaiser reconvened the regular meeting at 5:22 with Mr. Mathews reporting that the Board met with counsel and staff regarding a potential litigation. The matter was reviewed by staff and counsel and no action was taken.

14. Adjournment

President Kaiser adjourned the meeting at 5:23 p.m.

James W. Word, Secretary