

MINUTES OF SPECIAL MEETING OF THE  
BOARD OF DIRECTORS  
PLEASANT VALLEY COUNTY WATER DISTRICT HELD  
Tuesday June 4th, 2019

Pursuant of notice given, a Special Meeting of the Board of Directors of the Pleasant Valley County Water District was held on Tuesday June 4<sup>th</sup>, 2019 in the District headquarters facility, 154 S. Las Posas Rd, Camarillo, CA.

Call to Order

The meeting was called to order at 10:30a.m. by President, Thomas P. Vujovich, Jr.

Agenda Item #1- Pledge of Allegiance was led by President Vujovich

Agenda #2- Roll Call

Attendance at the meeting was as follows:

Directors' Present: Thomas P. Vujovich, Jr., President

Craig Kaihara, Vice President

Pete Hansen

John Broome

John Menne

Staff Present: John Matthews, Attorney

Jared Bouchard, General Manager

Agenda #3 – Determination of Quorum

Quorum was established

Agenda Item #4 – Approval of Agenda

Motion to approve by Director Hansen; seconded by Director Menne, motion passed unanimously.

Agenda Item #5 – Approval of Minutes

- a. Moved by Director Broome to approve the minutes of the Special Board Meetings held on Tuesday December 18<sup>th</sup>, 2018 and Tuesday February 12<sup>th</sup>, 2019 seconded by Director Kaihara, motion passed unanimously.

Agenda Item #6 – Open Forum

Public comment:

No members of the public present. No items to be considered.

Agenda Item #7 – Action Items

A. - Special Presentation

United Conservation Water District representatives CFO Joseph Jereb, Controller Erin Gorospe, Mauricio Guardado and Dan Naumann presented the FY 2018/2019 financial data regarding the Pleasant Valley Pipeline Fund and Loans, Overview of the upcoming year, and the 2019/2020 FY Budget. Received and Filed.

B. – Ratification of Checks

It was moved by Director Broome to ratify the checks issued from February 12<sup>th</sup>, 2019 to June 4<sup>th</sup>, 2019 by the District, seconded by Director Hansen. The motion passed unanimously and the list of checks ratified is appended to these minutes.

C. – Consider FY 2019/2020 Budget

The Pleasant Valley County Water District budget for FY 2019/2020 was presented by General Manager Jared Bouchard. Review of 2018/2019 showed a deficit of \$ -584,000.00. The cause of the deficit was largely impacted by the anticipated 6,718 AF of water sales vs current sales which are at 55% of the anticipated revenue. FCGMA allocations will go into effect October 1<sup>st</sup>, 2019. The bulk of the allocation will be with Pleasant Valley CWD so no changes will be made to the projected revenue sales. The Agency has a combined balance of 1.9 million. It is proposed to have \$1.2 million as an operating reserve to be accumulated over time due to PV's current financial status. Jared suggested incremental rate increases vs large rate increases. It was decided to keep rates as they are this year. The budget was approved as presented. Moved by Director Menne second by Director Kaihara, motion passed unanimously.

D. – Consider Resolution 19-01 Formally Adopting a reserve policy for Pleasant Valley County Water District

A Reserve Policy was adopted: Resolution 19-01 with a modification to Item 2 that states a capital reserve will be comprised of 5% of the asset value. Motion by Director Broome, second by Director Hansen motion passed unanimously.

E.- Consider Annual Audit

Annual Audit for 2017/2018 was reviewed and a clean audit was presented. Motion to approve Director Menne, second Director Hansen motion passed unanimously.

Agenda Item #8 – General Manager Comments

New hire was discussed, a formal offer will be sent to Nancy Lawrence. Mrs. Lawrence is expected to begin working July 2019. No further business to discuss.

Agenda Item #9 – Other Business

No other business to report.

Agenda Item #10 – Closed Session

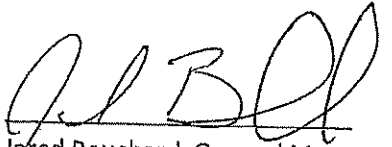
The Board went into closed session per Government Code sec 54956.9© to conference with legal counsel on existing litigations. No action to report on item 10.

The board came out of session at 12:38 p.m.


Agenda Item #11 – Adjournment

The meeting was adjourned upon a motion duly made, seconded and carried unanimously at 12:39 p.m.

Respectfully Submitted:

  
Jared Bouchard, General Manager

Minutes Approval:

  
Thomas P. Vujovich, Jr., President