

**VENTURA RIVER WATER DISTRICT  
MINUTES OF REGULAR MEETING MARCH 19, 2025**

1) **CALL TO ORDER & PLEDGE OF ALLEGIANCE** – Peggy Wiles called the meeting to order at 2:00 P.M. at the District office at 409 Old Baldwin Road, Ojai, California 93023.

2) **ROLL CALL**- Glecina Reyes, Office Manager, conducted roll call.

Present: Directors Bruce Kuebler, Laurel Lary, Ed Lee, and Peggy Wiles.  
 Absent: None  
 Staff present: Alma Quezada; General Manager  
 Mark Albertsen; Field Supervisor  
 Nichole Suggs; Account Administrator  
 Stuart Neilson, Legal Counsel  
 Public Present: Brian Aikens, Craig Zwirn, and H. Scott "Smitty West" Smith  
 Public on Zoom: None

3) **PUBLIC COMMENT (FOR ITEMS NOT ON THE AGENDA)** – None

4) **CONSENT AGENDA:**

- a) **MINUTES OF REGULAR MEETING FEBRUARY 19, 2025**
- b) **MINUTES OF SPECIAL MEETING MARCH 5, 2025**
- c) **PAYMENTS AND CHECKS FOR FEBRUARY**
- d) **FINANCIAL STATEMENTS FOR JANUARY**

No comments or inquiries from the Board or Public. **Action:** Director Kuebler motioned to approve the consent agenda, seconded by Director Lee and the motion carried with 4 votes in favor.

**ACTION ITEMS**

- 5) **BOARD VACANCY – INTERVIEW OF CANDIDATES:** The General Manager introduced three candidates, Brian Aikens, Craig Zwirn and H. Scott Smith. Directory Wiles thanked the candidates for attending and explained the process of the interview, including the option for candidates to step out during the board's discussion. Each candidate was given the opportunity to answer the same questions. Following the interview, the candidates were asked to wait outside of the boardroom to allow the board members to deliberate. **Action:** The General Manager recommended that the Board interview the interested candidates and appoint a replacement. **Public Comment:** None. **Action:** Director Lee motioned to appoint Craig Zwirn as the new Director of Ventura River Water District and seconded by Director Kuebler, and the motion carried unanimously.
- 6) **REVIEW OF 10-YEAR CAPITAL IMPROVEMENT PLAN:** The General Manager provided an update of the Capital Improvement Plan and explained projects have shifted over to the next three fiscal years due to delays in finalizing the loan funding agreement. Completed or eliminated projects were also presented to the Board. Director Kuebler inquired about the high cost of the projects and the General Manager explained that the cost includes an inflation factor and are not representative of the final numbers. The District will have a better estimate of the costs after bids are received. **Public Comment:** None. **Recommended Action:** None **Action:** No motion was taken.
- 7) **DISPOSAL OF SURPLUS ASSETS – FORD F-550 AND BIG-TEX TRAILER:** The General Manager explained the current use and condition of the assets with photos. It was stated that both assets are no longer in use by the District. The sale of the assets will be advertised through GovDeals.com at no cost for the District. Director Kuebler raised the question if the District would need to spend additional money to discard old meters and, the Field Supervisor confirmed that there will be no additional cost to the District to dispose of old meters. **Public Comment:** None. **Recommended Action:** The General Manager recommended that Board: 1) Declare the Ford F-550 truck and Big Tex trailer as surplus property, and 2) Authorize the General Manager to dispose as deemed necessary in accordance with Section 9 of the District's Financial Policies and Guidelines. **Action:** Director Lee motioned for approval of the General Manager's recommendation, seconded by Director Lary, and the motion carried unanimously.

- 8) **DESIGNATE ACWA VOTING REPRESENTATIVE:** The General Manager informed the Board that ACWA launched a new electronic election process for the 2026 – 2027 term, and each member agency will be able to electronically vote by the designated voter. If the agency does not designate a representative by this deadline, the General Manager will automatically be designated as the voting representative. **Public Comment:** None. **Recommended Action:** The General Manager recommends that the Board designate the General Manager as the authorized voting representative for the ACWA electronic elections. **Action:** Director Kuebler motioned for approval of the General Manager's recommendation, seconded by Director Lee, the motion carried unanimously.

**INFORMATION ITEMS - RECEIVE & FILE**

- 9) **BOARD REPORTS ON MEETINGS ATTENDED:** Director Kuebler attended the UVRGA Meeting and noted that annual reports were provided and approved. In addition, model calibration is being updated to help evaluate projects that might be needed to avoid violation of the minimum thresholds. Director Kuebler also attended the Ventura River Watershed Council for the Ventura River Instream Flow project and explained the project is funded through a 2-million-dollar grant from the Department of Water Resources.
- 10) **GENERAL MANAGER'S REPORT – WATER & DISTRICT STATUS:** The General Manager presented the complaint log for February, the advertisement of the Solar RFP, implementation of the new water rates in the District's billing system, and the number of smart meters that were ordered. The static aquifer level at Well #2 on February 1, 2025, was at elevation 539.2 feet; and decreased 5.2 feet since the first of last month. The aquifer is 14.9 feet above the 35-year average for March 1. Well #1 is pumping 1024 GPM, up 27 GPM from last month. Well #7 is pumping 742 GPM, up 8 GPM from last month, Wells #2, #3, #4 and #6 were off-line in January.
- 11) **OLD & NEW BUSINESS:** No old and new business to report.

**CLOSED SESSION** – The board entered closed session at 4:06 pm.

**12) CLOSED SESSION**

The Board of Directors may hold a closed session to discuss the following items:

A. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

**Action:** No reportable action taken.

B. CONFERENCE WITH REAL PROPERTY NEGOTIATORS

**The board returned to open session at 4:40 pm.**

**Adjournment**

There being no further business, the meeting was adjourned at 4:40 pm.

Attested:

  
Alma Quezada, Secretary