

Minutes of the Casitas Municipal Water District
Board of Directors Meeting Held
October 24, 2007

A meeting of the Board of Directors was held October 24, 2007 at Casitas' Office, Oak View, California. Directors Baggerly, Word, Hicks, Handley and Kaiser were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board and Attorney, Rob Sawyer. There were four staff members and two members of the public in attendance. Director Baggerly led the group in the flag salute.

1. Public comments.

None

2. Board of Director comments.

Director Handley reported on his attendance at the AWA meeting where the topic was on the TMDL requirements and he suggested we work together and use the stakeholder approach to this.

Director Hicks reported that Pat's boat is running and she will be donating it to the Boy's & Girl's club.

President Baggerly reported on his attendance at the Fish Passage Forum. They are still working on the MOU between all the major players so that everyone has the same understanding for the replacement and changes for culverts, bridges and fish passage facilities. There was a strong plea to get the Fish Passage Forum back to what they are supposed to be doing and start prioritizing projects. National Marine Fisheries Service recently published the recovery outlines so that all of us have a clear road map and backup from science from the technical recovery team. President Baggerly then mentioned a meeting on the Ag waiver and comments made by Ben Favor regarding the recent Distribution Uniformity program he almost characterized it as a failure because only a few people had taken part in the program. Ben Favor suggested that this type of project be expanded to all Ag users. Ron Merckling commented that he has started a list of people who are interested in a future project. Regarding the recent results, 35 people took part which was all that was budgeted for with high users given the first opportunity to participate. The program was a success.

3. Consent Agenda

ADOPTED

- a. Minutes of the October 10, 2007 Board Meeting.

- b. Resolution authorizing membership in California Urban Water Conservation Council in the amount of \$1,257.04.
- c. Recommend approval of Special Liability Insurance Program renewal invoice in the amount of \$57,307.86.

The Consent Agenda was offered by Director Word, seconded by Director Handley and adopted by the following roll call vote:

AYES:	Directors:	Kaiser, Handley, Hicks, Word and Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

Resolutions are numbered 07-53 and 07-54.

4. Bills APPROVED

Director Hicks questioned #25462 for the tires for a Think vehicle for \$22. Rob Weinerth explained that is the cost for mounting the tires. Director Kaiser questioned #25466 to Fergusson Enterprises. Mr. Wickstrum answered it is to repair to valves, spare parts for pressure regulating stations, replacement of gaskets and diaphragms.

On the motion of Director Kaiser, seconded by Director Word and passed, the bills were approved.

5. Committee/Manager Reports APPROVED minus item a

- a. Recreation Committee
- b. Water Resources Committee
- c. Executive Committee
- d. Finance Committee

President Baggerly expressed concerns that there was not a quorum at the Recreation Committee and felt there could be a problem with some later items on the agenda. He explained that a standing committee requires a quorum to be present and asked Rob Sawyer to send a letter to the District Attorney to clarify this. Rob Sawyer referred to a memo from a year ago regarding committee meetings which he will review. The difficulty with standing committees is that certain things are sent to the board. Director Kaiser added it would be good to get that clarification and more information on the use of alternates as there seems to be some degree of confusion.

On the motion of Director Word to approve items b, c and d for filing, seconded by Director Kaiser and passed, the committee reports minus item a were approved.

6. Staff Presentations

- a. Verbal presentation by Rob Weinerth on training he attended regarding the Quagga Mussel.

Rob Weinerth reported on his attendance at a seminar last Tuesday regarding the Quagga mussel. The meeting was with the Department of Fish & Game, the City of San Diego and Pacific State Marine. They talked about national, regional and local areas of infestation of Quagga and Zebra mussels. The Colorado River system is infiltrated with the Quagga mussel. Every agency that gets Colorado River water will be infected. The main topic was how to stop the spread. There is a campaign with informational flyers, broadcasts on highways, signs at launch ramps. Training is being offered towards first responders, commercial boats and transportation. The lifecycle of the mussel is that it can stay alive for 20 + days, but usually only five days. Larvae can stay alive for 27 days. They grow to one inch in one year. We will identify high risk watercraft. We are already asking where boats are coming from, how long ago, the climate, has vessel been washed down? We look for weeds attached to trailers. There is a suggested decontamination involving washing the boat, using hot water, flushing the engine equipment. A decontamination kit is being sent to us. They suggest using a solution of chlorine to flush the engine and not for more than 30 minutes or there could be damage to the engine and/or the seals. Lake Cachuma is looking into a decontamination unit for \$60,000 from Montana. Rob expressed concern with staffing, training and inspections of boats. Additional training will be offered in January.

Director Kaiser asked if they mussels can be transported by migratory birds. We are fighting an uphill battle and perhaps the Federal government should be more involved in this. Rob responded that most of the information was pertaining to boating. The Department of Fish & Game has upgraded their five local Ag stations to have inspectors 24 hours per day.

- b. Verbal update from Steve Wickstrum on Ojai Days.

Mr. Wickstrum stated that Ojai Days was successful and he thanked Ron Merckling and Matt Bryant for their hard work. It was a collaboration of Casitas, Meiner's Oaks, Ventura River, Golden State and Sr. Canyon providing information on water conservation, answering questions and providing water conservation items.

7. Action Items

- a. Recommend review of the claim by Sean Park for damages to his 2006 Nissan 350 z in the amount of \$385.84.

RECOMMENDED ACTION: Direction to staff

Mr. Wickstrum explained Brian Roney has suggested that this claim be denied. It is for a car that received scratches as a result from driving over the

spikes at the exit lane at the recreation area. Mr. Park asked this be brought to the board's attention for approval of his claim to have the three marks taken care of in the amount of \$385.84. Mr. Park is not here today. President Baggerly asked Attorney Rob Sawyer his view on the recommendation of the one person recreation committee meeting for these two items.

Rob stated that the recreation committee does not have jurisdiction to allow or disallow the claim. There is no action; reference to full board is a nullity. It appears that the effort was made to appeal to the board from the Park Services Manager. The understanding is the committees are advisory. President Baggerly did not agree. Rob added that there was no action taken, there was no quorum. It is as though nothing happened. The memo from Brian Roney states the claimant was instructed to take it to the board. There was discussion on the liability of the district, if the vehicle had been modified with an after market modification.

A motion was made by Director Word recommending direction to staff to verify that the car has been modified, then the claim would be denied, if it has not been not modified staff is instructed to pay the claim. This was seconded by Director Handley and passed with President Baggerly opposing.

- b. Resolution authorizing the second amendment to the Trailer Rental Concession Agreement and approval of the Amendment to Sublease Agreement between Norman Smith and Jennifer Smith.

ADOPTED

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

AYES:	Directors:	Kaiser, Handley, Hicks, Word and Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

Resolution is numbered 07-55.

- c. Recommend approval of staff to enter into a Negotiating Contract for the purchase of software by Tyler Technologies / Incode with Utility Billing and a fully integrated Financial Suite, and authorize staff to pursue the purchase of a new server and scanners, and pursue the extraction of data from the current financial system.

APPROVED

Denise Collin presented information on the process used to determine the most appropriate software package for the district. This was done in combination with Montecito and Carpinteria water districts. All three districts currently use

DataStream. All are in collaboration in the replacement and we will reap the benefits of this joint venture in local support, custom report writing and decreased training costs. The software being proposed is Incode from Tyler Technologies. It surpassed the other vendors in billing, general ledger, human resources, payroll, budgeting and customer support. The contact management, gis support and online bill pay are also superior.

On the motion of Director Word, seconded by Director Kaiser and passed the above recommendation to approve a purchase order to Tyler Technologies/Incode and direct staff to enter into an agreement for the purchase of the Incode software.

- d. Recommend approval of the request for proposal for district legal counsel.

APPROVED

On the motion of Director Word, seconded by Director Kaiser and passed, the above recommendation was approved.

- e. Recommend approval of the request for proposal for the water cost of service rate study.

APPROVED

On the motion of Director Handley, seconded by Director Kaiser and passed, the above recommendation was approved.

- f. Recommend approval of attendance at meetings regarding the Quagga Mussel and discussion regarding strategy.

President Baggerly reminded the Board that we discussed the need to do this at the last meeting to protect ourselves from a Quagga mussel invasion. Clarification was needed regarding the board and staff involvement. The board discussed having either member of the Recreation committee also attend the meetings along with Russ Baggerly, Brian Roney, Ron Merckling and Steve Wickstrum. President Baggerly added meetings are being scheduled to the Department of Fish & Game, legislators, the Bureau of Reclamation Mid Pacific Region and the Lower Colorado Region. We will ask that they protect us by telling us who has been in the infected lakes or we may have to close our lake from boats. That may be what we have to do to protect our water quality and the dam. Director Kaiser suggested a consortium or roundtable discussion. President Baggerly continued that an infected boat is only a day away, the timing is critical so we should clear our calendars for any meeting date we can get.

RECOMMENDED ACTION: Motion approving recommendation

8. Information Items:

Level of Lake – 10/17/07 –549.37 feet above mean sea level, 17.63 feet below spill elevation; present storage is 209,535 acre feet, 44,465 acre

feet below full capacity of 254,000 acre feet, 82,535 acre feet above half capacity, or 82.49% full capacity.

- a. Recreation Area Report for September, 2007.
- b. Fisheries Program update for September, 2007.
- c. Monthly Cost Analysis of Fish Passage Facility, Fisheries, Operation of Robles and Marzulla & Marzulla.
- d. Retirement Toast & Fundraiser in honor of Everett Millais to be held November 29, 2007 in Ventura.
- e. Report for attendance at a recent drought conference.
- f. News Articles of interest
- g. Investment Report

Director Word asked for the attendance numbers for special events such as the Pirate Festival to be added to the recreation report.

President Baggerly adjourned the meeting at 6:00 p.m.

Secretary