

## MINUTES

The meeting was called to order at 6:01 p.m.

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### 1. Roll Call

The meeting was called to order by the Board President James Kentosh at 6:01 pm at the District Office.

Present were: Board President James Kentosh, Board Vice-President Mike Krumpschmidt, Board Directors Larry Harrold, Diana Engle, and Mike Etchart. Staff Present: General Manager Mike Hollebrands and Board Secretary Stacey Gilbert. Attorney Lindsay Nielson was also present.

### 2. Approval of the minutes

Approval of the October 18<sup>th</sup>, 2016 Regular Meeting minutes:

Mr. Etchart made the motion to approve the October 18<sup>th</sup>, 2016 Regular Meeting minutes. Mr. Harrold seconded the motion.

There were some corrections to be made. Corrections will be reflected in the approved minutes

Etchart/Harrold  
All Ayes  
M/S/C as corrected

### 3. Public Comments

Elizabeth von Gunten was present

### 4. General Manager's Report

- GSA- This will be discussed further later on
- State Water – No forward motion in regards to the engineering side of it. They are still developing the concept and pipeline avenues.
- 2800 Maricopa Hwy – Easement and green fencing – Ms. Moll the owner is wanting to do some improvements. At the entrance to our site to the right is on her property but we have an easement for that gate and fence. She just wants to put up some fencing that makes it

more appealing and private and is willing to pay for it. The GM is in talks with Ms. Moll in regards to the easements.

Ms. Engle asked if Ms. Moll has access to our tank area. GM confirmed that all those properties that surround our property have access to our property. There could be some liability issues if trespassers wander onto our sites. Future discussions will be done in regards to budgeting for security measures in the next fiscal year. For the time being we need to make sure we have appropriate signage.

- Desalination forum – There is an Ocean Water Desalination Forum that will take place on December 1, 2016 at 6pm if anyone is interested in attending.

## **5. Board Committee Reports**

- Drought Committee met on November 7, 2016 – Minutes are attached to the agenda packet – items that were discussed will be brought up during Board Discussion and/or Action items. –items will be discussed in later times

## **6. Board of Directors Reports**

- Mr. Etchart had nothing to report
- Mr. Krumpschmidt – Has some GSA comments and will mostly discuss later. Mr. Krumpschmidt wanted to know about the title report of the property we acquired and discussed last meeting. Mr. Neilson confirmed that the report does state it is our property and he has not looked into the liability aspect of us now owning that property. Mr. Krumpschmidt highly suggested we look into it mainly because of the Cozy Dell Trail. Mr. Neilson stated that signs are always a good way of informing the public of the dangers of using the trail. We as a public agency can't fence off a public trail so signs are really the only avenue to take in this situation. Mr. Hollebrands is to contact the insurance company and see what their take is on liabilities of now owning that property. Mr. Krumpschmidt asked Mr. Neilson if there was any progress on the Hatton lien. Mr. Neilson stated that he had contacted the attorney associated with that lien but has been unable to reach him. Mr. Krumpschmidt wanted a status on the allocation process in regards to the El Roblar project. Mr. Hollebrands has not heard from them so there is no new information.
- Mr. Harrold – noticed that there is activity going on at the Hatton property. He is wondering if there was/is an easement for that road. There is going to have to be some improvements on that road
- Ms Engle – She really wants to see the title report for the parcel we now own mostly to see what rights we have for this property and what is the history of this parcel.
- Mr. Kentosh mentions to possibly have an Old Business section otherwise he has nothing else.

## **7. Financial Matters**

**1. Approval of Payroll and Payables from July 16<sup>th</sup>, 2016 to August 15th, 2016 in the amount of:**

<b>Payables -</b>	<b>\$ 67,412.28</b>
<b>Payroll -</b>	<b>\$ 31,017.55</b>
<b>Total -</b>	<b>\$ 98,429.83</b>

**Mr. Etchart made the motion to pay the monthly expenses. Mr. Krumpschmidt seconded the motion.**

**Ms. Engle questioned what the CSDA was for – Mr. Hollebrands stated that it was a membership we pay every year. We do utilize their services throughout the year. They provide educational classes for the staff. Ms. Engle also questioned what the Casitas Water Sales was on the income report. Mr. Hollebrands stated he wasn't quite sure how that was calculated and would get back to her about it.**

**Mr. Kentosh question what the conservation penalty was – Ms. Gilbert explained that it is the fine we place on a customer who has violated the restrictions for the 2<sup>nd</sup> or 3<sup>rd</sup> time that we have set forth in the Drought Contingency Plan.**

**Mr. Krumpschmidt questioned what the election supplies were – Mr. Hollebrands stated that we have to pay the elections division to put candidates on the ballot which has cost approx. \$2500 in the past for multiply candidates.**

**Mr. Harrold questioned the bathroom fans amount - \$1630 to replace the fans in the bathrooms and fix the wall in the mens bathroom. This was a much needed maintenance item.**

**Etchart/Krumpschmidt**

**All Ayes**

**M/S/C**

## **8. Board Discussion and/or Action**

- a) Oath of office for incumbent directors Ms. Engle and Mr. Krumpschmidt – Diana Engle and Mike Krumpschmidt were sworn in by Mike Hollebrands.**
- b) Discussion of customer allocation waivers – Perry Family LLC AKA The Meiners Oaks Trailer Park and Patota Residence 1132 S. La Luna – Perry Family MHP – Mr. Kentosh and Ms. Engle discussed in the Drought Committee that tentatively agreed that 7 units per mobile would be suffice however Mr. Hollebrands now has another thought about this. Mr. Kentosh still feels that 7 units per dwelling is good. Ms. Engle discussed the whole concept of how they came up with the 7units and that the committee wanted to be close in line with the Casitas WEAP and that if**

we adopted this for the MHP their allocation would never change as we possibly go further into the stages of the drought. Would we also adopt a policy for mobile home parks specifically so that this issue doesn't come up again or do we address them as they come up. The committee's intent is to not change our current policy but to adopt a Trailer Park Policy that is separate. The 7 units seems fair since this particular MHP uses way less than that currently.

Mr. Hollebrands has the reservations of going down this road for it may set a precedent with the other trailer parks and multiple dwelling homes in the district. There are over 500 multiple dwellings that this could possibly affect down the road which could result in an additional 156 AC/FT added to our current allocation. Mr. Etchart asked if Mr. Hollebrands had any remedies. Mr. Hollebrands stated there could be 2 ways we could handle it by asking them to sub meter or we could tell them if they want more water then they need to purchase it from Casitas. Mr. Krumpschmidt feels we should just cleanup the Drought Contingency Plan and include a policy section that encompasses trailer parks because they are substantially different than multiple dwelling homes.

Mr. Kentosh stated that all these concerns will be taken into advisement and that the Drought Committee needs to go back and come up with a trailer park policy. He also feels that our allocation system needs to be rethought and/or calculated differently. He mentioned Ms. Engle's idea of somehow taking the possible 490 AC/FT we would be allocated and dividing that up somehow amongst the district.

Mr. Etchart agrees with Mr. Krumpschmidt to come up with a trailer park policy within the Drought Contingency Plan

Mr. Harrold states that why can't we just deal with the problems as they come because we can't predict the future. He feels the 7 units per mobile home sounded fine because the history shows less than that.

Mr. Krumpschmidt stated that he finds the 7 units a fair number but he wants to see a policy in place that directly correlates to this type of situation when it comes to mobile home parks on how we came up with this number and how that will be affected as things get worse.

Patota allocation waiver – there is not enough information given in order to make a decision. While the customer gave factual information showing they weren't living there full time there is no showing of what was being done during 2010-2012 to need more water. It was requested to talk to the customer and get more information and more clarification. Mr. Hollebrands is to get more information and look at the property.

- c) Discussion and Approval of Casitas MWD's over allocation fee, increasing the one dollar fee to five dollars per unit – Mr. Kentosh presented a graph that outlines that there would be no major difference between staying with our \$1 fee and increasing it to \$5. We won't collect much revenue between November and April. Fact be told, CMWD passed an increase in the over allocation fee in October. Given this information Mr. Kentosh suggests that we wait till March or April to increase our

**Drought Surcharge because we will not collect enough revenue to make a difference. We have drafted a letter to Steve Wickstrum asking for our allocation amount and to discuss the necessity of when the time comes to bill MOWD for any over allocation fees that we be billed appropriately using the \$1 fee from July 2016 to September 2016 and then \$5 from October 2016 to the end of the fiscal year.**

**Mr. Hollebrands stated that we should increase the fee to \$5 only until after a public meeting informing the district of the change and why it is to take place. However, we have the ability to toggle this fee to anything in between at any given time. He suggests we adopt it with the knowledge that it can be a fee of up to \$5 and we should have it stated that way. He states the best way is having the fee approved and implementing it now so we have the option to use it as we see needed. Mr. Kentosh suggests the best course of action is to either mail or hand deliver the letter to Mr. Wickstrum and have a meeting with him in regards to our allocation and the \$5 over allocation fee to come to an understanding so that we can inform our customers accordingly. The rest of the board agreed that that seems the best course of action to go with.**

**There was a lot of discussion in regards to how we would present and inform our customers of the Drought Surcharge change. It was asked of Ms. Gilbert to give prices and scenarios of how the bill would look and what it would entail and have that presented at the next meeting.**

- d) Board approval of one-page informational bill stuffers to our customers – Mr. Kentosh explained the letter and asked if everyone was ok with way it looked but with the few changes he mentions and everyone was ok with it.**
- e) Discussion and approval of the Cal-Pers Supplemental Income 457 Plan Resolution 20161115 –Mr. Harrold made the motion to adopt Resolution 20161115 Adoption of the Cal-Pers Supplemental Income 457 Plan. Discussion included whether we already had a supplemental plan. Mr. Hollebrands stated we did not have one, which is why it is being presented tonight. There are a couple of minor changes to the Resolution document itself. – One minor change was made to the motion to change the Plan records keeper from Ing.com to Voya Financial. Mr. Etchart seconded the motion. The motion went to a Roll Call vote – Kentosh – Aye, Etchart – Aye, Krumpschmidt – Aye, Harrold – Aye, Engle – Aye. Resolution 20161115 passes unanimously.**
- f) Discuss, review, and adopt Resolution 20161115-1 Appointing a Director and Alternate Director to the BOD of the UVRGSA – Mr. Krumpschmidt made the motion to adopt Resolution 20161115-1 Adopting a Director and Alternate Director to the BOD of the UVRGSA. Mr. Etchart seconded the motion. It was discussed that Mr. Etcharts name be omitted and to have Mr. Hollebrands name put in its place as the Alternate. The motion went to a Roll Call vote – Kentosh – Aye, Etchart – Aye, Krumpschmidt – Aye, Harrold – Aye, Engle – Aye. Resolution 20161115-1 passes unanimously.**

- g) Discuss, review, and adopt Resolution 20161115-2 Authorizing and Directing the execution of a Joint Powers Agreement creating the UVRGSA – Ms. Engle made the motion to adopt Resolution 20161115-2 Authorizing and Directing the execution of a Joint Powers Agreement Creating the UVRGSA. Mr. Etchart seconded the motion. During discussion it was stated that the County of Ventura is being the force that is holding up the approval of the JPA. All the other agencies want to approve as well as we are prepared to do so. Our GSA committee strongly recommends that we approve the JPA as it currently stands. The motion went to a Roll Call vote – Kentosh – Aye, Etchart – Aye, Krumpschmidt – Aye, Harrold – Aye, Engle – Aye. Resolution 20161115-2 passes unanimously.
- h) Oak Grove School Will Serve Letter for their existing service – Mr. Hollebrands explained the Will Serve letter to the Board. Mr. Krumpschmidt has the concern that conceptionally it shows us giving more water to one customer when we are asking everyone else to conserve. We are trying to find ways to save but with this new amount Casitas has given them will ultimately affect us when we are no longer on Casitas.  
Mr. Harrold made the motion to accept the Will Serve letter for Oak Grove School. Mr. Etchart seconded the motion.  
There was more discussion.  
M/S/C  
4 ayes / 1 abstention
- i) Set date for MOWD Christmas Party – Mr. Hollebrands stated that the party will be at Agave Marias and presented the board with the quote of the cost. Possible dates to consider are December 9<sup>th</sup> or December 16<sup>th</sup>. It was voted that December 16<sup>th</sup> was the best date and it will be at 7pm

#### **9. Closed Session:**

The Board of Directors will hold a closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Code Section 54957 & 54956.8, 54956.9 and 54957

No closed session items to discuss

**10. Meeting Adjournment**

**There being no further business to conduct at this time, Board President James Kentosh adjourned the meeting at 9:45 PM.**

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**President**

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**Secretary**