

Regular Meeting
December 19, 2017
6:00 p.m.



**NOTICE OF REGULAR MEETING OF
BOARD OF DIRECTORS**

December 19, 2017

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 and return it 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.

Agenda

Meeting will be called to order at 6:00 p.m.

1. Roll Call

2. Approval of Minutes

Approval of the minutes of the November 21, 2017, regular meeting

3. Public Comments

The Board will receive comments from the public at this time on any item of interest to the public that is not on the agenda that is within the subject matter jurisdiction of the legislative body, 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. Matters raised by public comment requiring Board action will be referred to staff or placed on a subsequent agenda where appropriate.

When addressing the Board, please state your name and address and limit your comments to three (3) minutes.

Please Note: If you have comments on specific agenda items, please fill out a comment card and return it 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.

4. General Managers Report

- Thomas Fire Chain of Events, Fire Damage & System Status
- SDRMA Insurance claim # 7238 Filed 12/8/2017
- FEMA Claim
- Production of Wells
- District O&M Report
- Fencing Update – Start Date of 1/29/2018
- Warehouse Property – CUP Public Hearing February 22, 2018
- Casitas MOU
- Districts need for more generators

5. Board Committee Reports

- **GSA (Diana)**
- **Executive Committee - December 13, 2017**

6. Old Business

- **Safety/Emergency Preparedness**
- **Zone 2 Backup Generator Budget Allocation**

7. Board of Directors Reports

8. Financial Matters

1. Approval of Payroll and Payables from November 16th, 2017 to December 15th, 2017 in the amount of;

Payables -	\$ 99,513.56
Payroll -	\$ 34,962.05
Total -	<u>\$ 134,475.61</u>

9. Board Discussion and/or Action

- a) **Discussion of tank site fence location**
- b) **SDRMA – Resolution 20171130 Workers' Compensation**
- c) **Earth Systems Report Regarding unearthing water main from tank farm**
- d) **Board Member email policy**
- e) **Well 4 Bids – Table for next month**
- f) **Highway Lateral Bids – Table for next month**
- g) **General Manager Performance Evaluation & Compensation**

10. Closed Sessions: No Items

11. Meeting Adjournment.

MINUTES

The meeting was called to order at 6:02 p.m.

1. Roll Call

The meeting was called to order by the Board President James Kentosh at 6:02 pm at the District Office.

Present were: Board President James Kentosh, Board Directors Mike Krumpschmidt, Diana Engle, and Mike Etchart. Staff Present: General Manager Mike Hollebrands and Board Secretary Summer Ward. Attorney Lindsay Nielson was also present.

Absent: Larry Harrold.

2. Approval of the minutes

Approval of the October 17, 2017 Regular Meeting minutes:

Mr. Etchart made the motion to approve the October 17, 2017 Regular Meeting minutes with a minor wording correction on page 3. Mr. Krumpschmidt seconded the motion.

Etchart/Krumpschmidt
All Ayes – Harrold Absent
M/S/C

3. Public Comments

Elizabeth Anne Von Gunten was present. Ms. Von Gunten stated that she has concerns that the Board Committees are held as ad hoc meetings with only 24 hours' notice, rather than regularly scheduled meetings with 72 hrs notice. Ms. Von Gunten will email Mr. Hollebrands her public statement.

Susan Moll was present. Ms. Moll stated that during the July 22, 2017 meeting she had requested that her written response be included in the meeting packet and was to be a final version, not draft. Additionally, Ms. Moll has requested water history for her property and adjustment of the allocation.

The Board will review meeting minutes from August 2017. The Board recommended Ms. Moll submit a written Allocation Waiver form, available

on the MOWD website; all documented water history for the property is available to Ms. Moll.

4. General Manager's Report

- **Production of Wells** – Wells continue to run efficiently and meet the current customer demand. It was noted that the wells refill the tanks every other day despite Well 4 being offline and it is anticipated that wells will carry us through December.
- **Warehouse (CUP)** – Still pending public hearing at the County.
- **District O&M Report** – The District Board reviewed the report and asked for clarification on the AMS invoice, it was a customer that wrongfully manipulated the district valve and broke the Angle Meter Stop (AMS).
- **Fencing Update** – Upper portion and access gate completed on 11/21/2017.
- **Casitas MOU** – The District is continuing conversations with Steve, finalizing language between Ventura River and Casitas, roughly 98% complete.
- **State Permits** – Received for highway 33, lateral access across from Deer Lodge. All job bids are due by December 13, 2017.
- **Board Member ID Cards** – Updated MOWD ID cards were distributed to each Board member present, Mr. Harrold will receive his card after the meeting.
- **Well 4 Rehab** – All job bids will be presented at the December 19th meeting for review. WREA meeting to review site plan for the new motor controls, the District will perform the line extension work.
- **Saturday November 18, 2017** main line full circle break in the middle of El Roblar. Cast iron pipe full circle break could be attributed to climate flux or bedding problems. The leak was repaired and road patched.

5. Board Committee Reports

- **GSA Board November 21, 2017** – Ms. Engle summarized the most recent meeting, including:
 - **Administrative focused agenda**, discussing items such as the Conflict of Interest Code. No general public was in attendance and no items regarding the GSP.
- **Drought Committee November 2, 2017** – Ms. Engle and Mr. Kentosh summarized the meeting, including:
 - **Draft Allocation Rate Plan (ARP)** was reviewed; action will be required before April 2018. The recent Eagle Aerial study along with the Casitas model will be used to develop the ARP.
- **Executive Committee November 7, 2017** – Mr. Kentosh and Mr. Krumpschmidt summarized the meeting, including:
 - **Public Safety** – discussion of Board ID cards, sharing of contact information, notice to MOWD customers in the event of an emergency, District Safety Manual and updating Board on Safety

policies. Mr. Hollebrands will be updating the policies, ID cards, printing the 5,000 hardcopy customer notices, two-sided sign board, potential for reverse 911 Robo-Calls and updating Board on emergency response protocols.

6. Old Business

- District Christmas Dinner – Friday December 15, 2017. Mrs. Malone will send reminder email to Board Members prior to the event.
- Safety – No new information.
- Property Easement – Budget allocation for project and backup generator for Fire Zone 2; additional discussion required for how this budget allocation will be paid, i.e. Zone 2 customers vs all MOWD customers.

7. Board of Directors Reports

- Ms. Engle stated that last week a Watershed & Farm Workshop was held with DWR and other speakers. The event was well attended. AWA VC Breakfast keynote speakers (3 GMs) provided an overview of 2017 and what is coming in 2018. GeoSyntec has been hired by the State Board for modeling flow criteria for our GSA. The work plan was released this week. A technical advisory committee was created.
- Mr. Krumpschmidt reported that he has observed debris being dumped into the drain on Lomita. It was advised that these observations should be reported to Mr. Hollebrands who will report to Flood Control.
- Mr. Etchart discussion regarding the status of Casitas water study. It was noted that the State Water study is still pending and that Casitas will need US Forest Service permit to collect data for the drilling site.

8. Financial Matters

- Approval of Payroll and Payables from October 16th to November 15th, 2017 in the amount of:

Payables -	\$26,447.04
Payroll -	\$34,396.08
Total -	\$60,843.12

There was clarification on two payables: (3) CUP – hourly consult fee, not a lump sum payment for project; (2) Cannon services – is the office Cannon Copier that is due for replacement; (3) Hartmann Allocation – purchased allocation through Casitas and rolled through MOWD.

Mr. Etchart made the motion to approve the Payroll and Payables from October 16th to November 15th, 2017. Mr. Krumpschmidt seconded the motion.

Etchart/Krumpschmidt

All Ayes – Harrold Absent
M/S/C

9. Board Discussion and/or Action

- Board Email – MITECH provided pricing quote for adding MOWD email accounts for each Board member. Discussion of other Districts' policy and use by Board members, along with legal risk. Mr. Hollebrands will survey other Districts regarding Board email and policies related to email use.
- Bob's Fence – Bid for approval \$17,060.00. Mr. Krumpschmidt made the motion to approve the Bob's Fence bid for \$17,060.00. Mr. Etchart seconded the motion.
 - Ms. Moll requested a meeting to discuss the property lines, allocation and water history of her property. Mr. Hollebrands to schedule meeting for following week.

Krumpschmidt/Etchart
All Ayes – Harrold Absent
M/S/C

At this time the Board of Directors went into Closed Session at 8:03 pm.

10. Closed Session: The Board of Directors went into closed session to discuss personnel matters or litigation, pursuant to the attorney/client privilege, as authorized by Government Code Section 54657 & 54956.8, 54956.9a)

- The Board went into closed session under the Real Property Negotiations Exception and Pending litigation; Lawyer-client privilege Government Code sections (§54956.8), (§54956.9 (b)(3)(c) and (§54957.7) to discussion options regarding easements and property lines on parcels 010-0-102-290 and 010-0-102-090
- General Manager's Performance Review and possible salary adjustment: Government Code section (§54957.6).

Closed session ended at 9:55 pm

Open session re-opened at 9:56 pm

- a) The Board discussed Tank Farm easement lines and correspondence;
- b) General Managers' Performance Evaluation was completed and will be reviewed with the GM, followed by Board discussion and/or action for Compensation adjustment December 19, 2017 regular meeting.

11. Meeting Adjournment

There being no further business to conduct at this time, Board President James Kentosh adjourned the meeting at 10:56 PM.

President

Secretary

Report of Income as of 11/30/2017

Income	Month of November	Year To Date	Budget Approp	Approp Bal 07/31/15
Interest	1,199.43	3,679.44	7,000.00	3,320.56
Taxes	4,175.59	5,319.99	130,000.00	124,680.01
Pumping Charges	382.10	1,883.47	3,000.00	1,116.53
Fire Protection	175.45	812.23	1,000.00	187.77
Meter & Inst. Fees	--	--	--	--
Water Sales	70,313.34	355,280.68	451,584.00	96,303.32
Casitas Standby Fees	327.32	1,684.48	6,196.54	4,512.06
MWAC Charges	50,430.86	254,003.47	760,881.60	506,878.13
MCC Chg.	6,286.00	32,549.65	80,000.00	47,450.35
Misc. Income	1,428.29	1,834.93	8,000.00	6,165.07
Late & Delinquent Chgs.	1,005.52	11,322.54	30,000.00	18,677.46
Conservation Penalty	--	100.00	500.00	400.00
Capital Improvement	--	--	--	--
Drought Surcharge	10,149.97	51,146.11	40,000.00	(11,146.11)
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TOTAL INCOME	145,873.87	719,616.99	1,518,162.14	798,545.15

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 11/30/17	Current December	Approp Bal To Date
Salary	33,933.43	153,911.56	382,000.00	228,088.44	-	228,088.44
Payroll Taxes	2,616.77	12,133.77	30,000.00	17,866.23	-	17,866.23
Retirement Contributions	2,981.95	15,060.92	30,000.00	14,939.08	-	14,939.08
Group Insurance	4,535.36	21,873.97	70,000.00	48,126.03	-	48,126.03
Company Uniforms	-	660.51	1,500.00	839.49	-	839.49
Phone Office	846.56	4,173.42	7,600.00	3,426.58	-	3,426.58
Janitorial Service	341.36	1,766.80	5,500.00	3,733.20	-	3,733.20
Refuse Disposal	169.75	1,018.50	2,700.00	1,681.50	-	1,681.50
Liability Insurance	-	24,649.65	25,000.00	350.35	-	350.35
Workers Compensation	-	10,200.26	17,500.00	7,299.74	-	7,299.74
Wells	-	8,538.84	25,000.00	16,461.16	-	16,461.16
Truck Maintenance	149.64	262.43	4,000.00	3,737.57	-	3,737.57
Office Equip. Maintenance	594.28	1,846.77	7,500.00	5,653.23	-	5,653.23
Cell Phones	244.30	1,201.71	4,500.00	3,298.29	-	3,298.29
System Maintenance	6,188.18	18,024.30	55,000.00	36,975.70	-	36,975.70
Safety Equipment	83.11	598.21	3,500.00	2,901.79	-	2,901.79
Laboratory Services	534.00	3,789.00	8,000.00	4,211.00	-	4,211.00
Membership and Dues	4,102.00	6,420.00	7,500.00	1,080.00	-	1,080.00
Printing and Binding	23.76	347.38	1,000.00	652.62	-	652.62
Office Supplies	300.75	1,174.10	6,000.00	4,825.90	-	4,825.90
Postage and Express	-	4,270.88	13,500.00	9,229.12	-	9,229.12
B.O.D. Fees	950.00	4,700.00	13,000.00	8,300.00	-	8,300.00
Engineering & Technical Services	16,650.03	21,864.45	35,000.00	13,135.55	572.00	12,563.55
Computer Services	345.46	4,405.33	15,000.00	10,594.67	245.46	10,349.21
Other Prof. & Regulatory Fees	588.39	7,810.16	15,000.00	7,189.84	34.75	7,155.09
Public and Legal Notices	-	-	1,000.00	1,000.00	-	1,000.00
Attorney Fees	700.00	10,037.00	15,000.00	4,963.00	-	4,963.00
GSA Fees	-	7,697.06	40,000.00	32,302.94	-	32,302.94
VR/SBC/City of VTA Law Suit	-	-	15,000.00	15,000.00	-	15,000.00
State Water	-	-	25,000.00	25,000.00	-	25,000.00
Audit Fees	6,500.00	6,500.00	18,000.00	11,500.00	-	11,500.00
Small Tools	4.09	83.87	3,000.00	2,916.13	-	2,916.13
Election Supplies	-	-	-	-	-	-
Water Purchase	-	8.93	75,000.00	74,991.07	-	74,991.07
CMWD Standby Charges	1,034.40	4,960.93	10,000.00	5,039.07	-	5,039.07
Treatment Plant	506.27	8,099.53	10,000.00	1,900.47	-	1,900.47
Fuel	927.17	3,652.02	12,000.00	8,347.98	-	8,347.98
Travel Exp./Seminars	50.00	380.00	2,000.00	1,620.00	-	1,620.00
Utilities	156.64	1,162.19	3,500.00	2,337.81	119.44	2,218.37
Power and Pumping	2,402.43	2,402.43	110,000.00	107,597.57	4,898.55	102,699.02
Meters	-	-	10,000.00	10,000.00	-	10,000.00
Total Expenditures	88,460.08	375,686.88	1,134,800.00	759,113.12	5,870.20	753,242.92

Water Distribution System	-	-	-	-	-	-
Cold Water Well	-	-	100,000.00	100,000.00	-	100,000.00
Well 4 Rehab	2,293.54	55,524.27	50,000.00	(5,524.27)	976.60	(6,500.87)
18 Valve Replacements	-	4,533.83	103,900.00	99,366.17	-	99,366.17
Fencing at Tank Farm	18,611.00	29,851.00	40,000.00	10,149.00	-	10,149.00
Structures and Improvements	-	-	-	-	-	-
Generator Z-2	-	-	75,000.00	75,000.00	-	75,000.00
Treatment Plant EDR/CEQA	-	-	80,000.00	80,000.00	-	80,000.00
Zone 1 Booster/MCC Upgrade	-	-	30,000.00	30,000.00	-	30,000.00
Well 4 MCC/VFD Upgrade	-	-	-	-	-	-
Furniture and Fixtures	-	-	-	-	-	-
General Managers Desk	-	-	1,500.00	1,500.00	-	1,500.00
Office Machines	-	-	-	-	-	-
Copy Machine	-	-	4,500.00	4,500.00	-	4,500.00
Field Equipment	-	-	-	-	-	-
Weed Sprayer Trailer	-	553.57	1,500.00	946.43	-	946.43
Appropriations for Contingencies	21,002.93	21,002.93	100,000.00	78,997.07	-	78,997.07
Total Assets	41,907.47	111,465.60	586,400.00	474,934.40	976.60	473,957.80

GRAND TOTAL	130,367.55	487,152.48	1,721,200.00	1,234,047.52	6,846.80	1,227,200.72
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Meiners's Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 11/16/2017 - 12/15/2017

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Payable Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP Bank-AP Bank						
AWAVC 06-10384	Association of Water Agencies Invoice	11/29/2017 11/16/2017	Regular WaterWise Breakfast Meeting	0.00 0.00	50.00 50.00	7836
U-VERSE 294601117	AT&T U-verse Invoice	11/29/2017 11/04/2017	Regular Internet	0.00 0.00	70.00 70.00	7838
AT&T 01841117	AT&T Invoice	11/29/2017 11/13/2017	Regular Office Phones	0.00 0.00	108.48 108.48	7837
AT&T 21141117	AT&T Invoice	12/13/2017 11/20/2017	Regular Office Phones	0.00 0.00	668.08 668.08	7862
BOB'S 112717	Bob's Fence Invoice	11/29/2017 11/27/2017	Regular Fencing for 2680 Maricopa Hwy.	0.00 0.00	10,081.00 10,081.00	7839
BOB'S 121217	Bob's Fence Invoice	12/13/2017 11/30/2017	Regular Fencing for 2680 Maricopa	0.00 0.00	8,530.00 8,530.00	7863
CALPERS INV0000789 INV0000800	California Public Employees' Retirement Invoice Invoice	11/29/2017 11/15/2017 11/30/2017	Regular Health Health	0.00 0.00 0.00	4,867.06 2,433.54 2,433.52	7833
CALPERS 112817	California Public Employees' Retirement Invoice	11/29/2017 11/14/2017	Regular Retired Premium	0.00 0.00	266.15 266.15	7840
CALPERS INV0000811	California Public Employees' Retirement Invoice	12/13/2017 12/15/2017	Bank Draft Health	0.00 0.00	2,433.54 2,433.54	DFT0000340
CSDA 12152018	California Special Districts Association Invoice	11/29/2017 11/06/2017	Regular 2018 Membership	0.00 0.00	4,102.00 4,102.00	7841
CAL-STATE 92458	Cal-State Invoice	11/29/2017 11/11/2017	Regular Portable Toilet	0.00 0.00	101.36 101.36	7842
CANON 17960922	Canon Financial Services, Inc. Invoice	11/29/2017 11/12/2017	Regular Copier Contract	0.00 0.00	96.53 96.53	7843
CMWD 261151117 262001117 911321117	Casitas Municipal Water District Invoice Invoice Invoice	12/13/2017 11/30/2017 11/30/2017 11/30/2017	Regular Fairview Rd. Standby Hartmann Allocation Tico/La Luna Standby	0.00 0.00 0.00 0.00	1,034.40 530.70 134.78 368.92	7864
CLEANCO 3130	Cleanco Services Invoice	11/29/2017 11/22/2017	Regular November Janitorial	0.00 0.00	240.00 240.00	7844
CVTDEP PE14-0498 PE17-0472	County of Ventura Transport. Dept. Invoice Invoice	12/13/2017 11/27/2017 11/15/2017	Regular Various Ojai Roads 609 Mesa	0.00 0.00 0.00	3,290.00 2,645.00 645.00	7865
VCRMA 039056	County of Ventura, RMA Invoice	11/29/2017 11/21/2017	Regular CUP for a Public Utility Service Yard	0.00 0.00	130.34 130.34	7845
EJHAR 281301117 994261117	E. J. Harrison Rolloffs, Inc. Invoice Invoice	11/29/2017 11/14/2017 11/14/2017	Regular Office Trash 3 Yard Dumpster	0.00 0.00 0.00	169.75 42.24 127.51	7846
EAGLE 19964	Eagle Aerial Photography, Inc. Invoice	11/29/2017 11/01/2017	Regular Aerial Maps	0.00 0.00	11,550.00 11,550.00	7847

Check Report

Date Range: 11/16/2017 - 12/15/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
ERTHSYS	Earth Systems Southern California, Inc.	11/29/2017	Regular	0.00	436.50	7848
754143	Invoice	11/13/2017	Prof. Services Rendered on Water Tank	0.00	436.50	
EVANS	Evans Excavating	11/29/2017	Regular	0.00	8,847.00	7849
2220	Invoice	11/20/2017	Service Replacement	0.00	8,847.00	
FAMCON	Famcon Pipe and Supply, Inc	12/13/2017	Regular	0.00	4,272.31	7866
199128	Invoice	11/07/2017	Pipe	0.00	318.53	
199588	Invoice	11/20/2017	Pipe	0.00	315.32	
199663	Invoice	11/21/2017	Repair Clamps,Couplings	0.00	707.85	
199820	Invoice	11/28/2017	Saddles,Spools,Valves,etc.	0.00	2,293.54	
199935	Invoice	11/30/2017	Pipe	0.00	637.07	
FGLENV	FGL Environmental	11/29/2017	Regular	0.00	364.00	7850
713383A	Invoice	11/14/2017	Samples	0.00	62.00	
713476A	Invoice	11/14/2017	Samples	0.00	89.00	
713609A	Invoice	11/14/2017	Samples	0.00	33.00	
713702A	Invoice	11/14/2017	Samples	0.00	85.00	
713703A	Invoice	11/14/2017	Samples	0.00	62.00	
713704A	Invoice	11/14/2017	Samples	0.00	33.00	
FGLENV	FGL Environmental	12/13/2017	Regular	0.00	85.00	7867
714085A	Invoice	11/22/2017	Samples	0.00	85.00	
GUARDIAN	Guardian	11/29/2017	Regular	0.00	408.34	7834
INV0000790	Invoice	11/15/2017	Dental	0.00	204.17	
INV0000801	Invoice	11/30/2017	Dental	0.00	204.17	
GUARDIAN	Guardian	11/29/2017	Regular	0.00	10.00	7851
7690461117	Invoice	11/14/2017	Administration Fee	0.00	10.00	
HACHCO	Hach Company	11/29/2017	Regular	0.00	129.73	7852
10707009	Invoice	11/07/2017	Chlorine Reagent	0.00	129.73	
HLTHNE	Health Net Life Insurance Company	11/29/2017	Regular	0.00	22.05	7853
61791117	Invoice	11/08/2017	Life Insurance Company	0.00	22.05	
HSBS	HealthSmart Benefit Solutions, Inc.	11/29/2017	Regular	0.00	99.06	7835
INV0000792	Invoice	11/15/2017	HSBS	0.00	49.54	
INV0000803	Invoice	11/30/2017	HSBS	0.00	49.52	
KG	Kear Groundwater	11/29/2017	Regular	0.00	2,640.00	7854
1752	Invoice	11/27/2017	Well 4 Replacement Specifications	0.00	2,640.00	
NEILSON	Law Offices of Lindsay F. Nielson	11/29/2017	Regular	0.00	700.00	7855
34881117	Invoice	11/13/2017	Attorney Fees	0.00	700.00	
MOHARD	Meiners Oaks Hardware	12/13/2017	Regular	0.00	412.39	7868
798889	Invoice	11/01/2017	Cleaner/Scour Pad	0.00	8.47	
799039	Invoice	11/01/2017	Chlorine	0.00	8.14	
799199	Invoice	11/02/2017	Chlorine	0.00	40.70	
799715	Invoice	11/06/2017	Asphalt Patch	0.00	93.82	
799782	Invoice	11/07/2017	Chlorine	0.00	8.14	
800062	Invoice	11/08/2017	Handle Thread	0.00	4.09	
800921	Invoice	11/14/2017	Flag Mark	0.00	8.77	
800971	Invoice	11/14/2017	PVC Elbow/Conduit	0.00	107.51	
801069	Invoice	11/15/2017	U-Post Heavy Duty	0.00	14.63	
801353	Invoice	11/16/2017	Twine/Lubricant	0.00	15.18	
801655	Invoice	11/18/2017	Asphalt Patch for Leak El Roblar/Padre Ju	0.00	78.19	
802315	Invoice	11/22/2017	No Parking/No Trespass Signs	0.00	24.75	

Check Report

Date Range: 11/16/2017 - 12/15/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
MITEC	MiTec Solutions LLC	11/29/2017	Regular	0.00	220.00	7856
1046494	Invoice	11/21/2017	Monthly Maintenance	0.00	210.00	
46813	Invoice	11/15/2017	Splashtop User Account	0.00	10.00	
MITEC	MiTec Solutions LLC	12/13/2017	Regular	0.00	245.46	7869
1046599	Invoice	12/11/2017	Computer Maintenance	0.00	120.00	
46962	Invoice	12/01/2017	Exchange/Web Hosting	0.00	87.96	
46987	Invoice	12/01/2017	Remote Labor	0.00	37.50	
OBC	Ojai Business Center, Inc.	12/13/2017	Regular	0.00	23.76	7870
12844	Invoice	11/30/2017	Copies/Laminating	0.00	23.76	
OVO	Ojai Valley Organics	11/29/2017	Regular	0.00	46.00	7857
32222	Invoice	11/04/2017	Green Waste	0.00	23.00	
32229	Invoice	11/06/2017	Green Waste	0.00	23.00	
PERS	Public Employees' Retirement System	12/13/2017	Regular	0.00	942.91	7871
10000001513226	Invoice	12/01/2017	Unfunded Accrued Liability	0.00	922.01	
10000001513227	Invoice	12/01/2017	Unfunded Accrued Liability	0.00	20.90	
PERS	Public Employees' Retirement System	11/30/2017	Bank Draft	0.00	2,006.43	DFT0000316
INV0000791	Invoice	11/15/2017	PERS	0.00	2,006.43	
PERS	Public Employees' Retirement System	11/30/2017	Bank Draft	0.00	2,006.43	DFT0000324
INV0000802	Invoice	11/30/2017	PERS	0.00	2,006.43	
QUINNRTL	Quinn Rental Services	11/29/2017	Regular	0.00	520.55	7858
03879701	Invoice	11/21/2017	Skiploader	0.00	520.55	
SAMHIL	Sam Hill & Sons, Inc.	12/13/2017	Regular	0.00	10,806.82	7872
2217	Invoice	11/18/2017	4" Water Main	0.00	10,806.82	
SSB&P	Soares,Sandall,Bernacchi & Petrovich,LLP	12/13/2017	Regular	0.00	6,500.00	7873
46649	Invoice	11/30/2017	Audit	0.00	6,500.00	
SCE	Southern California Edison Co.	12/13/2017	Regular	0.00	5,017.99	7874
OFFELE1217	Invoice	12/12/2017	Office Electricity	0.00	119.44	
PMP1-1217	Invoice	12/12/2017	Pump 1	0.00	761.75	
PMP2-1217	Invoice	12/12/2017	Pump 2	0.00	660.21	
PMP4&71217	Invoice	12/12/2017	Pumps 4&7	0.00	2,867.34	
TNKFRM1217	Invoice	12/12/2017	Tank Farm	0.00	26.82	
WELL81217	Invoice	12/12/2017	Well 8	0.00	110.34	
Z-21217	Invoice	12/12/2017	Zone 2	0.00	59.85	
Z-2FIR1217	Invoice	12/12/2017	Zone 2 Fire	0.00	108.34	
Z-2PWR1217	Invoice	12/12/2017	Zone 2 Power	0.00	277.21	
Z-3FIR1217	Invoice	12/12/2017	Zone 3 Fire	0.00	26.69	
SCGAS	Southern California Gas Co.	12/13/2017	Regular	0.00	3.61	7875
6571	Invoice	11/28/2017	Office Heat	0.00	3.61	
STARDY MIX	State Ready Mix Inc.	12/13/2017	Regular	0.00	869.80	7876
521357	Invoice	11/29/2017	Sand Slurry	0.00	417.20	
521432	Invoice	11/30/2017	Sand Slurry	0.00	452.60	
VTARNTL	Sunbelt Rentals, Inc.	11/29/2017	Regular	0.00	239.32	7859
74157057-0001	Invoice	11/15/2017	Trencher	0.00	239.32	
UAOFSC	Underground Service Alert of So.Ca.	12/13/2017	Regular	0.00	34.75	7877
1120170431	Invoice	12/01/2017	Digalert	0.00	34.75	

Check Report

Date Range: 11/16/2017 - 12/15/2017

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Payable Date	Payable Description	Discount Amount	Payable Amount	
USBANK	US Bank Corporate Pmt. System	12/13/2017	Regular	0.00	761.48	7878
HACHCO1101	Invoice	11/01/2017	Chlorine Reagent Set	0.00	311.09	
INT1024	Invoice	11/01/2017	Battery	0.00	149.64	
TYLER1115	Invoice	11/15/2017	Tax Forms	0.00	165.25	
VERIZON1027	Invoice	11/01/2017	Car Charger/Data Cable	0.00	53.85	
VONS1027	Invoice	11/01/2017	Water/Toilet Paper/Trash Bags,etc.	0.00	54.69	
VONS1122	Invoice	11/22/2017	Water & Toilet Paper	0.00	26.96	
VTACNCRT	Ventura Concrete Cutting	12/13/2017	Regular	0.00	250.00	7879
7673	Invoice	11/28/2017	Saw Cut for Water Line Service	0.00	250.00	
VERIZON	Verizon Wireless	12/13/2017	Regular	0.00	244.30	7880
9797063404	Invoice	11/26/2017	Cell Phones	0.00	244.30	
WREA	Water Resource Engineering Associates	12/13/2017	Regular	0.00	1,548.60	7881
3131-3	Invoice	12/01/2017	WDR for Well Drilling	0.00	572.00	
3144-1	Invoice	12/01/2017	Well 4 Electrical/Plumbing	0.00	976.60	
WRIGHT EXP	WEX Bank	11/29/2017	Regular	0.00	927.17	7860
52071880	Invoice	11/15/2017	Fuel	0.00	927.17	
ZEEMED	ZEE MEDICAL SERVICE	11/29/2017	Regular	0.00	83.11	7861
34-113339	Invoice	11/20/2017	First Aid Re-stock	0.00	83.11	

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	97	49	0.00	93,067.16
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	3	3	0.00	6,446.40
EFT's	0	0	0.00	0.00
	100	52	0.00	99,513.56

PR 34,962.05

November 2017



To: Board of Directors of the Meiners Oaks Water District

From: General Manager

Subject: Monthly Manager's Report

Highlights

(Rainy season October thru April)

0.00" of rain

LAKE CASITAS LEVEL

35.1%

Board Committees

Minutes from the GSA meeting will be given verbally

12/13/17 – Executive committee meeting

Committee meet with the G.M. to discuss his annual evaluation.

Current Well levels and specific capacity

Well 1	Oct.	Nov.	Well 2	Oct.	Nov.	Well 4	Oct.	Nov.	Well 7	Oct.	Nov.
Static	29.8'	24.7'	Static	31.8'	25.1'	Static	66.7'	'	Static	66.2'	68.8'
Running	38.2'	33.8'	Running	40.1'	32.4'	Running	0.0'	0.0'	Running	72.8'	76.2'
Drawdown	8.3'	9.1'	Drawdown	8.3'	7.3'	Drawdown	0.0'	0.0'	Drawdown	6.5'	7.4'
Specific Cap.	41.5 gal/ft	37.8 gal/ft	Specific Cap.	22.8 gal/ft	27.1 gal/ft	Specific Cap.	0.0 gal/ft	0.0 gal/ft	Specific Cap.	50.2 gal/ft	42.4 gal/ft

Water Production

Water production and sold values are based on a calendar year

Total Pumped in November:			
Wells	AF	Average GPM	Typical GPM
1.	23.93	347	375
2.	16.71	190	250
4.	0.00	0	750
7.	28.45	329	450
8.	0.00	Off	330

Total Pumped for Nov.	69.09 AF
Total Pumped 2016:	305.45 AF
Total Pumped YTD 2017:	603.29 AF

Total Sold:

Total Sold for Nov. 2017:	58.41 AF
Total Sold YTD 2017:	620.03 AF
Total Sold 2016:	608.21 AF
Total Purchased from CMWD 2016	323.91 AF
Total Purchased for	0 AF
Total Purchased YTD 2017	23.91AF

Total Capacity:

2083 Gallons per Minute (GPM) with all current wells on line 1, 2, 4, 7, 8)

3,583 Gallons per minute (GPM) with all current wells on line 1, 2, 4, 7, 8) + Casitas

Water Sales:

(Sales values are based on the actual month listed only not YTD)

Nov. 2016:	\$ 61,851.19
Nov. 2017:	\$ 70,313.34

Reserve Funds

Balance at the County of Ventura	\$ 1,049,116.43
Total Taxes*	\$ 4,175.59
Total Interest from reserve account#	\$ 1,116.97

Fiscal Year Total Revenues

July 1 st – Nov. 30 th	2016	\$ 597,399.60
July 1 st – Nov. 30 th	2017	\$ 710,617.56

Bank Balances

LAIF Balance	\$ 155,305.01
Transferred from the general fund to L.A.I.F.	
(#) Quarterly Interest from LAIF	\$ 0.00
Money Market (RABO)	\$ 500,247.35
Amount Transferred to RABO Money Market this month	\$ 0.00
Amount Transferred to General Fund from Money Market	\$ 0.00
(*) Monthly Interest received from Money Market	\$ 82.22
General Fund Balance	\$ 379,267.30
Trust Fund Balance	\$ 13,691.92
Capital Improvement Fund	\$ 14,406.50
(#) Quarterly Interest from Capital Account	\$.24
Total Interest accrued	\$ 82.46

Water Quality

No water quality issues to report this month

Capital Improvement Projects for 2017-2018
Budgeted capital funds \$ 586,400 FY 2017-2018

1. Rehabilitate well #4 / MCC VFD's (In Process)
2. Acquire scope of work for bid on new well (Completed)
3. Replace 18 system valves
4. Fencing at Tank Farm (In Process)
5. Treatment Plant EDR (In Process)
6. Zone 1 Booster/MCC

Unscheduled Work

Service leak at 609 Mesa	\$8,847.00
Replace main line lateral Maricopa Hwy	\$
Main Leak – 229 W. El Roblar Sam Hill and Sons Saturday work	\$10,806.82
Service Repair 144 S. Pueblo	\$1,000.00
Service Repair 388 S. Pueblo	\$1,000.00
Thomas Fire Well's 1&2	\$
Total	\$ 21,653.82

Tanks

1. 250k gallon was installed in 1958 age = 57 (Removed 2015)
2. 80k gallon was installed in 1983 age = 34
3. 500k gallon was installed in 1988 age = 27 (Removed 2015)
4. 500k gallon was installed in 1973 age = 44 (Put back into service 2011)
5. 500k gallon was installed in 2003 age = 14
6. 750k gallon welded tank 2015 age = 2

Life expectancy for a bolted tank is 30 – 40 years

Life expectancy for a welded steel tank 100 years

Well Drilled Dates & Depths

	<u>Date drilled</u>	<u>Drill Depth</u>
1. Well # 1	1969	60 feet
2. Well # 2	1969	116 feet
3. Well # 4	1969	240 feet
4. Well # 7	1961	156 feet
5. Well # 8	1968	144 feet

Board of Directors

President – Jim Kentosh Elected in 2014	Term ends 2018	Long Term
Vice-President – Mike Krumpschmidt Elected 2016	Term ends 2020	Long Term
Board Member – Larry Harrold Elected 2014	Term ends 2018	Long Term
Board Member – Michael Etchart Elected 2014	Term Ends 2018	Long Term
Board Member – Diana Engle Elected 2016	Term Ends 2020	Long Term

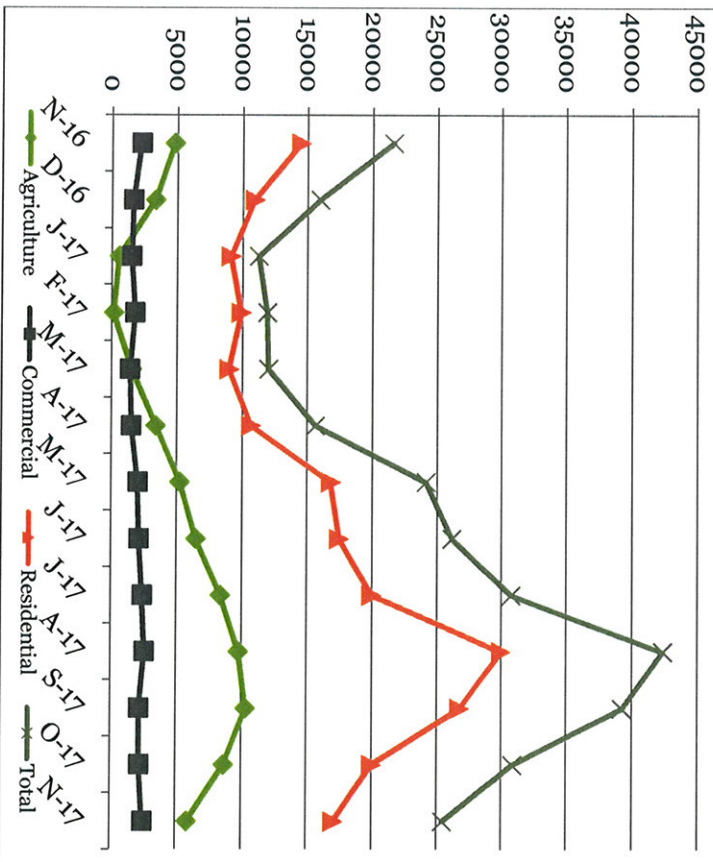
Consumption

	O-16	N-16	D-16	J-17	F-17	M-17	A-17	M-17	J-17	J-17	A-17	S-17	O-17	N-17
Agriculture	7290	4845	3370	605	195	1593	3436	5283	6523	8401	9793	10336	8686	5893
Commercial	2042	2255	1657	1531	1808	1441	1534	2037	2148	2409	2590	2202	2221	2484
Residential	17044	14516	10963	9145	9934	9012	10693	16844	17499	19991	30012	26757	19998	17067
Total	26376	21616	15990	11281	11937	12046	15663	24164	26170	30801	42395	39265	30905	25444

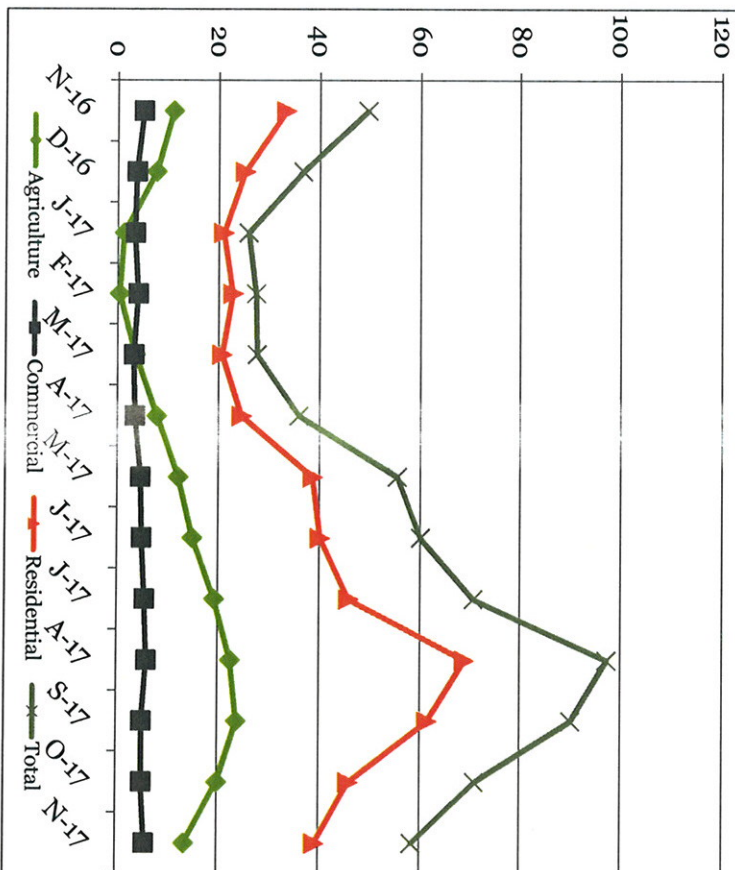
AC/FT

	O-16	N-16	D-16	J-17	F-17	M-17	A-17	M-17	J-17	J-17	A-17	S-17	O-17	N-17
Agriculture	16.74	11.12	7.74	1.39	0.45	3.66	7.89	12.13	14.97	19.29	22.48	23.73	19.94	13.53
Commercial	4.69	5.18	3.8	3.51	4.15	3.31	3.52	4.68	4.93	5.53	5.95	5.055	5.10	5.70
Residential	39.13	33.32	25.17	20.99	22.81	20.69	24.55	38.67	40.17	45.89	68.9	61.43	45.91	39.18
Total	60.55	49.62	36.71	25.9	27.4	27.65	35.96	55.47	60.08	70.71	97.33	90.21	70.95	58.41

Consumption - Last 12 months



AC/FT - Last 12 months



RECEIVED

NOV 22 2017

BY

[Signature]



Allocation Adjustment Request Form

The Meiners Oaks Water District's Drought Contingency Plan was developed and implemented to meet State mandated reduction measures and help manage our local supplies. If you believe that your allocation is not set at an appropriate amount and should be adjusted for the reasons stated below, you must complete this form. Allocations are based on the average use for your property minus the appropriate required reduction in that declared stage of drought, during the years 2010, 2011, 2012. Any allocation adjustment may be reviewed by MOWD staff or the board, and subject to periodic review and change due to drought conditions.

NAME: Susan Moll Account Number: _____

Email: SUSANmoll1@aol.com Daytime Phone: 310-739-5515 Other: _____

Mailing address: (If different from service address): 2800 Maricopa Hwy

I have read the Guidelines for allocation adjustments (On the back page) and request an allocation adjustment for the following reason(s):

☐ Please explain reason(s) below; attach any additional sheets if needed. An inspection of your property will be required for verification.

Previous owners Chang San Yu.

- ① Did not manage FARM properly 2010 - 2011
- ② Water turned off in 2012
- ③ Lost home Due to Foreclosure 2012

* SEE TERMINATION LETTER

Note: Any request form submitted that is incomplete or has missing information, will be returned to the applicant. Any approval of an allocation does not relieve that customer from conserving water on their property, or from over allocation and conservation penalties. MOWD could take up to 30 days to respond to your request in writing. If approved, your new allocation will start at following billing cycle.

All applications can be sent to: Meiners Oaks Water District, 202 W. EL Roblar, Ojai Ca, 93023 (Fax) 805-646-2297 or by Email: moh2odist@sbcglobal.net

I have completed this form and affirm that I am the above account holder and the information contained herein, (including attachments), is complete and accurate. I further understand that all variances are subject to change and I may be liable for back charges for providing false information.

Print Name: Susan Moll

Signature: [Signature]

Do not write below this line (District use only)

Date received: 10-22-17

Current Allocation: 666/month

Documentation submitted: Moll History - Miller - Chang San Yu History / notary - Nora Davis

Stage 3 Allocation 466 units/month



Resolution 20171219

Declaration that Governing Body Members and Volunteers shall be deemed to be employees of the District for the purpose of providing workers' compensation coverage for said certain individuals while providing their services.

WHEREAS, Meiners Oaks Water District utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of personas as indicated by checkmark in the box to the left of the descriptions:

- ☒ All members of the Governing Body of the Meiners Oaks Water District as presently or hereafter constituted and/or
- ☒ All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- ☐ Individuals on Work-study programs
- ☐ Interns
- ☐ Others Volunteers
- ☐ _____
(designate)

Now, therefore, be it resolved, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals to be deemed to be employees of the Meiners Oaks Water District for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the Meiners Oaks Water District for any



purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such rights given to paid employees of the Meiners Oaks Water District.

Passed, approved and adopted this 19th day of December 2017.

Ayes:

Noes:

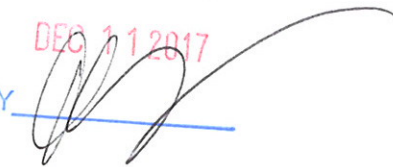
Absent:

James Kentosh, President of the Board
Meiners Oaks Water District

Summer Ward, Secretary of the Board
Meiners Oaks Water District

November 30, 2017

Ms. Brandi Malone
Office Manager
Meiners Oaks Water District
202 West El Roblar Drive
Ojai, California 93023

RECEIVED
DEC 11 2017
BY 

Re: Workers' Compensation Resolution for Governing Body Member and/or Volunteer Coverage

Dear Ms. Malone,

Recently our excess carrier has made us aware that SDRMA Workers' Compensation (WC) members need to pass a **new Resolution** if they would like to continue (or start) covering their Governing Body members and/or volunteers.

Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a Resolution by the Governing Body of the agency so declaring, be deemed to be an employee for workers' compensation purposes. Thus, if such a resolution is adopted, and the volunteer is injured while performing duties for the agency, the volunteer is entitled to receive workers' compensation benefits and their exclusive remedy for recovery against the agency is through the Workers' Compensation system.

Such Governing Body members and/or volunteers may be covered for workers' compensation benefits only if a Resolution to that effect is adopted by the Governing Body pursuant to Labor Code § 3363.5 and a copy of the Resolution is filed with SDRMA.

A new Resolution (see attached) has been created by our coverage counsel. The Resolution permits your Governing Body to designate the various categories of persons who the agency desires to "deem" to be employees for purposes of workers' compensation. It declares, on a blanket basis, that the designated categories of volunteers are deemed employees and those categories consist of Governing Body Members, persons performing voluntary service, persons on work study, interns, and other volunteers. In addition, those so designated persons also need to be listed under our Workers' Compensation Program (which includes paying an annual contribution amount) to enable coverage.

When using the sample Resolution provided, please do not make any changes other than the areas highlighted in yellow. **To ensure accurate and timely implementation of your Resolution, please return your Governing Body approved Workers' Compensation Resolution as soon as possible by fax or email.** A Microsoft Word version of the sample Resolution can be downloaded at <http://www.sdrma.org/program-coverages/workers-compensation-program>. If your agency has any questions please contact Ellen Doughty, Chief Member Services Officer, at 800.537.7790 or edoughty@sdurma.org.

Sincerely,
Special District Risk Management Authority


Gregory S. Hall, ARM
Chief Executive Officer

Enclosures: Sample Resolution for Covering Governing Body and/or Volunteers

RESOLUTION No. xxxxxxxxx

**RESOLUTION OF THE GOVERNING BODY OF
THE AGENCY NAME,
DECLARING THAT GOVERNING BODY MEMBERS AND VOLUNTEERS SHALL
BE DEEMED TO BE EMPLOYEES OF THE DISTRICT FOR THE PURPOSE OF
PROVIDING WORKERS' COMPENSATION COVERAGE FOR SAID CERTAIN
INDIVIDUALS WHILE PROVIDING THEIR SERVICES**

WHEREAS, the Agency Name utilizes the services of Governing Body Members and Volunteers; and

WHEREAS, Section 3363.5 of the California Labor Code provides that a person who performs voluntary service for a public agency as designated and authorized by the Governing Body of the agency or its designee, shall, upon adoption of a resolution by the Governing Body of the agency so declaring, be deemed to be an employee of the agency for the purpose of Division 4 of said Labor Code while performing such services; and

WHEREAS, the Governing Body wishes to extend Workers' Compensation coverage as provided by State law to the following designated categories of persons as indicated by a checkmark in the box to the left of the descriptions:

- ☐ All Members of the Governing Body of the [Agency Name] as presently or hereafter constituted and/or
- ☐ All persons performing voluntary services without pay other than meals, transportation, lodging or reimbursement for incidental expenses
- ☐ Individuals on Work-study programs
- ☐ Interns
- ☐ Other Volunteers
- ☐ _____
[designate]

NOW, THEREFORE, BE IT RESOLVED, that such persons coming within the categories specified above, including the duly elected or appointed replacements of any Governing Body Member and other designated individuals be deemed to be employees of the Agency Name for the purpose of Workers' Compensation coverage as provided in Division 4 of the Labor Code while performing such service. However, said Governing Body Members and other designated individuals will not be considered an employee of the Agency Name for any purpose other than for such Workers' Compensation coverage, nor grant nor enlarge upon any other right, duty, or responsibility of such Governing Body Members or other designated individuals, nor allow such persons to claim any other benefits or rights given to paid employees of the Agency Name.

PASSED, APPROVED AND ADOPTED this DATE by the following vote:

AYES:
NOES:
ABSENT:

Name, Chairperson
Agency Name

APPROVED AS TO FORM:



November 20, 2017

Project No.: VT-24086-04

Report No.: 17-11-53

Mike Hollebrands
Meiners Oaks Water District
202 West El Roblar Drive
Meiners Oaks, California 93023

Project: Meiners Oaks Water District Tank Facility
Meiners Oaks Area of Ventura County, California
Subject: **Geotechnical Recommendations Report**

Introduction

As authorized, Earth Systems Southern California (Earth Systems) has performed compaction testing at the Meiner Oaks Water District (MOWD) tank facility located off Highway 33 in the Meiners Oaks area of Ventura County, California. It is our understanding that a section of the MOWD water pipeline was partially exposed by a neighbor and then backfilled by the neighbor. This report of findings completes the scope of services described within our proposal No. VP17-255 dated September 26, 2017, and authorized by the Client on September 26, 2017.

Site Setting

The MOWD water pipeline lies crosses a drainage swale on the north side of the access road to the water tank facility. The natural drainage is about 4 feet deep and about 10 to 15 feet wide. The pipeline was exposed and backfilled over a lineal length of about 10 feet. Approximately 1 to 2 feet of soil backfill was placed over the pipeline.

Compaction Testing

One field density (compaction) test was performed in the pipeline backfill. The test was taken near the center of the backfill area. The compaction test was performed in accordance with ASTM D 6938, Nuclear Density Test Method. The test result indicates that about 70% of the maximum density was achieved. This value is significantly less than the typically required minimum of 90% of maximum density for pipeline backfill. The test report sheet and the maximum density laboratory test result are attached to this letter. In addition to the compaction test, the backfilled area was probed with a pointed 1/2-inch steel rod, and was subjectively judged to be loose.

Geotechnical Conclusions and Recommendations

The existing pipeline backfill is considered to have low compaction and susceptible to erosion within the drainage. The backfill should be removed and recompacted to a minimum of 90% of the maximum dry density. If the vegetation above the backfill zone has been disturbed, then additional

surface protection from erosion may be necessary. The surface could be protected by an erosion control mat or rip-rap. If an erosion control mat used, then it should cover the disturbed area and be pinned to the surface. If possible, the edges of the erosion control mat should be embedded at least one foot below the finish grade to minimize the potential of pull out during strong flow within the drainage. If rip-rap is used, then it should be designed by the project Civil Engineer.

Limitations and Uniformity of Conditions

The analysis and recommendations submitted herein are based upon the field study. If variations from the assumed conditions appear evident, it will be necessary to reevaluate the recommendations of this report.

The scope of services did not include any environmental assessment or investigation for the presence or absence of wetlands, hazardous or toxic materials in the soil, surface water, groundwater or air, on, below, or around this site. Any statements in this report or on the soil boring logs regarding odors noted, unusual or suspicious items or conditions observed, are strictly for the information of the client.

Findings of this report are valid as of this date; however, changes in conditions of a property can occur with passage of time whether they be due to natural processes or works of man on this or adjacent properties. In addition, changes in applicable or appropriate standards may occur whether they result from legislation or broadening of knowledge. Accordingly, findings of this report may be invalidated wholly or partially by changes outside our control. Therefore, this report is subject to review and should not be relied upon after a period of 1 year.

In the event that any changes in the nature, design, or location of the proposed structure are planned, the conclusions and recommendations contained in this report shall not be considered valid unless the changes are reviewed and conclusions of this report modified or verified in writing.

This report is issued with the understanding that it is the responsibility of the Owner, or of his representative to insure that the information and recommendations contained herein are called to the attention of the Architect and Engineers for the project and incorporated into the plan and that the necessary steps are taken to see that the Contractor and Subcontractors carry out such recommendations in the field.

As the Geotechnical Engineers for this project, Earth Systems Southern California has strived to provide services in accordance with generally accepted geotechnical engineering practices in this community at this time. No warranty or guarantee is expressed or implied. This report was prepared for the exclusive use of the Client for the purposes stated in this document for the referenced project only. No third party may use or rely on this report without express written authorization from Earth Systems Southern California for such use or reliance.

November 20, 2017

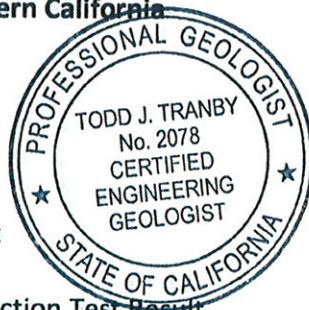
3

Project No.: VT-24086-04

Report No.: 17-11-53

Respectfully submitted,
Earth Systems Southern California

Todd J. Tranby
Engineering Geologist



Richard M. Beard
Geotechnical Engineer



Attached: Compaction Test Result
 Maximum Density Test Results

Copies: 2 - Client (1 hardcopy via regular mail, 1 via email)
 1 - Project File

REPORT OF RELATIVE COMPACTIONS

Date: November 20, 2017

Job Name: Meiners Oaks Water Tank

Job Location: Meiners Oaks Area of Ventura County, California

Project No.: VT-24086-04

Report No.: 17-

[illegible]

File Number: VT-24086-04

Lab Number: 097569

MAXIMUM DENSITY / OPTIMUM MOISTURE

ASTM D 1557-12 (Modified)

Job Name: Meiners Oaks Water District

Sample ID: #1

Location:

Description: Brown Silty Sand

SG: 2.47

Procedure Used: A

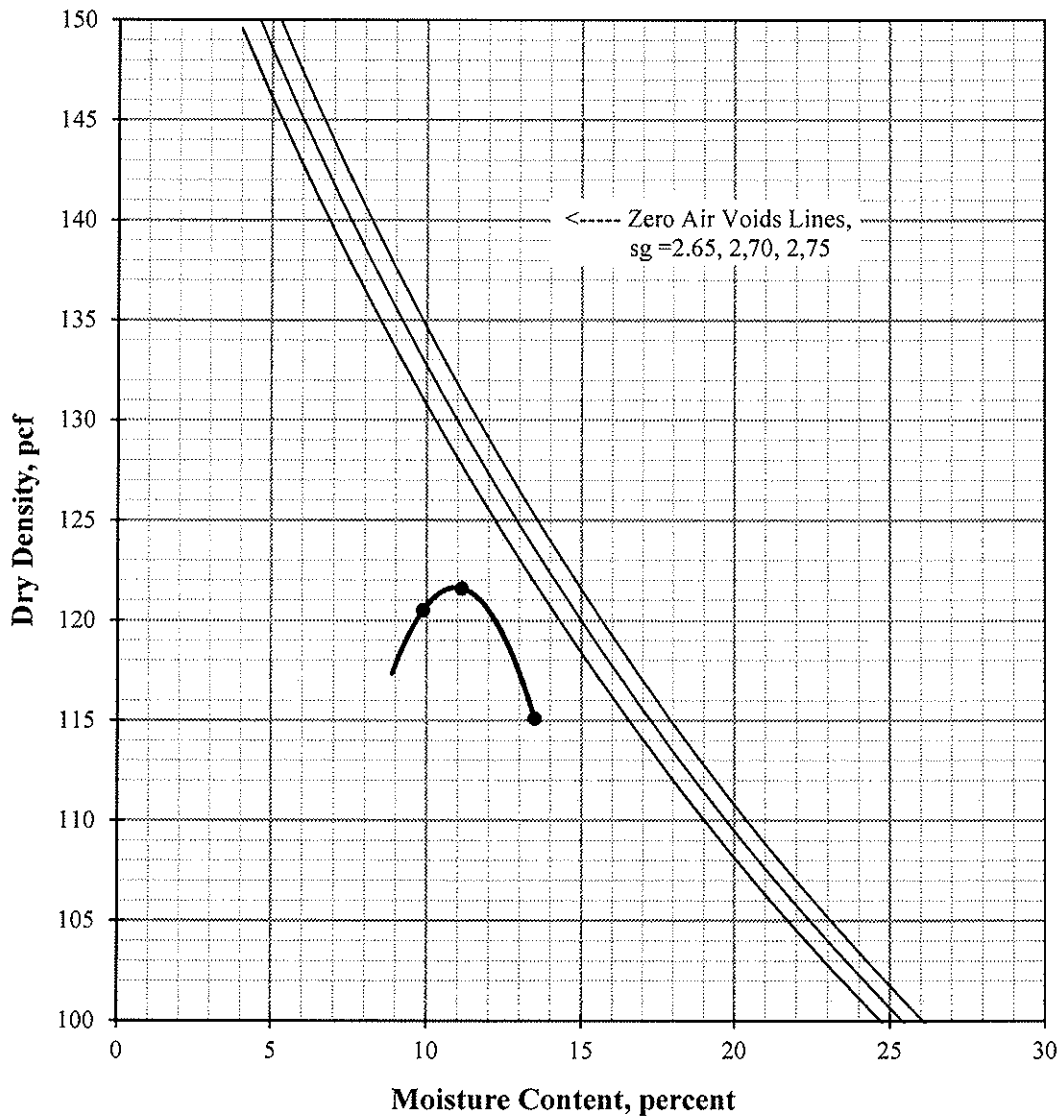
Prep. Method: Moist

Rammer Type: Automatic

Maximum Density: 121.5 pcf

Optimum Moisture: 11%

Sieve Size	% Retained
3/4"	0.0
3/8"	0.0
#4	12.8



File Number: VT-24086-04

Lab Number: 097569

MAXIMUM DENSITY / OPTIMUM MOISTURE

ASTM D 1557-12 (Modified)

Job Name: Meiners Oaks Water District

Procedure Used: A

Sample ID: #1

Prep. Method: Moist

Location:

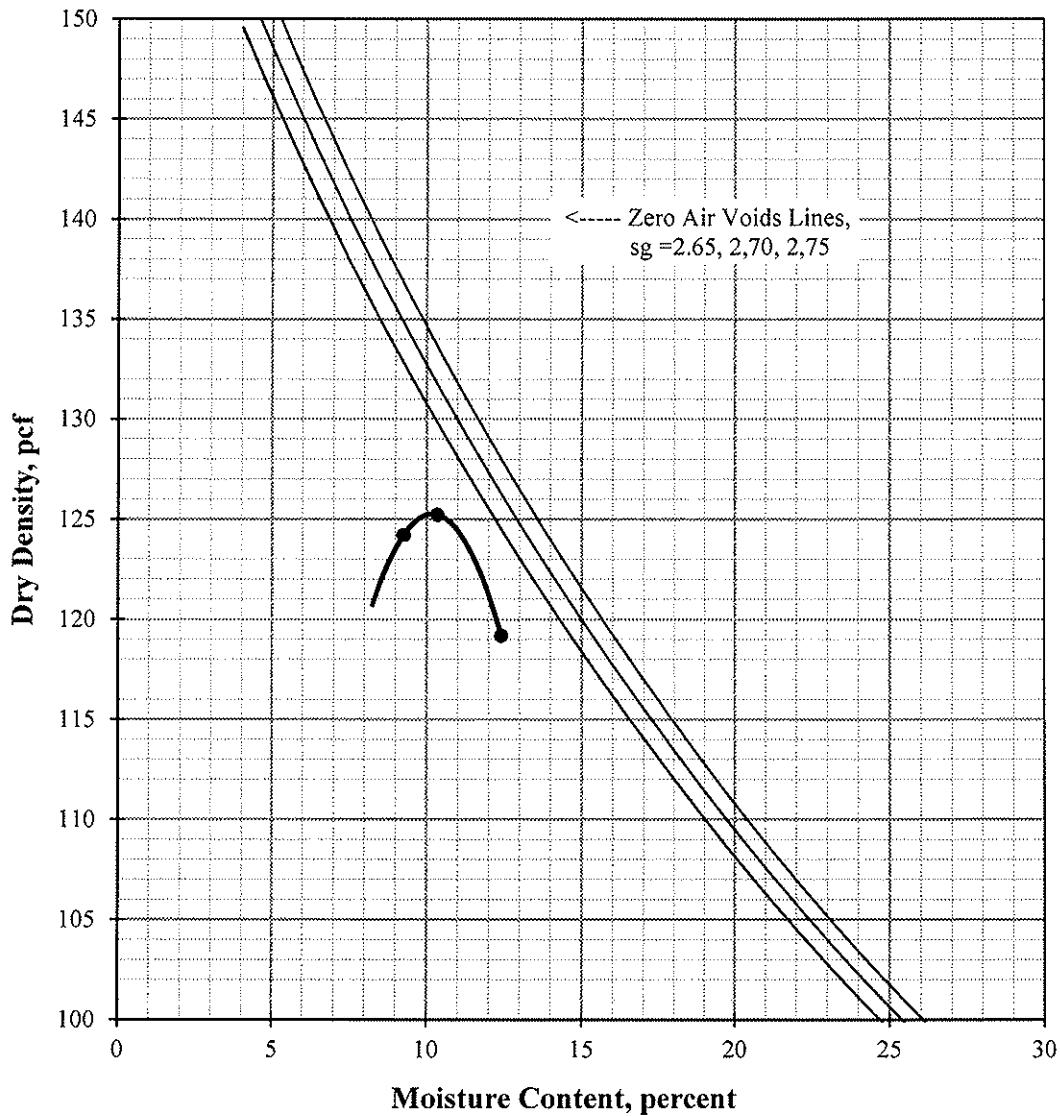
Rammer Type: Automatic

Description: Brown Silty Sand

SG: 2.52

Maximum Density: 125 pcf
Optimum Moisture: 10.5%
Corrected for Oversize (ASTM D4718)

Sieve Size	% Retained
3/4"	0.0
3/8"	0.0
#4	12.8



ATTORNEY MEMORANDUM RE: E-MAIL USE FOR MOWD

Issue: Are Board member's personal emails discoverable if used for District business?

Answer: Maybe. Discovery could be limited by obtaining a protective from the Court. But, case law may limit that accessibility. The principal California case law (cited below) indicates that the personal computers of public officials cannot be accessed, but that is not rock solid at this time.

Discussion:

The Board has asked counsel for a memo regarding the issue of using their own personal computers and e-mail for District business. What impact would the California Public Records Act ("CPRA") (Gov. Code 6259 et seq.) have on obtaining those records if the issue arose in litigation?

A 2014 California Appellate Court case (Ted Smith v. City of San Jose) reviewed the issue of whether or not communications between public officials and their respective governmental entities are obtainable under CPRA. It was argued that "public records" encompasses communications that are "prepared, owned, used or retained" by public officials and employees in the course of their duties. The question came up is does this also pertain to private electronic devises and accounts?

The Appellate Court examined the broad interpretation of the public's need for information regarding the public's business. Against this, it was argued that the CPRA does not and should not be expanded to reach personal devises and accounts because of the counter balance public policy of the privacy rights of the state's citizens. Privacy is an equally important strong state policy.

There was discussion of the twin pillars of open government, the CPRA and the Brown Act, but noted that even the Brown Act limits access to certain defined actions that are protected from public scrutiny. This case brought intense interest from the League of California Cities and the media. It was argued that by using private electronic devises and non-public private servers, officials could essentially keep their discourse over public business secret. The court, said that it must be assumed that a Public official act in good faith in carrying out the oaths they take.

It was further argued that the CPRA envisions electronic records *in the possession of the agency* as stated in the act and not on the private home computers of the officials are reachable. The Smith case noted above came to the conclusion, by close examining the statutory language, that the CPRA does *not* extend to writings of public officials, but is limited to only those records

that are used or retained on the agencies' servers and not the officials' personal devices or accounts. The briefs filed by media argue that the location of the document is not important, but the court concluded that the issue is not location vs. content. It relied on the strict analysis of the law's language.

Further discussion of other case law also indicated that the CPRA does not allow access to non-public business communications on a private e-mail account.

The Court concluded: "We conclude that the language of the CPRA does not afford a construction that imposes on the City an affirmative duty to produce messages stored on personal electronic devices and accounts that are inaccessible to the agency, or to search those devices and accounts of employees and officials upon a CPRA request for messages relating to City business. Whether such a duty better serves public policy is a matter for the Legislature, not the courts, to decide."

The Court indicated that it is within the province of the public agency to devise its own rules for disclosure of communications related to public business.

Conclusion:

It must also be noted that the issue of accessibility of offsite (including offshore) data storage is currently on the U.S. Supreme Court's docket for the current session.

It is recommended that the MOWD Board consider adopting a District policy regarding both staff and Board member use of e-mails and messages.