



BOARD OF DIRECTORS REGULAR MEETING AGENDA

All meetings of the Board will be conducted via teleconference until further notice,
in accordance with CA AB 361.

JOIN BY COMPUTER: <https://meet.goto.com/586892533>

DIAL-IN (US TOLL-FREE): [1 877 309 2073](tel:18773092073)

ACCESS CODE: 586-892-533

*If you require special accommodations for attendance at or participation in this meeting,
please notify our office 24 hours in advance at (805) 646-2114.*

(Govt. Code Section 94594.1 and 94594.2 (a))

December 20, 2022, at 6:00 pm.

1. Call meeting to order

2. Roll call

3. Elected Officials – Oath of Office

- Michel Etchart
- James Kentosh
- Christine Cooper
- Joe Pangea

4. Approval of the minutes: November 15, 2022, Regular Meeting

5. Public comment for items not appearing on the agenda

Right to be heard: Members of the public have a right to address the Board directly on any item of interest to the public that is within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.

Please Note: If you have comments on a specific agenda item(s), please fill out a comment card or send a virtual “chat” note to the Board Secretary. The Board President will call on you for your comments at the appropriate time, either before or during the Board’s consideration of that item.

Closed Session Agenda - Adjourn to Closed Session (6:10 pm): *It is the intention of the Board of Directors to meet in Closed Session to consider the following items:*

6. Closed Session Items

- a) The Board of Directors may hold a closed session to discuss personnel matters or litigation, pursuant to attorney/client privilege, as authorized by Government Code Section 54957, 54956.8, & 54956.9, and 54957.
 - State Case: SBCK vs. SWRCB, San Francisco Superior Court, Case # CPF-14-513875

Regular Agenda (*Reconvene Regular Meeting, Estimated Time 6:30 pm***)**

7. Financial matters

Approval of Payroll and Payables from November 16, 2022, to December 15, 2022, in the amount of:

Payables – \$139,310.21

Payroll – \$ 46,708.80

Total – \$186,019.01

8. Board action and/or discussion

- a) Discuss customer requests for drought surcharge relief, determine GM threshold for financial relief, historically up to \$500 per customer account. (Martinez) – No Attachment
- b) Customer request for Drought Surcharge relief of \$865.00 due to leak. (Martinez) –Attachment
Recommended Action: Receive report and consider approval of relief.
- c) Adoption of New Meters & Expansion of Services Policy with approval of Resolution 20221220. (Kentosh/Anderson) – Attachment
Recommended Action: Approve Resolution 20221220: Adoption of New Meters & Expansion of Services Policy.
- d) Approve Will-Serve Letter requests for (1) 235 N. La Luna; (2) 143 S. Padre Juan; (3) 221 N. Poli ADU & 221 N Policy Junior ADU; (4) 649 S. La Luna; (5) 935 Devereux; and (6) 1330 S. La Luna. (Kentosh/Martinez) – Attachments
Recommended Action: Consider approval of each Will-Serve Letter request.
- e) Approve Casitas Standby Pass-through Fee increase from \$0.72 to \$1.30. (Ward/Martinez) – Attachments
Recommended Action: Approve pass-through fee change and add to annual rate review.
- f) Receive required communication from Fanning & Karrh, CPAs regarding the FY 21-22 Financial Audit. (Martinez/Ward) – Attachments
Recommended Action: Receive and file.
- g) Receive LAFCo Meiners Oaks Water District Municipal Services Review and SOI Review. (Martinez) – Attachments
Recommended Action: Receive and file.

9. General Manager's Report

The Board will receive an update from the General Manager on District operations and maintenance.

10. Board Secretary's Report

The Board will receive an update from the Board Secretary on District administrative and related matters.

11. Board Committee Reports

- Executive & Personnel Committee
- Upper Ventura River Groundwater Agency
- Allocation, New Meters & Expansion of Services Committee
- Budget & Rate Committee
- Grants Committee
- Emergency Management Committee
- *Treatment Plant Design Ad Hoc Committee – Membership to be determined*

12. Old Business

- State Water update
- Matilija Dam removal update
- Collaboration on drought response measures.

13. Director Announcements/Reports

14. Adjournment: The next scheduled Regular Board meeting is January 17, 2023.

OATH OF OFFICE

(California Government Code §1360)

MEINERS OAKS WATER DISTRICT

STATE OF CALIFORNIA }
 } ss.

COUNTY OF VENTURA }

As a Director for the **MEINERS OAKS WATER DISTRICT**

I, Michel Etchart, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature

Subscribed and sworn to before me this 20 day of December, 2022.

By: _____
Signature & Title

OATH OF OFFICE

(California Government Code §1360)

MEINERS OAKS WATER DISTRICT

STATE OF CALIFORNIA }

 } ss.

COUNTY OF VENTURA }

As a Director for the **MEINERS OAKS WATER DISTRICT**

I, James Kentosh, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature

Subscribed and sworn to before me this 20 day of December, 2022.

By: _____

Signature & Title

OATH OF OFFICE

(California Government Code §1360)

MEINERS OAKS WATER DISTRICT

STATE OF CALIFORNIA }
 } ss.

COUNTY OF VENTURA }

As a Director for the **MEINERS OAKS WATER DISTRICT**

I, Christy Cooper, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature

Subscribed and sworn to before me this 20 day of December, 2022.

By: _____
Signature & Title

OATH OF OFFICE

(California Government Code §1360)

MEINERS OAKS WATER DISTRICT

STATE OF CALIFORNIA }
 } ss.

COUNTY OF VENTURA }

As a Director for the **MEINERS OAKS WATER DISTRICT**

I, Joe Pangea, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.

Signature

Subscribed and sworn to before me this 20 day of December, 2022.

By: _____
Signature & Title

Regular Meeting
November 15, 2022
6:00 pm

Meiners Oaks Water District
202 W. El Roblar Drive
Ojai, CA 93023-2211

Minutes

The meeting was called to order at 6:00 pm.

1. **Call to Order**

The meeting was called to order by the Board President, Mike Etchart, at 6:02 pm via teleconference.

2. **Roll Call**

Present: Board President, Mike Etchart, Board Directors: James Kentosh, Christian Oakland, Loni Anderson, and Christy Cooper. Staff Present: General Manager, Justin Martinez, and Board Secretary, Summer Ward. Attorneys Present: Stuart Nielson.

Absent: None

3. **Approval of the Minutes**

Approval of October 18, 2022, Regular Board Meeting minutes.

Director Cooper made the motion to approve the October 18, 2022, Regular meeting minutes. Director Oakland seconded the motion.

No public comment.

Cooper/Oakland

Roll Call Vote:

Etchart - Y Kentosh - Y Oakland – Y Anderson – Y Cooper - Y

(5) Ayes- M/S/C

4. **Public Comments**

- None

****The Board went into closed session at 6:04 pm****

5. **Closed Session: The Board of Directors held a closed session to discuss litigation, pursuant to the attorney/client privilege, as authorized by Government Code Sections §54957 & 54956.8, 54956.9, and 54957.**

- State case: SBCK vs. SWRCB, San Francisco Supreme Court, Case# CPF-14-513875

****The Board adjourned closed session at 6:35 pm****

Attorney S. Nielson stated that the Board discussed pending litigation in a closed session, and no action was taken.

6. **Financial Matters**

Approval of Payroll and Payables from October 16, 2022, to November 15, 2022, in the amount of:

Payables: \$165,017.16

Payroll: \$ 50,208.03

Total: \$215,225.19

Director Oakland made the motion to the Payroll and Payables from October 16, 2022, to November 15, 2022. Director Cooper seconded the motion.

No public comment.

Oakland/Cooper

Roll Call Vote:

Etchart - Y Kentosh - Y Oakland – Y Anderson – Y Cooper- Y

(5) Ayes – M/S/C

7. **Board Discussion/Actions**

a. Approve Resolution 20221115: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 202201018. (Ward)

Ms. Ward presented Resolution 20221115: AB 361 - Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20221018. This resolution must be renewed every 30 days to cover the Committee and the next regular board meetings and will be sunseting in December.

Director Anderson made the motion to approve Resolution 20221115: AB 361 - Brown Act: Remote Meetings During a State of Emergency. Director Oakland seconded the motion.

No Public Comment.

Anderson/Oakland

Roll Call Vote:

Etchart – Y Kentosh – Y Oakland – Y Anderson – Y Cooper – Y

(5) Ayes – M/S/C

b. Notice of Limited Water Availability due to Casitas MWD planned repair on Wed, November 16, 2022, from 6:00 am – 10:00 pm. (Martinez)

Mr. Martinez explained the reason for the notice and its limitations. MOWD has adequate storage to last throughout the repair window. Casitas scheduled a repair of four valves and will need to de-water the main line. The Districts are requesting that customers not irrigate outside during the repair window. Door hanger notices were provided to all Agriculture and high users; the District also had a sign outside the office and as well as on the website,

No Public Comment.

No Motion.

c. Update on Customer request for Drought Surcharge relief of \$3,185.00 due to leak. (Kentosh/Martinez)

Director Kentosh presented a review of the customer request for relief of their \$3,185 drought surcharge, a total of 661 units, presented last month. Director Kentosh, Mr. Martinez, and Ms. Ward met with the customer to review the account's detailed consumption and billing history. It was determined that the leak occurred on the house meter and not the orchard meter. Historically, the orchard meter was classified as Ag; however, the property was not enrolled in VCAILG when implementing the new allocation program. It is recommended that the customer be allowed to enroll in VCAILG and reclassify back to Agriculture for the 8 acres of pixies. Director Kentosh does not recommend waiving or adjusting the drought surcharge. If the Board agrees to allow the customer to reclassify back to Agriculture, the allocation would be adjusted to an annual allocation retroactively to July 1, 2022.

Director Oakland made the motion that subject to enrollment in VCAILG, the customer account would reclassify from RES to AG, and the allocation would be based on the Allocation Program, retroactive to July 1, 2022. Director Cooper seconded the motion.

No Public Comment.

Oakland/Cooper

Roll Call Vote:

Etchart – Y Kentosh – Y Oakland – Y Anderson – Y Cooper – Y

(5) Ayes – M/S/C

d. Approve Will-Serve Letter requests for (1) 235 N. La Luna; (2) 143 S. Padre Juan; (3) 221 N. Poli; (4) 649 S. La Luna. (Kentosh/Martinez) – TABLED

**e. Discussion of 50% Treatment Plant Design Plans submitted by MKN Associates.
(Kentosh/Martinez)**

Director Kentosh provided a summary of the MKN 50% Treatment Plant design plans, specifically cost concerns. The total estimated project cost is \$5,445,000. The focus has been completing the design plans and seeking funding for shovel-ready projects. There was a brief discussion on the requirements for a water treatment plant and the related surface water treatment rule. The Board recommended creating an Ad Hoc Committee for design options and funding. Director Etchart requested that any interested Directors let him know before the next meeting.

No Public Comment.

No Motion.

**f. Discussion of draft New Meters & Expansion of Services Policy.
(Kentosh/Anderson) – TABLED**

g. Ventura LAFCo Ballot for two positions: (1) Regular Special District Member 4 yr term, (2) Special District Alternate Member 4 yr term. (Ward)

Director Etchart introduced the Ventura LAFCo ballots for two positions. Director Kentosh stated that he is familiar with some candidates and would like to make motions for each position.

Director Kentosh made the motion to vote for Raul Avila for the Regular Special District member position. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Kentosh – Y Oakland – Y Anderson – Y Cooper – Y

(5) Ayes – M/S/C

Director Kentosh made the motion to vote for Mohammad Hasan for the Alternate Regular Special District member position. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland

Roll Call Vote:

Etchart – Y Kentosh – Y Oakland – Y Anderson – Y Cooper – Y

(5) Ayes – M/S/C

h. Discuss MOWD Annual Holiday Dinner, proposed date 12/16/2022 at Agave Maria's Restaurant. (Kentosh/Martinez)

Director Etchart announced it was time to plan the MOWD annual holiday dinner. Staff proposed an initial date of Friday, December 16th, at Agave Maria's. After some Board discussion regarding availability, a new proposed date of Wednesday, December 21st, was given. Ms. Ward will check with staff regarding the new date to ensure the selected date works for most of the Board and Staff.

No Public Comment.

No Motion.

8. General Manager's Report

Mr. Martinez reported that the Casitas Lake level has dropped to 30%, although Casitas is holding off on the decision regarding Stage 4 drought until the new year. The 3rd party should mail out the Income Survey for DAC status any day. GIS mapping data has been processed and is being uploaded to Ziptility. Additionally, Field Operator Michael Neary passed his Treatment 2 certification. Unscheduled work this past month included a water main break on Meyer Rd due to poor bedding.

No Public Comment.

9. Board Secretary's Report

Ms. Ward presented the monthly Board Secretary report highlighting that the UVRGA well registration packets and quarterly data reporting have been submitted. The 2022 SWRCB Water Use reporting is in progress, due by February 1, 2023. The FY 21-22 Financial Audit is in progress. Ms. Ward noted that the increased water rates and penalties are shown in the September and October data lines on the billing table. November 8, 2022, election information is still pending; the current results show Mike Etchart (28.68%), Joe Pangea (25.82%), Jim Kentosh (24.41%), and Helena Pasquarella (21.09%).

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Director Etchart stated the GSA met last week, stated it was a short meeting, and there is no update to report.
- Budget/Rate Committee: No report.
- Emergency Management Committee: No report.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Grants: No report.

11. **Old Business**

- State Water: No update.
- Matilija Dam Removal Update: No update.
- Collaboration on drought response measures: Director Kentosh reported that Mr. Martinez met with Mike Flood, and no decision will be made on Stage 4 until January. VRWD will be discussing this with their Board this week.

12. **Director Announcements/Reports**

- Director Kentosh: No report.
- Director Oakland: No report.
- Director Anderson: No report. She stated that it had been a pleasure serving on the Board and working with everyone.
- Director Cooper: No report. She hopes that Director Anderson will attend the Holiday dinner.
- Director Etchart: No report.

13. **Meeting Adjournment**

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 7:58 pm.

Board Secretary

Board President

Report of Income as of 11/30/2022

Income	Month of November	Year To Date	Budget Appropriation	Appropriation Balance
Interest	0.24	5,821.30	--	5,821.30
Taxes	5,351.56	6,433.11	--	6,433.11
Pumping Charges	560.98	2,152.93	--	2,152.93
Fire Protection	195.30	932.82	--	932.82
Meter & Inst. Fees	--	--	--	--
Water Sales	102,068.90	465,754.64	--	(465,754.64)
¹ Casas Water/Standby	7,249.44	11,017.08	--	11,017.08
MWAC Charges	58,845.49	292,365.29	--	(292,365.29)
MCC Chg.	6,084.40	32,299.72	--	(32,299.72)
² Misc. Income	737.31	49,559.82	--	49,559.82
Late & Delinquent Chgs.	4,623.78	17,333.75	--	17,333.75
Conservation Penalty	--	5,390.91	--	(5,390.91)
Capital Improvement	--	--	--	--
Drought Surcharge	32,688.58	73,920.49	--	73,920.49
Fire Flow/Will Serve Letters	400.00	2,900.00	--	(2,900.00)
		--	--	--
		--	--	--
TOTAL INCOME	218,805.98	965,881.86	--	(965,881.86)

Note:

¹ This line item is necessary because these sales are tracked in the expenditures

² This line item includes a reimbursement for
Encroachment Permit PE-19-0886-3/P602B144 & the
Hartmann Allocation

Meiners Oaks Water District

Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

Expenditures	Month of November	Year To Date	Budget Approp	Approp Bal 11/30/22	Current December	Approp FY Bal To Date
Salaries	49,074.39	242,816.06	600,000.00	357,183.94	-	357,183.94
Payroll Taxes	3,752.54	18,685.41	55,000.00	36,314.59	-	36,314.59
Retirement Contributions	6,472.95	32,402.44	75,000.00	42,597.56	-	42,597.56
Group Insurance	9,819.52	38,238.11	96,000.00	57,761.89	-	57,761.89
Company Uniforms	829.21	2,308.78	4,500.00	2,191.22	-	2,191.22
Phone Office	1,051.20	4,767.22	10,000.00	5,232.78	241.40	4,991.38
Janitorial Service	870.09	2,514.45	6,000.00	3,485.55	258.09	3,227.46
Refuse Disposal	341.89	1,709.45	5,000.00	3,290.55	-	3,290.55
Liability Insurance	-	65,376.96	66,000.00	623.04	-	623.04
Workers Compensation	-	15,313.30	16,000.00	686.70	-	686.70
Wells	408.45	434.15	5,000.00	4,565.85	-	4,565.85
Truck Maintenance	184.14	7,916.63	3,500.00	(4,416.63)	-	(4,416.63)
Office Equipment Maintenance	1,189.28	2,705.57	4,000.00	1,294.43	-	1,294.43
Security System	95.85	191.70	1,000.00	808.30	-	808.30
Cell Phones	360.91	1,785.80	4,500.00	2,714.20	-	2,714.20
System Maintenance	6,177.62	13,675.29	90,000.00	76,324.71	-	76,324.71
Safety Equipment	-	349.82	6,000.00	5,650.18	-	5,650.18
Laboratory Services	1,468.00	7,989.00	14,500.00	6,511.00	-	6,511.00
Membership and Dues	-	8,639.00	9,000.00	361.00	-	361.00
Printing and Binding	105.33	777.31	2,000.00	1,222.69	-	1,222.69
Office Supplies	642.12	3,987.70	6,000.00	2,012.30	-	2,012.30
Postage and Express	1,032.21	7,713.09	12,000.00	4,286.91	-	4,286.91
B.O.D. Fees	-	-	27,000.00	27,000.00	-	27,000.00
Engineering & Technical Services	698.34	6,734.15	50,000.00	43,265.85	-	43,265.85
Computer Services	3,352.67	9,760.16	17,000.00	7,239.84	1,037.35	6,202.49
Other Prof. & Regulatory Fees	105.00	6,982.25	40,000.00	33,017.75	52.00	32,965.75
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	4,038.00	15,110.50	50,000.00	34,889.50	315.00	34,574.50
GSA Fees	-	74,444.00	80,000.00	5,556.00	-	5,556.00
VR/SBC/City of VTA Law Suit	-	2,269.40	75,000.00	72,730.60	-	72,730.60
Rental Equipment	-	-	-	-	-	-
Audit Fees	10,000.00	14,500.00	25,000.00	10,500.00	-	10,500.00
Small Tools	402.93	1,149.39	5,000.00	3,850.61	-	3,850.61
Election Supplies	-	-	2,500.00	2,500.00	-	2,500.00
Treatment Plant	-	-	10,000.00	10,000.00	-	10,000.00
Fuel	2,244.23	9,438.82	20,000.00	10,561.18	-	10,561.18
Travel Exp./Seminars	-	1,384.99	2,000.00	615.01	-	615.01
Utilities	216.63	1,762.05	3,500.00	1,737.95	-	1,737.95
Power and Pumping	2,329.90	31,567.24	80,000.00	48,432.76	-	48,432.76
Meters	-	4,048.09	25,000.00	20,951.91	-	20,951.91
Total Expenditures	107,263.40	659,448.28	1,605,000.00	945,551.72	1,903.84	943,647.88

Water Distribution System	-	-	-	-	-	-
	-	-	-	-	-	-
Well 8 Nitrate Removal/Blending	-	-	60,000.00	60,000.00	-	60,000.00
Valve Replacements	-	-	50,000.00	50,000.00	-	50,000.00
Tank Cleaning	-	-	-	-	-	-
Meiners Rd. Tank/Zone	-	-	75,000.00	75,000.00	-	75,000.00
	-	-	-	-	-	-
Structures and Improvements	-	-	-	-	-	-
	-	-	-	-	-	-
Treatment Plant 100% Eng. Design	39,663.91	149,400.68	350,000.00	200,599.32	-	200,599.32
	-	-	-	-	-	-
Field Equipment	-	-	-	-	-	-
	-	-	-	-	-	-
GIS Equipment & Software	-	10,928.51	15,000.00	4,071.49	-	4,071.49
Air Compressor	-	-	3,500.00	3,500.00	-	3,500.00
	-	-	-	-	-	-
	-	-	-	-	-	-
Appropriations for Contingencies	-	57,409.90	100,000.00	42,590.10	-	42,590.10
Total CIP Spending	39,663.91	217,739.09	653,500.00	435,760.91	-	435,760.91
GRAND TOTAL	146,927.31	877,187.37	2,258,500.00	1,381,312.63	1,903.84	1,379,408.79



Meiners's Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 11/16/2022 - 12/15/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP Bank-AP Bank							
ATT 3225768121122	AT&T (Phone & Internet) Invoice	11/06/2022	11/28/2022 Phones & Internet	Regular	0.00 0.00	241.40 241.40	10514
ATT 3225768121222	AT&T (Phone & Internet) Invoice	12/06/2022	12/13/2022 Phones/Internet	Regular	0.00 0.00	241.40 241.40	10529
AT&T 01841122	AT&T Invoice	11/13/2022	11/28/2022 Office Phones	Regular	0.00 0.00	231.29 231.29	10513
AT&T 7731874704	AT&T Invoice	11/19/2022	12/13/2022 Office Phones	Regular	0.00 0.00	578.51 578.51	10528
AUTOSU 556942	Automotive Supply - Ojai Invoice	11/21/2022	12/13/2022 Battery	Regular	0.00 0.00	184.14 184.14	10530
AVEVA 412404	AVEVA Select California Invoice	11/21/2022	12/13/2022 SCADA Renewal	Regular	0.00 0.00	1,310.00 1,310.00	10531
BADGER 80113621	Badger Meter Invoice	11/30/2022	12/13/2022 Beacon Hosting	Regular	0.00 0.00	77.10 77.10	10532
CALPERS INV0002174	California Public Employees' Retirement Invoice	11/15/2022	11/30/2022 Health	Bank Draft	0.00 0.00	3,690.91 3,690.91	DFT0001698
CALPERS INV0002186	California Public Employees' Retirement Invoice	11/30/2022	11/30/2022 Health	Bank Draft	0.00 0.00	3,690.89 3,690.89	DFT0001708
CALPERS 111422	California Public Employees' Retirement Invoice	11/28/2022	11/28/2022 Health	Bank Draft	0.00 0.00	2,733.93 2,733.93	DFT0001717
CAL-STATE 232100 232391	Cal-State Invoice Invoice	11/10/2022 11/15/2022	11/28/2022 Portable Toilets Portable Toilet	Regular	0.00 0.00 0.00	258.09 126.23 131.86	10515
CAL-STATE 234248 234560	Cal-State Invoice Invoice	12/08/2022 12/13/2022	12/13/2022 Portable Toilet Portable Toilet	Regular	0.00 0.00 0.00	258.09 126.23 131.86	10533
CMWD 261151122 261151122-2 262001122 300651122 300651122-2	Casitas Municipal Water District Invoice Invoice Invoice Invoice Invoice	11/30/2022 11/30/2022 11/30/2022 11/30/2022 11/30/2022	12/13/2022 Fairview Standby Fairview Purchased Water Hartmann Allocation Tico/La Luna Standby Tico/La Luna Purchased Water	Regular	0.00 0.00 0.00 0.00 0.00	58,873.69 1,033.31 54,351.99 212.07 1,033.31 2,243.01	10534
CLEANCO 1507	Cleancoast Janitorial Invoice	11/27/2022	11/28/2022 November Janitorial	Regular	0.00 0.00	272.00 272.00	10516
DATAP DP2205125	Dataprose LLC Invoice	11/30/2022	12/13/2022 Postage & Bulk Mailing	Regular	0.00 0.00	1,032.21 1,032.21	10535
EJHAR 281301122 994261122	E. J. Harrison Rolloffs, Inc. Invoice Invoice	11/14/2022 11/14/2022	11/28/2022 Office Trash 3 Yard Dumpster	Regular	0.00 0.00 0.00	341.89 109.94 231.95	10517
CFANN 112322	Fanning & Karrh Invoice	11/28/2022	11/28/2022 Audit 2021-22 Progress Billing	Regular	0.00 0.00	10,000.00 10,000.00	10518

Check Report

Date Range: 11/16/2022 - 12/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
FGLENV	FGL Environmental	11/28/2022	Regular	0.00	872.00	10519
217108A	Invoice	11/22/2022	Samples	0.00	98.00	
217428A	Invoice	11/21/2022	Samples	0.00	98.00	
217774A	Invoice	11/21/2022	Samples	0.00	578.00	
217775A	Invoice	11/21/2022	Samples	0.00	98.00	
FGLENV	FGL Environmental	12/13/2022	Regular	0.00	413.00	10536
216697A	Invoice	11/23/2022	Samples	0.00	216.00	
218173A	Invoice	11/30/2022	Samples	0.00	98.00	
218176A	Invoice	11/29/2022	Samples	0.00	33.00	
218177A	Invoice	11/29/2022	Samples	0.00	33.00	
218179A	Invoice	11/29/2022	Samples	0.00	33.00	
FH PUMPS	FH Pumps	12/13/2022	Regular	0.00	4,102.92	10537
90150	Invoice	11/29/2022	Meiners Rd.Tank Pump #3	0.00	4,102.92	
GUARDIAN	Guardian	11/28/2022	Regular	0.00	10.00	10520
7690461122	Invoice	11/10/2022	Dental	0.00	10.00	
GUARDIAN	Guardian	11/29/2022	Regular	0.00	678.01	10526
INV0002175	Invoice	11/15/2022	Dental	0.00	339.03	
INV0002187	Invoice	11/30/2022	Dental	0.00	338.98	
HLTHNE	Health Net Life Insurance Company	11/28/2022	Regular	0.00	56.70	10521
6179112822	Invoice	11/07/2022	Life Insurance	0.00	56.70	
HLTHNE	Health Net Life Insurance Company	12/13/2022	Regular	0.00	56.70	10538
61791222	Invoice	12/01/2022	Life Insurance	0.00	56.70	
LGABLER	Light Gabler	12/13/2022	Regular	0.00	315.00	10539
69693	Invoice	12/07/2022	Consultation	0.00	315.00	
MATT-CHLOR	Matt-Chlor. Inc.	12/13/2022	Regular	0.00	408.45	10540
28017	Invoice	11/30/2022	Parts for Well	0.00	408.45	
MOHARD	Meiners Oaks Hardware	12/13/2022	Regular	0.00	74.70	10541
022645	Invoice	11/01/2022	Marking Paint, Trowel	0.00	38.01	
023355	Invoice	11/01/2022	Shop Towels, Cleaner	0.00	19.55	
023587	Invoice	11/03/2022	Flat Screen Pins	0.00	3.21	
024073	Invoice	11/08/2022	Rainbrella	0.00	13.93	
MKN&A	Michael K. Nunley & Associates, Inc.	12/13/2022	Regular	0.00	25,031.85	10542
101681	Invoice	11/30/2022	Water Treatment Design	0.00	25,031.85	
MITEC	MiTec Solutions LLC	11/28/2022	Regular	0.00	150.00	10522
1064825	Invoice	11/15/2022	Remote Labor	0.00	60.00	
85713	Invoice	11/15/2022	Splashtop/Anti-Virus	0.00	55.00	
85770	Invoice	11/15/2022	Anti-Virus	0.00	35.00	
MITEC	MiTec Solutions LLC	12/13/2022	Regular	0.00	1,037.35	10543
1064991	Invoice	12/06/2022	Preconfigured X360 Recover Appliance	0.00	362.50	
1065024	Invoice	12/09/2022	Monthly Maintenance	0.00	270.00	
86206	Invoice	12/01/2022	Exchange,Web Hosting,ShareSync	0.00	246.85	
86275	Invoice	12/01/2022	Off Site Back Up	0.00	98.00	
86414	Invoice	12/01/2022	X360 Recover	0.00	60.00	
NCK&K	Nelson Comis Kettle & Kinney, LLP	12/13/2022	Regular	0.00	3,640.00	10544
8652	Invoice	11/29/2022	Attorney Fees	0.00	3,640.00	
OFFDEP	Office Depot	11/28/2022	Regular	0.00	243.72	10523
275121067001	Invoice	11/09/2022	Paper,Markers,Desk Calendars,etc.	0.00	186.40	
275135433001	Invoice	11/10/2022	Ribbon for Adding Machines	0.00	17.12	
275135434001	Invoice	11/08/2022	Wall Calendars	0.00	40.20	

Check Report

Date Range: 11/16/2022 - 12/15/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
OBC 20221461	Ojai Business Center, Inc. Invoice	11/30/2022	12/13/2022 MKN Design Plan for TP	Regular	0.00 0.00	105.33 105.33	10545
PATHIAN INV0002177 INV0002189	Pathian Administrators Invoice Invoice	11/29/2022 11/15/2022 11/30/2022	11/29/2022 HSBS HSBS	Regular	0.00 0.00 0.00	114.47 57.24 57.23	10527
PERS INV0002173	Public Employees' Retirement System Invoice	11/30/2022 11/15/2022	11/30/2022 457 Withholdings	Bank Draft	0.00 0.00	700.00 700.00	DFT0001697
PERS INV0002176	Public Employees' Retirement System Invoice	11/30/2022 11/15/2022	11/30/2022 PERS	Bank Draft	0.00 0.00	3,235.45 3,235.45	DFT0001699
PERS INV0002185	Public Employees' Retirement System Invoice	11/30/2022 11/30/2022	11/30/2022 457 Withholdings	Bank Draft	0.00 0.00	700.00 700.00	DFT0001707
PERS INV0002188	Public Employees' Retirement System Invoice	11/30/2022 11/30/2022	11/30/2022 PERS	Bank Draft	0.00 0.00	3,235.45 3,235.45	DFT0001709
PERS 10000001701146	Public Employees' Retirement System Invoice	12/12/2022 12/01/2022	12/12/2022 Unfunded Accrued Liability	Bank Draft	0.00 0.00	137.58 137.58	DFT0001718
PERS 10000001701144	Public Employees' Retirement System Invoice	12/12/2022 12/01/2022	12/12/2022 Unfunded Accrued Liability	Bank Draft	0.00 0.00	2,853.83 2,853.83	DFT0001719
SCE OFFELE1122 TNKFRM1122 WELL1-1122 WELL2-1122 WELL4&71122 WELL81122 Z-11122 Z-2FIRE1122 Z-2PWR1122 Z-3FIRE1122	Southern California Edison Co. Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022 11/28/2022	11/28/2022 Office Electricity Tank Farm Well 1 Well 2 Well4&7 Well 8 Zone 1 Zone 2 Fire Zone 2 Power Zone 3 Fire	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	2,515.44 185.54 30.18 295.35 261.16 911.30 205.82 96.51 111.64 400.13 17.81	10524
SCGAS 0618	Southern California Gas Co. Invoice	12/13/2022 11/30/2022	12/13/2022 Office Heat	Regular	0.00 0.00	31.09 31.09	10546
UAOFSC 1120220446	Underground Service Alert of So.Ca. Invoice	12/13/2022 12/01/2022	12/13/2022 Digalerts	Regular	0.00 0.00	52.00 52.00	10547
USBANK AMAZON111022 AMAZON112222 DROPBOX112122 GOTO111622 HODGEP102622 JN110822 LOWES110322 OSS110922 PRECISION11162 PRIME112122 TYLER111122	US Bank Corporate Pmt. System Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	12/13/2022 11/10/2022 11/22/2022 11/21/2022 11/16/2022 11/01/2022 11/08/2022 11/03/2022 11/09/2022 11/16/2022 11/21/2022 11/11/2022	12/13/2022 Wall Calendar American Flag DropBox Remote Meetings Oil Change and Tire Rotation Embroidery Pressure Washer Storage Unit Maintenance for Small Tool Membership Tax Forms	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	1,918.49 25.16 28.27 90.00 10.00 103.95 829.21 376.05 184.00 26.88 16.08 228.89	10548
VERIZON 9921566853	Verizon Wireless Invoice	12/13/2022 11/26/2022	12/13/2022 Cell Phones	Regular	0.00 0.00	360.91 360.91	10549

Check Report

Date Range: 11/16/2022 - 12/15/2022

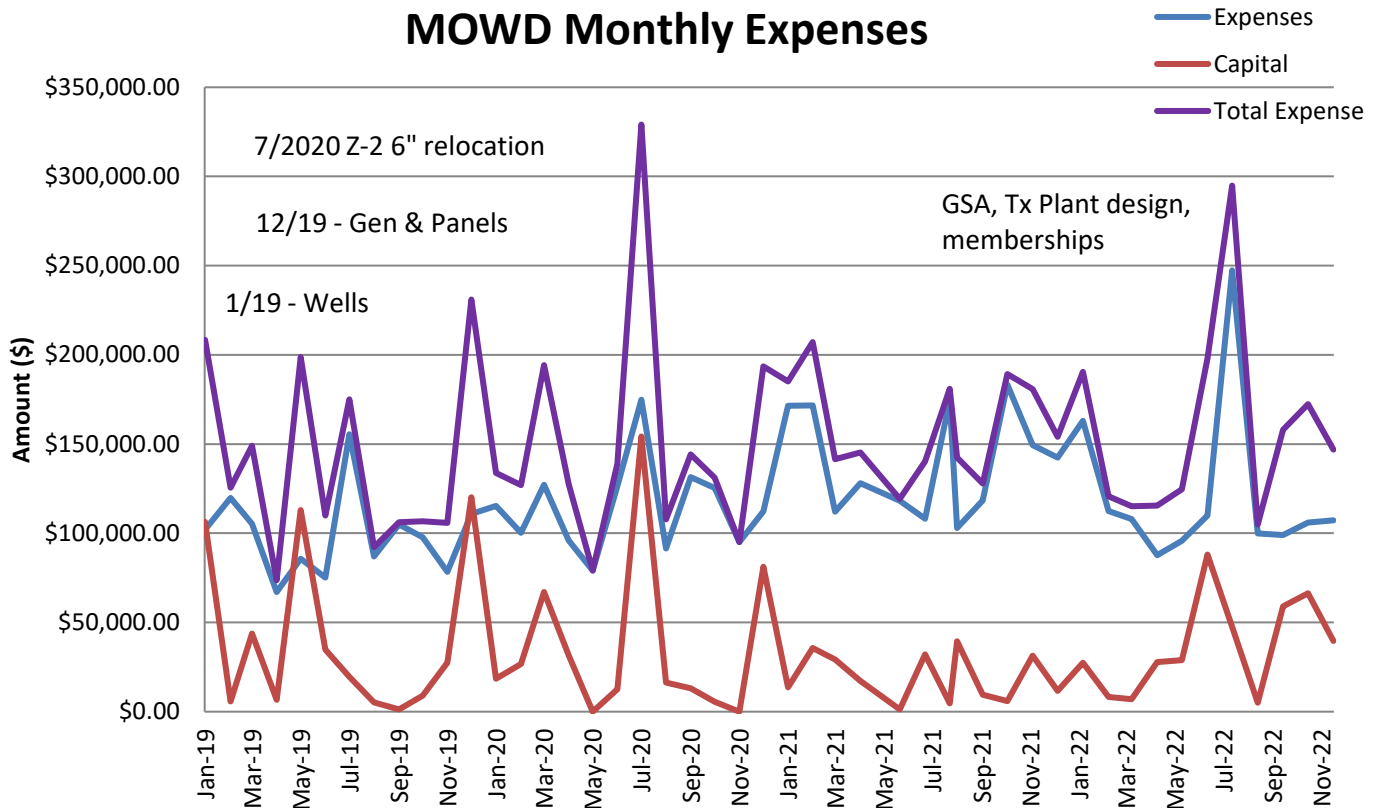
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
WEX	WEX BANK	11/28/2022	Regular	0.00	2,244.23	10525
<u>85046232</u>	Invoice	11/15/2022	Fuel	0.00	2,244.23	

Bank Code AP Bank Summary

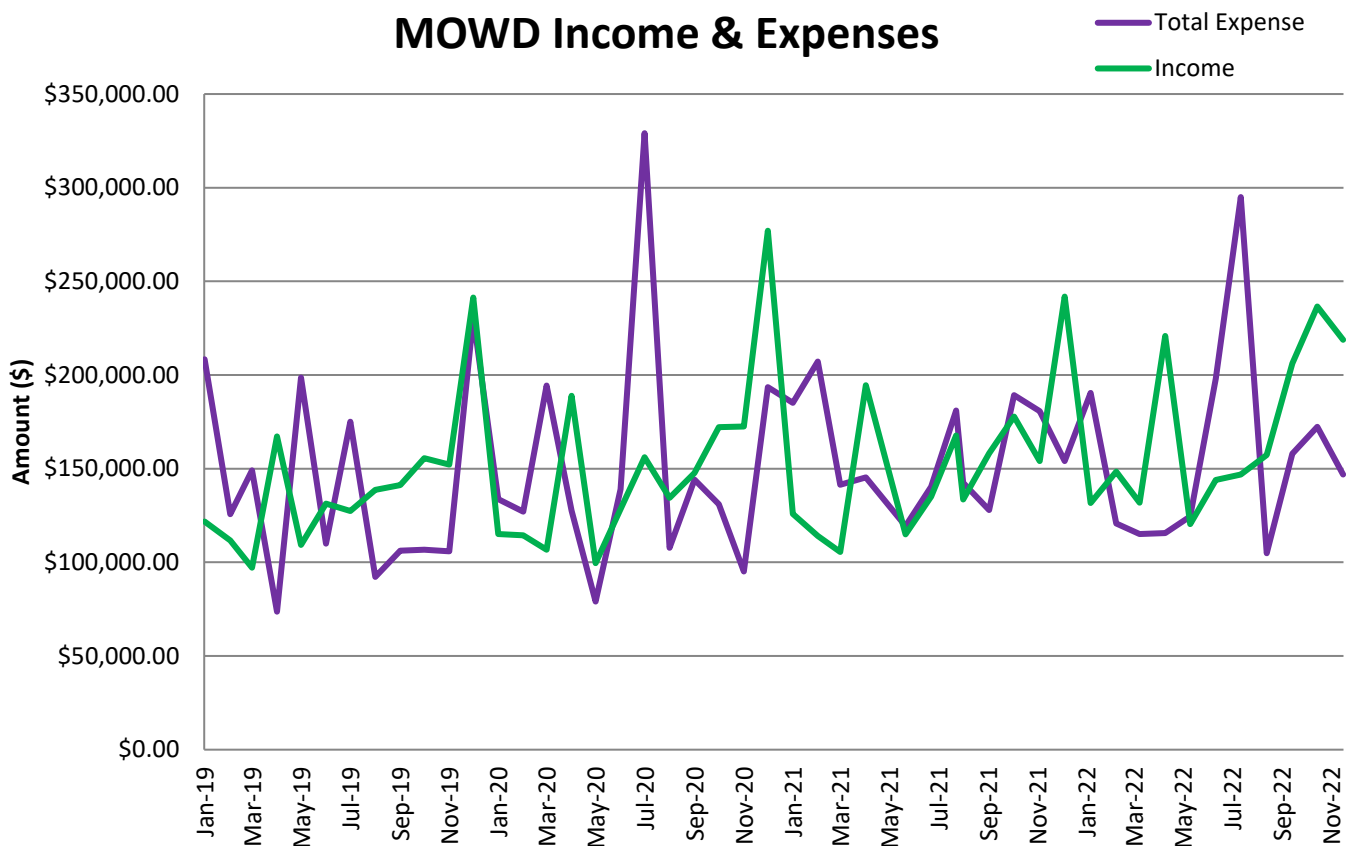
Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	83	37	0.00	118,332.17
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	9	9	0.00	20,978.04
EFT's	0	0	0.00	0.00
	92	46	0.00	139,310.21

PR \$ 46,708.80

MOWD Monthly Expenses



MOWD Income & Expenses





MEINERS OAKS WATER DISTRICT
202 WEST EL ROBLAR DRIVE
OJAI, CA 93023
(805) 646-2114

Account Number	Amount Due
02- [REDACTED]-01	\$1,714.47
Due Date	11/25/2022
Service Address	
445 S PADRE JUAN	

There will be a charge on all returned checks.
Please return this portion with your payment.

[REDACTED]
OJAI, CA 93023

MEINERS OAKS WATER DISTRICT
202 WEST EL ROBLAR DRIVE
OJAI, CA 93023

Please return this portion with your payment.

CUSTOMER ACCOUNT INFORMATION - RETAIN FOR YOUR RECORDS

Name			Service Address		Account Number
[REDACTED]			445 S PADRE JUAN		02- [REDACTED]-01
Status	Service Dates		Number of Days	Bill Date	Due Date
	From	To			
Active	9/19/2022	10/19/2022	31	10/31/2022	11/25/2022

Account Summary

Previous Balance	\$42.97-
Payments	\$0.00
Adjustments	\$0.00
Penalties	\$0.00
Credit Balance	\$42.97-
Current Bill	\$1,757.44
Total Due	\$1,714.47

1 HCF = 100 CUBIC FT = 748 GALLONS

CURRENT METER USAGE (IN HCF)

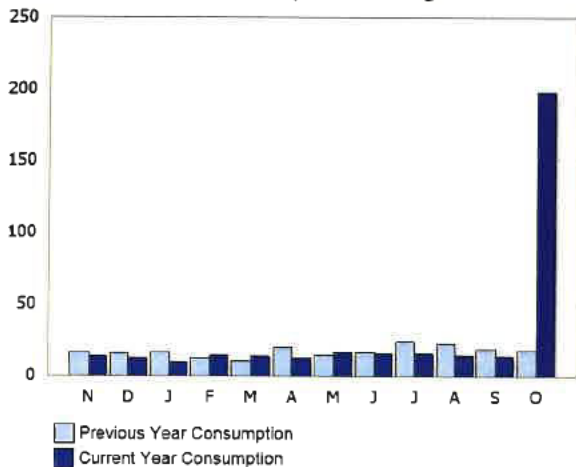
Meter	Previous	Current	Usage	Allocation
19412307	481	679	198	25

CURRENT CHARGES

	Total
WATER USED	\$762.30
MWAC CHG	\$72.00
CASITAS STANDBY CHG	\$0.72
CASITAS SURCHARGE	\$57.42
DROUGHT SURCHARGE	\$865.00

Dwelling Units: 2

2 Year Monthly Water Usage



Current Bill	\$1,757.44
Previous Balance	\$42.97-
Total Amount Due	\$1,714.47

02-01

4455 PADRE JUAN OJAI CA 93023

General Readings Billing History Consumption History Service Orders Service Actions Notes User Defined

View Style

Grid

Print

Bill Date	Bill Type	Class Code	Rate Code	Meter Group	Begin Read	End Read	Billed Consum	Metered Cons
10/31/2022	Regular	Residential	RES	W	481.00	679.00	198	198
9/30/2022	Regular	Residential	RES	W	468.00	481.00	13	13
8/31/2022	Regular	Residential	RES	W	454.00	468.00	14	14
7/31/2022	Regular	Residential	RES	W	439.00	454.00	15	15
6/30/2022	Regular	Residential	RES	W	424.00	439.00	15	15
5/31/2022	Regular	Residential	RES	W	408.00	424.00	16	16
4/30/2022	Regular	Residential	RES	W	396.00	408.00	12	12
3/31/2022	Regular	Residential	RES	W	383.00	396.00	13	13
2/28/2022	Regular	Residential	RES	W	369.00	383.00	14	14
1/31/2022	Regular	Residential	RES	W	360.00	369.00	9	9
12/31/2021	Regular	Residential	RES	W	348.00	360.00	12	12
							22	22

Simmer Fire Alarm

Forwarded Message

10973 CREEK ROAD
OJAI, CALIFORNIA 93023
(805) 646-3128

GENERAL ENGINEERING CONTRACTOR
LIC. #359548

DATE 11-15-22

[illegible]



Resolution 20221220

Adoption of the New Meters & Expansion of Services Policy

WHEREAS, Meiners Oaks Water District wishes to establish a policy which addresses new meters and expansion of services, including Will-Serve letters, to replace the previously adopted moratorium outlined in Resolution 2015-4-1; and

WHEREAS, in the Spring of 2016 Meiners Oaks Water District declared a Stage 3 drought, and has relied annually on its emergency backup supply, Casitas Municipal Water District; and

WHEREAS, Meiners Oaks Water District has prepared a New Meters & Expansion of Services policy, and presented the draft policy at Committee and Regular Board meetings for discussion and public comments. All comments received were considered during the preparation of the final version of the policy;

WHEREAS, in accordance with Water Code Sections 350, 31026, the Board of Directors of MOWD intends to take the necessary steps to reduce water demand and bring it into balance with available water supplies, while maintaining compliance with State and Local housing regulations;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors as follows:

1. That a water shortage emergency continues to exist within MOWD due to reduced water supply availability. That reduced supply is caused by a lack of rainfall, falling groundwater and lake levels.
2. The District's Resolution 2015-4-1 is rescinded and the New Meters & Expansion of Services policy is hereby adopted in its entirety; and. It is expected that the Policy will be updated as conditions change, with future amendments to be approved by the Board of Directors as needed.

PASSED, APPROVED AND ADOPTED this 20th day of December 2022.

ATTEST:

Board Secretary
Summer Ward

Board President
Michel Etchart

Meiners Oaks Water District

New Meters and Expansions of Service Policy

Adopted 12/20/2022

A. Introduction

This *Policy on New Meters and Expansions of Service* applies to existing and potential customers of Meiners Oaks Water District (MOWD) who wish to build a new residence, Accessory Dwelling Unit (ADU), or business, or who need a new or larger water meter. The following categories are covered:

- A new residence or structure requiring service on an empty lot.
- A new Accessory Dwelling Unit (ADU) structure on a lot with a primary residence.
- Garage conversion into an ADU.
- Multiple-family dwelling units.
- Affordable housing.
- Construction of a new business.
- Expansion of an existing business.
- Agricultural demand limits.
- Lot splits

This policy describes requirements and procedures for applying for new or larger meters. If all applicable conditions are met, Meiners Oaks Water District (MOWD) will provide an Applicant with a Will-Serve Letter. A Will-Serve Letter means that MOWD intends to supply water service to that parcel for the legal structure(s) referenced in the letter.

As a recent spate of Will-Serve Letter requests has demonstrated, it is difficult to envision every possible project configuration. Therefore, this Policy must be considered a “living document,” subject to future revisions by the Board. It provides only a guide to MOWD’s Board, who retain the authority to revise and adjust the Policy and its implementation.

B. Background

- Though the development of this policy was motivated by the current drought (2013-22), it is intended for the policy to remain in effect after the drought ends.
- Due to the State-wide housing shortage, State and local legislators have passed laws to ease the construction of new housing and ADUs. Portions of those laws apply to MOWD.

New Meters and Expansions of Services Policy

- MOWD depends on Casitas Municipal Water District (Casitas MWD) for backup and emergency water supply. Therefore, any water connection to MOWD is also a connection to Casitas MWD's water supply, and appropriate connection and/or allocation fees must be paid to Casitas MWD. This policy allows prospective and current customers to acquire additional allocation by funding the acquisition of additional allocation from Casitas MWD for transfer to MOWD, under limited conditions.
- MOWD has a limited water allocation from Casitas MWD and has no surplus groundwater supply or excess allocation available to support increased demands.
- The current drought (2013-22) has called into question the safe yield of local groundwater and Lake Casitas. This issue is under review and may affect the reliability of MOWD's future water supply. Information developed by the Upper Ventura River Groundwater Agency will guide this process.

Water Supply Limitations on Will-Serve Letters and New Meters

In October 2013, for the first time ever, MOWD's wells nearly dried up and we had to rely on Casitas MWD for 100% of our water supply. Such emergency use of water from Lake Casitas has occurred several times since then, as the current drought persists. This exercise has confirmed that MOWD's existing wells, by themselves, cannot provide a guaranteed supply of water for its customers during severe droughts.

Meanwhile, the current drought has called into question the safe yield of Lake Casitas – the amount that can be withdrawn each year without the lake going dry. Normally, the projected yield of water resources is based on the worst historical drought of record. Unfortunately, we are now experiencing the worst historical drought, and until it ends we cannot be sure of the future safe yield of the lake.

Furthermore, Casitas MWD has been adjusting the estimate of their safe yield. Their *Comprehensive Water Resources Plan* [Draft Casitas Municipal Water District *Comprehensive Water Resources Plan* (CWRP), by Stantec, Draft, June 8, 2020] analyzes the statistical probability of Lake Casitas going dry. The report includes an Appendix E, *Draft Analysis of the Risk of Lake Casitas Being Drawn Down to the Minimum Pool Level*, Technical Memorandum. Appendix E estimates a 6% chance of Lake Casitas falling below minimum pool, if the water demand reductions of Casitas MWD's *Water Efficiency and Allocation Program* are attained. Thus, water from Lake Casitas cannot be 100% guaranteed as a backup supply for MOWD.

In consideration of the uncertain reliability of its two major water sources – its wells and Lake Casitas – the Board of MOWD has adopted the following policy to regulate the issuance of Will-Serve Letters and new meters:

New Meters and Expansions of Services Policy

For any project proposed by an existing customer, two outcomes are possible:

1) Existing Allocation is Adequate

Each MOWD water meter has an assigned baseline water allocation for the property served by the meter. Customers may change their types of water use so long as the total water use does not exceed the original allocation amount reduced by drought stage. For example, a customer may supply water to an ADU by removing irrigated landscaping or part of an orchard.

If a customer wishes to build a new structure that requires a Will-Serve Letter from MOWD, then the procedures outlined elsewhere in this Policy must be followed. If MOWD determines that the existing baseline allocation is adequate to serve the proposed new structures, along with existing water demands on the property, then a conditional Will-Serve Letter may be issued after Board approval, and a new meter may be installed after all conditions are met.

2) Existing Allocation is not Adequate

If, during review of the project, MOWD staff determine that the existing allocation for a meter is not sufficient to support a new dwelling or water use, or if the project Applicant is not an existing customer, then the project Applicant would be required to fund the acquisition of additional allocation from Casitas MWD, for transfer to MOWD. However, in recognition of drought-related water shortages, such allocation acquisitions and transfers from Casitas MWD will not be allowed under either of the following conditions:

During declared Drought Stages 2 through 5, when the level of Lake Casitas falls below 50% of capacity on April 1, or is projected to fall below 50% during the following fiscal year (July 1 through June 30) under average hydrologic conditions.

If and when MOWD has had to rely on Casitas MWD for 100% of its water supply at any time during the previous 12 months.

These limitations on new dwellings, meters and expansion of service are referred to in this Policy as “Water Supply Limitations.”

When Lake Casitas is over 50% of capacity and MOWD’s wells have been able to supply its demand for the preceding 12 months, Project Applicants will be allowed to fund the acquisition of additional allocation from Casitas and proceed with their projects as outlined in this policy, subject to final Board approval.

Although the project Applicant must fund the additional allocation transferred to MOWD, it is important to recognize that MOWD retains its right to manage the allocation for the benefit of all of its customers.

New Meters and Expansions of Services Policy

C. General Conditions and Requirements

To apply for a new meter and/or a Will-Serve Letter, the following conditions must be met:

- The parcel to be served must be located within the boundaries of Meiners Oaks Water District.
- The lot must be a legal lot that complies with the Subdivision Map Act and Ventura County's Subdivision Ordinance and has been issued a Certificate of Compliance.
- The County of Ventura must fully permit any dwelling or structure to be supplied with water.
- Any proposed new dwelling or structure must receive building permits from the County of Ventura before a new or larger meter is installed.
- Application fees, connection fees, allocation fees, and any other fees due and/or required must be paid to MOWD before a meter will be installed. Installation of new water service lines will be performed by a MOWD-approved contractor, to be paid by the Applicant.
- The customer must not be in arrears for previous water bills. Payback plans are available to help customers pay the amounts owed to the District.

D. Application Process

Before submitting a formal application, Applicants are encouraged to talk to MOWD staff to understand the application process and requirements prior to proceeding. MOWD will inform the Applicant of a preliminary estimate of the adequacy of any available water allocation already in place for the Applicant's parcel. After MOWD informs the Applicant of existing water allocation for the Applicant's meter, and before an application can proceed further, the Applicant must pay a non-refundable application fee to MOWD (*See Water Services Policy provided in Appendix A*).

To request a new meter or a Will-Serve Letter, a Project Applicant must provide MOWD with the following information:

- Ventura County Assessor's Parcel Number(s) for affected properties. (Note: Adjacent properties owned by a single landowner may be aggregated for the purpose of reassigning water allocations);
- Street addresses for the affected properties (parcel, lot);
- MOWD account number(s) for existing water meter(s) (found on your water bills).
- A brief description of the historic water uses since 2010: residential, irrigation, orchards, pools, etc;

New Meters and Expansions of Services Policy

- A description of changes that will be made to the property: new dwellings, commercial use, etc. The Applicant should provide a plot plan to scale, showing the property's existing and future land uses, including future dwellings, structures, and newly irrigated areas.
- An estimate of future water uses on the property, if available. The Applicant should understand that water use above the current allocation poses a burden on the entire District and its customers and that such use above the current allocation will incur a greater cost and, in the event of further drought restrictions, possible limitations to service.

In summary, the District should be provided with sufficient information to evaluate the impact of the proposed land use on its future water demands. The attached Will-Serve Request Form (*provided in Appendix B*) should be used as a template, with attachments as needed to describe the proposed project.

E. Customers' Existing Allocations

Each of MOWD's existing customer accounts has an assigned water allocation. A customer's baseline allocation (before reduction during drought stages) is comprised of fixed and variable allocation portions. The fixed allocation is typically 10 HCF/month for a primary residence, roughly corresponding to indoor water use, and is normally not reduced during drought stages. The variable part of the allocation roughly corresponds to outdoor water use and is reduced during drought stages. MOWD's *Allocation Program* is posted on its website. In addition, customers may use the allocation calculator on MOWD's website to confirm the allocation assigned to their account number.

F. Determination of Allocation Adequacy

Before an application is filed with MOWD, a determination should be made by MOWD staff whether the Applicant's existing water allocation is adequate to support the new dwelling or land use. If the existing allocation is adequate, then the allocation (fixed and variable) will be reassigned within the property. Approval by MOWD's Board will be required for the allocation reassignment, but no additional allocation will need to be acquired to proceed with the Will-Serve Letter and new meter, if needed.

As an example of how this works, consider an existing residence on a large lot with a total baseline allocation of 300 HCF/year, consisting of 120 HCF/yr fixed allocation and 180 HCF/yr of variable allocation. Now suppose the homeowner wishes to build an ADU on the property. The fixed allocation for an accessory dwelling is 7 HCF/month or 84 HCF/yr. It turns out that a fixed allocation of 84 HCF/yr is equivalent to a variable allocation of 100 HCF/yr over a long-term drought cycle since the variable allocation is reduced with the drought stage, whereas a

New Meters and Expansions of Services Policy

fixed allocation is not. So, to offset the water use of the proposed ADU, 100 HCF/yr would be subtracted from the variable allocation for the property. The results would be as follows:

Example of an Allocation Reassignment

Category of Water Use	Existing Allocation (HCF/yr)	Reassigned Allocation (HCF/yr)
Primary dwelling (Fixed)	120	120
Outdoor irrigation (Variable)	180	80
ADU (Fixed)		84
TOTAL	300	284

HCF = 100 cubic feet = 746 gallons

The above example shows that the property has enough water allocation to support a second dwelling (ADU). Therefore, the property owner must reduce outdoor irrigation – or other water uses – to offset the water use of the new dwelling.

G. Acquiring Additional Allocation

In the previous example, a large lot has a sufficient allocation to support a second dwelling. In the case of small lots, however, there may not be sufficient irrigation use to offset the new water demand of a second dwelling. Therefore, the adequacy of the existing allocation to support changes in land use will have to be determined by MOWD on a case-by-case basis.

If a property does not have a sufficient water allocation to support a new dwelling or land use by reassigning existing allocations, it is MOWD's policy that an additional allocation may be acquired from Casitas MWD when such allocation is available and when the Water Supply Limitations previously described are not in effect. Information on this program can be found in Casitas MWD's *Water Efficiency and Allocation Program*, or WEAP, as cited below and posted on their website:

Water Efficiency and Allocation Program (WEAP), Prepared by Casitas MWD, May 12, 2021. The relevant portions of Casitas MWD's WEAP are reproduced below:

4.7 Availability of Allocations

The determination of supplies being available for issuance of new allocations of water shall be made upon staff recommendation at a regular Board of Directors meeting.

The determination that water is or is not available shall be within the determination of the Board of Directors. The determination that a supply is available shall be based upon more detailed information about existing supplies, the availability of new

New Meters and Expansions of Services Policy

supplies, new water supply projects, or contracts or proposed contracts for additional supplies where, in the opinion of the Board of Directors, the supply of water is definite enough to provide the assurance to the County of Ventura that there is a forty-year supply.

4.8 Allocation for New or Expanded Water Uses

A customer may request a change to a water allocation assignment for the purposes of obtaining new or expanded use of water that is associated with a new building permit, new or existing conditional use permit, or agricultural irrigation acreage expansion. The approval of an addition or change to the limits of available water allocation are subject to the charges for new and/or expanded water allocation.

When the Board of Directors determines that additional new water supplies are available, either from the safe yield of the existing CMWD project supply or additional new supplies, supplies shall be allocated in accordance with the following criteria:

No single property owner or Applicant for the given type of service (municipal, industrial or agricultural) shall receive a new water allocation greater than 10 percent of the total new available supply or the minimum standard residential allocation, whichever is greater. If the Applicant's allocation requirements are not fully met, the Applicant may maintain a position of priority until more water is available.

All applicants seeking an allocation shall provide Casitas with a detailed description of the project, the use of water for which the water is sought, and information on peak flow and annual water requirements. Casitas shall determine meter size and amount of allocation based upon reasonable and necessary needs and Casitas' Rates and Regulations.

The amount of water to be allocated shall be at Casitas' sole discretion. The assignment of an allocation shall be limited to the availability of water from the Lake Casitas safe yield and be based on current water demand factors as adopted by the District and as amended. The amount of water required for the project may be calculated and submitted for the consideration of Casitas by a civil engineer registered in the State of California representing the project proponent.

When the Water Supply Limitations previously described are not in effect, and at the sole discretion of MOWD's Board of Directors, the process would generally proceed as follows:

- The Project Applicant will submit a detailed written application to MOWD, as previously described.
- The Applicant will discuss the project with District staff, who will provide a preliminary assessment of the adequacy of available allocations, or whether additional allocation must be purchased from Casitas MWD.

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- If the Applicant is still interested in proceeding with an application, they must pay the MOWD application fee, and the formal application process will begin.
- MOWD will advise the Applicant in writing how much additional allocation must be acquired from Casitas MWD for the project.
- MOWD staff would then meet with Casitas MWD and receive some sort of written assurance that sufficient additional allocation is currently available for MOWD to acquire from Casitas MWD.
- Once MOWD has heard from Casitas MWD that additional Casitas allocation is available and that the Applicant is eligible to fund it. MOWD will provide the Applicant with a Conditional Will-Serve Letter. The conditions in the letter will include the following:
 - A new or larger meter will only be installed after the Applicant has paid MOWD for the new allocation and after MOWD has received full credit for the additional allocation transferred from Casitas MWD.
 - The Applicant's water allocation(s) will be formally reassigned only after MOWD has received full credit for the additional allocation transferred from Casitas MWD.

H. Minimum Allocation To Be Acquired from Casitas MWD

It is not reasonable to saddle future MOWD customers with unreasonably low allocations. Therefore, if the existing allocation is not sufficient to serve a new dwelling, then a minimum allocation should be acquired from Casitas MWD when Water Supply Limitations are not in effect. The minimum baseline allocation should be calculated for a property using the procedures provided in MOWD's Allocation Program. The existing allocation plus the new allocation acquired from Casitas MWD must together be adequate to supply the baseline allocation calculated for the property using the Allocation Plan procedures. The calculated allocation should consider any irrigable area removed from service due to the footprint of any new dwelling or structure.

Example: Suppose a Project Applicant wishes to construct an ADU on a property with 120 units of fixed allocation and 90 units of variable allocation. There is not enough variable allocation to support the ADU's 100 units of equivalent variable allocation. The Applicant might propose acquiring an additional 10 units per year, leaving no allocation for outside irrigation. However, in this case, once the threshold for acquiring Casitas MWD water is reached, the Applicant would have to fund sufficient allocation from Casitas MWD to achieve the allocation for the property that would be calculated using the Allocation Program. Suppose the footprint of the ADU reduces the variable allocation from 90 to 50. Then the allocation amount to be acquired from Casitas MWD would be $120 + 100 + 50 - (120 + 90) = 60$ units.

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I. Conditional Will-Serve Letters

MOWD's Board may approve a Will-Serve letter with certain conditions. Those conditions apply to the installation of the water meter. In general, the meter will be installed after building plans are approved by the County, and any allocation transfer from Casitas MWD has been finalized.

Until an allocation transfer from Casitas MWD is completed, excess water use from an existing meter may be subject to an over-allocation penalty.

J. What if Casitas Has No Allocations Available?

Casitas MWD's *Water Efficiency and Allocation Program*, normally posted on Casitas MWD's website, provides for the purchase of additional allocations for new dwellings. In recent years, the total amount of new allocation has been limited to 10 AF/year of new baseline demand. That is not much new demand compared to a pre-drought district-wide demand of nearly 20,000 AF/yr.

Suppose Casitas MWD does not have sufficient allocation available for purchase. In that case, a Project Applicant may have to wait until allocation becomes available in the following year or until drought conditions end. The availability of surplus allocation is at the sole discretion of Casitas MWD.

K. Separate Meter for an ADU

We acknowledge that to encourage water conservation it is preferable for a new accessory dwelling to have a separate meter from the primary residence. This is especially true when the ADU will be rented. However, additional meters can cause complexities that vary from customer to customer. Therefore, it is MOWD's policy to be flexible on the need for an additional meter for an ADU. After evaluating an application, a determination will be made by MOWD staff, to be approved by the Board, on whether a project requires a second meter. The Board strongly recommends a customer to install a "submeter" to manage water use by a tenant. The general guidelines of this Policy are as follows:

1. A stand-alone ADU may require a separate meter for the ADU, when special circumstances exist.
2. An ADU constructed almost entirely within the footprint of an existing structure is not normally required to have a second meter.

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3. If a Project Applicant wishes to have a second meter for an ADU constructed within the footprint of an existing structure (to manage water used by a renter, for example), then the Applicant may request the second meter and pay for its installation.

When a second meter is not required but would help improve water conservation, customers are encouraged to install and read their own “sub-meters,” to manage water use by a renter, for example.

K. Categories of meters within MOWD

MOWD serves water to existing residential, commercial, and agricultural customers. MOWD's policy for will-serve letters, new meters, and expansion of service is discussed below for each meter category.

Existing Residential Meters

The MOWD Board believes that MOWD's Allocation Program is sufficient to supply the water needs of a typical family with a reasonable amount of outdoor irrigation. Residential customers who need more water to support a business could consider acquiring a commercial meter when available. The procedures for acquiring a new commercial meter would be followed, including review and approval by the Board of Directors.

Existing Residential Meters – Small Remodels

Any residential customer with an existing water meter who constructs a remodel, room addition, garage conversion, etc., which does not require a will-serve letter from MOWD to obtain building permits, may receive water from the existing meter for those new purposes. However, no additional water allocation will be granted for those purposes. Outside irrigation must be reduced to stay within allocation limits, and the customer would pay over-allocation penalties for over-usage of water.

Existing Commercial Meters

Commercial baseline water allocations are determined as specified by the Allocation Program. The Board may approve any justifiable modifications to the allocation amount using the waiver process provided in the Allocation Program. If any existing commercial customers plan to expand their business and need to increase their water allocation, and when the Water Supply Limitations are not in effect, a customer may fund additional allocation from Casitas MWD for transfer to MOWD.

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Existing Agricultural Meters

MOWD serves several agricultural customers. Until we can be assured of an adequate, secure water supply in times of drought, MOWD will not encourage or provide for any increase in water demand for existing agricultural customers.

Agricultural allocations are determined as specified by the Allocation Program in effect. The Board shall approve any modifications to allocation amounts using the waiver process provided in the Allocation Program. Except as provided through the waiver process of the Allocation Program, no additional allocations may be acquired from MOWD or from Casitas MWD by existing agricultural customers.

New Residential Meters

New residential meters may be provided to new customers with empty lots. If the property does not have a MOWD baseline allocation, and when the Water Supply Limitations are not in effect, the Project Applicant may fund an allocation from Casitas MWD for transfer to MOWD. The new meter will be installed after all fees have been paid. Any new service lines must be installed by a MOWD-approved contractor at the customer's expense.

If the proposed project includes a new primary dwelling and an ADU, then the available allocation transfer must be adequate for both. Depending on the site layout, the District will determine whether two separate water meters will be necessary.

New Stand-Alone Accessory Dwelling Units

An existing customer may wish to construct a stand-alone ADU separate from the primary dwelling. Suppose the existing water allocation can be redistributed between the primary dwelling and ADU, with some leftover for outside irrigation. Then the existing allocation is adequate, and a Will-Serve Letter may be issued. Depending on the site layout, the District will determine whether 2 different water meters and service laterals will be necessary. When the Water Supply Limitations are not in effect, the customer may fund additional allocation from Casitas MWD for transfer to MOWD.

New ADU Conversion

If a new ADU is constructed mostly within the footprint of an existing dwelling, as described in Section 65852.2 of the CA Government Code and Ventura County Ordinance 2020-003, and if the water allocation assigned to the parcel is adequate to support a new ADU, then MOWD will issue a Will-Serve letter. This will not require a separate meter and water service line for the ADU. No connection fee will be charged. If the customer wishes MOWD to install a separate sub-meter for convenience, that would be done at the customer's expense.

New Meters and Expansions of Services Policy

If a Project Applicant's existing baseline allocation is not sufficient to support a new ADU conversion, then additional allocation may be acquired from Casitas MWD, subject to the Water Supply Limitations described in this Policy.

New Tiny Homes

Tiny homes (under 500 SF) with permanent foundations will be treated the same as other types of homes, whether existing or new, primary or secondary residences, ADU, etc., except that the monthly fixed baseline allocation will be set at 5 Units/mo, as established in the Allocation Program. This policy applies only to County-permitted tiny homes.

New Commercial Meters

A Project Applicant may receive a new commercial meter to support a new or expanded business. If the property does not have a MOWD baseline allocation, the Project Applicant will need to fund additional allocation from Casitas MWD when the Water Supply Limitations are not in effect, as described in the preceding sections.

New Agricultural Meters

It is MOWD's policy that MOWD will install no new agricultural meters. An exception may be considered when the new meter is a replacement for convenience only and will not support additional water demands (above pre-drought levels) nor support increases to planted acreage. Any new agriculture within MOWD would have to be supplied from private wells until we can be assured of an adequate, secure water supply in times of drought.

New Meters for Affordable Housing Multiple-Family Dwellings

Considering the current housing shortage in California, MOWD will consider issuing Will-Serve Letters on a case-by-case basis for new multiple-family dwellings or new mobile home parks of 5 or more units that dedicate 100% of their units for affordable housing as defined in Section 50052.5 of the California Health and Safety Code.

State law requires agencies to prioritize affordable housing, so the steps are provided in some detail below. A proposed project would proceed with the following steps:

I. Initial Submittal to MOWD for New Affordable Housing

The following information shall be submitted to MOWD for approval of the MOWD Board for consideration of a Will-Serve Letter:

- A detailed written description of the project;
- A project site plan;

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- A calculation of the baseline water allocation for that project;
- A description of water metering arrangements for the project;
- Any Initial Study or CEQA documents prepared for environmental review;
- A detailed project schedule;
- A discussion of any Net Zero Plan for water supply mitigation, including a plan that guarantees its long-term maintenance and viability; and
- A detailed description of what is requested from MOWD.

Before formally submitting this information to MOWD Board, it is recommended that the project Applicant meets with MOWD General Manager and possibly with a Board committee at the General Manager's discretion. The General Manager may make recommendations of additional information that should be provided.

II. Determination of Project Requirements

After reviewing the submitted project application, the Board will make a determination by voice vote at a regularly scheduled Board meeting whether or not (a) the information is adequate and (b) the proposed project meets MOWD's requirements for a Will-Serve Letter for affordable housing, and (c) the project would be allowed to proceed to the next stage of the process. The required baseline allocation would also be approved, including the amount of allocation to be acquired and transferred from Casitas MWD. The Board may impose additional requirements on the project at that time. MOWD reserves the right to develop its own water demand projections for the project. The Board may impose an application fee and a connection fee that reflects the cost of buying into existing facilities and developing new well capacity and related facilities.

III. Confirm Allocation Available from Casitas MWD

MOWD must receive a written notice from Casitas MWD confirming that they will approve the purchase of the required baseline allocation by MOWD and, after its purchase, a transfer of the baseline allocation to MOWD's account. The amount of baseline allocation shall be the larger of the project applicant's County-approved water demand estimate or a baseline allocation calculated using the *MOWD Allocation Program* then in effect.

IV. Board Approval of the Will-Serve Letter

Once written confirmation is received by MOWD that Casitas MWD is willing to allow the project Applicant to fund the necessary baseline water allocation and to transfer that allocation to MOWD (when the Water Supply Limitations are not in effect.). MOWD will consider whether to approve the issuance of the Will-Serve

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Letter to the project Applicant. Approval shall be by voice vote at a regularly scheduled MOWD Board meeting.

V. Issue Will-Serve Letter

Once Board approval is obtained, the General Manager will provide the project Applicant with a written Will-Serve Letter. The letter will expire after one year but may be extended with Board approval. Will-Serve letters are not transferrable between property owners, unless preapproved by the MOWD Board. MOWD's connection fee must be paid before the meter is installed.

VI. Acquire Allocation from Casitas MWD

Within one year or more, and if an extension is granted, the project proponent shall fund the purchase of a baseline allocation from Casitas MWD, for its transfer to MOWD. MOWD is responsible for negotiating a sales agreement with Casitas MWD, including cancellation and buyback provisions in case the project is abandoned.

VII. Install the Water Meter(s)

The project's water meter(s) will be installed and activated once the connection and allocation fees have been paid, with the service line installed by a District approved contractor at the customer's expense, and all other project requirements have been met.

VIII. Other Requirements

- To ensure the developer's compliance with MOWD's conditions, MOWD may require the developer to provide a suitable bond to ensure conformance.
- For multiple-family dwelling units, it is preferable for each apartment to have a separate water meter. The Homeowners Association may have a separate meter for communal landscape irrigation. The total baseline allocation will be distributed appropriately among those meters, as determined by MOWD.
- Will-Serve Letters for new Multiple-Family dwellings will be limited to one per year, on a first-come-first-served basis, as established by Step 2 above. (Completing Step 2 provides evidence that the project is serious.) If the quota for these projects is filled, the project proponent may wait until space becomes available. Nevertheless, to maintain priority, the project proponent must make regular progress in advancing the project. Priority will not be granted for projects that are not deemed to be serious.

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L. Existing ADUs Not Known to MOWD

From time to time, MOWD learns that a customer has an existing ADU that MOWD was not aware of. It is appropriate to give the customer the benefit of the doubt and to assume that they were not aware that additional charges should have been paid for the ADU. In these cases the following will normally be done:

1. If the ADU was built before 2013, the ADU will be added to MOWD's database and billing system, without connection fees.
2. Fixed monthly water charges will be billed for the prior 6 months from the date MOWD learned of the ADU, and will continue to be billed into the future.
3. An adjustment may be made to the baseline water allocation for the meter, as appropriate.

L. Unique Customer Conditions

Some customers may have unique conditions not clearly encompassed within the preceding meter categories. For example, some projects might offset existing water demands in some way. The Board will consider such unique cases providing a way is found to offset any future demand increases above historical levels with reduced irrigation, purchase of allocation from Casitas MWD, etc. Applicants must provide a letter explaining their project and its unique circumstances. The Board reserves the authority to allow exceptions or adjustments to this Policy.

M. Fire Flow Requirements

Meiners Oaks Water District provides fire hydrants distributed throughout the District. These should be adequate to support most residences and new dwellings. The following requirements apply:

- Suppose a larger water meter is required on a residential or commercial property solely to upgrade fire protection to add indoor, automatic fire sprinklers without any other expectation of increased water use. In that case, no additional water allocation is required, and a more simple application process would be followed. Again, supporting documentation should be provided to MOWD by the Project Applicant.
- The Project Applicant is responsible for ensuring that the nearest fire hydrant's location meets any Ventura County Fire Protection District requirements as part of the County permitting process.
- If a new residence requires the installation of a new hydrant, the Applicant will be responsible for funding the new hydrants and associated pipelines to existing water mains.

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- New residences located high on hillsides, where adequate fire pressures cannot be reliably maintained, shall require special consideration. The Project Applicant may be required to fund new facilities needed to increase pressure. Alternatively, Applicants may need to install their own booster pumps and tanks. The Ventura County Water Works Manual requires MOWD only to supply a minimum pressure in the water main, not at the residence.

N. Utility Connection Fees and Meter Expenses

Utility connection fees shall be established by MOWD for new meters or larger meters with significant expansions of water service. Those fees are associated with the capital cost of producing and delivering water. MOWD does not charge any impact fees as described in Section 65852.2 of the Government Code.

In accordance with Section 65852.2 of the Government Code, MOWD charges a connection fee for a stand-alone ADU, even if no second meter is installed. In accordance with Section 65852.2 of the Government Code, MOWD does not charge a connection fee for new ADUs built nearly entirely within the footprint of a primary residence. (State law allows for such an ADU to add 150 SF of new construction to improve the entryway.)

A project proponent must also pay to Casitas MWD any applicable connection fees, capacity fees or charges, allocation fees, and any other fees and charges required by Casitas MWD. (A connection to MOWD is also an indirect connection to Casitas MWD's system.)

O. Cost of Meters

The Project Applicant must pay for purchasing and installing any new meter and related facilities: corp-stop, service lateral, isolation valves, to District standards. MOWD will provide a list of approved contractors, and the Project Applicant must contract directly with one of them to do the work. In addition, the Project Applicant must pay MOWD's inspection fees.

As part of the installation of a new meter, MOWD may require such a meter to be a "smart meter," as defined in specifications to be provided by MOWD.

Once the meter is installed, MOWD will assume the maintenance cost from the water main up to and including the meter.

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P. Other Related Policy Issues

I. Allocations Subject to Change

All assigned baseline and reduced drought-stage allocations are subject to change by MOWD Board action and as required due to worsening drought, new State laws, changes to the policies of Casitas MWD, etc.

I. Water Use without an Official Allocation

It is the policy of MOWD that if a customer uses water without an official allocation from MOWD, then 100% of that customer's water usage will be subject to the over-allocation penalties then in effect. In addition, if a customer has less allocation than necessary to meet demands, over-allocation penalties shall be paid for the amount of usage exceeding the allocation. This provision also applies when the customer cannot complete a transfer of additional allocation from Casitas MWD to MOWD or provide adequate documentation that the transfer has been completed.

II. Net Zero Impact of New Development

As a condition for obtaining approvals for new development, the County of Ventura may require a "Net Zero Impact" for a development. MOWD may also impose a Net Zero Impact requirement before issuing a Will-Serve Letter. Under that requirement, the developer must retrofit other facilities within the MOWD boundaries and provide water conservation off-site within the MOWD boundaries to compensate for the proposed water use by the development.

Before MOWD issues a Will-Serve Letter to a developer with a Net-Zero Impact requirement, the developer must commit to implementing the associated mitigation within the boundaries of MOWD to reduce water demands on MOWD. The Will-Serve Letter will include a condition that the meter will not be installed until the mitigations within MOWD have been completed and certified by the County.

In addition, a project proponent shall provide a detailed plan that guarantees the long-term viability of the Net Zero Impact measures implemented. Approval of this plan by the County and by MOWD is required before MOWD will approve a conditional Will-Serve Letter.

III. Validity Dates of Outstanding Will-Serve Letters

Prior to the current drought, MOWD issued some Will-Serve Letters without expiration dates. However, with current water supply limitations, those letters committed MOWD to deliver water it does not have available. Therefore, MOWD hereby adopts a policy that all outstanding Will-Serve Letters without expiration dates will expire (or have expired) 5 years after the date of

New Meters and Expansions of Services Policy

issuance. If a Will-Serve Letter does not have an issue date, MOWD will assign an issue date based on associated correspondence.

Once a Will-Serve letter has expired, the Board may consider issuing a new Will-Serve letter to that customer with updated terms and conditions incorporating the latest information on drought reliability, water allocations, and drought stage. The customer should apply for the replacement Will-Serve letter and provide all relevant project information in accordance with MOWD New Meters and Expansion of Services Policy in affect at the time. The Board will use its discretion to decide whether or not to issue a new letter.

IV. Lot Splits

MOWD's policy is that additional allocations will not be provided to a customer who has completed a lot split after MOWD adopted this policy and its Allocation Program. Note that the County does not typically notify MOWD of lot splits. This issue would usually be brought to MOWD's attention by a customer requesting revised allocations for the new amended lot(s).

References

Appendix A: Water Services Policy – Fees

Appendix B: Will-Serve Request Form

Appendix C: Explanation of Fixed and Variable Allocation Conversions

Appendix A: Water Services Policy- Fees

New Service Refundable Deposits

Residential	Commercial	Agriculture
\$50.00	\$75.00	\$150.00

Fines for Improper Water Use

	Stage 1	Stages 2 & 3	Stages 4 & 5
First Violation	No Fine	Warning	Warning
Second Violation	No Fine	\$100	\$150
Third Violation	No Fine	\$100	\$250

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Fourth Violation	No Fine	\$200	\$350
Fifth Violation	No Fine	\$300	\$450
>5 Violations	No Fine	\$500	\$550

Penalties

Delinquent Payment	25%
Returned Checks	\$12
Reconnect for Non-payment	\$50 (normal hours) \$150 (after hours)
Failure to Test Backflow	\$150

*Customers must provide test results within 14 days of the 3rd request or a fine may be applied and water service will be disconnected. Reconnection fees will apply

Administrative Fees

Will-Serve Letter Requests, New Meters or Expansion of Service Requests	\$100.00
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Temporary Hydrant Meter (6-month Rental Maximum)

Deposit	\$1,000
Administrative Fee	\$100
Usage Charge (per unit)	\$3.85
Monthly WAC	\$36.00

Appendix A: Water Services Policy- Fees

	5/8" & 3/4"	1"	1.5"	2"	3"	4"	6"
Customer Valves	\$95	\$130	\$238	\$238			
*Meter Testing	\$48	\$53	\$159	\$159	\$175	\$175	\$250

*Standard shipping rates will be applied

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Lock Cutting	\$150
Meter Tampering	\$150 & up
Fire Flow Testing	\$300/hydrant

Appendix B: Will-Serve Request Form for Existing Meters

A “Will-Serve” letter may be issued upon the District’s completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Name:

Company:

Mailing Address: Phone:

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Email:

Project Information:

Assessor's Parcel Number: Service Address:

City, State, Zip Code:

Account #:

Planning Department Development case number (if applicable):

Type of Construction:

☐

New

☐

Construction Tenant

☐

Improvement ADU Other

☐

Type of Use:

☐

Single Family

☐

dwelling(s) Commercial

Res Multi-Family Res (# of

☐

Description of Project:

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.

☐

I acknowledge that MOWD will bill a \$100 nonrefundable Administrative Fee.

Applicant Signature Date

Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.

Appendix C: Explanation of Fixed and Variable Allocation Conversions

Introduction

MOWD's Allocation Program provides each water meter with a water allocation that is composed of two parts: a fixed portion that does not normally change with drought stage, and a variable portion that is reduced during higher stages of drought. Because the variable portion is reduced with drought stage while the fixed portion is not, these two types of allocations differ in their impacts on MOWD's water supply. Those differences should be considered when re-assigning allocations to allow for new water uses, such as construction of an ADU or "granny flat."

New Meters and Expansions of Services Policy

The purpose of this supplemental report is to provide a simple analysis for comparing the impacts of fixed and variable allocations.

A Simple Model

MOWD's drought stages are based on those of Casitas MWD, which are, in turn, tied to the Level of Lake Casitas, as described in their Water Efficiency and Allocation Program (WEAP). MOWD is required by its water service agreement with Casitas MWD to implement water conservation measures equivalent to the WEAP. The five drought stages are summarized below:

Drought Stage	Lake Storage	Mandatory Conservation
1	50% – 100%	0%
2	40% – 50%	20%
3	30% – 40%	30%
4	25% – 30%	40%
5	< 25%	50%

During each of these drought stages, the variable part of a customer's baseline allocation is reduced by the mandatory conservation amount shown in the table.

The safe yield estimate for Lake Casitas has been based on a 20-year drought period, using historical hydrology data. (See reports by Casitas MWD and others.) Note that a drought is defined to begin in a year that the lake spills. The year with the lowest lake level – after which it begins to refill due to a wetter cycle – defines the end of the 20-year drought. During any long-term drought, there will be some wet years within the predominantly dry years. The simplest model of a 20-year drought can be developed from the following assumptions:

- 1) The drought begins with Lake Casitas filled to its maximum storage capacity of 238,000 acre-feet.
- 2) The drought ends in the 20th year at its minimum pool storage of 23,800 AF.
- 3) The storage capacity declines at a uniform rate during each year of the drought.

In reality, rainfall will not be uniformly distributed among the 20 drought years. In addition, there are nonlinearities, such as evaporation that declines with lake level. Nevertheless, it can be argued that if 1,000 statistically significant drought cycles were developed and averaged, the mean would display a similar monotonical decline in lake level during the drought. It is argued that this simple model is adequate for the purpose of adjusting allocations for ADUs.

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What is important here is to make some sort of adjustment for the sake of fairness to all customers, new and old.

Model Results for Fixed Allocations of 84 HCF/yr and 120 HCF/yr

An Auxiliary Dwelling Unit requires a fixed allocation of 7 HCF/month, or 84 HCF/yr. (Note that 1 HCF = 100 cubic feet = 748 gallons.) The total water use during a 20-year drought is compared to the water used by a variable allocation of 98.4 HCF/yr in Table 1. In the table,

N is the drought year.

Storage is the amount of water in the lake at the beginning of that year.

Storage Pct is the storage as a percentage of maximum capacity.

Stage is drought stage in accordance with the WEAP.

Usage Allowed is the amount of variable allocation that may be used without penalty at that drought stage.

Fixed is the amount of fixed allocation used each year, which is not reduced during drought stage.

Variable is the amount of the variable allocation that may be used each year, which is reduced during drought stages 2 – 5.

Table 1 shows that a fixed allocation of 84 HCF/yr allows a total water usage of 1680 HCF over the drought cycle. By comparison, a variable allocation of 98.4 HCF/yr (chosen by trial and error in an Excel spreadsheet) allows a total water usage of 1682.6 HCF during the drought – about the same. If we round off, we can conclude that 84 HCF of fixed allocation is equivalent, in terms of drought water usage, to 100 HCF/yr of variable allocation.

If this exercise is repeated for a fixed allocation of 120 HCF/year, then that is shown to be equivalent to a variable allocation of 140 HCF/yr in Table 2.

Table 1
84 HCF fixed allocation equivalent to 100 HCF of variable allocation

New Meters and Expansions of Services Policy

Drought Period Model of Fixed vs Variable Demands

N	Storage (AF)	Storage Pct	Stage	Usage Allowed	Fixed (HCF/yr)	Variable (HCF/yr)
1	238,000	100	1	100%	84	98.4
2	227,290	96	1	100%	84	98.4
3	216,580	91	1	100%	84	98.4
4	205,870	87	1	100%	84	98.4
5	195,160	82	1	100%	84	98.4
6	184,450	78	1	100%	84	98.4
7	173,740	73	1	100%	84	98.4
8	163,030	69	1	100%	84	98.4
9	152,320	64	1	100%	84	98.4
10	141,610	60	1	100%	84	98.4
11	130,900	55	1	100%	84	98.4
12	120,190	51	1	100%	84	98.4
13	109,480	46	2	80%	84	78.7
14	98,770	42	2	80%	84	78.7
15	88,060	37	3	70%	84	68.9
16	77,350	33	3	70%	84	68.9
17	66,640	28	4	60%	84	59.0
18	55,930	24	5	50%	84	49.2
19	45,220	19	5	50%	84	49.2
20	23,800	10	5	50%	84	49.2
Total					1680	1682.6

New Meters and Expansions of Services Policy

Table 2
120 HCF fixed allocation equivalent to 140 HCF of variable allocation
Drought Period Model of Fixed vs Variable Demands

N	Storage (AF)	Storage Pct	Stage	Usage Allowed	Fixed (HCF/yr)	Variable (HCF/yr)
1	238,000	100	1	100%	120	140.0
2	227,290	96	1	100%	120	140.0
3	216,580	91	1	100%	120	140.0
4	205,870	87	1	100%	120	140.0
5	195,160	82	1	100%	120	140.0
6	184,450	78	1	100%	120	140.0
7	173,740	73	1	100%	120	140.0
8	163,030	69	1	100%	120	140.0
9	152,320	64	1	100%	120	140.0
10	141,610	60	1	100%	120	140.0
11	130,900	55	1	100%	120	140.0
12	120,190	51	1	100%	120	140.0
13	109,480	46	2	80%	120	112.0
14	98,770	42	2	80%	120	112.0
15	88,060	37	3	70%	120	98.0
16	77,350	33	3	70%	120	98.0
17	66,640	28	4	60%	120	84.0
18	55,930	24	5	50%	120	70.0
19	45,220	19	5	50%	120	70.0
20	23,800	10	5	50%	120	70.0
Total					2400	2394.0

New Meters and Expansions of Services Policy

Conclusions

The conclusions of this analysis are:

To provide allocation for a new ADU, 100 HCF/yr may be subtracted from a property's variable allocation and 84 HCF/yr should be added to the fixed allocation for the ADU.

To provide allocation for a new primary residence, 140 HCF/yr may be subtracted from a property's variable allocation and 120 HCF/yr should be added to the fixed allocation for the new primary dwelling.

To provide allocations for other combinations of new uses, the amounts to be subtracted from the variable allocation and added to the fixed allocation should be proportional to the above.

Note that there are factors in this approach that favor existing customers, most notably being the unlikelihood of MOWD's wells being out of service for an entire water year. That has never happened to date.

Review of Application for Will Serve Letter

New Primary Dwelling for Property with Existing Meter at 235 N. La Luna Ave.

Proposal

The proposed project consists of constructing a new single-family, single-story primary dwelling. There is one existing primary dwelling on the parcel, with an existing fixed allocation and MWAC monthly fee.

Applicant provided a detailed site plan, showing the location of the proposed structure.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicate a single 3.75-acre parcel.

Screening Step 2. Will the current allocation support an ADU? YES

Allocation Details:

- Allocation Case Identifier: AA-0004
- Allocation Category: 1" RES meter, 1 Parcel (017-0-040-15)
- Parcel Size: 3.75 acre (163,350 sq ft)
- Current base Fixed allocation: 120 HCF/yr
- Current base Variable allocation: 521 HCF/yr (Stage 3 = 365 HCF/yr)
- *Fixed base allocation needed to support new primary dwelling: 120 HCF/yr*
- *Deduction from base variable allocation needed to Support existing ADU through drought stages: 140 HCF/yr*

If the primary dwellings are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **240 HCF/yr (2 Primary Dwellings)**
- New Base Variable Allocation: **381 HCF/yr (Stage 3: 267 HCF/yr)**

Recommendation

The District was able to perform a dwelling verification check on the property, however, owner confirmed one existing primary dwelling. The base allocation for this property supports the additional primary dwelling.

- Letter applies only to the proposed single-family, single-story residence, as described in the applicant-provided preliminary site plan with the file date 09-13-2022
- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.

Will-Serve/Proof of Service Letter Request Form for Existing Meters

A "Will-Serve" letter may be issued upon the District's completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Account #

04- [REDACTED] -08

Name:

[REDACTED]

Company:

Mailing Address:

235 North La Luna Av Ojai CA, 93023

Phone:

[REDACTED]

Email:

[REDACTED]@gmail.com

Project Information:

Assessor's Parcel Number:

017-0-040-150

Service Address:

same as above

City, State, Zip Code:

" " "

Planning Department Development case number (if applicable):

Type of Construction:



New Construction



Tenant Improvement



ADU



Other

Type of Use:



Single Family Res



Multi-Family Res (# of dwellings___)



Commercial

Description of Project:

Build a new single family home, single story

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.

Will-Serve/Proof of Service Letter Request Form for Existing Meters

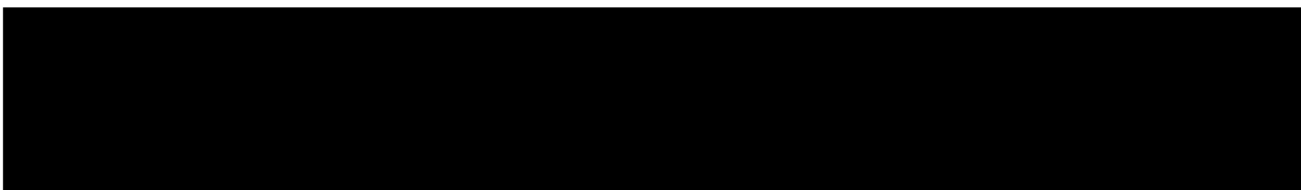
Applicant Signature

A black rectangular box redacting the applicant's signature.

Date

9-13-22

Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.



OJAI, CA

PROJECT DESCRIPTION:

ADAMS RESIDENCE
NEW SINGLE STOREY SINGLE FAMILY RESIDENCE
JURISDICTION: Ventura County, California
SITE ADDRESS: 235 North La Luna Ave, Ojai, CA 93023
APN#: 0170040150

HOME OWNERS:

Name: Kelly & Tom Adams
Mailing: 235 North La Luna Ave, Ojai, CA 93023
Phone Number: 1-805-991-6901 / 1-805-637-0514
Email: kellyadamsfamily@gmail.com / thomasgadams@gmail.com

ARCHITECTURAL PAGE INDEX

1 COVER PAGE	5
2 PERSPECTIVE IMAGES	6
3 SITE PLAN	7 BUILDING SECTIONS
4 MAIN FLOOR PLAN	

STRUCTURAL PAGE INDEX

S0.0 GENERAL STRUCTURAL NOTES	S3.0 ROOF FRAMING PLAN
S1.0 FOUNDATION PLAN	S4.0 FRAMING DETAILS
S1.1 SHEARWALL PLAN	S4.1 FRAMING DETAILS
S2.0 FOUNDATION DETAILS	S4.2 FRAMING DETAILS

ADDITIONAL PAGE INDEX: CF1R - PRF - 01E (1-12) CERTIFICATE OF COMPLIANCE

REFER TO STRUCTURAL DRAWINGS FOR:

- CONCRETE REINFORCEMENT SPECS, SIZING AND LOCATIONS
- FOUNDATION WALLS, RETAINING WALLS, SHEAR WALLS, FOOTINGS, PIERS, BEAM POCKETS AND HOLD-DOWN ANCHORAGE
- SIZES FOR POSTS, STUD PACKS, BEAMS, LINTELS, FLOOR AND DECK JOISTS, ROOF RAFTERS & FRAMING
- SPECIFIC STRUCTURAL ASSEMBLY DETAILS

1. THESE PLANS DO NOT COVER THE ENTIRE SCOPE OF WORK TO BE DONE. IT IS THE RESPONSIBILITY OF THE OWNER/CONTRACTOR TO ENSURE THAT WORK IS COMPLETED BY QUALIFIED TRADESPEOPLE IN ACCORDANCE WITH LOCAL AND NATIONAL BUILDING CODES AND BYLAWS.

2. ALL FOOTINGS TO REST ON UNDISTURBED SOILS AND BELOW THE FROSTLINE

3. PROVIDE EXTERIOR FLASHING AROUND CHIMNEYS, EXTERIOR OPENINGS, AT CHANGES IN EXTERIOR MATERIALS, INTERSECTIONS BETWEEN WALL AND ROOF, AND ROOF VALLEYS.

4. CONTRACTOR/BUILDER TO VERIFY ALL DIMENSIONS PRIOR TO CONSTRUCTION. ANY CHANGES OR DISCREPANCIES SHALL BE REPORTED TO PURCELL TIMBERFRAMES FOR CLARIFICATION.

5. MANUFACTURERS TO PROVIDE CERTIFICATES OF STRUCTURAL ADEQUACY FOR I-JOISTS AND LVL BEAMS.

6. OWNER/CONTRACTOR RESPONSIBLE TO ENSURE SETBACKS FROM EASEMENTS.

7. THESE PLANS ARE SUBJECT TO APPROVAL BY A CERTIFIED ENGINEER WITH STAMPING AUTHORITY IN THE NOTED LOCATION OF DEVELOPMENT. ALL STRUCTURAL REVISIONS AUTHORIZED BY THE QUALIFIED ENGINEER MUST BE COMPLETED AND ADDED TO FINAL DRAWING SET PRIOR TO COMMENCING CONSTRUCTION. FINAL DRAWING SET MUST BE REVIEWED AND FINALIZED WITH AN ENGINEERS CERTIFICATION OF APPROVAL STAMP PRIOR TO COMMENCING WITH CONSTRUCTION.

8. ALL DRAWINGS AND DESIGNS PROVIDED BY PURCELL TIMBERFRAMES AND BEARING THE COMPANY LOGO ARE THE EXCLUSIVE PROPERTY OF PURCELL TIMBERFRAMES. DRAWINGS WILL NOT BE COPIED OR USED FOR ANY PURPOSE UNLESS SPECIFICALLY AUTHORIZED BY PURCELL TIMBERFRAMES. "COPYRIGHT RESERVED"

STRUCTURAL ENGINEERING PROVIDED BY:



PHONE: 1-(208)-345-8941
EMAIL: info@tamarackgrove.com
WEBSITE: tamarackgrove.com

GEOTECHNICAL ENGINEERING PROVIDED BY:

JCR CONSULTING

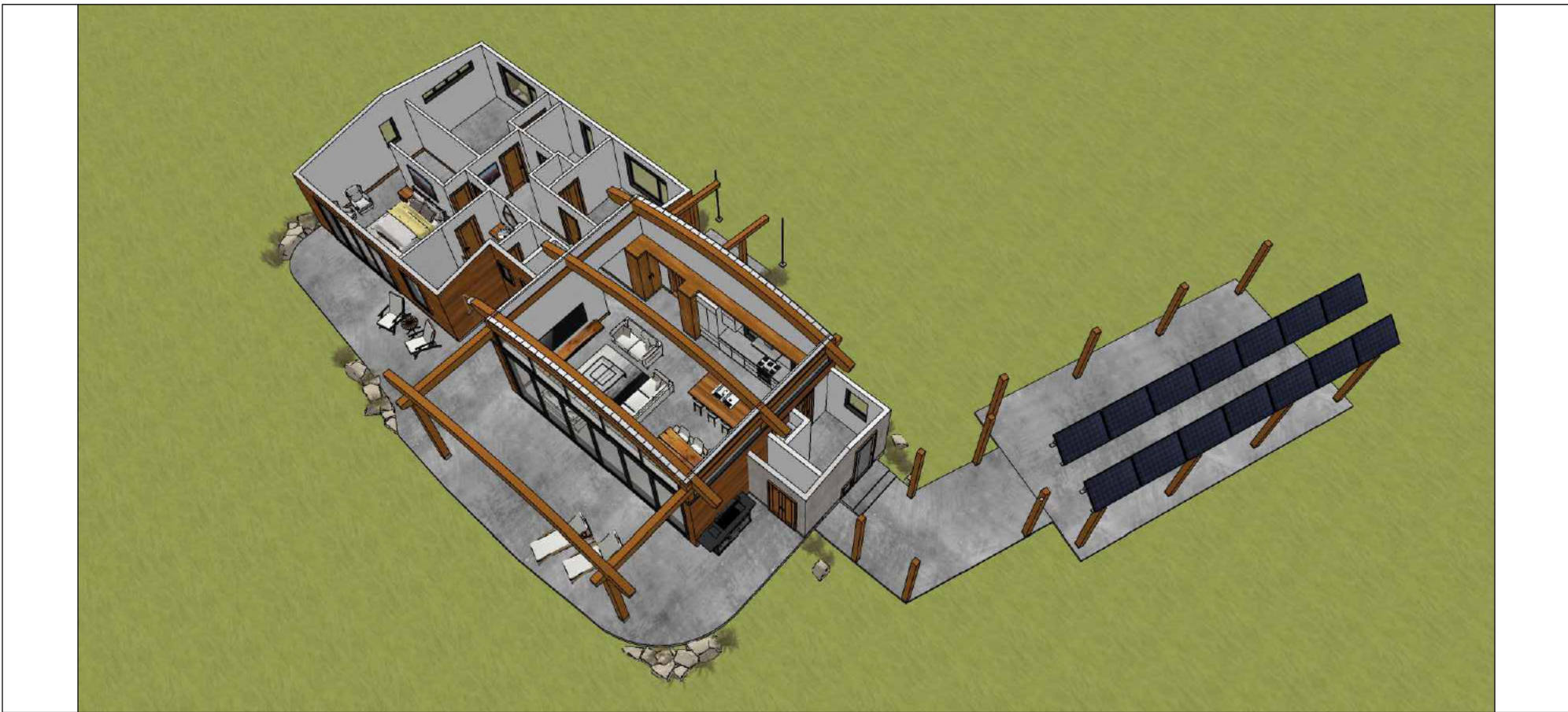
PHONE: 1-(805)-300-4564
ADDRESS: 444 MOONDANCE STREET,
THOUSAND OAKS, CA 91360

COVER PAGE

RESIDENCE
35 NORTH LA LUNA AVE,
CA (VENTURA COUNTY)

purcell TIMBER
FRAME
HOMES
www.purcell.com 1-800-655-5574

PG SIZE: 36x24
DRAWN: KK/MRM
MAY 16 / 22
PG 1 / 7



PERSPECTIVE IMAGES

RESIDENCE
35 NORTH LA LUNA AVE,
CA (VENTURA COUNTY)

purcell TIMBER
FRAME
HOMES
www.purcell.com 1-800-655-5574

PG SIZE (36x24)
DRAWN: KK/MRM
MAY 16/22
PG 2 / 7

235 NORTH LA LUNA AVE
OJAI, CA 93023 (VENTURA COUNTY)

ASSESSOR'S PARCEL NUMBER: 0170040150
CLIMATE ZONE: 9

PROPOSED RESIDENCE FOR
KELLY AND TOM ADAMS

MAILING ADDRESS: 235 North La Luna Ave, Ojai, CA 93023

PHONE: 805-991-6901 / 805-637-0514
EMAIL: kellyadamsfamily@gmail.com
thomasgadams@gmail.com

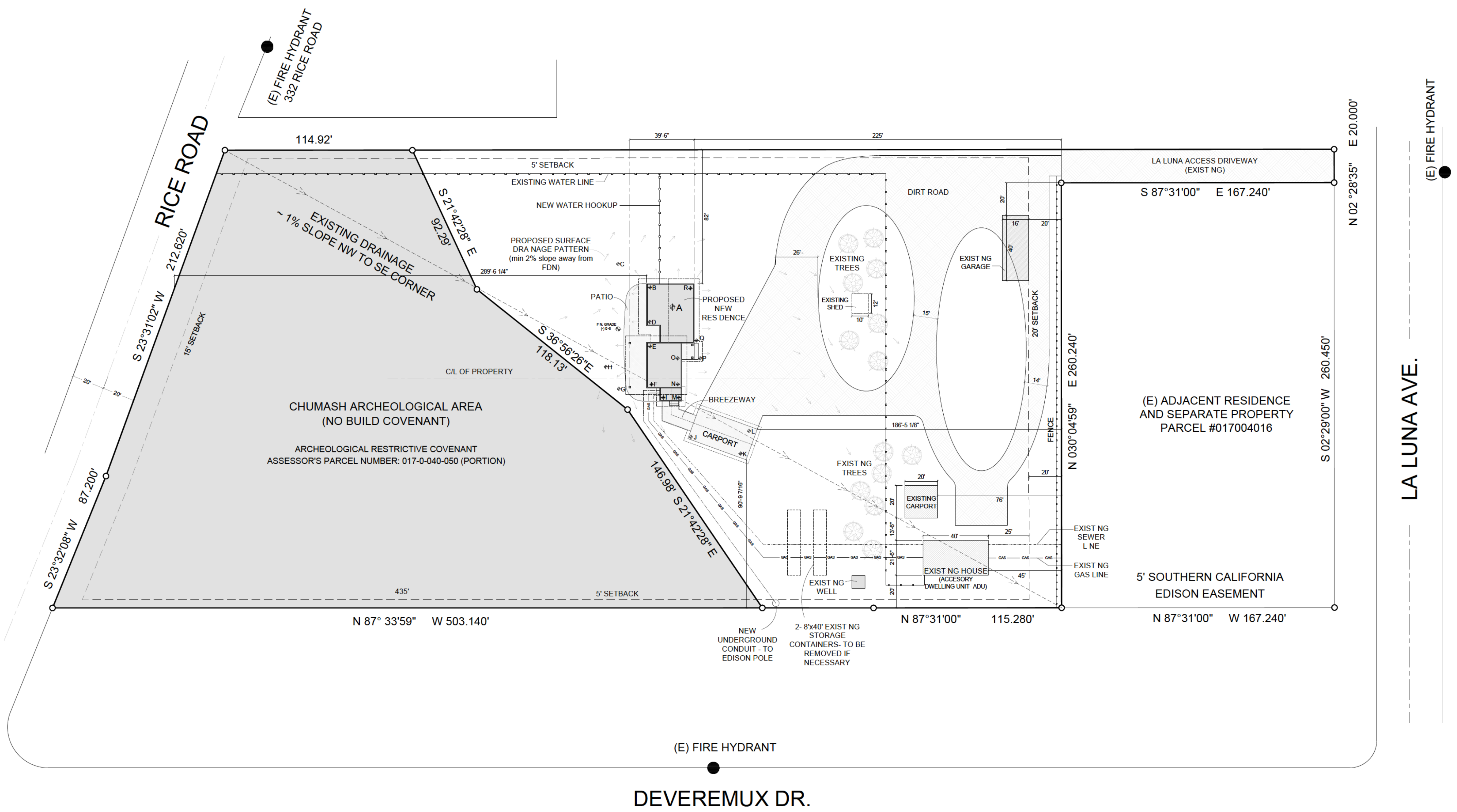
LOT COVERAGE :

LOT AREA:	161854.25 SF	SITE COVERAGE:
PROPOSED HOUSE AREA: (EXCLUDING PATIOS)	1678 SF	1.04%
PROPOSED CARPORT & BREEZEWAY:	995 SF	0.61%
EXISTING HOUSE (ADU):	864 SF	0.53%
EXISTING GARAGE:	640 SF	0.40%
EXISTING CARPORT:	400 SF	0.25%
TOTAL (NEW & EXISTING):	4577 SF	2.83%

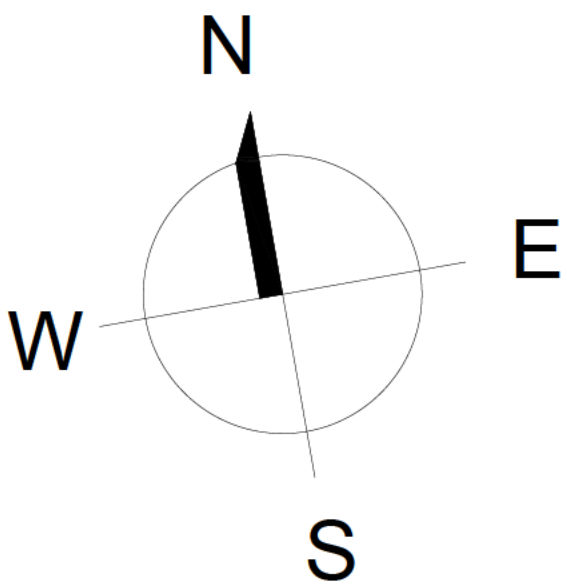
VICINITY MAP : NTS



DESIGNER:
Purcell Timberframes Ltd.
Nelson, BC
1-250-352-5101
1-800-655-5574
www.purcell.com



LEGEND	
EXISTING GRADE ELEVATIONS AT SELECT DATUM POINTS:	
⊕	A = 0'-0"
⊕	B = (-)0'-8"
⊕	C = (+)0'-9.50"
⊕	D = (-)1'-1.25"
⊕	E = (-)1'-6.75"
⊕	F = (-)1'-0.00"
⊕	G = (-)2'-2.50"
⊕	H = 0'-0"
⊕	I = (-)2'-7.25"
⊕	J = (-)3'-3.75"
⊕	K = (-)4'-3.25"
⊕	L = (-)3'-9.25"
⊕	M = (-)2'-9.25"
⊕	N = (-)2'-5.25"
⊕	O = (-)2'-0.25"
⊕	P = (-)2'-1.25"
⊕	Q = (-)1'-11.75"
⊕	R = (-)0'-11.5"
ELEVATION NUMBERS BASED OFF POINT 'A' [0'-0"] (T/O HOUSE SLAB)	



SITE PLAN

RESIDENCE

35 NORTH LA LUNA AVE,
CA (VENTURA COUNTY)

purcell

TIMBER
FRAME
HOMES

www.purcell.com 1-800-655-5574

1"=40'-0" (36x24)

DRAWN: KK/MRM

MAY 16 / 22

PG 3 / 7

DIMENSIONS SHOWN TO:
O/S FACE OF 8" CONC WALL AT FOUNDATION
O/S FACE OF 1/2" PLYWD SHTG ON EXT. WALLS
CENTERLINE OF INT. WALLS AND COLUMNS

ALL WATER CLOSETS TO BE MAX. 4.8L FLUSH.
ALL FIXTURES TO BE WATER-SAVER TYPE

BEDROOM WINDOW EGRESS:
EACH BEDROOM SHALL HAVE ONE UNOBSTRUCTED OPENING 5.70 SQ. FT WITH MIN. NET CLEAR OPENABLE WIDTH OF 20" OR HEIGHT OF 24" AND A MAX SILL HEIGHT OF 44" ABOVE FINISHED FLOOR.
WINDOW HARDWARE MUST NOT OBSTRUCT WINDOW OPENING

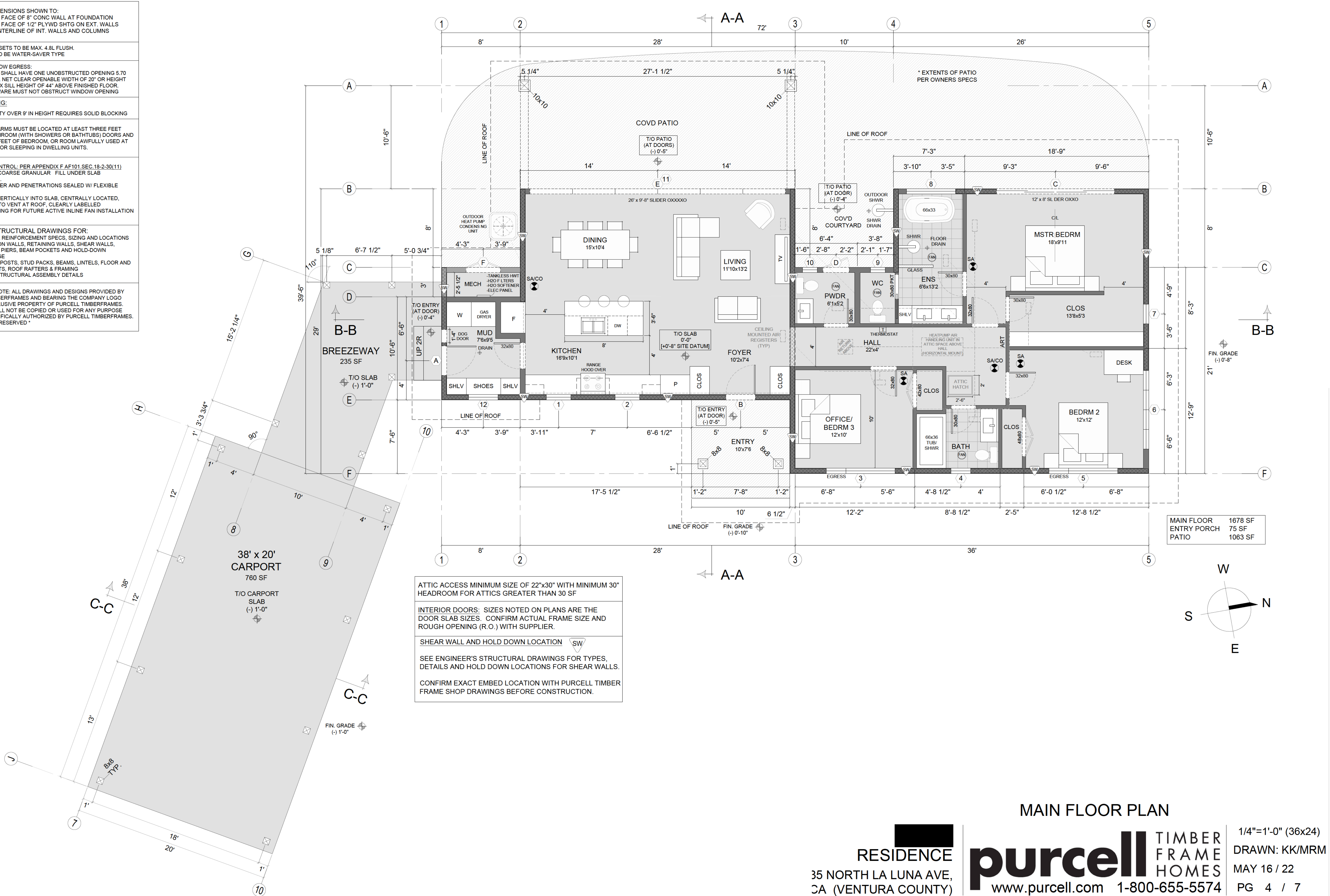
FIRE BLOCKING:
ANY STUD CAVITY OVER 9' IN HEIGHT REQUIRES SOLID BLOCKING

SMOKE ALARMS MUST BE LOCATED AT LEAST THREE FEET FROM BATHROOM (WITH SHOWERS OR BATHTUBS) DOORS AND WITHIN 15 FEET OF BEDROOM, OR ROOM LAWFULLY USED AT ANY TIME FOR SLEEPING IN DWELLING UNITS.

RADON GAS CONTROL- PER APPENDIX F AF101, SEC.18-2.30(11)
- MIN 4" CLEAN COARSE GRANULAR FILL UNDER SLAB
- 6 MIL POLY V.B.
- SLAB PERIMETER AND PENETRATIONS SEALED W/ FLEXIBLE SEALANT
- 4" PIPE CAST VERTICALLY INTO SLAB, CENTRALLY LOCATED, CONTINUOUS TO VENT AT ROOF, CLEARLY LABELLED
- ROUGH IN WIRING FOR FUTURE ACTIVE INLINE FAN INSTALLATION

REFER TO STRUCTURAL DRAWINGS FOR:
• CONCRETE REINFORCEMENT SPECS, SIZING AND LOCATIONS
• FOUNDATION WALLS, RETAINING WALLS, SHEAR WALLS, FOOTINGS, PIERS, BEAM POCKETS AND HOLD-DOWN ANCHORAGE
• SIZES FOR POSTS, STUD PACKS, BEAMS, LINTELS, FLOOR AND DECK JOISTS, ROOF RAFTERS & FRAMING
• SPECIFIC STRUCTURAL ASSEMBLY DETAILS

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Review of Application for Will Serve Letter

Existing ADU (unaccounted) for Property with Existing Meter at 143 S. Padre Juan

Proposal

The request is for a pre-2016 ADU, of which the applicant supplied rental tax records and postal service confirmation of the ADU's separate address. The applicant needs will-serve letter to get ADU permitted. There will be no construction or changes to the footprint. Customer currently pays MWAC for the other three (permitted) dwellings. The 2020 allocation calculation did not include the 4th dwelling's fixed allocation, as it was unaware of the dwelling, and should be granted the allocation that would have been provided at that time.

Applicant provided a detailed site plan, showing the location of the proposed structure.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicate a single 0.25-acre parcel, with 4 dwellings.

Screening Step 2. Will the current allocation support an ADU? YES

Allocation Details:

- Allocation Case Identifier: AA-0421
- Allocation Category: 5/8" RES meter, 1 Parcel (017-0-142-13)
- Parcel Size: 0.25 acre (10,890 sq ft)
- Current base Fixed allocation: 252 HCF/yr (7 HCF/mo x 3 dwellings)
- Current base Variable allocation: 147 HCF/yr (Stage 3 = 103 HCF/yr)
- *Fixed base allocation needed to support existing non-permitted ADU: 84 HCF/yr*
- *There should not be a reduction to the variable allocation, as this building existing prior to 2016.*

If the primary dwellings are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **336 HCF/yr (4 Dwellings)**
- New Base Variable Allocation: **147 HCF/yr (Stage 3: 103 HCF/yr)**

Recommendation

The District was able to perform a dwelling verification check on the property, the owner confirmed three existing permitted dwellings (MWAC billed x 3 dwellings), the existing garage ADU was not permitted and not billed MWAC nor included in original allocation calculation. The base allocation for this property should be adjusted to include the fixed allocation for the fourth dwelling.

- Letter applies only to the permitting of the existing ADU, as described in the applicant-provided preliminary site plan with the file date 10-11-2022.

- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.

Will-Serve/Proof of Service Letter Request Form for Existing Meters

A "Will-Serve" letter may be issued upon the District's completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Account # 02- [REDACTED] -01

Name: [REDACTED]

Company:

Mailing Address: [REDACTED]

Ojai, CA 93023-4204

Phone: 805- [REDACTED]

Email: [REDACTED]

eaolicom

Project Information:

Assessor's Parcel Number: 017-0-142-130

Service Address: 143 S. Padre Juan Avenue

City, State, Zip Code: Ojai, CA 93023

Planning Department Development case number (if applicable):

Type of Construction:

☐ New Construction ☐ Tenant Improvement ☒ ADU ☐ Other

Type of Use:

☒ Single Family Res ☐ Multi-Family Res (# of dwellings___) ☐ Commercial

Description of Project:

Permitted ADU

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.

Will-Serve/Proof of Service Letter Request Form for Existing Meters

☒ I acknowledge that MOWD will bill a \$100 Administrative Fee.

Applicant Signature

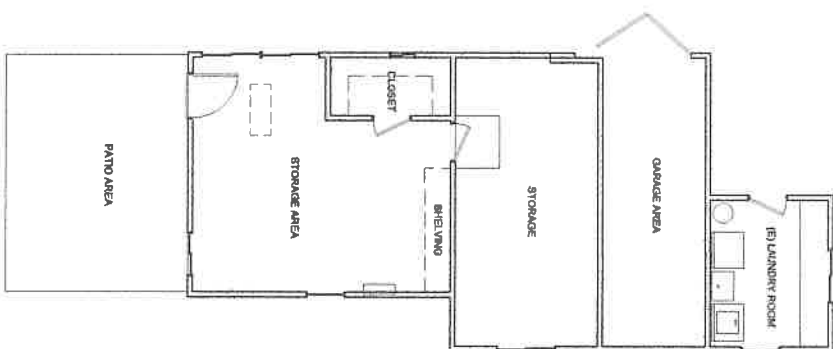
[Redacted Signature]

Date

10/11/2022

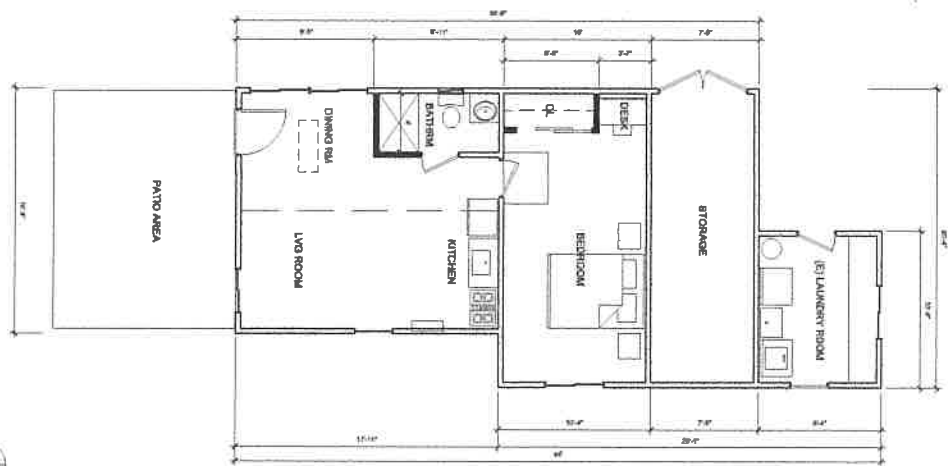
Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.

(E) FLR PLAN
(N) FLR PLAN



(E) GARAGE / STORAGE FLOOR PLAN

1/4" = 1'-0"



(N) ADU FLOOR PLAN

1/4" = 1'-0"

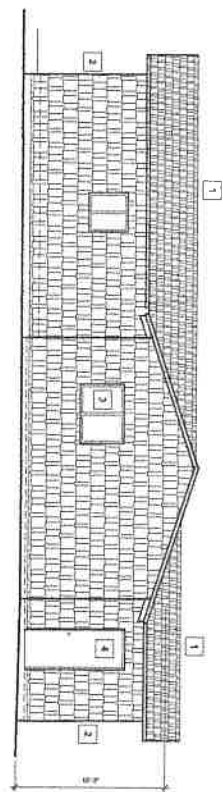
143
S. PADRE JUAN
AVENUE
OJAI,
CALIFORNIA

Roy Ames - Designer

2209 Acton Ave
Ventura, CA 93001
(805) 407-8827
timothy@yahco.com
foohillsdesigngroup.com
houzz.com/pro/timothy

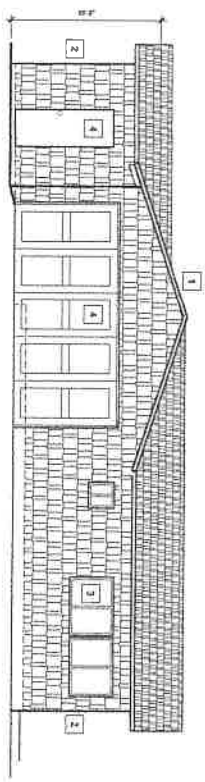
10.3.22

A-1



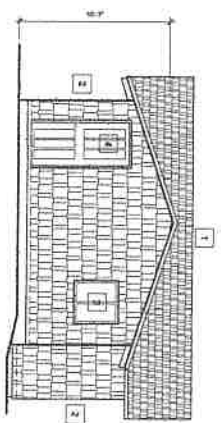
NORTH ELEVATION

1/4" = 1'-0"



SOUTH ELEVATION

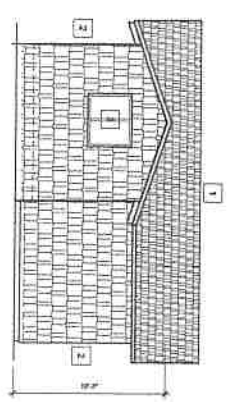
1/4" = 1'-0"



EAST ELEVATION

1/4" = 1'-0"

KEY NOTES	
1	STANDARD 1" SQUARE ROOFING
2	STANDARD 1" SQUARE ROOFING
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99	STANDARD 1" SQUARE ROOFING
100	STANDARD 1" SQUARE ROOFING



WEST ELEVATION

1/4" = 1'-0"

Review of Application for Will Serve Letter

New ADU for Property with Existing Meter at 221 N. Poli.

Proposal

The proposed project consists of constructing a new Tiny Home ADU, less than 500 sqft.

Applicant provided a detailed site plan, showing the location of the proposed structure.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicate a single 0.22-acre parcel.

Screening Step 2. Will the current allocation support an ADU? YES

Allocation Details:

- Allocation Case Identifier: AA-0215
- Allocation Category: 5/8" RES meter, 1 Parcel (017-0-061-23)
- Parcel Size: 0.22 acre (9583 sq ft)
- Current base Fixed allocation: 120 HCF/yr
- Current base Variable allocation: 72 HCF/yr (Stage 3 = 50 HCF/yr)
- *Fixed base allocation needed to support new tiny home ADU: 60 HCF/yr*
- *Deduction from base variable allocation needed to Support new tiny home ADU through drought stages: 70 HCF/yr*

If the primary dwellings are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **180 HCF/yr (1 Primary & 1 Tiny Home ADU)**
- New Base Variable Allocation: **2 HCF/yr (Stage 3: 0 HCF/yr)**

Recommendation

The base allocation for this property does not support the new ADU.

- Letter applies only to the proposed Tiny Home ADU, as described in the applicant-provided preliminary site plan with the file date 10-14-2022
- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.

Will-Serve/Proof of Service Letter Request Form for Existing Meters

A "Will-Serve" letter may be issued upon the District's completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Account #

Name:

Company:

Mailing Address:

Phone:

Email:

Project Information:

Assessor's Parcel Number:

Service Address:

City, State, Zip Code:

Planning Department Development case number (if applicable):

Type of Construction:

☐ New Construction ☐ Tenant Improvement ☒ ADU ☐ Other

Type of Use:

☒ Single Family Res ☐ Multi-Family Res (# of dwellings____) ☐ Commercial

Description of Project:

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.



Will-Serve/Proof of Service Letter Request Form for Existing Meters

☒ I acknowledge that MOWD will bill a \$100 Administrative Fee.

Applicant Signature

[Redacted Signature]

Date

10/14/22

Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.

Review of Application for Will Serve Letter

New Junior ADU for Property with Existing Meter at 221 N. Poli.

Proposal

The proposed project consists of converting an existing space into a new Junior ADU.

Applicant provided a detailed site plan, showing the location of the proposed converted space. Of Note: Owner has also submitted a separate Will-Serve Request for a new Tiny Home sized ADU.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicate a single 0.22-acre parcel.

Screening Step 2. Will the current allocation support an ADU? NO

Allocation Details for initial Tiny Home ADU:

- Allocation Case Identifier: AA-0215
- Allocation Category: 5/8" RES meter, 1 Parcel (017-0-061-23)
- Parcel Size: 0.22 acre (9583 sq ft)
- Current base Fixed allocation: 120 HCF/yr
- Current base Variable allocation: 72 HCF/yr (Stage 3 = 50 HCF/yr)
- *Fixed base allocation needed to support new tiny home ADU: 60 HCF/yr*
- *Deduction from base variable allocation needed to Support new tiny home ADU through drought stages: 70 HCF/yr*

If the primary dwellings are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **180 HCF/yr (1 Primary & 1 Tiny Home ADU)**
- New Base Variable Allocation: **2 HCF/yr (Stage 3: 0 HCF/yr)**

Allocation Details for Junior ADU, If Tiny Home ADU is granted:

- Current base Fixed allocation: 180 HCF/yr
- Current base Variable allocation: 2 HCF/yr (Stage 3 = 0 HCF/yr)
- *Fixed base allocation needed to support new Junior ADU: 84 HCF/yr*
- *Deduction from base variable allocation needed to Support new Junior ADU through drought stages: 100 HCF/yr*

If the primary dwellings are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **264 HCF/yr (1 Primary, 1 Tiny Home ADU + 1 Junior ADU)**
- New Base Variable Allocation: **-98 HCF/yr (Stage 3: 0 HCF/yr)**

Recommendation

The base allocation for this property does not support the new junior ADU, if the tiny home ADU is approved.

- Letter applies only to the proposed Junior ADU, as described in the applicant-provided preliminary site plan with the file date 11-15-2022
- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.



Will-Serve/Proof of Service Letter Request Form for Existing Meters

A "Will-Serve" letter may be issued upon the District's completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Account # 01- [REDACTED] -02

Name: [REDACTED]

Existing Permitted Dwellings

Company: self

Date Dwellings Permitted

Mailing Address: 221 N. Poli St. Ojai CA 93023

Phone: 805- [REDACTED]

Email: [REDACTED]@hotmail.com

Project Information:

Assessor's Parcel Number: 017-0-06-230

Service Address: 221 N. Poli St.

City, State, Zip Code: Ojai CA 93023

Planning Department Development case number (if applicable):

Type of Construction:

☐ New Construction ☐ Tenant Improvement ☐ ADU ☒ Other JADU

Type of Use:

☒ Single Family Res ☒ Multi-Family Res (# of dwellings___) ☐ Commercial

Description of Project:

Conversion of a existing space to an JADU.

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*
4. Documentation of existing permitted dwellings on the property.

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.



Will-Serve/Proof of Service Letter Request Form for Existing Meters

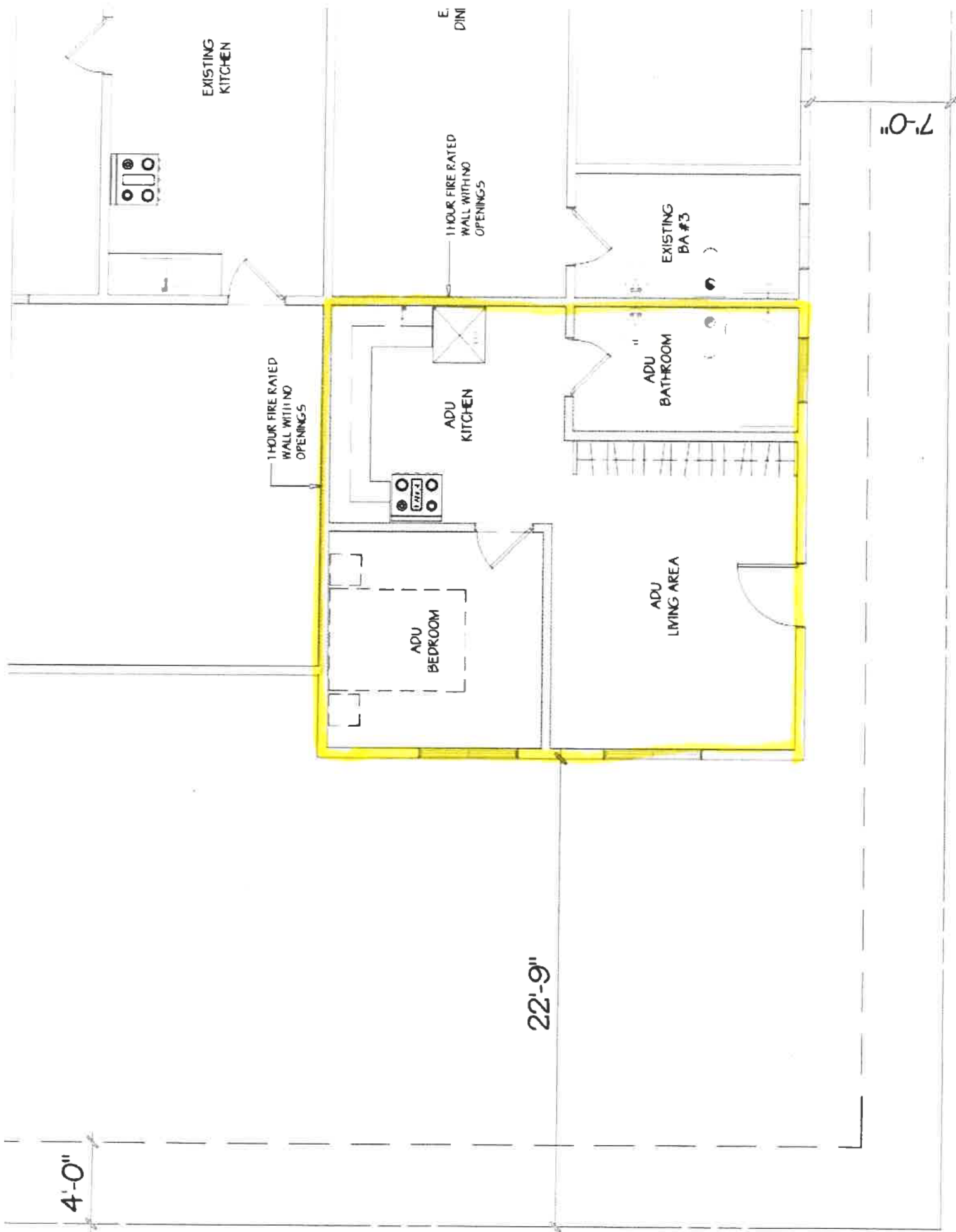
☒ I acknowledge that MOWD will bill a \$100 Administrative Fee.

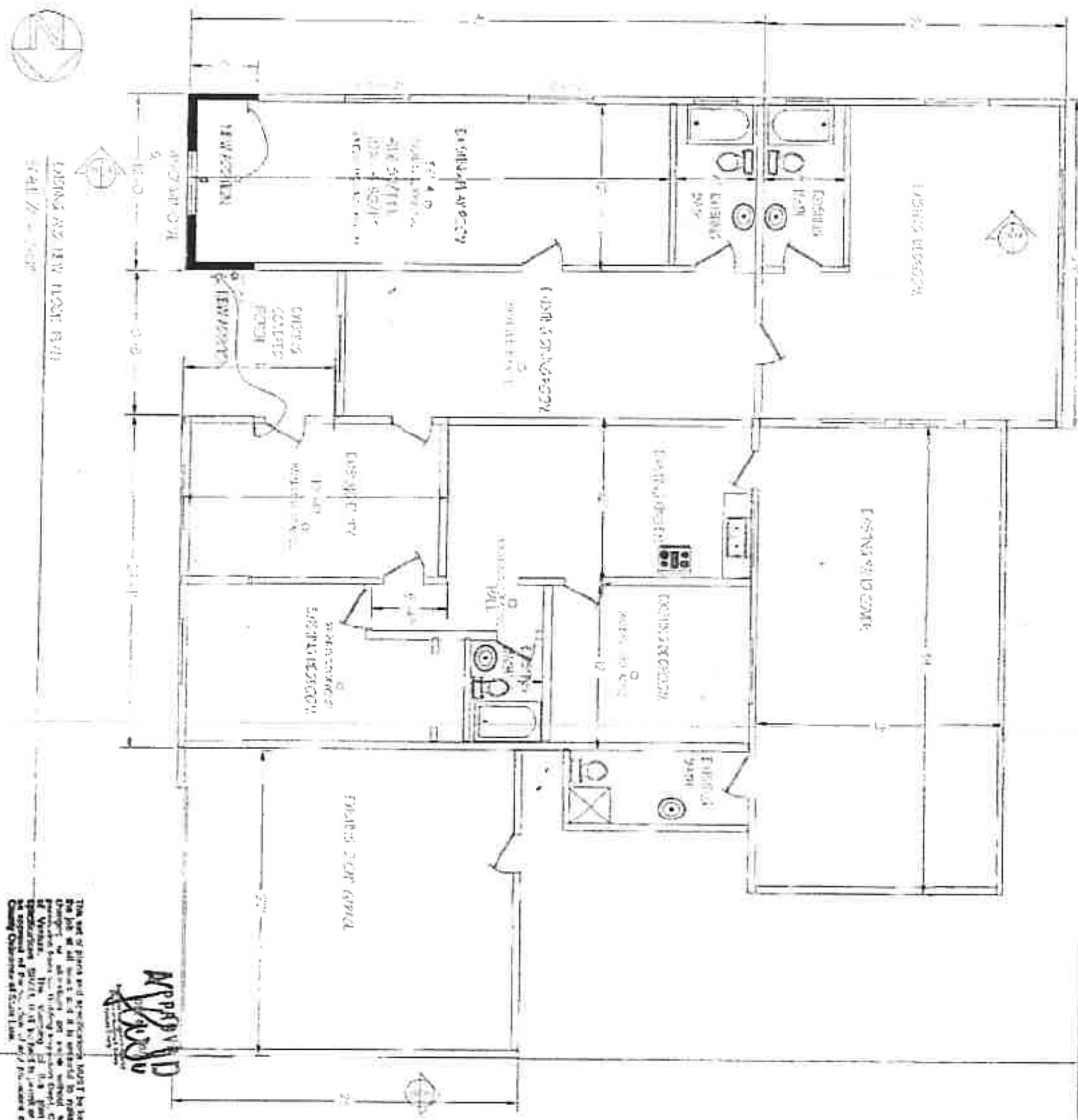
Applicant Signature

[Redacted Signature]

Date 11/15/22

Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.





WALLS
 1/2" = 1'-0"

EXISTING NEW HOSE ROLL
 1/2" = 1'-0"

THE SET OF PLANS AND SPECIFICATIONS FOR THE PROPOSED CONSTRUCTION OF THE ABOVE DESCRIBED UNIT IS TO BE USED FOR THE PURPOSE OF OBTAINING A PERMIT FROM THE CITY OF VENTURA. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE WITHOUT THE WRITTEN CONSENT OF THOMAS K. HATCH ARCHITECT. ANY OTHER USE IS AT THE USER'S RISK.

APPROVED
[Signature]

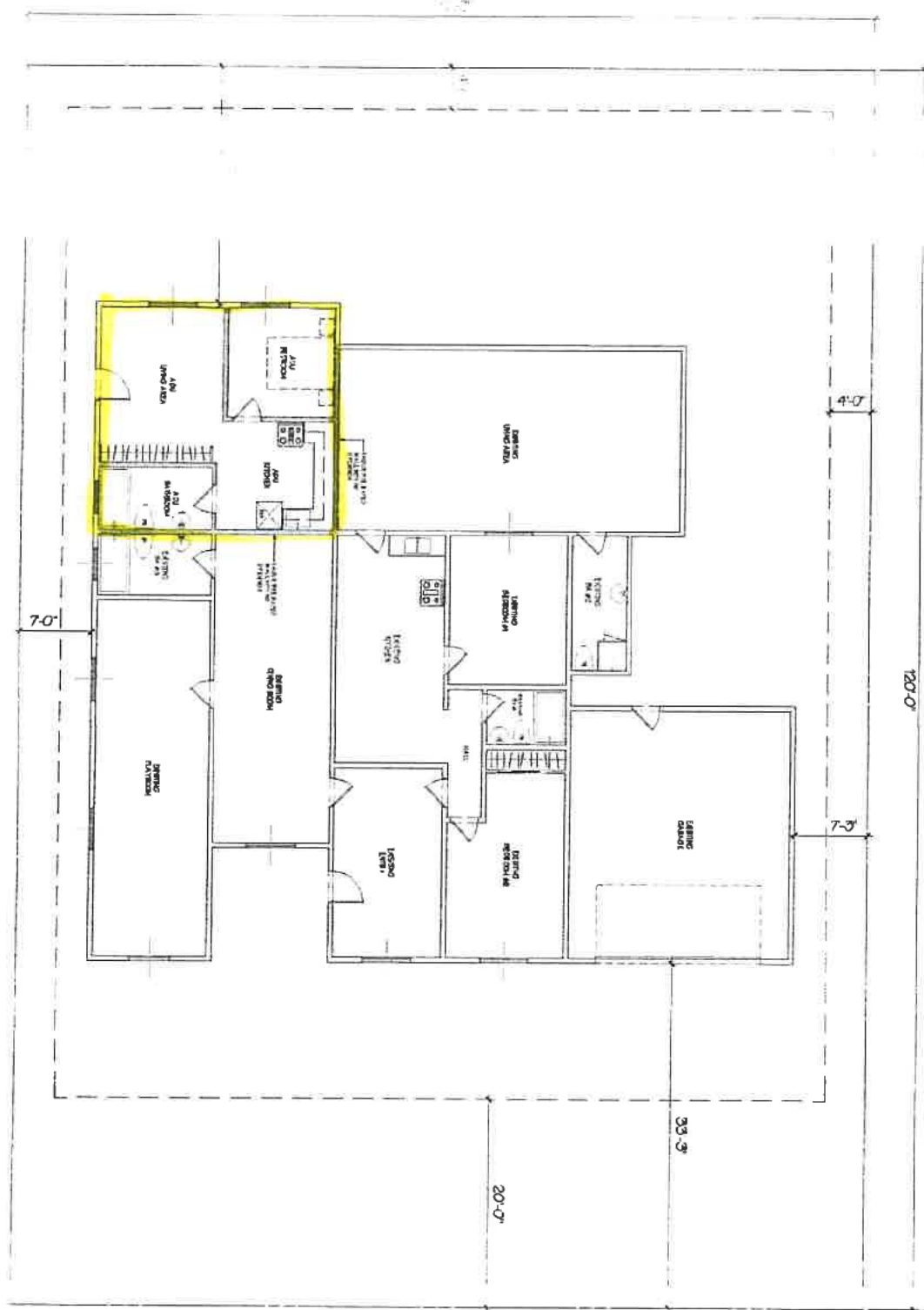
DATE: 08/18/2017
 5

PO BOX 100000
 SAN JOSE, CA 95110
 TEL: 408.261.1111
 FAX: 408.261.1112



NO.	DATE	DESCRIPTION
1	08/18/2017	ISSUED FOR PERMIT

THOMASKHATCH@YAHOO.COM (805) 452-6531
TKH THOMAS K. HATCH ARCHITECT C018451
 487 EAST MAIN STREET #420, VENTURA, CALIFORNIA 93001




 SITE PLAN & PROPOSED JUNIOR ADU FLOOR PLAN
 SCALE 1/4" = 1'-0"

Review of Application for Will Serve Letter

Garage to ADU conversion for Property with Existing Meter at 649 S. La Luna.

Proposal

The proposed project consists of converting an existing garage to an ADU. The property currently has one primary dwelling and a pool-house studio (with living space). The customer currently pays one MWAC for the primary dwelling. The pool-house studio is pre-existing to the Allocation Program and was not counted in the original fixed dwelling calculations.

Applicant provided a detailed site plan, showing the location of the proposed structure.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicate a single 0.99-acre parcel.

Screening Step 2. Will the current allocation support an ADU? YES

Allocation Details:

- Allocation Case Identifier: AA-0993
- Allocation Category: 1" RES meter, 1 Parcel (018-0-021-21)
- Parcel Size: 0.99 acre (43,124 sq ft)
- Current base Fixed allocation: 120 HCF/yr
- Current base Variable allocation: 300 HCF/yr (Stage 3 = 210 HCF/yr)
- *Fixed base allocation to account for pre-existing pool-house studio: 60 HCF/yr*
- *Fixed base allocation needed to support the new ADU: 84 HCF/yr*
- *Deduction from base variable allocation needed to Support new ADU through drought stages: 100 HCF/yr*

If the primary dwellings are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **264 HCF/yr (1 Primary, 1 Tiny Home Pool House Studio & 1 new ADU)**
- New Base Variable Allocation: **200 HCF/yr (Stage 3: 140 HCF/yr)**

Recommendation

The base allocation for this property does support the garage conversion to an ADU.

- Letter applies only to the proposed garage to ADU conversion, as described in the applicant-provided preliminary site plan with the file date 10-20-2022
- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.

Will-Serve/Proof of Service Letter Request Form for Existing Meters

A "Will-Serve" letter may be issued upon the District's completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Account #

Name: *CAROL*

Existing Permitted Dwellings

Company:

Date Dwellings Permitted

Mailing Address: *649 S. La Luna Ave*

Phone: *(805)*

Email:

Project Information:

Assessor's Parcel Number: *018-0-021-215*

Service Address: *649 Sola Luna Ave*

City, State, Zip Code: *Ojai CA 93023*

Planning Department Development case number (if applicable):

Type of Construction:

☐ New Construction ☐ Tenant Improvement ☒ ADU ☐ Other

Type of Use:

☐ Single Family Res ☐ Multi-Family Res (# of dwellings ☐) ☐ Commercial

Description of Project:

Converting garage to ADU

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*
4. Documentation of existing permitted dwellings on the property.

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.



Will-Serve/Proof of Service Letter Request Form for Existing Meters

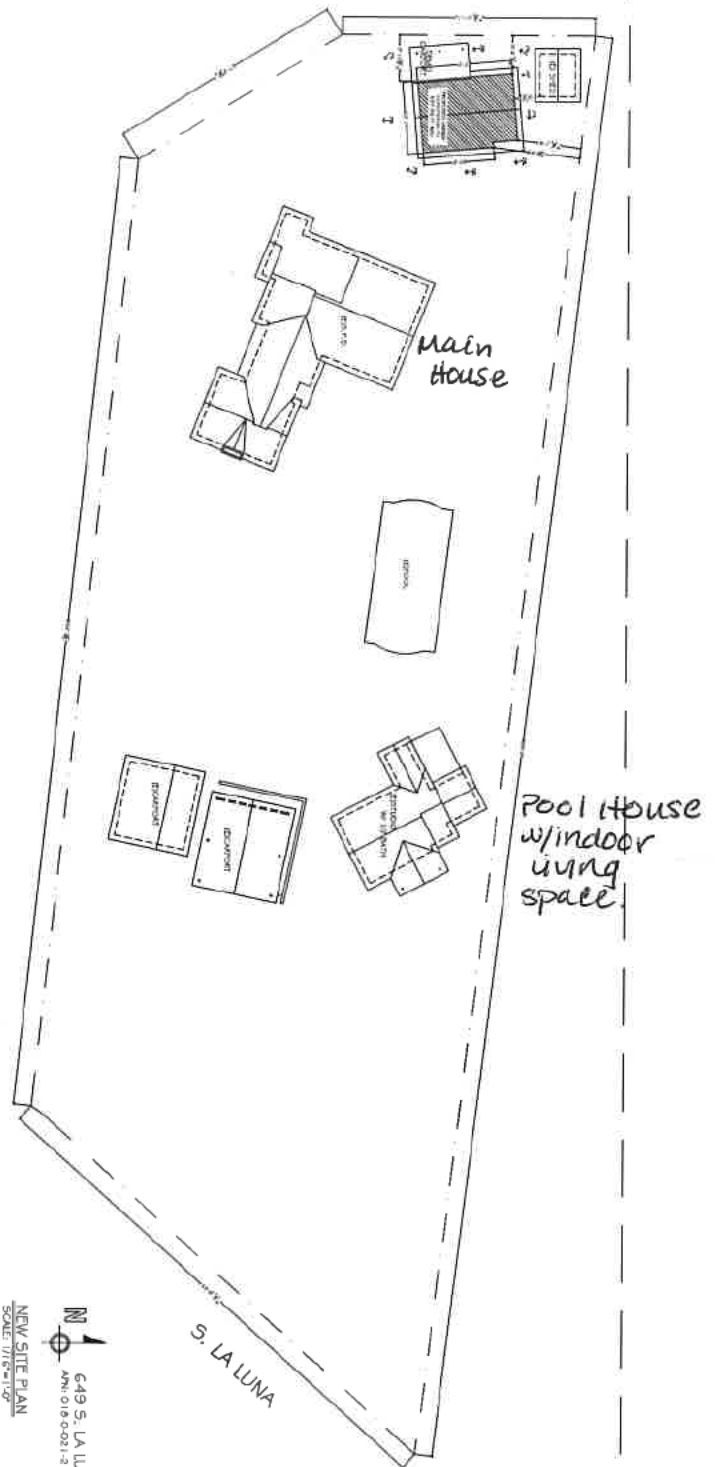
☒ I acknowledge that MOWD will bill a \$100 Administrative Fee.

paid 10/20/22

Applicant Signature

Date

Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.

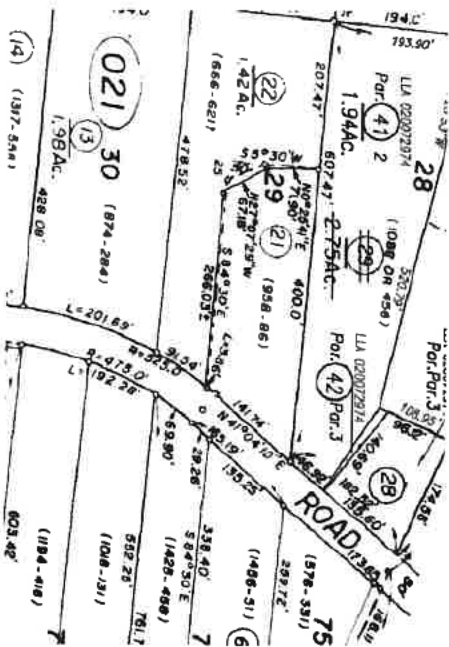


649 S. LA LUNA
APN: 018-0-021-215

NEW SITE PLAN
SCALE: 1/8" = 1'-0"

THIS PLAN IS TO BE USED IN CONNECTION WITH THE FINAL SET OF PLANS FOR THE PROPOSED PROJECT. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE.

ASSESSOR MAP



649 S. LA LUNA
APN: 018-0-021-215

NEW SITE PLAN
SCALE: 1/8" = 1'-0"

THIS PLAN IS TO BE USED IN CONNECTION WITH THE FINAL SET OF PLANS FOR THE PROPOSED PROJECT. IT IS NOT TO BE USED FOR ANY OTHER PURPOSE.



DESIGN
BLANTON, CAROL
(818) 990-2588
JCRESTORE144@GMAIL.COM
PROJECT ADDRESS
649 S. LA LUNA AVE
OJAI, CA 93023

REVIEW SET FOR
B/S 10-17-22

NEW SITE PLAN
DESIGN PHASE

PROJECT TYPE
SINGLE-FAMILY RESIDENTIAL

NO.	DATE	DESCRIPTION
1	07-26-22	SET PLANNING REVIEW
2	08-22-22	FINAL PLANNING REVIEW
3	09-15-22	SET B & B REVIEW

KIT+A
ARCHITECTS
CALIFORNIA + OREGON
(844) DIX PLAN
DIXARCHITECTURAL.COM

PROJECT NO.	22-0078
APN NUMBER	018-0-021-215
DATE	09-24-22
SCALE	AS SHOWN
DRAWN BY	CHECKED BY
DATE	BY
JOB NO.	END NO.
22-008	0023-144

SHEET
A-2
OF 20 SHEETS



County View

Ventura County, California

Layers

All Available Layers

Filter Layers...

Filter

- ☐ Cities
- ☐ County Libraries
- ☐ County Parks And Trails
- ☐ Critical Facilities
- ☐ Election Precincts
- ☐ Groundwater
- ☐ Hazards
- ☐ LandUse
- ☒ Parcels
- ☒ Parcel Labels
- ☒ Assessor Parcel Number

I want to...

02139

018002131

018002132

018002105

018002122

018002141

018002140

018002113

018002121

Tools



Home



Layers



Parcel APN ...



Basemap

30m
100ft

Review of Application for Will Serve Letter

Garage Conversion to ADU for Property with Existing Meter at 935 Devereux.

Proposal

The proposed project consists of converting a 400 sqft garage to a "Tiny Home" ADU, with no change to the footprint, square footage or roofline. The ADU will have a kitchen and full bath.

Applicant provided a detailed site plan, showing the location of the proposed structure.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicate a single 0.17-acre parcel.

Screening Step 2. Will the current allocation support an ADU? NO

Allocation Details:

- Allocation Case Identifier: AA-0044
- Allocation Category: 5/8" RES meter, 1 Parcel
- Parcel Size: 0.17 acre (7405 sqft)
- Current Base Fixed Allocation: 120 HCF/yr
- Current Base Variable Allocation: 47 HCF/yr (Stage 3 = 33 HCF/yr)
- Fixed Base Allocation Needed to Support ADU: 60 HCF/yr
- Deduction from Variable Allocation needed to Support ADU through drought stages: 70 HCF/yr

If the ADU are provided the customary fixed dwelling allocations, the new allocation for this property would be as follows:

- New Base Fixed Allocation: **180 HCF/yr**
- New Base Variable Allocation: **-23 HCF/yr**

Recommendation

If a will serve letter is to be supplied, but must clearly state:

- Letter applies only to the proposed ADU as described in the applicant-provided preliminary site plan with the file date 11-21-2022
- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.



Will-Serve/Proof of Service Letter Request Form for Existing Meters

A "Will-Serve" letter may be issued upon the District's completion of an analysis determining that all conditions of approval are met.

Applicant Information:

Account # Rental House

Name:

Existing Permitted Dwellings 1

Company: N/A

Date Dwellings Permitted 1956

Mailing Address: WA. 98926

Phone:

509-

Email:

@elltel.net

Project Information:

Assessor's Parcel Number: 017-0-102-080

Service Address: 935 Devereux Drive

City, State, Zip Code: Ojai, CA. 93023

Planning Department Development case number (if applicable):

Type of Construction:

☐ New Construction ☐ Tenant Improvement ☒ ADU ☐ Other

Type of Use:

☐ Single Family Res ☐ Multi-Family Res (# of dwellings___) ☐ Commercial

Description of Project:

400 square foot detached ADU (existing garage conversion)

Required Attachments:

1. Drawing/sketch of project (with dimensions)
2. Tax Assessors parcel map that includes the subject property.
3. Subdivision map covering the location of the project.*
4. Documentation of existing permitted dwellings on the property.

* Clearly indicate all APNs and legal lots involved in the project. Ensure any markups to county documents do not obscure the underlying information.



Will-Serve/Proof of Service Letter Request Form for Existing Meters

☒ I acknowledge that MOWD will bill a \$100 Administrative Fee.

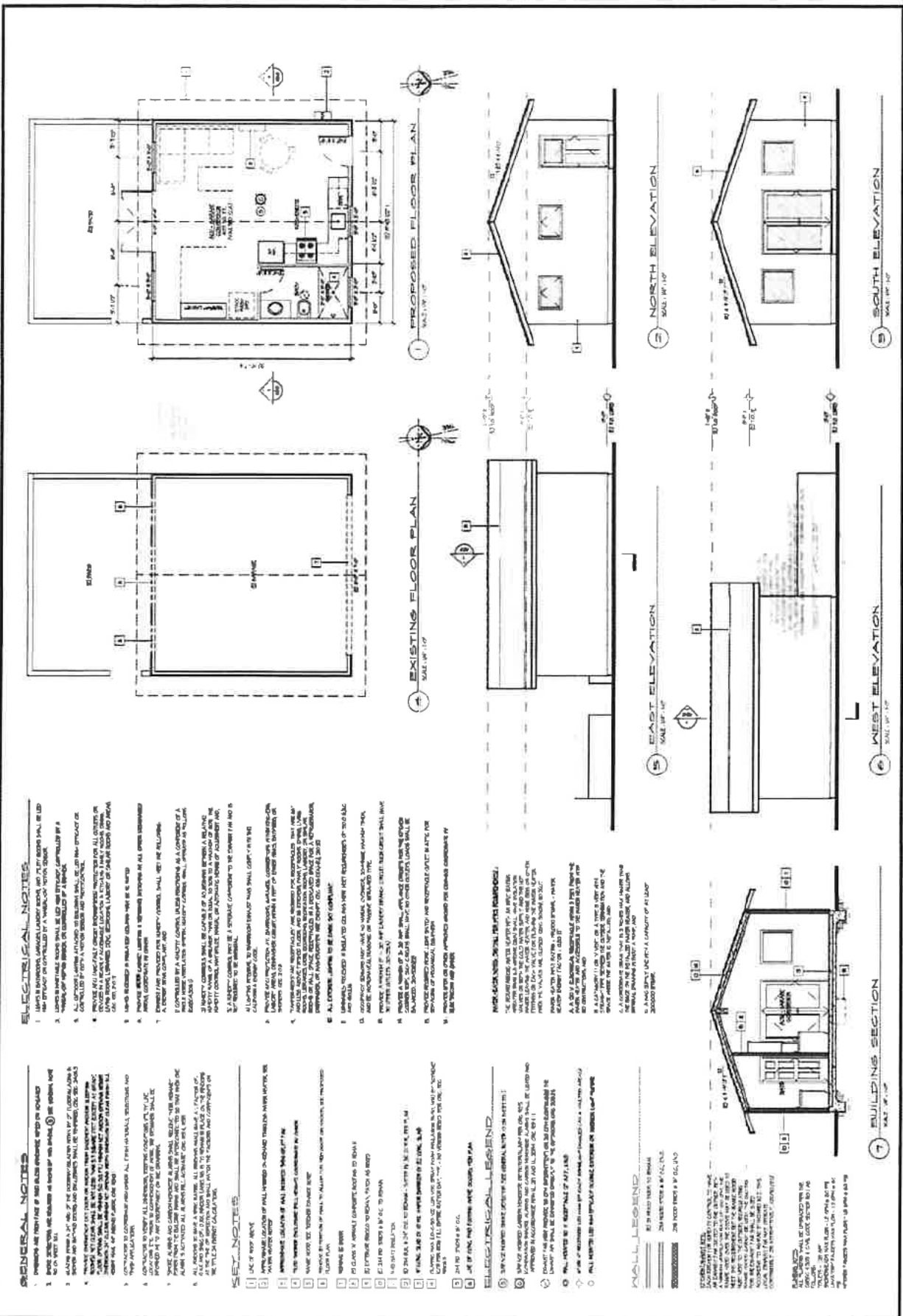
Applicant Signature

[Redacted Signature]

Date

11-21-22

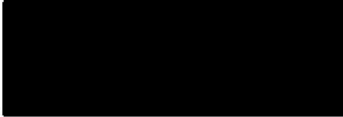
Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.





Will-Serve/Proof of Service Letter Request Form for Existing Meters

Applicant Signature



Date

11/01/22

Please allow a minimum of 60 days to evaluate and process this Will Serve letter request. The time frame will depend on receipt of satisfactory information from the applicant and schedule of pertinent District Committees and Board of Directors meetings.

Review of Application for Will Serve Letter

New 1,600 sqft Primary Dwelling for Property with Existing Meter at 1330 S. La Luna.

Proposal

The proposed project consists of constructing a new 1,600 sqft single-family primary dwelling, on one of three parcels.

Applicant provided a detailed site plan, showing the location of the proposed structure.

Screening Step 1: Is the proposed building site on a legal lot? YES

Applicant provided a copy of a tax assessor parcel map and a subdivision map that indicates three 1.25-acre parcels, a total of 4.25 acres. Parcel usage: 018-0-102-38 proposed building site, existing dwelling on 018-0-102-37 and empty parcel 018-0-102-36. There was previously a 4th parcel 018-0-102-39, originally the account holder for all parcels, separated in 2021.

Screening Step 2. Will the current allocation support a Primary Dwelling? MAYBE

Original Pre-2021 Allocation Details:

- Allocation Case Identifier: B-0022
- Allocation Category: 1" & 5/8" RES meters, 4 Parcels
- Parcel Size: 1.25 acre x 3 parcels + 1.16 acre parcel
- Existing Dwellings: 1 Primary on 1.16 ac parcel + 1 Primary on 018-0-102-37 (not accounted for in allocation)
- Current Base Fixed Allocation: 120 HCF/yr
- Current Base Variable Allocation: 521 HCF/yr (Stage 3 = 365 HCF/yr)
- Parcel split: 018-0-102-39 sold separate from other 3 parcels in 2017, allocation was not distributed to 2nd meter under new program.

Proposed Allocation split between the 2 meters:

- 1303 S. La Luna (1 parcel): Existing Fixed: 120 HCF/yr, Variable: 25% of 521 = 96 HCF/yr
- 1330 S. La Luna (3 parcels): Fixed: 120 HCF/yr, Variable: 75% of 521 = 285 HCF/yr

Allocation Details for New Primary Dwelling:

- Parcel Size: 1.25 acre
- Existing Dwellings: 1 Primary
- Current Base Fixed Allocation: 120 HCF/yr
- Current Base Variable Allocation: 285 HCF/yr
- Fixed Base Allocation needed to support a Primary: 120 HCF/yr
- Deduction from Variable Allocation needed to support a primary through drought stages: 140 HCF/yr

If the dwelling is provided the customary fixed dwelling allocations, the new allocation for this property (3 parcels) would be as follows:

- New Base Fixed Allocation: **240 HCF/yr**
- New Base Variable Allocation: **145 HCF/yr**

Recommendation

If a will serve letter is to be supplied, but must clearly state:

- Letter applies only to the proposed primary dwelling as described in the applicant-provided preliminary site plan with the file date 11-1-2022
- There will be no increase in the total (fixed plus variable) water allocation assigned to the meter Will Serve Letter will expire after 1 year.



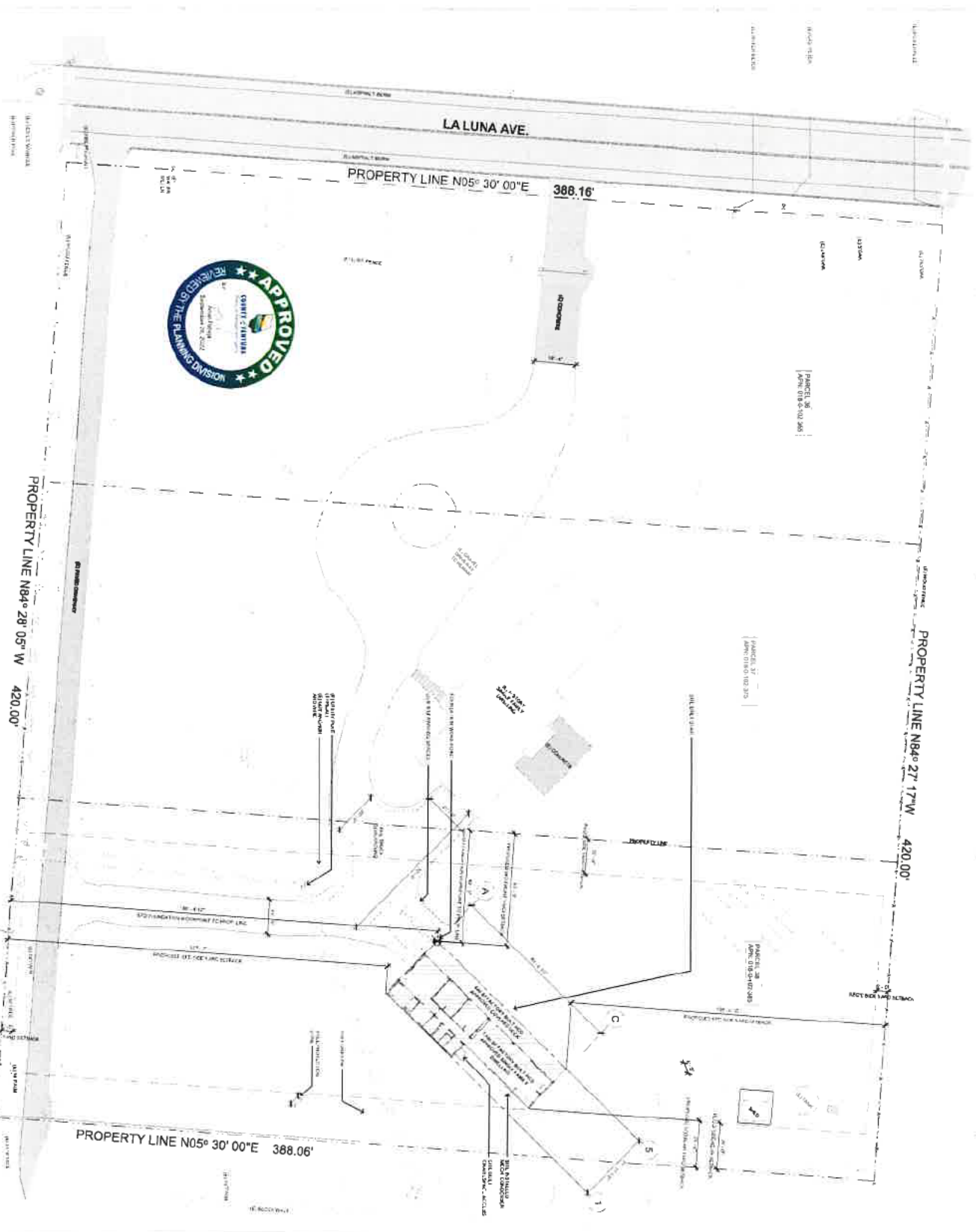
County View

Ventura County, California

I want to...



Address	OBJECTID	APN	Parcel Area	F1_Imperv	F2_Pool	F3_IrrgVeg	F4_Irrg_TurfLawn	F5_NL	F6A_NotIrrg_TurfLawn	F6B_NotIrrg_Misc	F6C_NotIrrg_Veg	F7_ArtificialTurf	F8_AnimalArena	F10_Agriculture
1330 S La Luna	505	18010236	54326	1954	0	0	0	0	0	40325	12048	0	0	0
	506	18010237	53531	961	0	0	0	0	0	45841	6729	0	0	0
	636	18010238	54324	861	0	0	0	0	0	41800	11663	0	0	0
1304 S La Luna	858	18010239	50460	14447	0	0	0	0	0	19929	16084	0	0	0



GENERAL NOTES:

1. ALL UTILITIES SHOWN ARE BASED ON RECORD DRAWINGS AND FIELD SURVEY. THE CLIENT IS RESPONSIBLE FOR VERIFYING THE LOCATION AND DEPTH OF ALL UTILITIES PRIOR TO CONSTRUCTION.
2. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS FROM THE APPROPRIATE AGENCIES.
3. THE CLIENT IS RESPONSIBLE FOR PROVIDING ALL NECESSARY INFORMATION TO THE ENGINEER.
4. THE CLIENT IS RESPONSIBLE FOR MAINTAINING ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
5. THE CLIENT IS RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.
6. THE CLIENT IS RESPONSIBLE FOR REMEDIATING ANY DAMAGE TO ADJACENT PROPERTIES.
7. THE CLIENT IS RESPONSIBLE FOR OBTAINING ALL NECESSARY INSURANCE COVERAGE.
8. THE CLIENT IS RESPONSIBLE FOR PAYING ALL NECESSARY FEES.
9. THE CLIENT IS RESPONSIBLE FOR COMPLETING THE PROJECT WITHIN THE SPECIFIED TIME FRAME.
10. THE CLIENT IS RESPONSIBLE FOR MAINTAINING THE PROJECT AREA IN A SAFE AND SOUND CONDITION.

LEGEND:

- EXISTING UTILITY
- PROPOSED UTILITY
- SETBACK LINE
- PROPERTY LINE
- DRIVEWAY
- WATER MAIN
- SEWER MAIN
- GAS MAIN
- ELECTRIC MAIN
- TELEPHONE MAIN
- STORM SEWER
- WATER SERVICE LINE
- SEWER SERVICE LINE
- GAS SERVICE LINE
- ELECTRIC SERVICE LINE
- TELEPHONE SERVICE LINE

DATE: 08/11/2021

PROJECT: WUNDER RESIDENCE

1370 S. LA LUNA AVENUE, GUY, CA 90022

NOTE: NO SCALE

L-11

CONNECT SL: WUNDER RESIDENCE

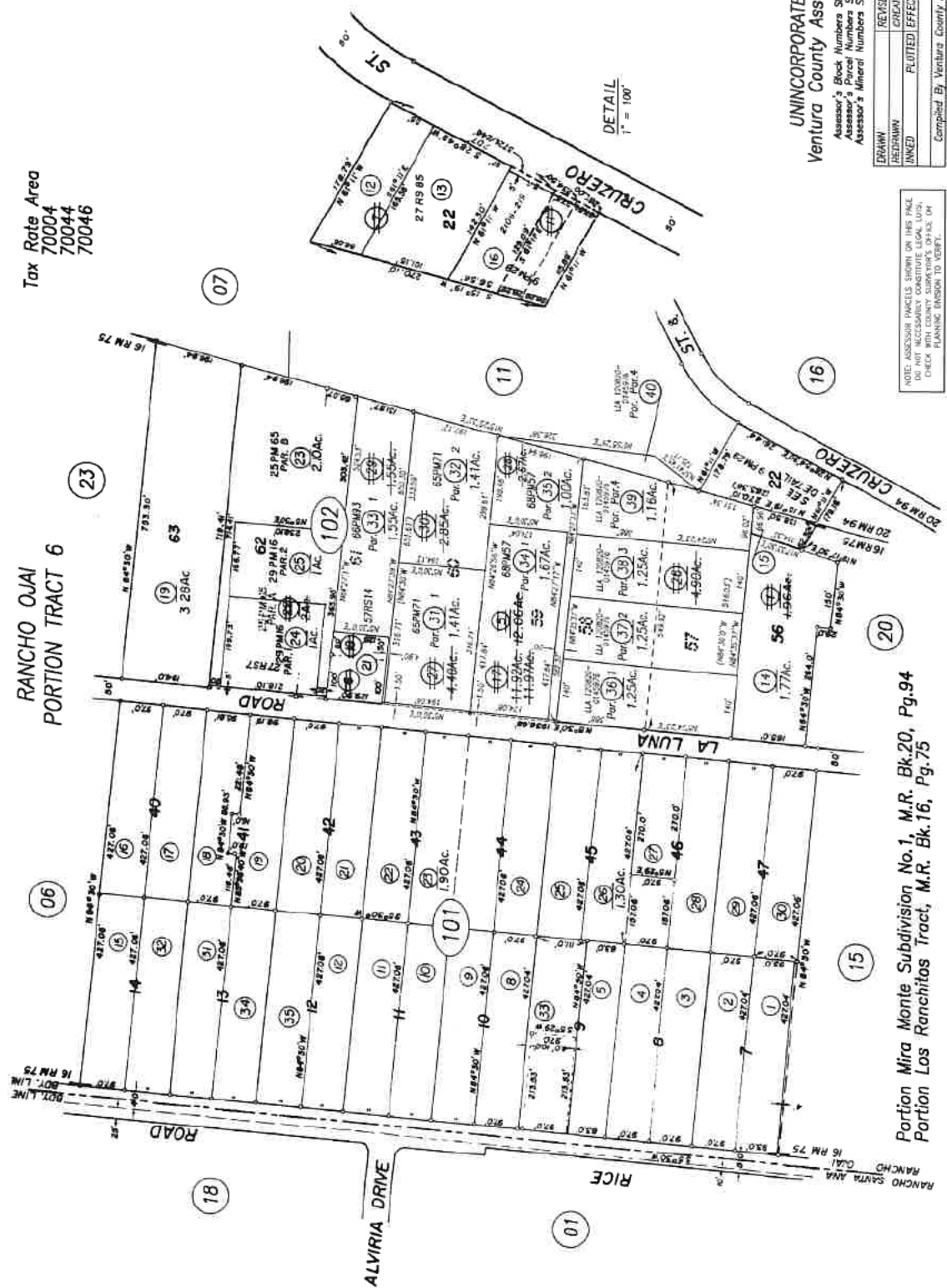
1370 S. LA LUNA AVENUE, GUY, CA 90022

706 S. HILL ST., STE. 1040
LOS ANGELES, CA 90014
P: 310.622.9271
E: info@connect-homes.com

CONNECT HOMES

18-10
Tax Rate Area
70004
70044
70046

RANCHO OJAI
PORTION TRACT 6



UNINCORPORATED AREA
Ventura County Assessor's Map.

Assessor's Block Numbers Shown in Ellipses.
Assessor's Parcel Numbers Shown in Circles.
Assessor's Mineral Numbers Shown in Squares.

DATE	9-5-2012
REFERENCE DOC.	20120000-00000000
EXPLANATION	LA 2012-0000
VOID	A.P.N.(s)
RESIDUAL	A.P.N.(s)
NEW	A.P.N.(s)

NOTE: ASSESSOR PARCELS SHOWN ON THIS PAGE
DO NOT NECESSARILY CONSTITUTE LEGAL LOTS.
CHECK WITH COUNTY SURVEYOR'S OFFICE ON
PLANNING DIVISION TO VERIFY.

Portion Mira Monte Subdivision No.1, M.R. Bk.20, Pg.94
Portion Los Ranchitos Tract, M.R. Bk.16, Pg.75

We hereby certify that we are the owners of an interest in the land included within the subdivision shown on the annexed maps, consisting of two sheets and that we are the only persons whose consent is necessary to enter a claim title to said land, and we consent to the making of said map and subdivision as shown within the colored border line.

We do hereby dedicate "La Luna Avenue" for public use for all purposes of a public road, but reserving and excepting in favor of said land, and in consideration, construction and reconstruction of pipe lines for the benefit of the water system in said tract of land.

William E. Bottin
William E. Bottin

William E. Bottin

Jessie G. Dunshee
Jessie G. Dunshee

Frank G. Dunshee
Frank G. Dunshee

John H. Dunshee
John H. Dunshee

State of California
County of Ventura

On this 11th day of May, in the year one thousand nine hundred and thirty-nine before me, the undersigned, a Notary Public in and for said County of Ventura, State of California, residing therein, duly commissioned and sworn, personally appeared William E. Bottin, Jessie G. Dunshee, Frank G. Dunshee and John H. Dunshee, known to me to be the persons described in and whose names are subscribed to the within instrument, and they acknowledged to me that they executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year in this certificate first above written.

Maude M. Smith
NOTARY PUBLIC IN AND FOR VENTURA
COUNTY, STATE OF CALIFORNIA

I, M.E. Ramelli, do hereby certify, that I am a Registered Civil Engineer, that I have under instructions from William E. Bottin, subdivided the lands delineated upon this map, consisting of two sheets, this being sheet No. 1 thereof, into lots, and in making said survey, I have established permanent posts or monuments at the locations plainly indicated upon this map, by which any surveyor or engineer may retrace my work.

WITNESS my hand this 26th day of November 1939.

Walter E. Ramelli
REGISTERED CIVIL ENGINEER IN 1922

I, Robert L. Ryan, County Surveyor of the County of Ventura, State of California, do hereby certify that the tract of land shown upon this map to which this certificate is attached, entitled "Los Ranchitos", is situated within the County of Ventura, State of California, and that no part thereof lies within the limits of any incorporated city or town, that I have carefully examined this map in accordance with laws in such cases made, and provide for and recommend to the Board of Supervisors of the County of Ventura, State of California, that the Board of Supervisors approve the same.

IN WITNESS my hand and official seal this 17th day of December 1939.

Robert L. Ryan
COUNTY SURVEYOR OF THE COUNTY OF VENTURA
STATE OF CALIFORNIA

I, J. Hoge Cressess, County Auditor of the County of Ventura, State of California, do hereby certify that there are no taxes for unpaid State or County taxes and that the tract of land shown on the map thereof, entitled "Los Ranchitos", witnesses my hand and seal this 17th day of December 1939.

J. Hoge Cressess
COUNTY AUDITOR

I hereby certify that all Special Assessment of which I am in charge to which the land included in the within map entitled, "Los Ranchitos" is subject and which may be paid in full, have been paid in full.

Dated Nov 23, 1939

Robert L. Ryan
COUNTY SURVEYOR

Dated Nov 23, 1939

Robert L. Ryan
COUNTY SURVEYOR

Dated Nov 27, 1939

Robert L. Ryan
COUNTY SURVEYOR

I, Robert S. Cooney, County Tax Collector of the County of Ventura, State of California, do hereby certify that the County Taxes for the fiscal year 1939 on that certain tract of land shown on the map entitled, "Los Ranchitos", have been paid in full.

WITNESS my hand this 27th day of NOV 22 1939

Robert S. Cooney
COUNTY TAX COLLECTOR

I, Robert L. Ryan, County Surveyor of the County of Ventura, State of California, certify that I have examined said map that all provisions of the act of 1937 entitled "An act relating to Real Estate subdivisions and the making and recording maps," being chapter 16 of the 1937 Statutes, have been complied with, and that I am satisfied that said map is technically correct.

Dated Nov 27th 1939

Robert L. Ryan
County Surveyor

This map, consisting of two (2) sheets being presented to the Board of Supervisors of the County of Ventura, on a meeting of said Board held on the 11th day of November, 1939. Said Board hereby approves said map entitled "Los Ranchitos" and does hereby accept on behalf of the public for public use "La Luna Avenue" as delineated upon Sheet No. 2.

IN WITNESS WHEREOF, said Board has caused this Certificate to be signed by its Chairman and attested by its Clerk, and the official Seal of the County of said County to be affixed hereto, this 11th day of November, 1939.

ATTEST: BOARD OF SUPERVISORS OF THE COUNTY OF VENTURA, STATE OF CALIFORNIA

Robert L. Ryan
COUNTY SURVEYOR

Robert L. Ryan
COUNTY SURVEYOR

RECORDED AT REQUEST OF WILLIAM E. BOTTIN AT 2 PM IN BOOK 18 OF MISCELLANEOUS RECORDS (MAPS) PAGES 26 & 26 VENTURA COUNTY RECORDS 255-4 1939

JOHN S. LOCKE, COUNTY RECORDER
or John S. Locke
DEPUTY

MAP OF
LOS RANCHITOS
being all of lots 21 and 22 and part of
lots 18, 19, 23, 24 and 25 of the
SUBDIVISION OF LANDS OF
OJAI LAND COMPANY
as recorded in Book 3 - Misc. Pg 42
Ventura County, Calif.
Scale 1" = 800'

November 1939

REG. ENG. #4825

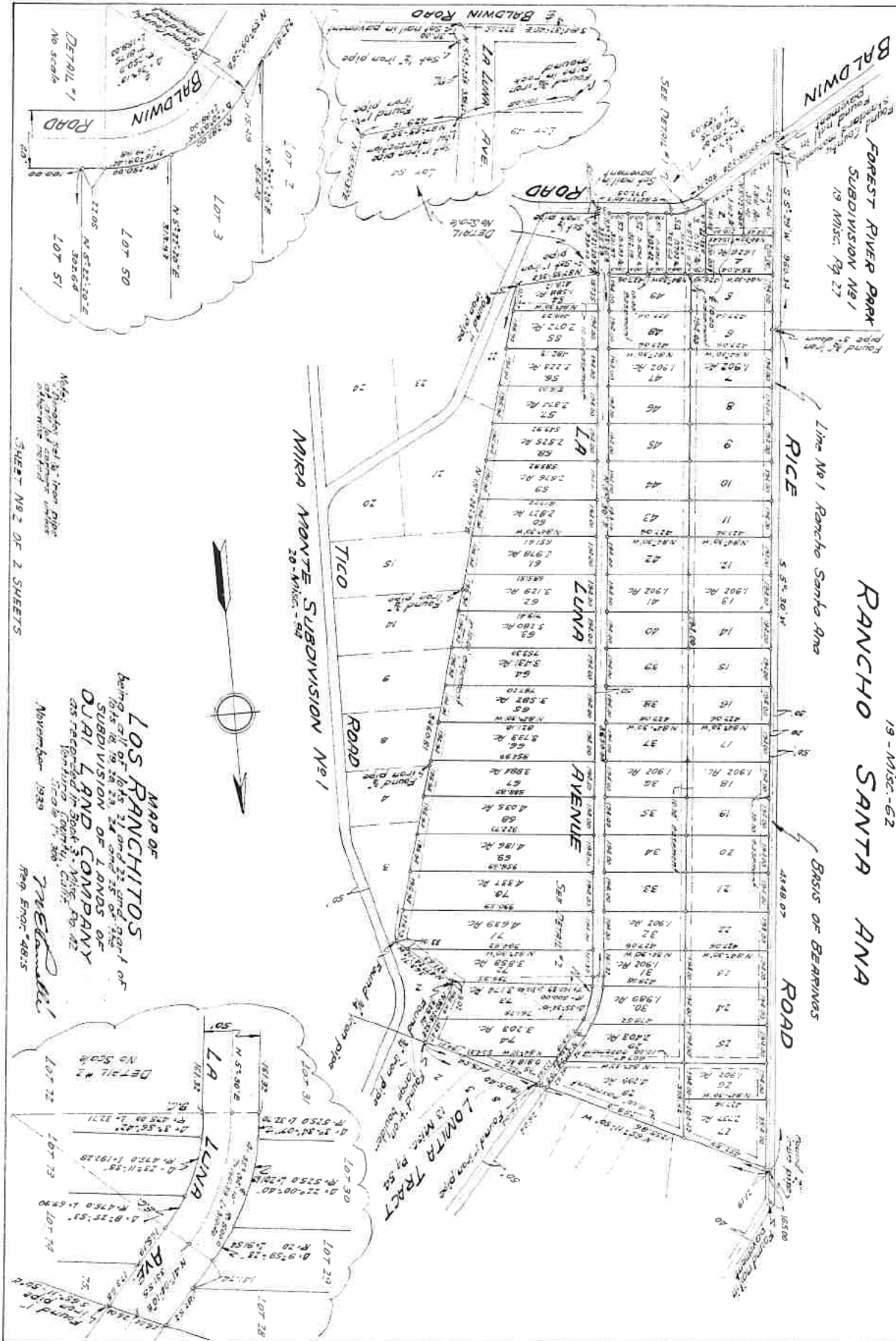
SHEET No 1 OF 2 SHEETS

75

RE - PLAT, FOREST RIVER PARK - SUBDIVISION No. 2

19-MISC.-62

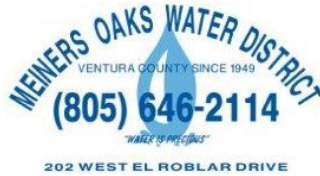
RANCHO SANTA ANA



Notes:
1. All lots are to be improved with a 4" iron pipe
2. All lots are to be improved with a 4" iron pipe
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28. All lots are to be improved with a 4" iron pipe
29. All lots are to be improved with a 4" iron pipe
30. All lots are to be improved with a 4" iron pipe
31. All lots are to be improved with a 4" iron pipe

SHEET No. 2 OF 2 SHEETS

MAP OF
LOS RANCHITOS
being all of lots 21 and 22 and part of
lots 18, 19, 20, 23, 24 and 25 of tract of
SUBDIVISION OF LANDS OF
DUAR LAND COMPANY
as recorded in Book 3, Page 42
of the Santa Ana County, California
Recorder's Office
November 1939
J. E. McDaniel
Reg. Engr. 4815



Casitas Standby (Pass-Through) Charge

Meiners Oaks Water District has historically charged its customers a pass-through charge to cover the Casitas MWD Standby charges. Most recently, that standby fee has been set at \$0.72/account/month. The most recent Casitas MWD standby fee increase occurred in August 2021, increasing the Casitas MWD standby fee to \$1,670.14/month, which equates to \$1.30/account/month, representing a total of a \$0.58 increase since MOWD's fee was last updated in September 2019. The MOWD Board did not charge late fees or increase rates between March 2020 – Jan 2022 due to COVID-19. During the most recent audit, this topic was discussed that these pass-through fees be reassessed annually.

Recommended Action:

Increase the MOWD Casitas Standby (pass-through) Fee from \$0.72 to \$1.30, and include all pass-through fees with annual fiscal year rate reviews.



Fanning & Karrh

Certified Public Accountants

A Professional Corporation

PO Box 7464

Ventura, California 93006

Telephone (805) 654-0450

Mr. Justin Martinez
Meiners Oaks Water District
202 W. El Roblar
Ojai, CA 93023

November 10, 2022

Dear Justin,

Please provide the enclosed letter regarding required communication during planning to the Board of Directors of Meiners Oaks Water District. If you have any questions, please feel free to call.

Sincerely,

Fanning & Karrh

A handwritten signature in cursive script that reads 'Cindy'.

Cynthia L. Fanning

Enclosures



Fanning & Karrh

Certified Public Accountants

A Professional Corporation

PO Box 7464

Ventura, California 93006

Telephone (805) 654-0450

November 10, 2022

To the Board of Directors of
Meiners Oaks Water District:

RECEIVED
NOV 18 2022
BY _____

We are engaged to audit the financial statements of Meiners Oaks Water District for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under U.S. Generally Accepted Auditing Standards and Government Auditing Standards

As stated in our engagement letter dated September 6, 2022, our responsibility, as described by professional standards, is to express an opinion about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis, the CalPERS Schedule of Proportionate Share of the Net Pension Liability, the CalPERS Schedule of Contributions, and the Schedule of Changes in Net OPEB Liability and Related Ratios which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

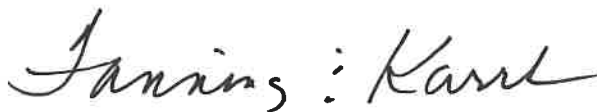
We have identified the following significant risk of material misstatement as part of our auditing planning.

The size of the District's accounting and administrative staff precludes certain internal controls to provide optimum segregation of duties.

We expect to begin our audit in November 2022 and issue our report by January 31, 2023. Cynthia Fanning is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of Board of Directors and management of Meiners Oaks Water District and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in cursive script, appearing to read "Fanning : Karrh".

Fanning & Karrh

LAFCO 22-23S

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION MAKING DETERMINATIONS AND UPDATING THE
SPHERE OF INFLUENCE FOR THE MEINERS OAKS WATER
DISTRICT**

WHEREAS, Government Code § 56425 et seq. requires the Local Agency Formation Commission (LAFCo or Commission) to develop and determine the sphere of influence of each local governmental agency within the County; and

WHEREAS, Government Code § 56425(g) requires that on or before January 1, 2008, and every five years thereafter, the Commission shall, as necessary, review and update the sphere of influence of each city and special district; and

WHEREAS, the Commission updated the sphere of influence for the Meiners Oaks Water District (MOWD or District) in 2004, and reviewed the sphere in 2009 and 2014;

WHEREAS, the Commission desires to update the sphere of influence for the District; and

WHEREAS, no change in regulation, land use, or development will occur as a result of updating the sphere of influence for the District; and

WHEREAS, at the times and in the manner required by law, the LAFCo Executive Officer gave notice of the consideration of this item by the Commission; and

WHEREAS, the sphere of influence update item was duly considered at a public hearing on November 16, 2022, as specified in the notice of hearing; and

WHEREAS, the Commission heard, discussed, and considered all oral and written testimony for and against the sphere of influence update including, but not limited to, the LAFCo Staff Report dated November 16, 2022, and recommendations; and

WHEREAS, the Commission accepted the Municipal Service Review (MSR) report for the District dated November 16, 2022.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Commission as follows:

- (1) The LAFCo Staff Report dated November 16, 2022, and recommended update of the sphere of influence for the District are adopted; and
- (2) The subject sphere of influence update is assigned the following distinctive short form designation:

LAFCo 22-23S MEINERS OAKS WATER DISTRICT SPHERE OF INFLUENCE UPDATE; and

- (3) The sphere of influence update for the District is exempt from the California Environmental Quality Act (CEQA) pursuant to § 15061(b)(3) of the CEQA Guidelines, and LAFCo staff is directed to file a Notice of Exemption as the lead agency pursuant to § 15062 of the CEQA Guidelines; and
- (4) The Commission has considered the criteria set forth in Government Code § 56425(e) and determines as follows:

a. *The present and planned land uses in the area, including agricultural and open-space lands. (§ 56425(e)(1))*

The District's sphere of influence consists of a range of uses, primarily urban development within the unincorporated community of Meiners Oaks, immediately west of the City of Ojai. The Ojai area, including the Meiners Oaks community, is not projected to experience notable population growth and no significant development projects are anticipated within the District's sphere. The area in which the sphere is to be modified consists entirely of territory within the public road right-of-way. Based on the County General Plan designations and characteristics of this area, the existing use of the land is expected to remain unchanged.

b. *The present and probable need for public facilities and services in the area. (§ 56425(e)(2))*

The MOWD provides retail domestic water distribution system in the unincorporated community of Meiners Oaks, immediately west of the City of Ojai. The District's sphere of influence consists of a range of uses, primarily urban development. The Ojai area, including the Meiners Oaks community, is not projected to experience notable population growth and no significant

development projects are anticipated within the District's sphere. The sphere of influence update is not the result of a change in demand for public facilities and services. The area in which the sphere is to be modified consists entirely of territory within the public road right-of-way, and is expected to remain in its current land use as public roadway. The recommended sphere update would better reflect the area in which the District's infrastructure lies and would reduce overlap of the sphere with that of the VRWD.

c. *The present capacity of public facilities and adequacy of public services that the agency provides or is authorized to provide. (§ 56425(e)(3))*

The MOWD provides retail domestic water distribution system in the unincorporated community of Meiners Oaks, immediately west of the City of Ojai. The District's sphere of influence consists of a range of uses, primarily urban development. The Ojai area, including the Meiners Oaks community, is not projected to experience notable population growth and no significant development projects are anticipated within the District's sphere. The sphere of influence update, as recommended, would adjust the District's sphere of influence within the public road right-of-way to better reflect the area in which the District's infrastructure lies and to reduce overlap of the sphere with that of the VRWD. Based on the evaluation contained in the MSR considered by the Commission on November 16, 2022, the District has the ability to continue to provide water service within its service area and sphere of influence, and additional demands would not adversely impact the present capacity of public facilities and adequacy of public services that the District provides or is authorized to provide.

d. *The existence of any social or economic communities of interest in the area if the commission determines that they are relevant to the agency. (§ 56425(e)(4))*

The District's sphere of influence does not include territory that is known to be a community of interest. No disadvantaged unincorporated communities (defined in Government Code Section 56033.5 as communities having an annual median household income that is less than 80 percent of the statewide annual median

household income), are located within or contiguous to the District's sphere of influence. Therefore, the sphere of influence update would not result in a detrimental impact to any social or economic communities of interest.

- e. For an update of a sphere of influence of a city or special district that provides public facilities or services related to sewers, municipal and industrial water, or structural fire protection. . . the present and probable need for those public facilities and services of any disadvantaged unincorporated communities within the existing sphere of influence. (§ 56425(e)(5))***

No disadvantaged unincorporated communities are located within or contiguous to the District's sphere of influence. Therefore, the recommended sphere update will not result in changes to available service within any disadvantaged unincorporated communities.

- (5) The sphere of influence for the District is hereby updated as generally depicted in Exhibit A, "Meiners Oaks Water District – Sphere of Influence Update, November 16, 2022," attached hereto; and
- (6) LAFCo staff is directed to have the official Geographic Information System (GIS) sphere of influence data maintained for the Ventura LAFCo by the Ventura County Information Technology Services Department as the official sphere of influence record for the District updated consistent with this action.

This resolution was adopted on November 16, 2022.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Bill-de la Peña	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Freeman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parvin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Richards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Rooney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Curtis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner La Vere	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Ross	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Zaragoza	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

November 16, 2022
Date

London Parker
Chair, Ventura Local Agency Formation Commission

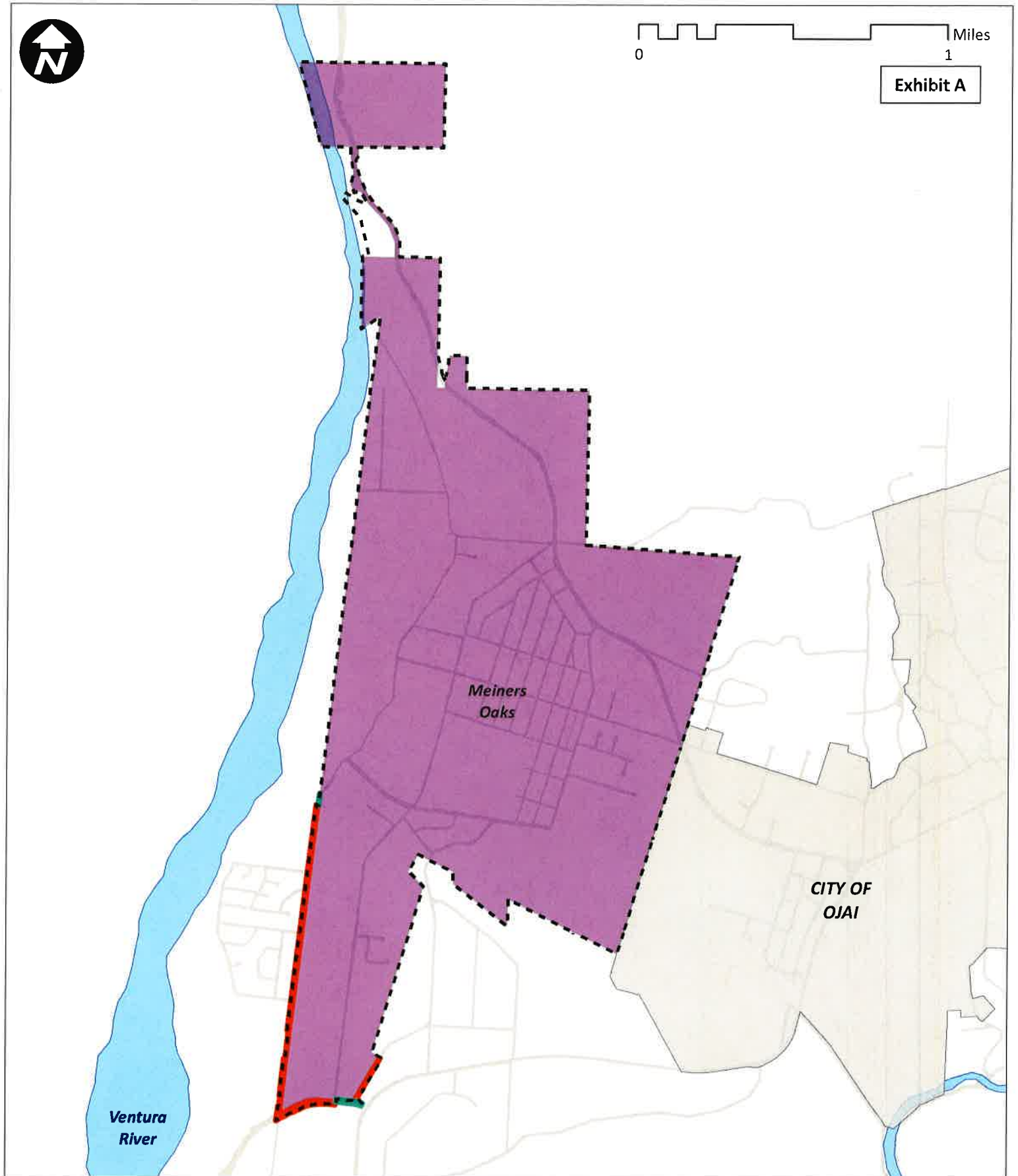
Attachment: Exhibit A

c: Meiners Oaks Water District
Ventura County Information Technology Services Department



0 1 Miles

Exhibit A



LAFCo 22-23S
Meiners Oaks Water District (MOWD)
Sphere of Influence Update
November 16, 2022

- Meiners Oaks Water District - Sphere
- Meiners Oaks Water District - District
- Area to be Considered for Addition to Sphere
- Area to be Considered for Removal from Sphere

Ventura Local Agency Formation Commission

Meiners Oaks Water District

Municipal Service Review



Prepared By:

Ventura Local Agency Formation Commission

801 S. Victoria Avenue, Suite 301

Ventura, CA 93003

Accepted by the Commission on November 16, 2022

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Maps.....	3
Profile	5
Growth and Population Projections.....	7
Review of Municipal Services.....	8
Sphere of Influence	13
Written Determinations.....	14

Introduction

Purpose of the Municipal Service Review

Local Agency Formation Commissions (LAFCo) exist in each county in California and were formed for the purpose of administering state law and local policies relating to the establishment and revision of local government boundaries. According to the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code § 56000 et seq.), LAFCo's purposes are to:

- discourage urban sprawl;
- preserve open space and prime agricultural land;
- ensure efficient provision of government services; and
- encourage the orderly formation and development of local agencies.

To achieve these purposes, LAFCos are responsible for coordinating logical and timely changes in local government boundaries (such as annexations), conducting special studies that identify ways to reorganize and streamline governmental structure, and determining a sphere of influence for each city and special district over which they have authority.

A **sphere of influence** is a plan for the probable physical boundaries and service area of a local agency, as determined by LAFCo (Government Code § 56076). Beginning in 2001, each LAFCo was required to review, and as necessary, update the sphere of each city and special district on or before January 1, 2008, and every five years thereafter (Government Code § 56425(g)). Government Code § 56430(a) provides that in order to determine or update a sphere of influence, LAFCo shall prepare a **Municipal Service Review (MSR)** and make written determinations relating to the following seven factors:

1. Growth and population projections for the affected area.
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.
4. Financial ability of agencies to provide services.
5. Status of, and opportunities for, shared facilities.
6. Accountability for community service needs, including governmental structure and operational efficiencies.
7. Any other matter related to effective or efficient service delivery, as required by Commission policy.

MSRs are not prepared for counties, but are prepared for special districts including those governed by a county Board of Supervisors. Additionally, while LAFCos are authorized to

prepare studies relating to their role as boundary agencies, they have no investigative authority.

LAFCo staff prepared this MSR for Meiners Oaks Water District (MOWD or District) using information obtained from multiple sources, including, but not limited to:

- **MSR Questionnaire:** A questionnaire supplied by LAFCo elicited general information about the District (e.g., contact information, governing body, financial information), as well as service-specific data;
- **Budget:** The adopted budget provided information regarding services and funding levels;
- **General Plans:** The Ventura County General Plan provided information regarding land use, populations, and service levels;
- **District Documents:** Various District documents provided supplementary information relating to service provision;
- **Historical MSR:** The 2004 MSR provided certain data that remain relevant and accurate for inclusion in the current MSR;
- **District Website:** The District's website provided supplementary and clarifying information; and
- **District Staff:** District staff provided supplementary and clarifying information.

Organization of the MSR

This report is organized into several sections, as follows:

- **Maps:** A general location map and the official LAFCo map of the District;
- **Profile:** Summary profile of information about the District, including contact information, governing body, summary financial information, and staffing levels;
- **Growth and Population Projections:** Details of past, current, and projected population for the District;
- **Review of Municipal Services:** Discussion of the municipal services that the District provides;
- **Sphere of Influence:** Discussion of the existing sphere of influence of the District and potential modifications to the sphere; and
- **Written Determinations:** Recommended determinations for each of the seven mandatory factors for the District.

The Commission's acceptance of the MSR and adoption of written determinations will be memorialized through the adoption of a resolution that addresses each of the seven mandatory factors based on the Written Determinations section of the MSR.

Maps

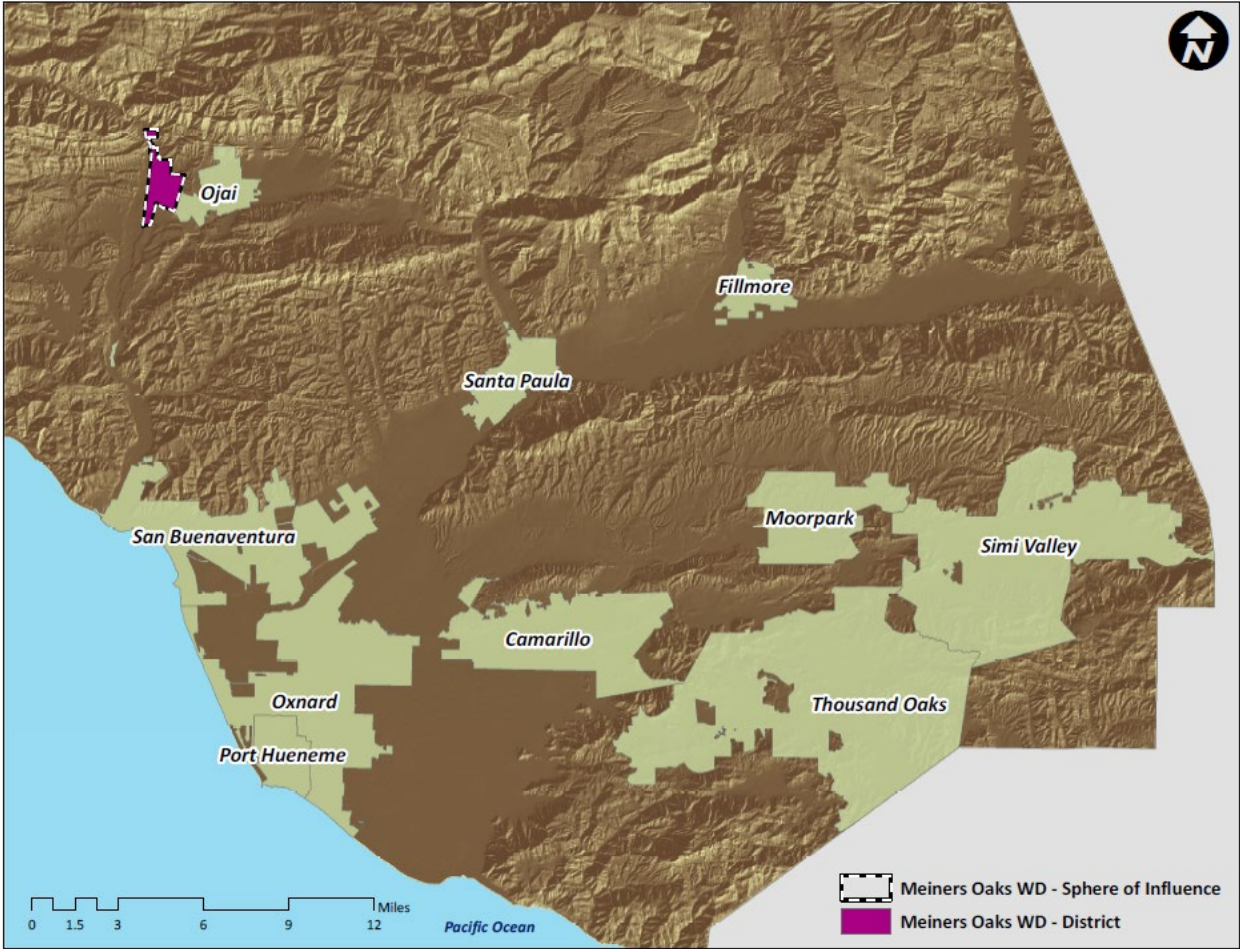


Figure 1: Location Map

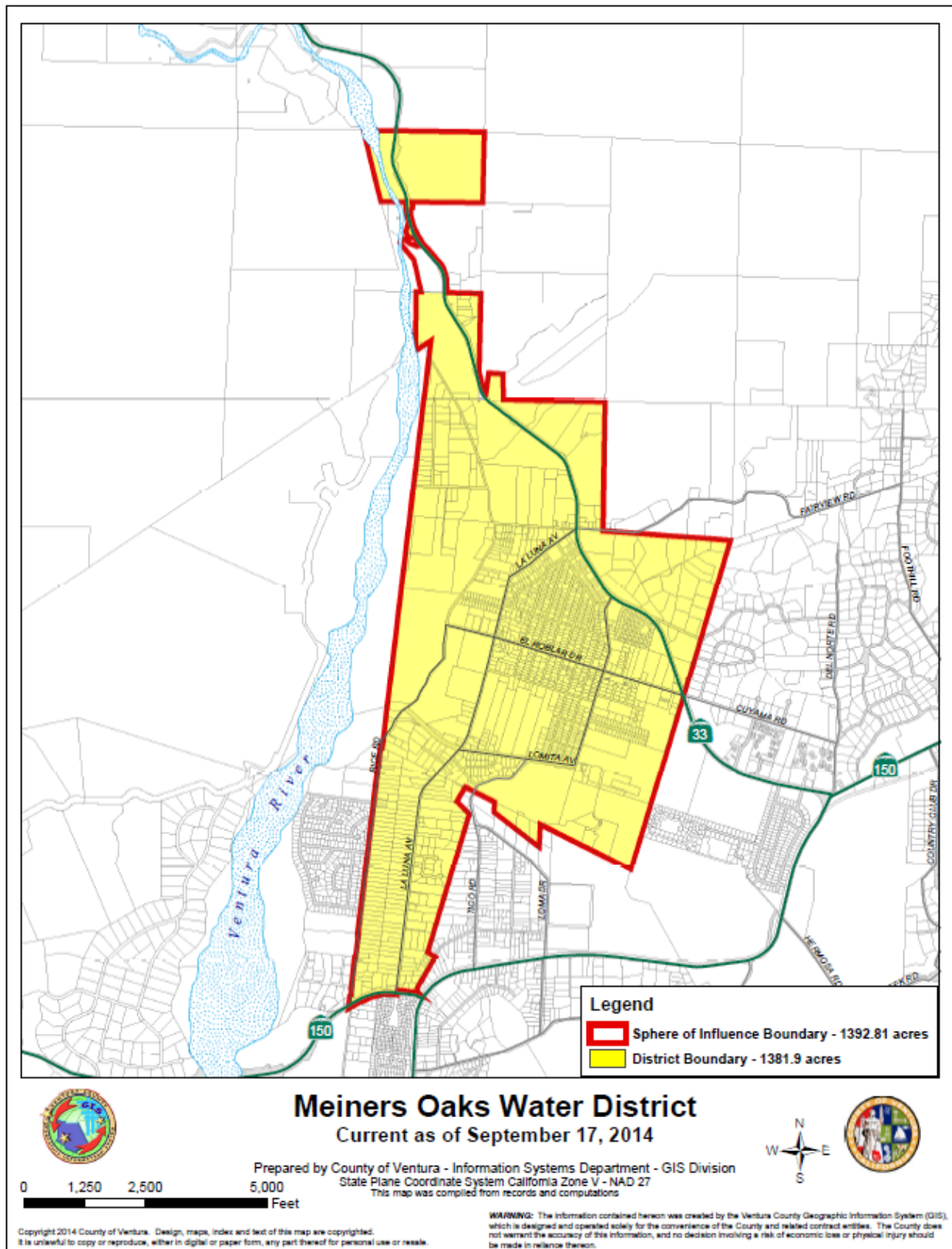


Figure 2: Official LAFCo Map

Profile

The MOWD provides potable water to the unincorporated community of Meiners Oaks, immediately west of the City of Ojai. The District's water is sourced from groundwater wells and the Casitas Municipal Water District (CMWD).

The District's mission is provided as follows:

To produce and deliver a reliable and sustainable supply of water to meet the needs of the residents and properties and the community within its boundaries.

Contact Information

District Manager	Justin Martinez
District Office	202 W. El Roblar Drive, Ojai, CA 93023
Mailing Address	202 W. El Roblar Drive, Ojai, CA 93023
Phone Number	(805) 646-2114
Website	meinersoakswater.com
E-mail Address	justin@meinersoakswater.com

Governance Information

Formation Date	February 1, 1949
Legal Authority	<u>Water Code Section 30000</u> (County Water District Law)
Type of District	Independent
Board of Directors	Five members. Elected at-large to staggered, four-year terms of office (elections held in even-numbered years).
Board Meetings	3 rd Tuesday of each month, beginning at 6:00 p.m., located at 202 W. El Roblar Drive, Ojai, CA 93023

Services Provided

The MOWD is authorized to provide potable retail water service.

Population and Area Information

	<i>Population¹</i>	<i>Area (square miles)</i>
Jurisdictional Area	4,200	2.16
Sphere of Influence Area	5,000	2.18

Staffing – Full Time Equivalent Positions²

Executive/Management	Professional/Support	Operational	Total
2	2	2	6

¹ Source: District staff.

² Source: Current and historical City budget documents, and City staff.

Revenues	Expenditures
Primary Revenue Sources	Primary Expenses
Water Sales and Meter Charges	Salaries and Benefits
Property Taxes	Water Distribution Operations and Projects
Interest	Professional Services
FY 2022-23 Revenues (Budget)	FY 2022-23 Expenditures (Budget)
\$2,055,544	\$2,258,500 ³
Public Agencies with Overlapping Jurisdiction	
Casitas Municipal Water District	Ventura County Service Area No. 14
Gold Coast Transit District	Ventura County Service Area No. 32
Ojai Valley Sanitary District	Ventura County Transportation Commission
Ventura County Air Pollution Control District	Ventura County Watershed Protection District
Ventura County Fire Protection District	Ventura Regional Sanitation District
Ventura County Resource Conservation District	Ventura River Water District

³ The difference in revenues and expenditures (i.e., \$202,956) is to be covered by reserves, resulting in a reduction in reserves from \$1,420,361 to \$1,217,405.

Growth and Population Projections

LAFCo is required to project the growth and population for the affected area (Government Code § 56430(a)(1)).

According to the District, the estimated population within the District's jurisdictional boundary is 4,200. Given the trend of a low growth rate and limited opportunities for development within its service area and sphere of influence, the District estimates that the maximum future population within the existing sphere of influence will be 5,000.

Review of Municipal Services

The review of the District's services is based on provisions of state law which require LAFCo to make determinations regarding the present and planned capacity of public facilities, the adequacy of public services, infrastructure needs and deficiencies, and the District's financial ability to provide these services (Government Code § 56430(a)(3)).

Water Services

Service Area and Distribution System

The Meiners Oaks Water District operates and maintains a retail potable water distribution system within the unincorporated community of Meiners Oaks, immediately west of the City of Ojai. The MOWD's jurisdictional area is entirely within the boundaries of the CMWD. At its southern jurisdictional boundary in the vicinity of Rice Road and Baldwin Road, the MOWD overlaps the jurisdictional area of the Ventura River Water District (VRWD) (at the northern boundary of the VRWD).⁴ The area of overlap is limited to right-of-way within Rice Road and Baldwin Road, within which both districts own water pipelines.

The District has two water sources: (1) groundwater (pumped from the Upper Ventura River Groundwater Basin (UVRGB)), and (2) surface water (supplied by the CMWD, as a water wholesaler, from its reservoir known as Lake Casitas).⁵ The MOWD's water distribution system consists of 19 miles of pipeline that serve 1,280 customers. It owns and operates four wells, three pump stations, and three reservoirs, and has two independent connections to the CMWD distribution system. The District's total available storage capacity is 1.75 million gallons; however, actual storage volume fluctuates and averages 1.3 million gallons. The District intends to replace a 80,000-gallon storage tank, which failed in 2018. In an effort to ensure adequate back-up water supply and improve system reliability, the District also plans to pursue replacement of a 500,000-gallon storage tank with a 750,000-gallon storage tank. The District relies on groundwater whenever possible, but supplements its supply with surface water provided by the CMWD when necessary, during well repair/maintenance activities, and when groundwater wells are unable to meet water demand.

Water Supply and Demand

Water demand within the District's service area was 643 acre feet (AF) in 2019, 668 AF in 2020, and 664 AF in 2021. Between 2005 and 2021, total annual water demand by the District's customers ranged from approximately 623 AFY to 1,273 acre feet per year (AFY), with demand prior to 2014 consistently above 900 AFY and demand since 2014 consistently under 900 AFY.

⁴ The VRWD is a special district that provides retail potable water to the unincorporated communities of Casitas Springs, northern Oak View, and a portion of the City of Ojai near the City's western boundary.

⁵ The Casitas Municipal Water District is a water wholesaler and retailer that supplies water to the Ojai Valley, Ventura River valley, and the western portion of the City of San Buenaventura. The MOWD is a water retailer within the MOWD's service area.

Since 2016, water demand has not exceeded 700 AFY. The District's projected total water use for its service area is expected to be approximately 620 AFY for the foreseeable future.

District staff anticipates that continued implementation of conservation measures along with limited growth within the District will allow water demand to remain consistent with current and recent demand. The District's water supply consists primarily of groundwater from the UVRGB (approximately 76 percent), with remaining supply consisting of surface water from the CMWD (approximately 24 percent). The District has for most of its existence relied exclusively on groundwater in order to supply its customers. Since 2013, it has supplemented groundwater with surface water provided by the CMWD. Greatest water demand typically occurs during the month of August, averaging a total of 72 AF during both 2020 and 2021.

Groundwater Supply

The District's jurisdictional area includes portions of the UVRGB, which is a medium-priority basin that is not considered by the California Department of Water Resources (DWR) to be in critical overdraft. The UVRGB is overseen by the Upper Ventura River Groundwater Sustainability Agency (UVRGSA), a Groundwater Sustainability Agency (GSA) under the Sustainable Groundwater Management Act (SGMA).⁶ Members of the UVRGSA include the CMWD, MOWD, VRWD, City of San Buenaventura, and County of Ventura. Water from the UVRGB is pumped primarily by four major water suppliers (i.e., the City of San Buenaventura, CMWD, MOWD, and VRWD) and three mutual water companies. In general, the UVRGB is replenished with approximately 10,000 AFY, and is depleted of a similar amount. Flows from the Ventura River provide most of the surface and subsurface recharge of the UVRGB. A map of the UVRGB underlying the District is provided in Figure 3, below.

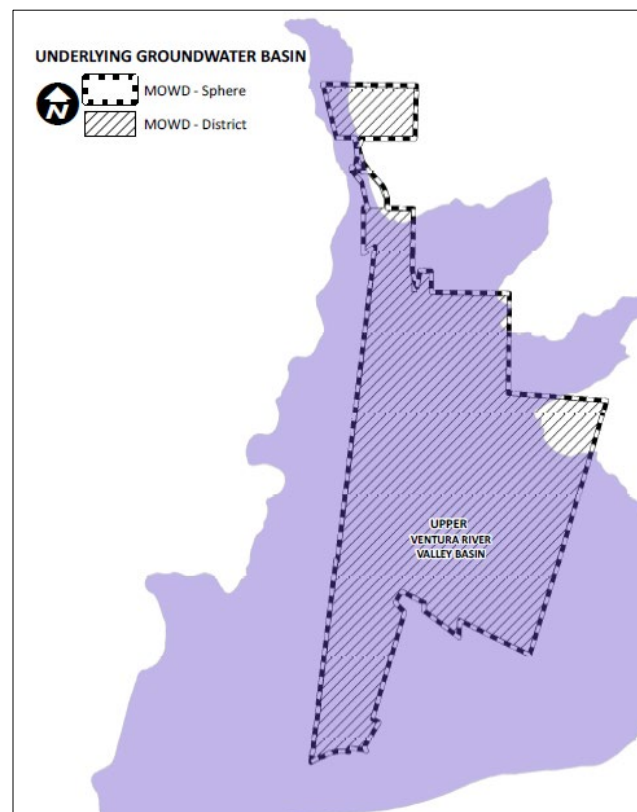


Figure 3: Underlying Groundwater Basin
Source: California Department of Water Resources, 2019

⁶ The MOWD is a member agency of UVRGSA which is responsible for preparing a Groundwater Sustainability Plan (GSP) and managing the UVRGB pursuant to SGMA, with the goal of achieving sustainable groundwater management within 20 years of adoption. The UVRGSA adopted a GSP, which was submitted to and is currently undergoing review by the DWR.

According to the GSP prepared for the UVRGSA, the estimated storage in the UVRGB varies considerably, ranging between 14,000 AF and 35,000 AF. Groundwater is recharged through infiltration of precipitation and percolation from surface water flows, among other sources. The District operates four wells and is currently pursuing the addition of a fifth well, which if drilled, would decrease the District's reliance on the CMWD, although to what degree is not yet known. These wells are expected to provide a reliable supply of water, even during drought conditions. While the UVRGB has an estimated capacity of between 14,000 AF and 35,000 AF, actual groundwater supply for the District is unknown and the District is studying this topic to determine the volume of groundwater available to it.

Surface Water Supply

The District's surface water supply is sourced from the CMWD, through two 4-inch connections. Surface water contained in Lake Casitas is currently estimated to be 74,811 AF,⁷ which is used to supply the CMWD's retail customers and retail water purveyors. The CMWD establishes a maximum annual delivery water volume to MOWD based on factors including but not limited to current drought conditions. Maximum delivery volume by the CMWD to the MOWD is currently 713.49 AFY, as a result of Stage 3 drought conditions, which is consistent with the CMWD's maximum delivery volume to the MOWD over the past three years. MOWD is not required to prepare an Urban Water Management Plan (UWMP); however, information contained in the UWMP prepared for the CMWD (adopted June 23, 2021) states that the CMWD service area is not expected to experience significant growth over the next 20 years (estimated population in 2020 within the CMWD service area was 11,042 and projected population in 2040 is 11,281).

Capital Improvement Projects

To meet continued water demands within the District's service area, the District is currently pursuing several capital improvement projects to be implemented over the next several years: (1) replacement of its 30-year-old treatment plant, located at 15145 Maricopa Highway, which is reaching the end of its useful life and is experiencing corrosion (\$4 million maximum, to be completed within the next approximately 18 months), (2) development of a new well (\$1 million maximum), (3) installation of a back-up generator (Meiners Road) (\$500,000 maximum), and (4) chloramination (i.e., a disinfection process) of Well Nos. 4 and 7, which would allow the District to blend well water with surface water supplied by the CMWD (estimated \$150,000). In 2018, the District replaced Well No. 4 with Well No. 4A (\$447,954), which was funded by the District's ratepayers and District reserve funds. Funding for all of these anticipated capital improvement projects is anticipated to consist of grants and customer rate increases.

On June 30, 2022, the District approved rate increases pursuant to Proposition 218, in order to help fund several projects and activities, including the replacement of the District's water treatment plant, replacement of a water tank, upgrade a pressure zone to improve fire flow reliability, legal defense involving the UVRGB adjudication. The rate increase will consist of an

⁷ The capacity of Lake Casitas is approximately 237,761 AF. The lake is currently 31.4 percent full.

increase in customers' monthly Water Availability Charge from \$35.91 to \$36.00, an increase in the cost per hundred cubic feet (HCF) of water from \$2.34/HCF to \$3.85/HCF, and an increase in the over-allocation charge from \$1/HCF to \$5/HCF. The average increase for a residential customer is expected to be \$22.74 (for a total average water bill of \$98.32 for an average residential customer).

Because the District serves fewer than 3,000 customers and less than 3,000 AFY, it does not qualify as an urban water supplier and, as such, is not required, every five years, to prepare and adopt an UWMP pursuant to the Urban Water Management Planning Act enacted by the California State Legislature in 1983.⁸ Therefore, a comprehensive and up-to-date discussion of current and expected water supply and demand, supply reliability, and water shortage contingency planning and conservation efforts is not regularly consolidated into a single report that is easily accessible to the public.

Water Master Plan

The District does not currently operate in accordance with a water master plan. However, it is currently working toward developing a water master plan, to be completed over the next two years. The master plan will guide the District's actions related to operation, maintenance, and infrastructure improvements to meet its service needs, and reflect current water supply and demand figures, infrastructure, population, and capital improvement needs. The District anticipates pursuing grant funding to partially defray the cost of master plan preparation. Upon completion, it would be prudent for the District to post a copy of the master plan on its website, and/or formal reporting/updates that are easily accessible to the public.

Water Conservation Measures and Efforts

The District does not implement its own water shortage contingency plan, but in accordance with its water service agreement with the CMWD, it implements mandatory use restrictions for drought conditions as prescribed by the CMWD that are established in the CMWD's Water Efficiency Allocation Plan (WEAP). The CMWD Board of Directors adopted a resolution on May 11, 2022, to continue implementation of Stage 3 (30 percent) conservation levels through the summer of 2022. The WEAP includes provisions and requirements, based on the established level of drought (Stages 1 through 5), with each stage building upon the requirements of the prior stage:

- Under Stage 1, reduction measures include a voluntary demand reduction of 20 percent, the requirement for use of shutoff nozzles, and prohibition against rinsing of sidewalks, driveways, and public roadways.
- Under Stage 2, the District requires a 20-percent reduction in water demand, enforces a moratorium on new water connections, restricts watering to two times per week between the hours of 6 am and 9 am (but prohibits watering during or within 48 hours of a rain event), and requires that plumbing leaks be repaired within 48 hours.

⁸ Water supply and demand by the District is generally acknowledged in the UWMP prepared by the CMWD.

- Under Stage 3, the District requires a 30-percent reduction in water demand, restricts watering to one time per week and prohibits the use of potable water for dust control.
- Under Stage 4, the District requires a 40-percent reduction in water demand, prohibits the filling of new swimming pools and fountains, temporary construction meters, and watering of lawns, and allows the District to consider prohibiting water use for agricultural purposes.
- Under Stage 5, the District requires a 50-percent reduction in water demand, all outdoor watering, including for agricultural use, is prohibited.

Given the current and predicted drought condition, persistent decline of the water volume in Lake Casitas will potentially result in the imposition of additional conservation measures and the risk of the lake going dry.

Additionally, the District supports water-saving projects through its involvement with the Land Resilience Partnership (LRP)/Wildlife Conservation Board. The programs involve implementation of various water-wise projects, including installation of water-efficient landscaping and tools to accomplish rainwater containment. The LRP provides services including professional site assessment, cataloging of potential recommendations for potential site opportunities/projects, plan design, construction guidance, neighborhood training, rebates, and discounted services. These efforts are supported through grant funding provided by the DWR, Wildlife Conservation Board, among other local organizations. While the District coordinates access to the LRP programs, in most cases the LRP provides services directly to the District's customers. During the coming year, the District anticipates offering collaborative workshops and customer outreach programs related to the LRP.

Sphere of Influence

Based on an evaluation of the District's sphere of influence, several adjustments to the sphere appear to be warranted. The spheres (and jurisdictional areas) of the MOWD and the VRWD overlap in the public road right-of-way along Rice Road and Baldwin Road. Each of these districts contains pipeline infrastructure in the roadway; however, each district's infrastructure is limited to the side of the road closest to the service area of that district. Amendment of the District's sphere would eliminate overlap with the sphere of the VRWD (a coordinating reduction in the sphere of the VRWD would address the remaining area of overlap), resulting in a sphere boundary that runs along the centerline of the road in the area where each district's infrastructure is limited to its side of the road right-of-way. In addition, reduction of the District's sphere to remove the southern portion of Cruzero Road would better reflect the District's reach because this area does not contain any water distribution pipelines and is not expected to be used for MOWD infrastructure in the foreseeable future. Finally, removal of a 10-acre parcel from the sphere near the north end of the District's service area would result in the exclusion of a parcel that is designated by the County General Plan for open space use, is being used as an orchard and not for urban purposes, does not receive water service from the District, and is not anticipated by the District to receive District services. These modifications are depicted in Figure 4, below. The existing sphere of influence boundary otherwise continues to reflect the District's current and probable service area, and is justified based on this MSR report, which demonstrates that the District has the ability to provide urban services at acceptable levels.

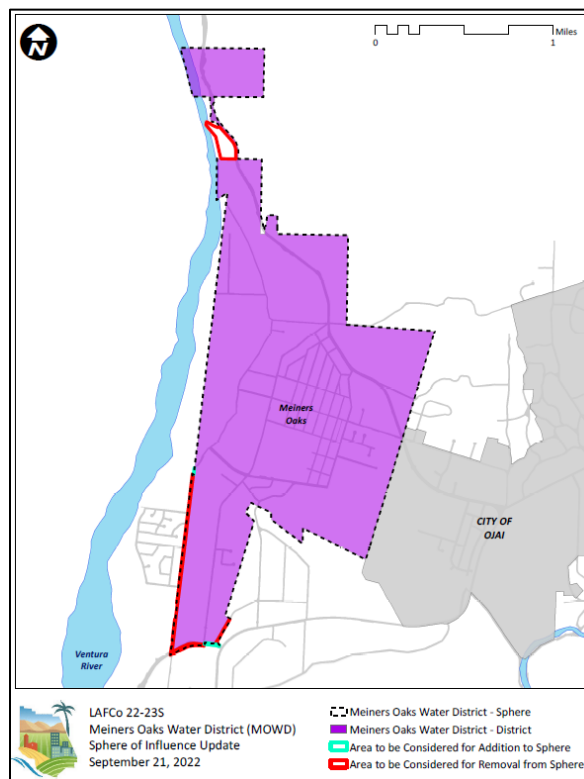


Figure 4: Sphere of influence recommended reduction

Written Determinations

The Commission is required to prepare a written statement of its determinations with respect to each of the subject areas provided below (Government Code § 56430(a)).

1. Growth and population projections for the affected area

According to the District, the estimated population within the District's jurisdictional boundary is 4,200. Given the trend of a low growth rate and limited opportunities for development within its service area and sphere of influence, the District estimates that the maximum future population within the existing sphere of influence will be 5,000.

2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence

A disadvantaged unincorporated community is defined as a community with an annual median household income that is less than 80 percent of the statewide annual median household income (Government Code § 56033.5). No disadvantaged unincorporated communities are located within or contiguous to the District's sphere of influence. According to Ventura LAFCo Commissioner's Handbook Section 3.2.5, Ventura LAFCo has identified Nyeland Acres (within the City of Oxnard's sphere of influence to the north of the city), the Piru community, and Saticoy (within the City of San Buenaventura's sphere of influence to the east of the city) as disadvantaged unincorporated communities.

3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies

Water services:

- The District operates and maintains a retail domestic water distribution system for the community of Meiners Oaks.
- The District's water sources consist of groundwater pumped from water wells owned by the District and surface water from the Casitas Municipal Water District (which is both a water wholesaler and retailer). The District's current water supply is adequate to meet current demands.
- Water demand within the District's service area was 643 acre feet (AF) in 2019, 668 AF in 2020, and 664 AF in 2021. Between 2005 and 2021, total annual water demand by the District's customers ranged from approximately 623 AFY to 1,273 AFY, with demand prior to 2014 consistently above 900 AFY and demand since 2014 consistently under 900 AFY. Since 2016, total water demand has not exceeded 700 AFY.
- The District's projected total water use for its service area is expected to be approximately 620 AFY for the foreseeable future.
- To improve its transparency, the District should consider formalizing its water use projections for normal years, single-dry years, and multiple-dry years, and making this information available on its website.

- The District's total available storage capacity is 1.75 million gallons; however, actual storage volume fluctuates and averages 1.3 million gallons. The District intends to replace a 80,000-gallon storage tank, which failed in 2018. In an effort to ensure adequate back-up water supply and improve system reliability, the District also plans to pursue replacement of a 500,000-gallon storage tank with a 750,000-gallon storage tank.
- The District is pursuing several capital improvement project over the next several years, including replacement of its 30-year-old treatment plant, located at 15145 Maricopa Highway, which is reaching the end of its useful life and is experiencing corrosion (\$4 million maximum, to be completed within the next approximately 18 months), development of a new well (\$1 million maximum), installation of a back-up generator (Meiners Road) (\$500,000 maximum), and chloramination (i.e., a disinfection process) of Well Nos. 4 and 7, which would allow the District to blend well water with surface water supplied by the Casitas Municipal Water District (estimated \$150,000). Funding for all of these anticipated capital improvement projects is anticipated to consist of grants and customer rate increases. In 2018, the District replaced Well No. 4 with Well No. 4A (\$447,954), and it is pursuing development of a new well which is estimated to cost \$1 million.
- The District is equipped with back-up generators at its well sites and pump stations to enable its facilities to be operated during a power outage.

4. Financial ability of agencies to provide services

- The District has a balanced budget, and appears to have the ability to finance the services it currently provides.
- The District has a steady stream of revenue through service charges collected from its customers, property taxes, and interest. It has predictable expenses related to capital outlay and salaries/benefits.
- The District has a policy to maintain a minimum of \$600,000 in reserves. The District currently has a balance of \$1,420,361 in reserves, and therefore is in compliance with its reserves policy.
- The District has a five-year capital improvement plan that includes water system improvements (e.g., replacement of the District's treatment plant and development of a new well). Two percent of the capital improvement plan is currently funded, and the remaining amount is expected to be funded by ratepayers and grants. .
- The District is independently audited on a regular basis. According to the District, the most recent audit (October 29, 2021) prepared for the District was unqualified. An unqualified opinion is an independent auditor's judgment that a company's financial statements are fairly and appropriately presented, without any identified exceptions, and in compliance with generally accepted accounting principles (GAAP).
- Based on information that the Ventura County Special Districts Association provided the County in January 2021, the District has not experienced financial impacts related to the coronavirus.

5. Status of, and opportunities for, shared facilities

- The District shares training activities with the Ventura River Water District (e.g., First Aid), and is exploring additional shared training programs.
- The *Study of Special Districts in Ventura County: An Analysis with Recommendations for Changes of Organization* prepared by the Ventura County Executive Office in 1972 recommended that a committee be formed to “evaluate unification of retail water service in the Ventura River Drainage Area.” Although the MOWD appointed a representative to the committee, no record of committee activities or reorganization studies exist.
- The *Special Districts Study* prepared by LAFCo in 2001 recommended that the MOWD consider consolidating with the VRWD or CMWD; however, such a consolidation was never pursued.
- The MSR prepared by LAFCo in 2004 for water and wastewater agencies within Ventura County recommended that: (1) LAFCo should consider the reorganization of water purveyors in the Ojai Valley, and either: (a) LAFCo should form a reorganization committee composed of representatives from the governing bodies of each of the affected agencies and from other entities as determined by the Commission, or (b) the water agencies in the Ojai Valley should independently form a reorganization committee and present a report to LAFCo, and (2) government restructuring options for water service in the Ojai Valley should include an analysis of private and mutual water service providers and participation by representatives of the City of Ojai and the Ojai Valley Sanitary District. It does not appear that such further study toward reorganization of water service providers within the Ojai Valley was pursued.
- The 2004 MSR further stated that: (1) the service areas of the MOWD and VRWD are adjacent and have developed independent and occasionally duplicative facilities (i.e., these agencies both have pipeline running along certain roadway segments), and there are no interties between the two systems, and (2) consolidation of the MOWD and VRWD could provide the advantage of pooling staff, facilities, technology and other resources to achieve more streamlined service provision and improved economies of scale. The 2004 MSR acknowledged an apparent lack of interest in and effort toward consolidation, given that no perceptible progress has been made in that direction since the idea was first floated in 1972.
- The circumstances that prompted the initial discussion of reorganization among water agencies in the Ojai Valley have not changed since 1972, and the opportunity for consolidation of agencies continues to exist. Obstacles toward consolidation with the CMWD include CMWD’s current focus on water supply concerns related to drought conditions and new responsibilities following its acquisition in 2017 of the City of Ojai service area. Challenges for consolidation with VRWD may include issues related to water rights, physical limitations of the water systems, differences in rate structures, and interest level of the districts’ governing bodies. MOWD should again consider pursuit of consolidation with the VRWD and/or the CMWD. Within five years, LAFCo should re-evaluate the readiness of the districts for consolidation, and initiate such a

proposal if it deems appropriate and if none has been proposed by the agencies involved.

6. Accountability for community service needs, including governmental structure and operational efficiencies

- The District is accountable to its constituents through its elected Board of Directors, adherence to applicable government code sections, open and accessible meetings, and dissemination of information.
- The District has adapted to the changing needs of public access as a result of the disease caused by the novel coronavirus (COVID-19) pandemic, by providing live internet access and public participation opportunities for its meetings.
- The District is equipped with emergency generators at the well sites and pump stations for the purpose of providing back-up power. Additionally, it is pursuing installation of an additional back-up generator.
- The District plans to improve its accountability for community service needs by developing a water master plan.
- The District maintains a website that includes a history and basic information about the District, a mission statement, a map of the district, current and recent Board of Directors meeting agendas, staff reports, and minutes, current and historical budget information, policies, procedures, resolutions, and ordinances, an online bill-pay function, water allocation calculator, news and updates, miscellaneous information (e.g., water quality reports, conservation tips, drought status information), and the State Controller's "By the Numbers" (agency financial reporting information) and "Public Pay" (employee salary) webpages. The District could improve its transparency by posting on its website current and historical audits, a summary of historical, current, and anticipated water supply and demand (including a breakdown by source of water (i.e., groundwater and CMWD)), recording and archiving Board meetings to be available on the District's website, its enabling legislation, its master plan (once developed), its capital improvement plan, the most recent municipal service review completed by LAFCo, and a Spanish translation option for its website content.
- The District achieves operational efficiencies through shared training activities with the VRWD. It also participates in the California Special District Risk Management Authority (which provides insurance coverage, training programs, and other practical resources for public agencies) and contracts with private providers (e.g., local engineering contractors for water system repairs).
- The District is not required to prepare an UWMP; however, some limited information regarding its water supply and demand is contained within the CMWD UWMP. The District should consider posting a link on its website to the CMWD UWMP, as well as providing historical and current usage and supply figures on its website.
- The District should consider participation in the California Water/Wastewater Agency Response Network WARN (CALWARN) program (which supports and promotes statewide emergency preparedness, disaster response, and mutual assistance processes

for public and private water and wastewater utilities in coordination with the State Office of Emergency Services).

- The Ventura County Grand Jury released a document entitled Final Report – Independent Special Districts (April 26, 2018), which was the result of an investigation by the Grand Jury into the transparency and public accountability of independent special districts within the County. The Grand Jury identified opportunities for improvement in these subject areas and required a response from the District. The District's response stated that the requested information is available on the District's website.
- Additional discussion regarding governmental structure and operational efficiencies is provided in the written determinations above concerning shared facilities.
- District staff was responsive in providing information for this MSR during the requested timeframe.

7. Any other matter related to effective or efficient service delivery, as required by Commission policy

- The Sustainable Groundwater Management Act (SGMA) of 2014 requires the formation of local groundwater sustainability agencies (GSAs) for high- or medium-priority water basins, as determined by the state. GSAs are required to evaluate local water basin conditions and develop groundwater sustainability plans (GSPs). The purpose of a GSP is to define sustainability for an individual basin and establish a path toward sustainability by 2040 for high-priority basins, and 2042 for medium-priority basins. The UVRGB is listed as a medium-priority basin, pursuant to the State Department of Water Resources. The Upper Ventura River Groundwater Agency is the GSA for the UVRGB, and was formed through a joint powers agreement among the CMWD, MOWD, VRWD, the City of San Buenaventura, and the County of Ventura. The GSP prepared for the UVRGB in January 2022 is currently undergoing review by the DWR.
- In 2014, the Santa Barbara ChannelKeeper, a nonprofit organization with the mission to protect and restore the Santa Barbara Channel and its watersheds, sued the State Water Resources Control Board (an agency responsible for preserving, enhancing, and restoring the quality of California's water resources) and the City of San Buenaventura, in an effort to require that the State Water Resources Control Board conduct further study (a "Reasonable Use Analysis") of the City of San Buenaventura's use of water from the Ventura River (i.e., alleged overpumping of the river). According to the Santa Barbara ChannelKeeper, the City has currently and historically overpumped water from the river. In its response to the litigation, the City denied it has overpumped water from the Ventura River, and filed a cross-complaint against other surface water and groundwater users in the Ventura River Watershed, including the CMWD, MOWD, and VRWD. As of the date of this document, the issue remains unresolved and adjudication of the Ventura River Watershed is pending.

**RESOLUTION OF THE VENTURA LOCAL AGENCY FORMATION
COMMISSION DETERMINING THAT THE MUNICIPAL SERVICE
REVIEW FOR MEINERS OAKS WATER DISTRICT IS EXEMPT FROM
THE CALIFORNIA ENVIRONMENTAL QUALITY ACT, ACCEPTING
THE MUNICIPAL SERVICE REVIEW FOR MEINERS OAKS WATER
DISTRICT, AND MAKING STATEMENTS OF DETERMINATION**

WHEREAS, Government Code § 56425 et seq. requires the Local Agency Formation Commission (LAFCo or Commission) to develop and determine the sphere of influence of each local governmental agency within the County; and

WHEREAS, Government Code § 56430(e) requires each LAFCo to conduct a municipal service review before, or in conjunction with, but no later than the time it is considering an action to establish or update a sphere of influence; and

WHEREAS, the Ventura LAFCo has approved a work plan to conduct municipal service reviews and/or sphere of influence reviews/updates, and the municipal service review for Meiners Oaks Water District (MOWD or District) is part of that work plan; and

WHEREAS, LAFCo has prepared a report titled “Municipal Service Review – Meiners Oaks Water District” that contains a review of the services provided by the District; and

WHEREAS, the “Municipal Service Review – Meiners Oaks Water District” report contains recommended statements of determinations related to the District, as required by Government Code § 56430; and

WHEREAS, the “Municipal Service Review – Meiners Oaks Water District” including the recommended statements of determination were duly considered at a public hearing on November 16, 2022; and

WHEREAS, the Commission heard, discussed, and considered all oral and written testimony for and against the recommended exemption from the California Environmental Quality Act (CEQA), the “Municipal Service Review – Meiners Oaks Water District” report, and the written determinations, including the LAFCo staff report dated November 16, 2022, and recommendations.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Ventura Local Agency Formation Commission as follows:

- (1) The municipal service review report titled “Municipal Service Review – Meiners Oaks Water District”, including the related statements of determination, are determined to be exempt from CEQA pursuant to § 15061(b)(3) of the CEQA Guidelines, and LAFCo staff is directed to file a Notice of Exemption as the lead agency pursuant to § 15062 of the CEQA Guidelines; and
- (2) The Commission accepts the “Municipal Service Review – Meiners Oaks Water District” report as presented to the Commission on November 16, 2022, including any modifications approved by a majority of the Commission as a part of this action. The Executive Officer is authorized to make minor edits to the report for accuracy and completeness; and
- (3) The LAFCo staff report dated November 16, 2022, and recommendation for acceptance of the “Municipal Service Review – Meiners Oaks Water District” report are hereby adopted; and
- (4) Pursuant to Government Code § 56430(a), the following statements of determination are hereby made for the District:

a. *Growth and population projections for the affected area.* [§ 56430(a)(1)]

According to the District, the estimated population within the District’s jurisdictional boundary is 4,200. Given the trend of a low growth rate and limited opportunities for development within its service area and sphere of influence, the District estimates that the maximum future population within the existing sphere of influence will be 5,000.

b. *The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.* [§ 56430(a)(2)]

A disadvantaged unincorporated community is defined as a community with an annual median household income that is less than 80 percent of the statewide annual median household income (Government Code § 56033.5). No disadvantaged unincorporated communities are located within or contiguous to the District’s sphere of influence. According to Ventura LAFCo Commissioner’s Handbook Section 3.2.5, Ventura LAFCo has identified Nyeland Acres (within the City of Oxnard’s

sphere of influence to the north of the city), the Piru community, and Saticoy (within the City of San Buenaventura's sphere of influence to the east of the city) as disadvantaged unincorporated communities.

c. *Present and planned capacity of public facilities and adequacy of public services, including infrastructure needs and deficiencies. [§ 56430(a)(3)]*

Water services:

- The District operates and maintains a retail domestic water distribution system for the community of Meiners Oaks.
- The District's water sources consist of groundwater pumped from water wells owned by the District and surface water from the Casitas Municipal Water District (which is both a water wholesaler and retailer). The District's current water supply is adequate to meet current demands.
- Water demand within the District's service area was 643 acre feet (AF) in 2019, 668 AF in 2020, and 664 AF in 2021. Between 2005 and 2021, total annual water demand by the District's customers ranged from approximately 623 AFY to 1,273 AFY, with demand prior to 2014 consistently above 900 AFY and demand since 2014 consistently under 900 AFY. Since 2016, total water demand has not exceeded 700 AFY.
- The District's projected total water use for its service area is expected to be approximately 620 AFY for the foreseeable future.
- To improve its transparency, the District should consider formalizing its water use projections for normal years, single-dry years, and multiple-dry years, and making this information available on its website.
- The District's total available storage capacity is 1.75 million gallons; however, actual storage volume fluctuates and averages 1.3 million gallons. The District intends to replace a 80,000-gallon storage tank, which failed in 2018. In an effort to ensure adequate back-up water supply and improve system reliability, the District also plans to pursue replacement of a 500,000-gallon storage tank with a 750,000-gallon storage tank.

- The District is pursuing several capital improvement project over the next several years, including replacement of its 30-year-old treatment plant, located at 15145 Maricopa Highway, which is reaching the end of its useful life and is experiencing corrosion (\$4 million maximum, to be completed within the next approximately 18 months), development of a new well (\$1 million maximum), installation of a back-up generator (Meiners Road) (\$500,000 maximum), and chloramination (i.e., a disinfection process) of Well Nos. 4 and 7, which would allow the District to blend well water with surface water supplied by the Casitas Municipal Water District (estimated \$150,000). Funding for all of these anticipated capital improvement projects is anticipated to consist of grants and customer rate increases. In 2018, the District replaced Well No. 4 with Well No. 4A (\$447,954), and it is pursuing development of a new well which is estimated to cost \$1 million.
- The District is equipped with back-up generators at its well sites and pump stations to enable its facilities to be operated during a power outage.

d. *Financial ability of agencies to provide services. [§ 56430(a)(4)]*

- The District has a balanced budget, and appears to have the ability to finance the services it currently provides.
- The District has a steady stream of revenue through service charges collected from its customers, property taxes, and interest. It has predictable expenses related to capital outlay and salaries/benefits.
- The District has a policy to maintain a minimum of \$600,000 in reserves. The District currently has a balance of \$1,420,361 in reserves, and therefore is in compliance with its reserves policy.
- The District has a five-year capital improvement plan that includes water system improvements (e.g., replacement of the District's treatment plant and development of a new well). Two percent of the capital improvement plan is currently funded, and the remaining amount is expected to be funded by ratepayers and grants. .

- The District is independently audited on a regular basis. According to the District, the most recent audit (October 29, 2021) prepared for the District was unqualified. An unqualified opinion is an independent auditor's judgment that a company's financial statements are fairly and appropriately presented, without any identified exceptions, and in compliance with generally accepted accounting principles (GAAP).
- Based on information that the Ventura County Special Districts Association provided the County in January 2021, the District has not experienced financial impacts related to the coronavirus.

e. *Status of, and opportunities for, shared facilities.* [§ 56430(a)(5)]

- The District shares training activities with the Ventura River Water District (e.g., First Aid), and is exploring additional shared training programs.
- The *Study of Special Districts in Ventura County: An Analysis with Recommendations for Changes of Organization* prepared by the Ventura County Executive Office in 1972 recommended that a committee be formed to “evaluate unification of retail water service in the Ventura River Drainage Area.” Although the MOWD appointed a representative to the committee, no record of committee activities or reorganization studies exist.
- The *Special Districts Study* prepared by LAFCo in 2001 recommended that the MOWD consider consolidating with the VRWD or CMWD; however, such a consolidation was never pursued.
- The MSR prepared by LAFCo in 2004 for water and wastewater agencies within Ventura County recommended that: (1) LAFCo should consider the reorganization of water purveyors in the Ojai Valley, and either: (a) LAFCo should form a reorganization committee composed of representatives from the governing bodies of each of the affected agencies and from other entities as determined by the Commission, or (b) the water agencies in the Ojai Valley should independently form a reorganization committee and present a report to LAFCo, and (2) government restructuring options for water service in the Ojai

Valley should include an analysis of private and mutual water service providers and participation by representatives of the City of Ojai and the Ojai Valley Sanitary District. It does not appear that such further study toward reorganization of water service providers within the Ojai Valley was pursued.

- The 2004 MSR further stated that: (1) the service areas of the MOWD and VRWD are adjacent and have developed independent and occasionally duplicative facilities (i.e., these agencies both have pipeline running along certain roadway segments), and there are no interties between the two systems, and (2) consolidation of the MOWD and VRWD could provide the advantage of pooling staff, facilities, technology and other resources to achieve more streamlined service provision and improved economies of scale. The 2004 MSR acknowledged an apparent lack of interest in and effort toward consolidation, given that no perceptible progress has been made in that direction since the idea was first floated in 1972.
- The circumstances that prompted the initial discussion of reorganization among water agencies in the Ojai Valley have not changed since 1972, and the opportunity for consolidation of agencies continues to exist. Obstacles toward consolidation with the CMWD include CMWD's current focus on water supply concerns related to drought conditions and new responsibilities following its acquisition in 2017 of the City of Ojai service area. Challenges for consolidation with VRWD may include issues related to water rights, physical limitations of the water systems, differences in rate structures, and interest level of the districts' governing bodies. MOWD should again consider pursuit of consolidation with the VRWD and/or the CMWD. Within five years, LAFCo should re-evaluate the readiness of the districts for consolidation, and initiate such a proposal if it deems appropriate and if none has been proposed by the agencies involved.

f. *Accountability for community service needs, including governmental structure and operational efficiencies. [§ 56430(a)(6)]*

- The District is accountable to its constituents through its elected Board of Directors, adherence to applicable government code sections, open and accessible meetings, and dissemination of information.
- The District has adapted to the changing needs of public access as a result of the disease caused by the novel coronavirus (COVID-19) pandemic, by providing live internet access and public participation opportunities for its meetings.
- The District is equipped with emergency generators at the well sites and pump stations for the purpose of providing back-up power. Additionally, it is pursuing installation of an additional back-up generator.
- The District plans to improve its accountability for community service needs by developing a water master plan.
- The District maintains a website that includes a history and basic information about the District, a mission statement, a map of the district, current and recent Board of Directors meeting agendas, staff reports, and minutes, current and historical budget information, policies, procedures, resolutions, and ordinances, an online bill-pay function, water allocation calculator, news and updates, miscellaneous information (e.g., water quality reports, conservation tips, drought status information), and the State Controller's "By the Numbers" (agency financial reporting information) and "Public Pay" (employee salary) webpages. The District could improve its transparency by posting on its website current and historical audits, a summary of historical, current, and anticipated water supply and demand (including a breakdown by source of water (i.e., groundwater and CMWD)), recording and archiving Board meetings to be available on the District's website, its enabling legislation, its master plan (once developed), its capital improvement plan, the most recent municipal service review completed by LAFCo, and a Spanish translation option for its website content.

- The District achieves operational efficiencies through shared training activities with the VRWD. It also participates in the California Special District Risk Management Authority (which provides insurance coverage, training programs, and other practical resources for public agencies) and contracts with private providers (e.g., local engineering contractors for water system repairs).
- The District is not required to prepare an UWMP; however, some limited information regarding its water supply and demand is contained within the CMWD UWMP. The District should consider posting a link on its website to the CMWD UWMP, as well as providing historical and current usage and supply figures on its website.
- The District should consider participation in the California Water/Wastewater Agency Response Network WARN (CALWARN) program (which supports and promotes statewide emergency preparedness, disaster response, and mutual assistance processes for public and private water and wastewater utilities in coordination with the State Office of Emergency Services).
- The Ventura County Grand Jury released a document entitled Final Report – Independent Special Districts (April 26, 2018), which was the result of an investigation by the Grand Jury into the transparency and public accountability of independent special districts within the County. The Grand Jury identified opportunities for improvement in these subject areas and required a response from the District. The District's response stated that the requested information is available on the District's website.
- Additional discussion regarding governmental structure and operational efficiencies is provided in the written determinations above concerning shared facilities.
- District staff was responsive in providing information for this MSR during the requested timeframe.

g. Any other matter related to effective and efficient service delivery, as required by commission policy. [§ 56430(a)(7)]

- The Sustainable Groundwater Management Act (SGMA) of 2014 requires the formation of local groundwater sustainability agencies (GSAs) for high- or medium-priority water basins, as determined by the state. GSAs are required to evaluate local water basin conditions and develop groundwater sustainability plans (GSPs). The purpose of a GSP is to define sustainability for an individual basin and establish a path toward sustainability by 2040 for high-priority basins, and 2042 for medium-priority basins. The UVRGB is listed as a medium-priority basin, pursuant to the State Department of Water Resources (DWR). The Upper Ventura River Groundwater Agency is the GSA for the UVRGB, and was formed through a joint powers agreement among the CMWD, MOWD, VRWD, the City of San Buenaventura, and the County of Ventura. The GSP prepared for the UVRGB in January 2022 is currently undergoing review by the DWR.
- In 2014, the Santa Barbara ChannelKeeper, a nonprofit organization with the mission to protect and restore the Santa Barbara Channel and its watersheds, sued the State Water Resources Control Board (an agency responsible for preserving, enhancing, and restoring the quality of California's water resources) and the City of San Buenaventura, in an effort to require that the State Water Resources Control Board conduct further study (a "Reasonable Use Analysis") of the City of San Buenaventura's use of water from the Ventura River (i.e., alleged overpumping of the river). According to the Santa Barbara ChannelKeeper, the City has currently and historically overpumped water from the river. In its response to the litigation, the City denied it has overpumped water from the Ventura River, and filed a cross-complaint against other surface water and groundwater users in the Ventura River Watershed, including the CMWD, MOWD, and VRWD. As of the date of this document, the issue remains unresolved and adjudication of the Ventura River Watershed is pending.

This resolution was adopted on November 16, 2022.

	AYE	NO	ABSTAIN	ABSENT
Commissioner Bill-de la Peña	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Freeman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Parvin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Richards	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commissioner Rooney	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Curtis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner LaVere	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Ross	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alt. Commissioner Zaragoza	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11/16/2022

Date

Linda Parks

Chair, Ventura Local Agency Formation Commission

c: Meiners Oaks Water District

Resolution

Municipal Service Review Report – Meiners Oaks Water District

November 16, 2022

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District Summary/Update

- **Casitas Lake Level: 30.3%** 12/14/2022
- **Purchased Water:** MOWD is 100% on Casitas as of 9/2/2022
- **Wells:** Off Line
- **Grant Funding:** 1st round of Income Survey letters has gone out
Well Feasibility Study, Land Resiliency Partnership Projects, Advanced Metering Infrastructure (Grant Agreement has been presented)
- **Seasonal Rain Fall Totals:**

Casitas Dam	7.41"
Matilija Dam	10.71"
Stewart Canyon	5.61"
Nordhoff Ridge	13.39"
- **GIS Mapping:** GIS mapping of the district has been Completed. Staff is currently attaching current info to each asset
- **Treatment Plant Project:** MKN & Associates are working towards final design
- **Well Sighting Study:** In Progress; Hopkins Groundwater Consultants, Inc. Water quality samples have been taken at Ranchitos Wells and OVLC well on Besant Rd

Scheduled/Unscheduled Work

<u>Type of Work</u>	<u>Cause</u>	<u>Date</u>	<u>Location</u>	<u>Contractor</u>	<u>Amount \$</u>
100% ON Casitas	Drought	9/2/2022			
DAC Survey Letters	1 st Round	11/29/2022	MOWD	Kennedy Communications	\$12,075.00 Grant Funded
Well Siting Study; In Progress	Drought		MOWD	Hopkins	
GIS Data Entry			MOWD	Staff	

Current Well Levels and Specific Capacity

WELL #1	DEC 21'	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	26.6	24.9	31.5	31.1	30.6	35.3	36.75	37.85	N/A	36.80	35.90	34.95	23.2
RUNNING (ft)	OFF	31.5	37.3	37.8	37.3	42.7	45	41.8	42.25	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	6.6	5.8	6.7	6.7	7.4	8.25	3.95	N/A	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	276	261	269	261	224	172	134	97	OFF	OFF	OFF	OFF
Specific Capacity (gal/ft DD)	OFF	41.8	45	40.15	38.96	30.27	20.85	33.92	N/A	OFF	OFF	OFF	OFF
WELL #2	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	25.95	24.6	30.5	31.1	30.9	34.95	36.8	39.5	N/A	37.4	34	34	23.5
RUNNING (ft)	OFF	36.15	44.2	42.7	39.3	41.15	58.5	43.2	58.8	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	11.55	13.7	11.6	8.4	6.2	21.7	3.7	N/A	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	209	194	172	157	74.8	89	59	52	OFF	OFF	OFF	OFF
Specific Capacity (gal/ft DD)	OFF	18.1	14.16	14.83	18.7	12.06	4.14	15.95	N/A	OFF	OFF	OFF	OFF
WELL #4	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	52.3	28.8	31.2	32.5	34.8	39.2	51.7	61.2	N/A	69.30	66.8	63.8	54.8
RUNNING (ft)	OFF	54.9	56.9	60	59.4	63.4	74.7	103.5	78.7	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	26.1	25.7	27.5	24.6	24.2	23	42.3	N/A	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	380	382	390	377	361	334	273	178	OFF	OFF	OFF	OFF
Specific Capacity (gal/ft DD)	OFF	14.5	14.86	14.18	15.33	14.92	14.52	6.45	N/A	OFF	OFF	OFF	OFF
WELL #7	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	55	19.8	24.5	26.95	31.2	38.95	54.4	63.8	N/A	72.30	69.5	66.5	57.45
RUNNING (ft)	OFF	23.7	28.15	30.65	34.55	42.6	59.6	68.95	74.1	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	3.95	3.65	3.7	3.35	3.65	5.2	5.15	N/A	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	336	332	342	321	309	281	273	195	OFF	OFF	OFF	OFF
Specific Capacity (gal/ft DD)	OFF	85	90.96	92.43	95.82	84.66	54.04	53.01	N/A	OFF	OFF	OFF	OFF
WELL #8	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	65.5	46	51.55	54.8	57.7	62.9	67.1	71	73.50	75.20	76.5	75.9	58.2
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
Specific Capacity (gal/ft DD)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF

Water Pumped, Sold, Purchased & Water Sales

MONTH	PUMPED (AF)	SOLD (AF)	PURCHASED (AF)	WATER SALES (\$)
2022 JAN	31.61	32.73	5.67	\$27,558.18
FEB	46.91	42.54	0.00	\$43,304.04
MAR	51.63	46.99	0.00	\$47,874.06
APR	52.30	41.27	0.00	\$41,677.74
MAY	59.56	54.39	0.00	\$45,566.68
JUN	66.59	58.50	0.00	\$59,471.10
JUL	71.51	66.96	1.74	\$68,164.20
AUG	65.83	68.31	6.55	\$114,437.40
SEP	4.12	66.18	65.42	\$110,857.55
OCT	0.47	60.02	58.38	\$100,581.25
NOV	0.27	45.86	45.59	\$76,853.70
YTD 2022	450.80	583.75	183.35	\$736,345.90
TOTAL 2021	411.94	640.95	266.57	\$648,269.32
TOTAL 2020	485.71	635.47	197.26	\$657,912.06

Reserve Funds

* Balance at the County of Ventura	\$ 1,315,508.94
Total Taxes	\$ 5,351.56
Total Interest from reserve account#	\$ 0.00

Fiscal Year Total Revenues

July 1 st – November 30th	2021	\$ 791,272.08
July 1 st – November 30th	2022	\$ 965,881.86

Bank Balances

* LAIF Balance	\$ 231,589.45
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$0.00
* Money Market (Mechanics Bank)	\$ 7,624.26
Amount Transferred to Mechanics from County this month	
Amount Transferred to General Fund from Money Market	\$ 0.00
Monthly Interest received from Money Market	\$.13
General Fund Balance	\$ 186,171.65
Trust Fund Balance	\$ 7,422.22
* Capital Improvement Fund	\$ 13,846.67
(#) Quarterly Interest from Capital Account	\$.11
Total Interest accrued	\$ 0.24

Board Secretary Report

December 2022

1. Administrative

- The 2022 summary of staff training shows a total of 115 courses completed (both in person and online), compared to 17 completed in 2021. Participation in MARS Safety Beta Program, leveraging our free Target Solutions online training portal, and involvement in a local cohort of water agencies for in-person sessions have been the main difference.
- Income Survey – first round of mailers sent out two weeks ago, Kennedy Communications will be sending out a 2nd wave of surveys in the next couple weeks. Kennedy Communications expects to finish up the survey and results by mid-January 2023.

2. Financial (any items not covered in separate Financials Report)

- Financial Audit FY 21-22 in progress. – Fanning & Karrh, CPA.
- Accounts Receivable –SB 998 timeline for disconnects for non-payment (>\$200 @ 60 days) is in effect. Late fees and District past-due processes resumed as of March 26, 2022. *As of December 15, 2022, no accounts have been shut off for non-payment.*

3. Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Monthly Customer Bill Total	Over-Allocation \$ (drought)	Other Conservation Penalties
Nov 21	52	15	\$141,776.01	\$3,094.00	\$0
Dec 21	53	6	\$141,663.91	\$3,002.00	\$0
Jan 22	110	5	\$110,228.55	\$882.00	\$0
Feb 22	72	10	\$124,078.38	\$4,993.00	\$0
Mar 22	80	7	\$123,073.26	\$5,308.00	\$0
Apr 22	72	14	\$113,351.51	\$2,131.00	\$0
May 22	101	6	\$129,660.69	\$2,294.00	\$0
Jun 22	68	7	\$133,628.56	\$4,311.00	\$0
Jul 22	110	6	\$142,448.60	\$4,095.00	\$100
Aug 22	109	8	\$195,707.04	\$5,236.00	\$0
Sep 22	81	6	\$211,050.86	\$28,070.00	\$0
Oct 22	81	6	\$214,082.52	\$35,420.00	\$0
Nov 22	78	5	\$174,076.68	\$19,655.00	\$0

- Over-Allocation charges for September 2022 reflect the rate increase from \$1 to \$5 and multiple customer leaks during the billing period.

Board of Directors

Board Member	Position	Term Ends	Term Type
Michel Etchart	President	2026	Long Term (Re-elected 2022)
Christian Oakland	Vice President	2024	Long Term (Elected 2020)
James Kentosh	Director	2026	Long Term (Re-elected 2022)
Christy Cooper	Director	2024	Appointed May 9, 2022, Re-elect for 2 yr term to 2024
Joe Pangea	Director	2026	Long Term (Elected 2022)
Loni Anderson	Director	2022	Appointed July 2021, term ends 12/21/22

November 8, 2022, Elections Official Final Results:

- Mike Etchart: 28.71%
- Joe Pangea: 25.83%
- Jim Kentosh: 24.02%
- Helena Pasquarella: 21.45%

4. Projects

- Policy & Procedure, Resolution & Ordinance web posting – in progress.
 - Financial Audit recommended policies and procedures – ad hoc committee
- Board Bylaws – Draft prepared and ready for Board review/approval.
- Employee Handbook – Draft in process.

5. Complaints & Compliments

Recommended Actions: *Receive an update from the Board Secretary concerning miscellaneous matters and District correspondence. Provide feedback to staff.*

Attachments: None.