The Regular Meeting of the Board of Directors of the Indian Wells Valley Water District was called to order by President Brown at 6:00 p.m. in the Board of Directors Hearing Room, 500 West Ridgecrest Boulevard, Ridgecrest, California.

The Pledge of Allegiance was led by Director Kicinski.

DIRECTORS PRESENT:  President Peter E. Brown
                     Vice-President Charles F. Cordell
                     Director Donald J. Cortichiato
                     Director Charles D. Griffin
                     Director Ronald R. Kicinski

DIRECTORS ABSENT: None.

ALSO PRESENT: Jim Worth, Attorney;
               Don Zdeba, General Manager;
               Jason Lillian, Operations Manager;
               Renee Morquecho, Chief Engineer;
               Ty Staheili, Chief Financial Officer;
               Rose Koch, Recording Secretary

AGENDA DECLARATION
Recording Secretary, Rose Koch, reported that the agenda for tonight’s Regular Board Meeting was posted on Friday, October 6, 2017.

CONFLICT OF INTEREST DECLARATION
Vice-President Cordell and Director Griffin announced that they will abstain from voting on Agenda Item 7.B.1. Resolution No. 17-09: Accepting Dedication of Water System Improvements for the China Lake Museum on East Las Flores Avenue in the amount of $5,977.00.

PUBLIC QUESTIONS AND COMMENTS
Sandra Boyle, 1413, S. McCall, Ridgecrest, commented on her high water bills. Staff will follow up with Sandra Boyle.

CONSENT CALENDAR
MOTION: was made by Director Kicinski and seconded by Vice-President Cordell to approve the Minutes of the September 11, 2017 Regular Board Meeting and to approve payment of Accounts Payable totaling $1,390,273.35. Motion was carried unanimously. (Ayes: Brown, Cordell, Cortichiato, Griffin, Kicinski. Nays: None.)
Resolution No. 17-09 was presented to accept dedication of water system improvements for a 75-foot 8-inch PVC water main, 6-inch fire service, 2-inch domestic service, and 2-inch landscape service for the China Lake Museum on East Las Flores Avenue, in the amount of $5,977.00.

Motion: was made by Director Kicinski and seconded by Director Cortichiato, adopting Resolution No. 17-09: Accepting Dedication of Water System Improvements for 75-foot 8-inch PVC water main, 6-inch fire service, and 2-inch domestic service and 2-inch landscape service for the China Lake Museum on East Las Flores Avenue with the condition upon receiving dedication signed by the owner. The Motion was carried, by the following roll call vote:

President Brown: Yes
Vice-President Cordell: Abstain
Director Cortichiato: Yes
Director Griffin: Abstain
Director Kicinski: Yes

FINANCE COMMITTEE

Ty Staheli reported that 20 organizations were solicited for the Cost of Service Study Request for Proposal (RFP). Two proposals were received:

Stantec $53,736
Municipal & Financial Services Group $66,250

Staff reviewed each firm’s rate study history specifically with organizations within California. Based on the reference list, Stantec has greater experience within California and has experience with developing budget based rates.

Ty Staheli reported that he had followed-up with other proposers on why they had not responded. Reasons included unable to fit within current workloads, didn’t perform rate studies, and time table for RFP too short.

The committee recommended the Board award the Cost of Service Study to the low bidder Stantec in the amount of $53,736.

MOTION: was made by Director Cortichiato and seconded by Director Kicinski to award the Cost of Service Study to Stantec in the amount of $53,736. Motion was carried, unanimously. (Ayes: Brown, Cordell, Cortichiato, Griffin, Kicinski. Nays: None.)

ADMINISTRATION/EXECUTIVE COMMITTEE

Since the purchase of the NO-DES unit, it has been determined that it requires two personnel to operate. The average time needed to run a complete cycle on a section of pipe is 5 hours. Based on the number of District system blow-offs, it has been determined that it will
require two full time operators to adequately cover the entirety of the distribution system using the NO-DES truck. In order to utilize the NO-DES unit on a regular basis, resume regular valve exercising (State mandate) duties, and have adequate staffing for the other maintenance duties, particularly leak repair, an additional Maintenance/Repair/Construction Operator is necessary. Budget increase needed for the remainder of the 2017-2018 fiscal year (10 months) is at minimum $34,224 to a maximum of $48,680.

The committee recommended Board approve the additional Maintenance/Repair/Construction Operator Position.

MOTION: was made by Director Griffin and seconded by Vice-President Cordell to approve an additional Maintenance/Repair/Construction Operator position. Motion was carried, unanimously. (Ayes: Brown, Cordell, Cortichiato, Griffin, Kicinski. Nays: None.)

Per September 11th Regular Board Meeting, Committee reviewed the Allowances for Specific Unanticipated Use Policy and recommended not changing the policy.

After discussion, the Board of Directors agreed by consensus to do the following:

1) Allowances for Specific Unanticipated Use Policy will be reviewed at a subsequent Board Workshop, and

2) Discuss and consider appeal of an Allowances for Specific Unanticipated Use claim for 1035 W. Benson Ave., Ridgecrest, at the November 13th Regular Board Meeting.

Leadership Ridgecrest, Community Issues/Government Processes, hosted by the Chamber of Commerce, will include a visit to the Water District on October 20th at 1:45 p.m. Leadership Ridgecrest is led by Geri Haradon and Denny Kline (Field Representative for Kern County 1st District Supervisor Mick Gleason. They have asked the District if Don Zdeba and a Board Member would lead a presentation/discussion on the challenges facing the Water District.

The committee recommended Don Zdeba and President Brown represent the District and lead discussion at the October 20th Leadership Ridgecrest.

The Board of Directors agreed by consensus that President Brown and Don Zdeba would represent the District and to lead the discussion on October 20th Leadership Ridgecrest at 1:45 p.m. in the District’s Board Room.

**INDIAN WELLS VALLEY GROUNDWATER AUTHORITY (IWVGA)**

Don Zdeba announced that there will be a joint Policy Advisory Committee (PAC) and Technical Advisory Committee (TAC) meeting at the Kerr McGee Center on Thursday, October 12th at 4:00 p.m.

**GENERAL MANAGER AND STAFF UPDATE**

Don Zdeba updated the safety record to 1,001 consecutive days without a recordable injury.
Metered water production at the wells for the month of September was 208,302,000 gallons (639.3 acre-feet). The number the State Water Resources Control Board (SWRCB) is using for comparison is metered water through the distribution system or consumption, and non-revenue water which is water lost to leaks, flushing activities, blow-offs, etc. For the month of September, the number is 251,927,000 gallons (773.1 acre-feet). The conservation results for September were reported to the SWRCB on October 4th. Consumption was down 8.5% compared to September 2013. The 20% conservation target established by the Board of Directors took effect last June 1st. Since that time, the cumulative result is 21%.

For the month of September, the District’s reported R-gpcd was 211. This is 5.4% lower than 2016 (223), 3.9% higher than 2015 (203), and 15.5% lower than 2014 (244).

There were six new connections during the month of September resulting in capital facility fees of $30,408. There have been 19 new connections during this fiscal year that began July 1st. The new connections have contributed $99,687 in additional revenue.

Public Outreach:

- Don Zdeba attended the Community Collaborative meeting at City Hall on October 3rd. Mr. Zdeba provided the following update:
  - Signing of the Memorandum of Understanding (MOU) between the State of California and the Kingdom of Denmark that occurred September 19th in New York and was celebrated September 22nd in Sacramento. The signing of the MOU allows the Stanford Groundwater Architecture Project involving the aerial geophysical survey of the Indian Wells Valley basin to move forward.
  - Captain Dale reported that the Richmond Gate will be undergoing extensive replacement and will be closed for about ten months beginning in May 2018.
  - Captain Dale also reported that there will be a large contingent of Italians in excess of 200 joining the British contingent for training in February and March 2018.
  - Russ Bates reported on behalf of Inyokern Airport that commercial air service is not meeting its target for passenger traffic. As a result, the grant funding is being expended sooner than they would like as the airport has to pay for empty seats. They are assessing the current flight schedule for possible adjustments.

- The District will have a booth at the Third Annual Petroglyph Festival on November 4th and 5th.
- A District conservation banner will be hung at the Desert Empire Fair.

Well 34: The latest information from Layne is that the General Electric (G.E.) motor will ship November 14th. Once it arrives at Goulds pump facility in Texas, a pump test will be performed and witnessed remotely. Work is tentatively scheduled to be completed the end of December.

Well 35: Hydro Resources West completed the final video of the well last week. The well is now capped and staff expects to bid the building and pumping plant in December.
OpTerra is still waiting for Southern California Edison (SCE) to schedule pulling new service conductors and energizing the new main gear at Well 30. SCE has had errors with their scheduling program and has only advised that IT is working on it. Originally, SCE assigned a tentative date of October 16th, but it is still unknown if work will occur on or before that date. The solar facilities at Well 34 cannot be energized until the electrical upgrades are finished at that site. The work is tentatively scheduled to be completed by Layne Christensen before the end of December. OpTerra has provided a link to staff for online viewing of solar production.

Ty Staheli reported that through September Fiscal Year 2018, budget for revenues is $2,691,700 and have received $3,128,489, so revenues has exceeded by $436,789. For expenditures there is a budget of $2,875,148 and have spent $2,630,628 which is -$244,520. This is overall positive by $681,310.

Ty Staheli reported that the hospital gateway is still not working. VERIZON and Neptune are working together to get the hospital gateway running. Staff is researching a third party for customer portals for the Automated Meter Infrastructure (AMI). Customers will be able to access their accounts and see their usage.

Ty Staheli reported on the following conservation items:

- **State Water Resources Control Board (SWRCB) Water Waste Report**
  - There was 1 water waste report during September 2017. There was no second formal warning and no third notices resulting in penalties.
  - Cash for Grass - One hundred and seventeen (117) yards have been completed resulting in removal of 138,524.5 square feet of turf ($138,524.50). There are 30 yards (36,640 square feet) in the process of being converted. There are 35 yards ($78,000) that are pre-approved and are awaiting notice for pre-inspection. There is approximately 14,000 sq. ft. for applications (1) pending. There is $114,836 Cash for Grass funds available from the revised $382,000 budget. Approximately 23.8 acre-feet of water per year will be saved from yards that have been converted.
- **XERICO® Ambassador Consultations:** Two consultations were completed for the month of September.

Jason Lillion reported that Arsenic Treatment Plant 1 treated 25,755,213 gallons and Plant 2 treated 26,519,546 gallons. Staff has reached out to Filtronics to write a dual program for the Program Integral Differential (PID) which controls the Variable Frequency Drive (VFD) for the pumps.

For the month of September, eight services were repaired and 54 were replaced. The NO-DES truck had 12 runs filtering 79,860 gallons. For the year, the NO-DES truck filtered a total of 1.5 million gallons. Eighty-seven valves were turned.

**BOARD COMMENTS/FUTURE AGENDA ITEMS**

Don Zdeba announced that at the November Regular Board Meeting there will be a presentation from WaterSmart, a customer portal for the AMI.
With no further Board or Public comments, President Brown recessed the meeting and adjourned to Closed Session at 7:07 p.m.

CLOSED SESSION

The meeting was reconvened in Closed Session at 7:13 p.m.

The meeting was recalled to Open Session at 7:26 p.m.

No action was taken that would require disclosure under the Brown Act.

ADJOURNMENT

With no further business to come before the Board, the meeting was adjourned at 7:26 p.m.

Respectfully submitted,

Rose Koch
Recording Secretary

APPROVED: November 13, 2017