



BOARD OF DIRECTORS REGULAR MEETING AGENDA

Due to the ongoing COVID-19 pandemic, all meetings of the Board will be conducted via teleconference until further notice, in accordance with CA AB 361.

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

ACCESS CODE: 759-546-853

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))

April 19, 2022 at 6:00 pm.

- 1. Call meeting to order**
- 2. Roll call**
- 3. Approval of the minutes:** March 15, 2022, Regular Meeting
- 4. 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:*

5. 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
 - Meiners Oaks Water District vs. Moll, Ostling and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/

Regular Agenda (Reconvene Regular Meeting, Estimated Time 6:30 p.m.***)**

6. Financial matters

Approval of Payroll and Payables from March 16, 2022, to April 15, 2022, in the amount of:

Payables – \$ 75,635.81

Payroll – \$ 40,843.78

Total – \$116,479.59

7. Board action and/or discussion

- a) Approve Resolution 20220419: Diana Engle Years of Service. (Etchart) – Attachment
Recommended Action: Approve Resolution 20220419.
- b) Approve Resolution 20220419-1: UVRGA Director & Alternate 2022-2024. (Ward) – Attachment
Recommended Action: Approve Resolution 20220419-1.
- c) Approve Resolution 20220419-2: Consolidated General Elections. (Ward) - Attachment
Recommended Action: Approve Resolution 20220419-2.
- d) Approve Resolution 20220419-3: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220315. (Ward) – Attachment
Recommended Action: Approve Resolution 20220419-3.
- e) Approval of Prop 218 Notice regarding proposed rate increase. (Martinez/Ward) – Attachment
Recommended Action: Approval of Prop 218 Notice.
- f) Approval of Draft Budget Expenditures FY 2022-2023. (Kentosh/Martinez) – Attachment
Recommended Action: Approve FY 2022-2023 Budget Expenditures.
- g) Approval to transfer \$200,000 from reserve funds to general fund for Treatment Plant design expenses. (Martinez) - Attachment
Recommended Action: Approve transfer of \$200,000 in reserve funds.
- h) Approval of Watershed Progressive Proposal for Engagement & Fee Arrangement. (Etchart) - Attachment
Recommended Action: Approve Watershed Progressive proposal for engagement and fees.
- i) Approval of Will-Serve Letter Requests for (3) parcels: 270 N. Lomita, 578 El Sol, and 1377 S. La Luna. (Martinez/Ward) – Attachment
Recommended Action: Approve the 3 will-serve letter requests.

8. General Manager's Report

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

9. Board Secretary's Report

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

10. 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

11. Old Business

- Meiners Road Pressure Zones
- State Water
- Matilija Dam Removal Update

12. Director Announcements/Reports

13. Adjournment The next scheduled Regular Board meeting is May 17, 2022.

Regular Meeting
March 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 6:00 pm via teleconference.

2. Roll Call

Present: Board President, Mike Etchart, Board Directors: James Kentosh, Christian Oakland, and Loni Anderson. Staff Present: General Manager, Justin Martinez, and Board Secretary, Summer Ward. Attorney Present: Stuart Nielson, Jeanne Zolezzi (closed only), and Greg Jones (closed only).

Absent: Director Diana Engle

3. Approval of the Minutes

Approval of February 15, 2022, Regular Meeting Minutes

Approval of March 1, 2022, Special Meeting Minutes

Director Kentosh made the motion to approve the February 15, 2022, Regular Meeting and March 1, 2022, Special Meeting minutes. Director Oakland seconded the motion.

No public comment.

Kentosh/Oakland

Roll Call Vote:

Etchart - Y Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

4. Public Comments

- Ms. Von Gunten provided a statement of attendance and apologized for missing recent meetings due to a time conflict with another committee meeting she attends.

****The Board went into closed session at 6:05 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.
- Meiners Oaks Water District v. Moll, Ostling, and Ojai Vista Farms 56-2018-00515474-CU-OR-VTA/
 - State case: SBCK vs. SWRCB, San Francisco Supreme Court, Case# CPF-14-513875

**** G. Jones left at 6:11 pm **J. Zolezzi left at 6:25 pm****

****The Board adjourned closed session at 6:30 pm****

Attorney S. Nielson stated that the Board discussed pending litigation in closed session, and no actions were taken.

6. **Financial Matters**

Approval of Payroll and Payables from February 16, 2022 to March 15, 2022, in the amount of:

Payables: \$ 80,141.09

Payroll: \$ 39,077.81

Total: \$119,218.90

Director Anderson made the motion to the Payroll and Payables from February 16, 2022, to March 15, 2022. Director Oakland seconded the motion.

No public comment.

Anderson/Oakland

Roll Call Vote:

Etchart - Y Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

7. **Board Discussion/Actions**

a. Approve Resolution 20220315: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220215. (Ward)

Ms. Ward presented Resolution 20220315: AB 361 - Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220215. This resolution must be renewed every 30 days to cover the Committee and next regular board meetings.

Director Kentosh made the motion to approve Resolution 20220315: AB 361 - Brown Act: Remote Meetings During a State of Emergency. Director Anderson seconded the motion.

No Public Comment.

Kentosh/Anderson

Roll Call Vote:

Etchart - Absent Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

b. Election of Board Officers. (Etchart)

Director Etchart stated that it is that time to nominate and elect the Board President and Vice President for the upcoming year.

Director Kentosh made the motion to nominate Director Etchart as Board President. Director Oakland seconded the motion

No Public Comment.

Kentosh/Oakland

Roll Call Vote:

Etchart - Absent Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

Director Kentosh made the motion to nominate Director Oakland as Board Vice President. Director Anderson seconded the motion.

No Public Comment.

Kentosh/Anderson

Roll Call Vote:

Etchart - Absent Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

c. Discuss Long Range Planning Committee and membership. (Etchart)

Director Etchart recommended that the Long-Range Planning Ad-hoc Committee merges with the Budget/Rate Committee, as they are closely related topics. Director Kentosh added that the Board needs an idea of the capital project costs to develop a 3-year rate schedule. Director Anderson agreed that identifying costs is essential for long-range budget planning but recommended a Board Workshop to provide complete discussion rather than merging with the Budget/Rate Committee. Director Oakland

recommended considering a consultant to assist with developing a 5–10-year project plan.

The Board consensus was that each Committee would provide a list of projects, costs, and timelines to Mr. Martinez. Ms. Ward to schedule a special meeting for the Board Workshop.

Public Comment: Ms. Von Gunten recommended staff look for the most recent capital improvement plan as a starting point. Ms. Von Gunten stated that she recalled Richard Hajas assisting with project planning in the past.

No Motion.

d. Approval of purchasing four Dual Mechanical Cylinder Scales from Regal Chlorinators for \$5,680. (Martinez)

During the most recent onsite inspection, Mr. Martinez stated the SWRCB made the recommendation to install scales for the chlorine cylinders. The scales will provide field staff with a way to monitor the contents of each cylinder daily during rounds. The District had budgeted \$40,000 for chlorine alarms, which will be postponed to the next fiscal year. Mr. Martinez recommends purchasing the 4 Dual Mechanical Cylinder scales from Regal Chlorinators for \$5680.

Director Anderson made the motion to approve the purchase of 4 Dual Mechanical Cylinder Scales from Regal Chlorinators for \$5680. Director Oakland seconded the motion.

No Public Comment.

Anderson/Oakland

Roll Call Vote:

Etchart - Absent Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

e. Approval of MKN Associates contract for 100% design of the replacement treatment plant, not to exceed \$343,655. (Kentosh/Martinez)

Mr. Martinez stated that he reviewed the project costs with MKN, and the only recommendation for a way to reduce the cost is for MOWD to manage the subcontracts and take on the project liability. Therefore, Mr. Martinez recommended keeping the contract price and allowing MKN to manage the subcontractors and hold the liability. Attorney Nielsen has reviewed the contract, and his recommended revisions are included in the contract provided in the meeting packet. Director Kentosh stated that the scope of work is concise and trusts that MKN will do a good job and supports the

contract. Director Anderson asked how long the design process would take. Director Kentosh replied that the design plan would take 9 -12 months and construction 6-12 months.

Director Kentosh made the motion to authorize executing the MKN contract for a 100% design plan for the replacement treatment plant, not to exceed \$343,655. Director Anderson seconded the motion.

No Public Comment.

Kentosh/Anderson

Roll Call Vote:

Etchart - Absent Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

f. Discussion of request by the City of Ojai to become a member of the UVRGA. (Engle)

Mr. Kuebler, Director for Ventura River Water District and UVRGA Vice President, was present to provide a summary of the City's request. Although Mr. Kuebler stated that the City of Ojai has requested to become a member of the UVRGA, the city council has not yet discussed the topic. The UVRGA will be reviewing the request at its April 12 meeting, and all five member agencies must vote unanimously to approve the City's request. It was recommended that this item be brought back for discussion at the April 19 MOWD meeting.

No Public Comments.

No Motion.

g. Discussion of an approach for the Meiners Road Zone. (Kentosh/Martinez)

Director Kentosh provided an overview of the Meiners Road zone. Based on his assessment, there are a few deficiencies. The tank (recently removed) was built in the late 1960s, and since many houses were constructed above the tank, the only purpose of the tank was as a backup supply for six homes. The previous WREA report outlines a couple of items to be addressed, including a fixed standby generator for immediate backup power and a backup standby pump. Director Kentosh will work with Mr. Martinez to draft a memo to be peer-reviewed before sending it to DDW and fire protection agencies for review. Director Anderson noted that there might be an opportunity for grant funding related to fire flows.

No Public Comments.

No Motion.

h. Request for approval of creating a full-time, benefited Administrative Clerk position, with a salary range of \$40,137-62,264. (Ward)

Ms. Ward presented the request for creating a full-time, benefited Administrative Clerk position. Ms. Ward reviewed that the Board previously approved a temporary clerk position in November 2021 for up to \$25,000. Ms. Ward stated that over 70 applications were reviewed, most were not qualified; of the few that were qualified, the reality of a temporary position prevented them from proceeding. Ms. Ward stated that the needs for administrative assistance continue to increase regarding regulatory reporting, data tracking, projects, creating searchable databases for documents, upcoming grant management, and enabling greater cross-training amongst the office staff. Ms. Ward noted that the job description is materially unchanged from the approved November 2021 version; only updates are in regards to the employment status. Director Kentosh stated that he supports the addition of a clerk; the salary and expenses will be built into the upcoming budget.

Director Anderson made the motion to approve creating a full-time, benefited Administrative Clerk position, with a salary range of \$40,137 – \$62,264. Director Kentosh seconded the motion.

No Public Comments.

Anderson/Kentosh

Roll Call Vote:

Etchart - Absent Engle- A Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes, (1) Absent – M/S/C

i. Consider customer bill relief request due to leak (136 S. Poli). (Ward/Martinez)

Ms. Ward presented a customer request for monetary relief due to a substantial leak. The customer was notified on 2-18-2022 during meter reading that he had a leak; the customer immediately requested water to be turned off for leak location and repair. The property owner states that he believes the 3.1 earthquake on 1-16-2022 was the cause of the water line rupture. The customer has already received a waiver for the \$537 drought surcharge and offered up to 12 months payment plan. He is requesting additional relief for the water used.

The Board sympathized with the customer; however, the \$537 drought surcharge waiver is appropriate, and no additional monetary relief will be granted. The Board would like to offer an extension of the payment plan for up to 36 months, payable in full

if the property is sold before the balance is paid off. Ms. Ward to inform the customer of the Board's decision.

No Public Comments.

No Motion.

8. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level has dropped to 34.6%. The District has grant applications in process. The office is now open to the public. New bank signature cards have been set up and will be at the office for each Director to come by and sign this week. The staff has been working on the draft budget expenditures. Mr. Martinez noted that the District would need to keep an eye on revenue totals. Well levels are looking good.

No Public Comment.

9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report highlighting that the SWRCB Water Arrearage Payment Program funding was received on 2-17-2022. Customer accounts were credited their respective amounts, and individual letters were mailed to each account holder. Total utility credits were \$14,153.47, \$197.77 was retained for administrative work, and \$648.76 was refunded to SWRCB. All reporting requirements have been completed. 13 accounts remain delinquent for greater than two months with balances over \$200 and have not set up payment plans. These accounts will be subject to shut-off for non-payment. Late fees and disconnections for non-payment will resume as of 3-26-2022. All Directors have completed form 700 Conflict of Interest forms except one. Ms. Ward reminded the Board that bi-annual AB 123 CA Local Agency Ethics & Harassment training is due; contact her for assistance. Ordinance 22-01-18: Director Compensation public protest period ends 3-19-2022. Ms. Ward noted that the District would have 3 Board seats up for re-election this year. Ventura County Elections has not yet completed its candidate handbooks, which are expected to be available by May 2022. Applications for candidates will be due in mid-August.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: Director Etchart stated the Committee met today, discussed committee membership and long-range planning.
- UVRGA: The next regular meeting will be held on April 14, 2022. Ms. Ward stated that the updated UVRGA Director & Alternate 2022-2024 would be presented at the April 19 regular meeting, naming Director Etchart as the primary and Director Kentosh as the alternate.
- Budget/Rate Committee: No update; Ms. Ward to schedule a meeting.

- Emergency Management Committee: No meeting. Director Anderson stated that she has been reviewing policies and examples of Emergency Response templates.
- Allocations, New Meters & Expansion of Services Committee: The Committee has been working on revisions to the draft policy.
- Grants: Director Anderson reported that the Committee had a call with the EPA and Lynn Rodriguez of the Watershed Council. The Committee will be scheduling a meeting. Public: Ms. Von Gunten recommended the Grant Committee check with the VC Community Action group regarding a low-income designation.

11. **Old Business**

- State Water: No update.
- Matilija Dam Removal Update: No update.
- Nitrate Removal: Director Kentosh stated the final status report was submitted on February 28, 2022.

12. **Director Announcements/Reports**

- Director Engle: Absent.
- Director Oakland: No report.
- Director Kentosh: No report.
- Director Anderson: No report.
- 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 7:51 pm.

Board Secretary

Board President

Report of Income as of 3/31/2022

Income	Month of March	Year To Date	Budget Appropriation	Appropriation Balance
Interest	0.25	3,274.09	--	3,274.09
Taxes	748.30	108,729.11	--	108,729.11
Pumping Charges	37.82	2,742.25	--	2,742.25
Fire Protection	95.38	1,064.15	--	1,064.15
Meter & Inst. Fees	--	--	--	--
Water Sales	46,507.22	535,698.63	--	(535,698.63)
¹ Casitas Water/Standby	9,365.37	131,870.99	--	131,870.99
MWAC Charges	62,500.71	519,988.64	--	(519,988.64)
MCC Chg.	6,505.77	56,796.36	--	(56,796.36)
² Misc. Income	351.89	31,023.22	--	31,023.22
Late & Delinquent Chgs.	1,259.25	1,294.25	--	1,294.25
Conservation Penalty	--	--	--	--
Capital Improvement	--	--	--	--
Drought Surcharge	4,416.50	52,728.99	--	52,728.99
	--	--	--	--
	--	--	--	--
	--	--	--	--
TOTAL INCOME	131,788.46	1,445,210.68	--	(1,445,210.68)

Note:

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

² This line item is the Hartmann Allocation fee &
NASPO Contract Payment from US Bank



Meiner's Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 03/16/2022 - 04/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP Bank-AP Bank						
AQUA-F	Aqua-Flo Supply	04/13/2022	Regular	0.00	20.02	10183
S11891922	Invoice	03/18/2022	Bushing for 307 E. El Roblar	0.00	20.02	
AWAVC	Association of Water Agencies	04/13/2022	Regular	0.00	60.00	10184
06-14048	Invoice	03/23/2022	CCWUC Virtual Training	0.00	60.00	
AT&T	AT&T	03/29/2022	Regular	0.00	789.28	10171
01840322	Invoice	03/13/2022	Office Phones	0.00	213.33	
08330322	Invoice	03/19/2022	Office Phones	0.00	575.95	
CALPERS	California Public Employees' Retirement	03/31/2022	Bank Draft	0.00	3,240.80	DFT0001515
INV0001983	Invoice	03/15/2022	Health	0.00	3,240.80	
CALPERS	California Public Employees' Retirement	03/31/2022	Bank Draft	0.00	3,240.78	DFT0001525
INV0001996	Invoice	03/31/2022	Health	0.00	3,240.78	
CALPERS	California Public Employees' Retirement	03/29/2022	Bank Draft	0.00	16.20	DFT0001534
031422	Invoice	03/14/2022	Active Admin. Fee	0.00	16.20	
CAL-STATE	Cal-State	04/13/2022	Regular	0.00	237.09	10185
214049	Invoice	03/31/2022	Portable Toilet	0.00	115.73	
214425	Invoice	04/05/2022	Portable Toilet	0.00	121.36	
CMWD	Casitas Municipal Water District	04/13/2022	Regular	0.00	2,278.69	10186
261150322	Invoice	03/31/2022	Fairview Stby	0.00	1,033.31	
262000322	Invoice	03/31/2022	Hartmann Allocation	0.00	212.07	
300650322	Invoice	03/31/2022	Tico & La Luna Stby	0.00	1,033.31	
CLEANCO	Cleancoast Janitorial	04/13/2022	Regular	0.00	240.00	10187
1472	Invoice	04/11/2022	Office Janitorial March	0.00	240.00	
CVTDEP	County of Ventura Transport. Dept.	04/13/2022	Regular	0.00	1,110.00	10188
332129	Invoice	03/16/2022	307 El Roblar	0.00	370.00	
332455	Invoice	03/23/2022	431 S. Padre Juan	0.00	740.00	
DATAP	Dataprose LLC	04/13/2022	Regular	0.00	1,841.90	10189
3P60126	Invoice	03/28/2022	Billing Stuffer	0.00	134.41	
DP2201006	Invoice	03/31/2022	Billing & Postage	0.00	1,707.49	
DTLEXC	DTL Excavating	03/29/2022	Regular	0.00	660.00	10172
1003	Invoice	03/01/2022	Dug Out for Power Line for Radio Tower	0.00	660.00	
EJHAR	E. J. Harrison Rolloffs, Inc.	03/29/2022	Regular	0.00	341.89	10173
281300322	Invoice	03/15/2022	Office Trash	0.00	109.94	
994260322	Invoice	03/15/2022	3 Yard Dumpster	0.00	231.95	
WACHS	E.H. WACHS	04/13/2022	Regular	0.00	3,346.12	10190
INV201961	Invoice	03/31/2022	Wire Harness, Vitals-Motor Control	0.00	3,346.12	
E H D	Environmental Health Division	04/13/2022	Regular	0.00	232.71	10191
IN0224356	Invoice	03/28/2022	Consolidated Hazardous Materials	0.00	232.71	
FAMCON	Famcon Pipe and Supply, Inc	04/13/2022	Regular	0.00	1,029.61	10192
S100074899.001	Invoice	03/17/2022	Meter Boxes	0.00	139.43	
S100075026.001	Invoice	03/17/2022	Clamps, Saddles, Straps,etc.	0.00	890.18	

Check Report

Date Range: 03/16/2022 - 04/15/2022

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	03/29/2022	Regular	0.00	767.00	10174
202888A	Invoice	03/09/2022	Samples	0.00	95.00	
203164A	Invoice	03/11/2022	Samples	0.00	95.00	
203165A	Invoice	03/11/2022	Samples	0.00	66.00	
203166A	Invoice	03/21/2022	Samples	0.00	175.00	
203167A	Invoice	03/21/2022	Samples	0.00	175.00	
203634A	Invoice	03/21/2022	Samples	0.00	66.00	
203640A	Invoice	03/21/2022	Samples	0.00	95.00	
FGLENV	FGL Environmental	04/13/2022	Regular	0.00	155.00	10193
204118A	Invoice	03/25/2022	Samples	0.00	95.00	
204119A	Invoice	03/30/2022	Samples	0.00	30.00	
204120A	Invoice	03/30/2022	Samples	0.00	30.00	
FRONTIER	Frontier Paint Ojai	03/29/2022	Regular	0.00	73.68	10175
F0281322	Invoice	03/14/2022	Yellow Paint	0.00	73.68	
GUARDIAN	Guardian	03/29/2022	Regular	0.00	606.56	10169
INV0001984	Invoice	03/15/2022	Dental	0.00	303.30	
INV0001997	Invoice	03/31/2022	Dental	0.00	303.26	
GUARDIAN	Guardian	03/29/2022	Regular	0.00	8.00	10176
7690460322	Invoice	03/16/2022	Admin. Fee	0.00	8.00	
HACHCO	Hach Company	03/29/2022	Regular	0.00	199.49	10177
12927143	Invoice	03/14/2022	Turbidity Calibration Chemical	0.00	199.49	
HLTHNE	Health Net Life Insurance Company	04/13/2022	Regular	0.00	12.30	10194
61790422	Invoice	04/05/2022	Life Insurance	0.00	12.30	
HCS	Herum/Crabtree/Suntag	04/13/2022	Regular	0.00	3,976.95	10195
102788	Invoice	03/25/2022	SBCK vs VTA	0.00	3,813.75	
102789	Invoice	03/25/2022	SBCK vs VTA	0.00	163.20	
JCI	JCI Jones Chemical, Inc.	04/13/2022	Regular	0.00	3,044.43	10196
882225	Invoice	03/28/2022	Chlorine	0.00	3,944.43	
882244	Credit Memo	03/28/2022	Container Return	0.00	-900.00	
MAR	MAR Lawn & Landscape, Inc.	04/13/2022	Regular	0.00	190.00	10197
12796	Invoice	04/01/2022	Yard Maintenance Final Invoice	0.00	190.00	
MOAR	Meiners Oaks Auto Repair	03/29/2022	Regular	0.00	78.69	10178
048329	Invoice	03/23/2022	Oil Change	0.00	78.69	
MOHARD	Meiners Oaks Hardware	04/13/2022	Regular	0.00	211.54	10198
998765	Invoice	03/08/2022	PVC Pipe	0.00	9.97	
998772	Invoice	03/08/2022	2" Black Pipe	0.00	25.71	
999049	Invoice	03/10/2022	Freezer Bags, Cut Wheel, Painters Tape	0.00	32.89	
999178	Invoice	03/11/2022	Bolts & Screws	0.00	44.44	
999374	Invoice	03/14/2022	Bolts & Screws	0.00	61.60	
999504	Invoice	03/15/2022	Marking Paint, Hand Cleaner, Safety Blue	0.00	36.93	
MKN&A	Michael K. Nunley & Associates, Inc.	04/13/2022	Regular	0.00	6,045.56	10199
100466	Invoice	03/30/2022	Nitrate Removal Work	0.00	6,045.56	
MITEC	MiTec Solutions LLC	03/29/2022	Regular	0.00	85.00	10179
78540	Invoice	03/15/2022	Splashtop, Anti-Virus	0.00	50.00	
78591	Invoice	03/15/2022	Anti-Virus	0.00	35.00	
MITEC	MiTec Solutions LLC	04/13/2022	Regular	0.00	446.35	10200
1062152	Invoice	03/01/2022	Remote Work	0.00	101.50	
79055	Invoice	04/01/2022	Off Site Back-Up	0.00	98.00	
79141	Invoice	04/01/2022	Exchange, Web Hosting, ShareSync	0.00	246.85	

Check Report

Date Range: 03/16/2022 - 04/15/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
NCK&K 6604	Nelson Comis Kettle & Kinney, LLP Invoice	04/05/2022	04/13/2022 Attorney Fees	Regular	0.00 0.00	4,485.00 4,485.00	10201
OFFDEP 234899046001 234904597001	Office Depot Invoice Invoice	03/23/2022 03/22/2022	04/13/2022 Office Chair, Paper, Binder Clips, etc. Writing Pads	Regular	0.00 0.00 0.00	646.24 633.78 12.46	10202
OILELE 2032355	Oilfield Electric Company, Inc. Invoice	03/31/2022	04/13/2022 Installing New LED High Bay	Regular	0.00 0.00	2,141.73 2,141.73	10203
PATHIAN INV0001986 INV0001999	Pathian Administrators Invoice Invoice	03/15/2022 03/31/2022	03/29/2022 HSBS HSBS	Regular	0.00 0.00 0.00	111.84 55.93 55.91	10170
POWER W58055	Power Machinery Center Invoice	03/30/2022	04/13/2022 Golf Cart Maintenance	Regular	0.00 0.00	127.63 127.63	10204
PERS INV0001982	Public Employees' Retirement System Invoice	03/15/2022	03/31/2022 457 Withholdings	Bank Draft	0.00 0.00	250.00 250.00	DFT0001514
PERS INV0001985	Public Employees' Retirement System Invoice	03/15/2022	03/31/2022 PERS	Bank Draft	0.00 0.00	2,828.12 2,828.12	DFT0001516
PERS INV0001995	Public Employees' Retirement System Invoice	03/31/2022	03/31/2022 457 Withholdings	Bank Draft	0.00 0.00	250.00 250.00	DFT0001524
PERS INV0001998	Public Employees' Retirement System Invoice	03/31/2022	03/31/2022 PERS	Bank Draft	0.00 0.00	2,950.22 2,950.22	DFT0001526
PERS 10000001675866	Public Employees' Retirement System Invoice	04/01/2022	04/12/2022 Unfunded Accrued Liability	Bank Draft	0.00 0.00	109.17 109.17	DFT0001535
PERS 10000001675866	Public Employees' Retirement System Invoice	04/01/2022	04/12/2022 Unfunded Accrued Liability	Bank Draft	0.00 0.00	2,443.25 2,443.25	DFT0001536
SCE OFFELE0322 TNKFRM0322 WELL1-0322 WELL2-0322 WELL4&70322 WELL80322 Z-20322 Z-2FIRO322 Z-2PWR0322 Z-3 FIRO322	Southern California Edison Co. Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022 03/23/2022	03/29/2022 Office Electricity Tank Farm Well 1 Well 2 Well 4&7 Well 8 Zone 2 Zone 2 Fire Z-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	6,121.13 140.60 33.43 1,026.71 938.55 3,270.76 153.45 89.72 91.18 357.55 19.18	10180
SCGAS 0578	Southern California Gas Co. Invoice	04/01/2022	04/13/2022 Office Heat	Regular	0.00 0.00	55.56 55.56	10205
STARDYMIX 622166	State Ready Mix Inc. Invoice	03/23/2022	03/29/2022 Sand Slurry for Leak on S. Padre Juan	Regular	0.00 0.00	356.71 356.71	10181
THLF 200583	The Hathaway Law Firm, LLP Invoice	03/31/2022	04/13/2022 Attorney Fees	Regular	0.00 0.00	11,116.17 11,116.17	10206
TYLER 025-374719	Tyler Technologies, Inc. Invoice	03/31/2022	04/13/2022 Utility Billing Insite Transactions	Regular	0.00 0.00	177.50 177.50	10207
UAOFSC 320220438	Underground Service Alert of So.Ca. Invoice	04/01/2022	04/13/2022 Digalerts	Regular	0.00 0.00	31.45 31.45	10208

Check Report

Date Range: 03/16/2022 - 04/15/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
USBANK	US Bank Corporate Pmt. System	04/13/2022	Regular	0.00	4,948.50	10209
AAS031022	Invoice	03/10/2022	Shipping	0.00	179.35	
AIRGAS030722	Invoice	03/07/2022	Electrode Stick	0.00	63.48	
AMAZON032122	Invoice	03/21/2022	Cash Register	0.00	482.63	
DROPBOX032122	Invoice	03/21/2022	Business Account	0.00	45.00	
FIREHOSE030122	Invoice	03/01/2022	Fire Hose Fitting	0.00	82.20	
GOTO031622	Invoice	03/16/2022	Remote Meetings	0.00	10.00	
HOMED031122	Invoice	03/11/2022	Garage Shelving Unit	0.00	3,487.26	
LOWES031422	Invoice	03/14/2022	Shovels, Spades	0.00	214.23	
QSS031722	Invoice	03/17/2022	Storage Unit	0.00	184.00	
PAPA030222	Invoice	03/02/2022	Grant Discussion Lunch	0.00	65.35	
PPE031422	Invoice	03/14/2022	Honda Carb. Assy.	0.00	121.07	
PRIME032122	Invoice	03/21/2022	Membership	0.00	13.93	
VERIZON	Verizon Wireless	04/13/2022	Regular	0.00	405.99	10210
9902816054	Invoice	03/26/2022	Cell Phone	0.00	405.99	
WEX	WEX BANK	03/29/2022	Regular	0.00	1,493.96	10182
79421458	Invoice	03/15/2022	Fuel	0.00	1,493.96	

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	91	42	0.00	60,307.27
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	9	9	0.00	15,328.54
EFT's	0	0	0.00	0.00
	100	51	0.00	75,635.81

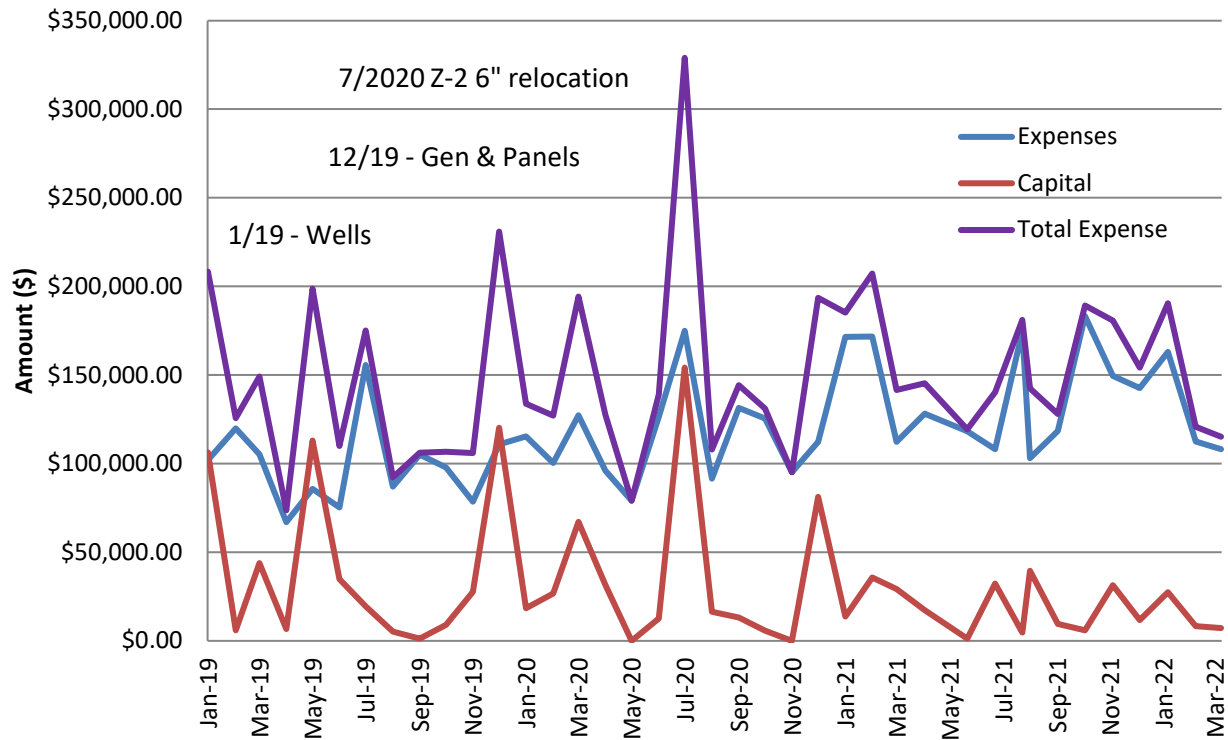
PR 40,843.78

Meiners Oaks Water District

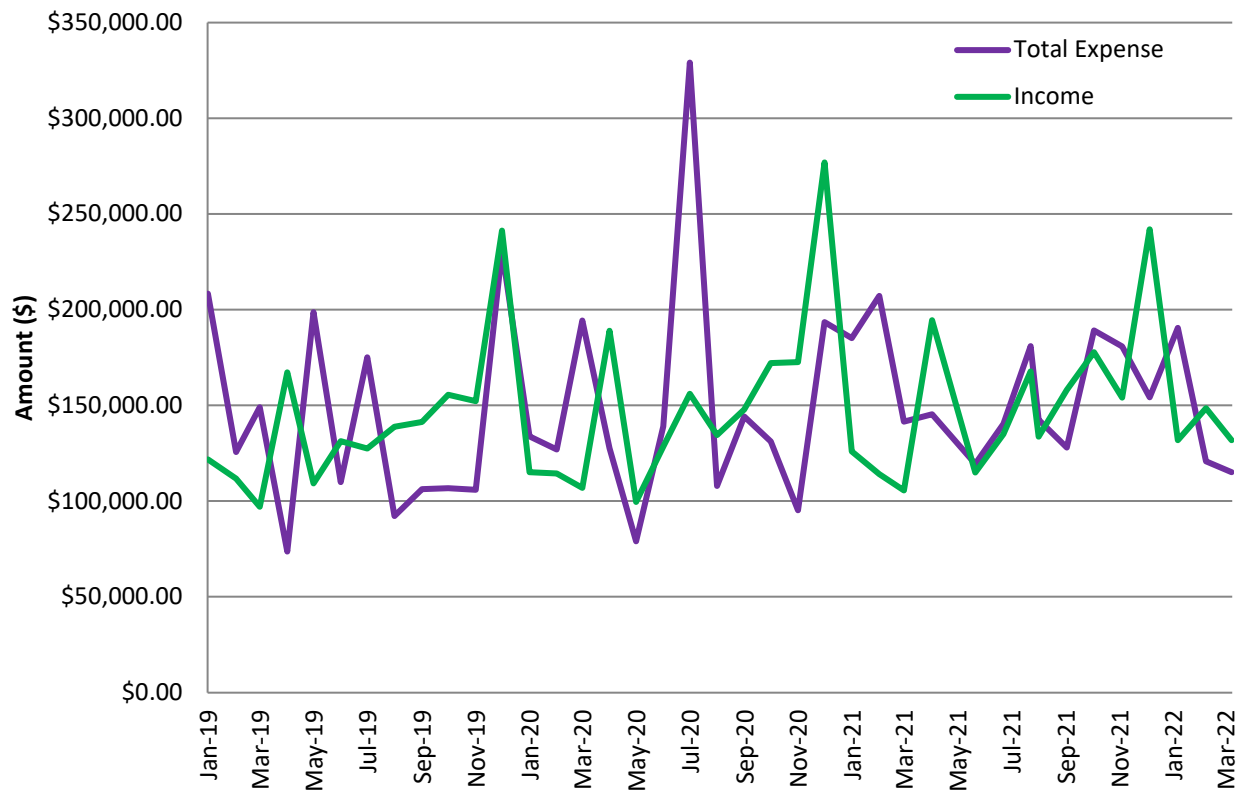
Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

Expenditures	Month of March	Year To Date	Budget Approp	Approp Bal 03/31/22	Current April	Approp FY Bal To Date
Salaries	42,100.26	375,601.53	600,000.00	224,398.47	-	224,398.47
Payroll Taxes	3,262.19	30,464.68	45,000.00	14,535.32	-	14,535.32
Retirement Contributions	5,681.23	44,788.16	55,000.00	10,211.84	-	10,211.84
Group Insurance	6,093.62	55,145.36	96,000.00	40,854.64	-	40,854.64
Company Uniforms	-	2,624.43	4,500.00	1,875.57	-	1,875.57
Phone Office	789.28	7,136.66	9,000.00	1,863.34	-	1,863.34
Janitorial Service	542.82	5,845.17	4,400.00	(1,445.17)	551.36	(1,996.53)
Refuse Disposal	341.89	3,253.00	4,500.00	1,247.00	-	1,247.00
Liability Insurance	-	53,916.53	54,000.00	83.47	-	83.47
Workers Compensation	-	11,436.56	18,000.00	6,563.44	-	6,563.44
Wells	35.68	104.99	10,000.00	9,895.01	-	9,895.01
Truck Maintenance	206.32	2,345.09	3,500.00	1,154.91	-	1,154.91
Office Equipment Maintenance	184.00	3,078.00	5,000.00	1,922.00	-	1,922.00
Security System	-	664.54	600.00	(64.54)	-	(64.54)
Cell Phones	405.99	3,608.57	4,500.00	891.43	-	891.43
System Maintenance	8,183.84	39,343.89	100,000.00	60,656.11	-	60,656.11
Safety Equipment	-	3,410.02	6,000.00	2,589.98	-	2,589.98
Laboratory Services	1,112.00	10,712.00	12,000.00	1,288.00	-	1,288.00
Membership and Dues	-	8,066.00	9,000.00	934.00	-	934.00
Printing and Binding	-	21.96	2,500.00	2,478.04	-	2,478.04
Office Supplies	1,206.80	5,569.86	6,000.00	430.14	-	430.14
Postage and Express	2,021.25	10,766.86	11,000.00	233.14	-	233.14
B.O.D. Fees	650.00	6,700.00	15,000.00	8,300.00	-	8,300.00
Engineering & Technical Services	-	-	30,000.00	30,000.00	-	30,000.00
Computer Services	708.85	23,858.89	17,000.00	(6,858.89)	344.85	(7,203.74)
Other Prof. & Regulatory Fees	277.36	14,094.44	40,000.00	25,905.56	31.45	25,874.11
Public and Legal Notices	-	302.56	2,000.00	1,697.44	-	1,697.44
Attorney Fees	13,228.67	115,165.02	75,000.00	(40,165.02)	4,485.00	(44,650.02)
GSA Fees	-	42,903.14	50,000.00	7,096.86	-	7,096.86
VR/SBC/City of VTA Law Suit	3,976.95	28,243.46	75,000.00	46,756.54	-	46,756.54
Rental Equipment	-	-	-	-	-	-
Audit Fees	-	7,300.00	25,000.00	17,700.00	-	17,700.00
Small Tools	3,681.42	4,205.73	5,000.00	794.27	-	794.27
Election Supplies	-	-	2,500.00	2,500.00	-	2,500.00
Water Purchase	-	238,639.17	150,000.00	(88,639.17)	-	(88,639.17)
CMWD Standby Charges	2,278.69	20,306.55	20,000.00	(306.55)	-	(306.55)
Treatment Plant	3,243.92	10,667.27	20,000.00	9,332.73	-	9,332.73
Fuel	1,493.96	12,140.49	13,000.00	859.51	-	859.51
Travel Exp./Seminars	125.35	1,134.81	2,000.00	865.19	-	865.19
Utilities	217.28	2,110.22	3,500.00	1,389.78	55.56	1,334.22
Power and Pumping	5,980.53	43,565.32	80,000.00	36,434.68	-	36,434.68
Meters	-	1,931.44	10,000.00	8,068.56	-	8,068.56
Total Expenditures	108,030.15	1,251,172.37	1,695,500.00	444,327.63	5,468.22	438,859.41
Water Distribution System	-	-	-	-	-	-
<i>Fairview Connection (FY22-23)</i>	-	-	-	-	-	-
<i>Well 8 Nitrate Removal/Blending</i>	6,045.56	36,573.35	40,000.00	3,426.65	-	3,426.65
<i>4 Valve Replacements/Deadends</i>	-	-	68,000.00	68,000.00	-	68,000.00
<i>Tank Cleaning</i>	-	-	6,000.00	6,000.00	-	6,000.00
<i>El Sol to Lomita Tie-In Engineering</i>	-	-	5,000.00	5,000.00	-	5,000.00
<i>Repairs to Meiners Rd. 80K Gallon Tank</i>	660.00	30,332.06	30,000.00	(332.06)	-	(332.06)
Structures and Improvements	-	-	-	-	-	-
<i>Chlorine Alarms</i>	-	-	40,000.00	40,000.00	-	40,000.00
<i>T.P. Final Eng. 100% Design</i>	-	-	175,000.00	175,000.00	-	175,000.00
<i>Treatment Plant Set-Aside Fund</i>	-	-	200,000.00	200,000.00	-	200,000.00
<i>Wells 4&7 CL 17</i>	-	-	15,000.00	15,000.00	-	15,000.00
Office Machines	-	-	-	-	-	-
<i>Radio/Cellular Meters (FY22/23)</i>	-	-	-	-	-	-
Field Equipment	-	-	-	-	-	-
<i>Sounder</i>	-	-	2,500.00	2,500.00	-	2,500.00
<i>New Truck Generator</i>	-	-	3,500.00	3,500.00	-	3,500.00
<i>Welder</i>	-	-	3,500.00	3,500.00	-	3,500.00
<i>Air Compressor (Tow Behind)</i>	-	-	16,000.00	16,000.00	-	16,000.00
<i>Crane for New Truck</i>	-	14,896.19	15,000.00	103.81	-	103.81
<i>New Truck Tools</i>	-	4,201.80	5,000.00	798.20	-	798.20
Appropriations for Contingencies	356.71	60,258.83	100,000.00	39,741.17	-	39,741.17
Total CIP Spending	7,062.27	146,262.23	724,500.00	578,237.77	-	578,237.77
GRAND TOTAL	115,092.42	1,397,434.60	2,420,000.00	1,022,565.40	5,468.22	1,017,097.18

MOWD Monthly Expenses



MOWD Income & Expenses





RESOLUTION NO. 20220419
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
MEINERS OAKS WATER DISTRICT

Honoring Diana Engle for 6 years of service as a Board Director

WHEREAS, Diana has been a faithful Director on the Board of the District since 2016,
and

WHEREAS, Diana has committed herself and her efforts in an exemplary fashion;

NOW, THEREFORE BE IT RESOLVED, that Diana Engle is hereby commended and
thanked for her dedication and service to the Meiners Oaks Water District and its
constituents.

Passed, Approved and Adopted this 19th day of April 2022.

ATTEST:

Board Secretary

Board President

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**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MEINERS OAKS
WATER DISTRICT APPOINTING DIRECTOR AND ALTERNATE DIRECTOR TO THE
BOARD OF DIRECTORS OF THE UPPER VENTURA RIVER GROUNDWATER
AGENCY JOINT POWERS 2022-2024**

1. All the recitals in this resolution are true and correct and the Meiners Oaks Water District so finds, determines and represents.
2. The Meiners Oaks Water District Board of Directors hereby appoints Mike Etchart as the Director and appoints James Kentosh as the Alternate Director to represent the Meiners Oaks Water District on the UVR Groundwater Agency Board.
3. The individuals appointed as the Director and Alternate Director are both a member of the Meiners Oaks Water District's staff or of the Board of Directors, as required by the JPA.
4. The MOWD Board of Directors hereby confirms that the Director and Alternate Director appointed pursuant to this resolution are authorized to

1 represent MOWD's interest with respect to all matters that come before
2 the UVR Groundwater Agency Board.

3 5. This resolution shall take effect immediately upon passage and adoption.

4 **WE, THE UNDERSIGNED**, do hereby certify that the above and foregoing

5 Resolution No. 20220419-1, *replacing Resolution No. 20220118-1*, was duly adopted
6 and passed by the Meiners Oaks Water Board of Directors at a regularly scheduled
7 meeting held on the 19th day of April, 2022, by the following vote:

8 AYES:

9 NOES:

10 ABSENT:

11 _____
12 Michel Etchart, President

13 Meiners Oaks Water District

14 ATTEST:

15 _____
16
17 Summer Ward, Board Secretary



RESOLUTION NO. 20220419-2

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MEINERS OAKS WATER DISTRICT

REQUESTING THAT THEIR GENERAL DISTRICT ELECTION
TO BE HELD ON NOVEMBER 8, 2022, BE CONSOLIDATED
WITH OTHER ELECTIONS CALLED TO BE HELD ON THE SAME DAY AND IN THE SAME
TERRITORY

WHEREAS, an election shall be conducted for the Meiners Oaks Water District pursuant to the Uniform District Election Law commencing with section 10403 of the Elections Code on November 8, 2020, for the purpose of electing Three Directors; and

WHEREAS, the Board of Directors wishes the Elections Division of the Office of the County Clerk to conduct said election; and

WHEREAS, pursuant to Section 10418 et seq. of the Elections Code, said election may be consolidated with other elections to be held on the same day; and

WHEREAS, the Board of Directors desires to request that this District's General District Election be consolidated with any other election which may be held on the same date and involving the same territory.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS as follows:

THAT the General District Election of this District is to be held on November 8, 2022, and consolidated with any other elections held on the same date and involving all or a portion of the territory of the District pursuant to Section 10418 et seq. of the Elections Code; and further

THAT, pursuant to Elections Code Section 10002, the District shall reimburse the County in full for the services performed upon presentation of a bill to the District.

PASSED, APPROVED AND ADOPTED this 19th day of April 2022.

President of the Board
Michel Etchart

Secretary to the Board
Summer Ward

RESOLUTION NO. 20220419-3:

AB 361-Brown Act: Remote Meetings During a State of Emergency (Subsequent)

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MEINERS OAKS WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY CA EXECUTIVE ORDER N-29-20 MARCH 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF MEINERS OAKS WATER DISTRICT FOR THE PERIOD APRIL 22, 2022 – MAY 22, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the MEINERS OAKS WATER DISTRICT is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of MEINERS OAKS WATER DISTRICT's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, March 4, 2020 CA Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; despite sustained efforts the virus continues to spread and is impacting nearly all sectors of California; and

WHEREAS, the Ventura County Public Health Officer issued order October 18, 2021 regarding the highly transmissible Delta Variant, recommends vaccinated and unvaccinated persons to mask and social distance until health metric criteria are met or rescinded, superseded, or amended by the Health Officer; and

WHEREAS, the Board of Directors does hereby find that the ongoing risk posed by the highly transmissible COVID-19 virus, will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and

facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of MEINERS OAKS WATER DISTRICT shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, all meeting agendas, meeting dates, times and manner in which the public may attend the meeting and offer public comment by call-in option or internet-based service option, are posted at a minimum, on the District website and physically outside the District Office.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF MEINERS OAKS WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and the ongoing risk posed by the highly transmissible COVID-19 virus, and, Ventura County Public Health orders for social distancing has caused, and will continue to cause, conditions of peril to the safety of persons within the District.

Section 3. Re-Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager, Board Secretary and legislative bodies of MEINERS OAKS WATER DISTRICT are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of MAY 22, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of MEINERS OAKS WATER DISTRICT may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of MEINERS OAKS WATER DISTRICT, this 19 day of APRIL, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Meiners Oaks Water District

PROP 218 NOTICE OF PUBLIC HEARING

Proposed Water Rates Increase

April 19, 2022

DRAFT

Notice Summary

Meiners Oaks Water District hasn't increased its water rates since 2018, partly due to the pandemic. Now, in preparation for a water treatment plant replacement and other major projects we must finally increase our rates. This Notice compares current rates with proposed new rates over the next three years. It provides an explanation for why and how we will increase our various rates. A public hearing has been scheduled on this topic. Our customers are invited to attend the hearing and to provide comments, or to submit comments by mail, email or phone. Attached to this notice is a form for protesting the rate increase, if you wish to do so. Depending on customers' input, MOWD's board may adopt the new rate structure for the next three years in Month, 2022.

Notice of Public Hearing on Water Rates and Allocations

Date: Tuesday, Month , 2022
Time: 6:30 PM
Location: Meiners Oaks Elementary School Auditorium
400 South Lomita Avenue
Ojai, CA 93023

OR BY VIDEO.

PUT ALL THE MEETING/VIDEO
INFORMATION HERE

Why Water Rates Must Increase

Water rates must increase for several reasons, including the following:

- ◆ Our small water treatment plant, visible from the parking area for the Cozy Dell trailhead, needs to be replaced.
- ◆ A recent inspection of our water tanks found that one tank must be replaced in a few years.
- ◆ We must upgrade the Meiners Road pressure zone to improve fire flow reliability.
- ◆ The City of Ventura is suing around 14,000 pumpers and landowners in our area, including MOWD, to adjudicate groundwater in the Upper Ventura River Basin, where we have our wells. We have hired an attorney and are participating in the process. This is a very costly effort and we don't know its effects on future budgets.
- ◆ As a necessary step to promote conservation, our backup water supplier, Casitas MWD, has increased its over-allocation charge from \$1 to \$5 per hundred cubic feet (HCF), and we must be able to pass that potential cost on to our customers who exceed their own water allocations in very dry years.
- ◆ Inflation has risen in the past year and we need flexibility to raise water rates if inflation continues to affect our costs.

How Much Will Rates Change?

For Fiscal Year 2022-23:

- ◆ The monthly Water Availability Charge (WAC) will increase from \$35.91 to \$36.00.
- ◆ The monthly Meter Capacity Charges (MCC) will not change (until FY 2023-24).
- ◆ The cost of each hundred cubic feet (HCF) of water you use each month will increase from \$2.34/HCF to \$3.85/HCF.
- ◆ The over-allocation charge will increase from \$1.00/HCF to a maximum of \$5.00/HCF, depending on drought conditions.
- ◆ The purchase of Casitas water will continue to be paid via a "Casitas Surcharge."

See Table 1 for more detailed information on the proposed future rates. The usage rate and MCC will increase in Fiscal Year 2023-24 and FY 2024-25. The board has the option of adopting lower rates in each of those years if justified.

For many years we have received about half of our revenue from fixed charges – the amount customers pay even if they don't use any water. To encourage water conservation, we are increasing our unit charges the most – the amount customers pay for the water they use. That way, those who use the least amount of water will pay relatively less.

Customer Allocations

Despite significant rains early this winter, Lake Casitas remains under 40% of capacity and we are still in a Stage 3 Drought. Since 2013, there have been periods when we have been forced to take all of our water from Casitas MWD. To prepare for the possibility of a continuing drought, MOWD recently adopted a water allocation program in conformance with Casitas MWD's *Water Allocation and Efficiency Program (WEAP)*. MOWD's *Allocation Program* is posted on our web site.

Our online Allocation Calculator is also available on our website. You can enter your Customer Number and see your monthly allocation amounts, which vary with drought stage. Staying within your allocation will be important because over-allocation fees are increasing substantially. We will continue our Allocation Waiver Program for customers who may have unique circumstances and wish to revise their allocation, if justified.

Water Rates for 2022 - 2025 Alternative 12
Table 1

1) Monthly Water Availability Charge (WAC)

Meter size	Current	Proposed		
	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	\$35.91	\$36.00	\$36.00	\$36.00

2) Monthly Meter Capacity Charge (MCC)

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
5/8"&3/4"	\$0.00	\$0.00	\$0.00	\$0.00
1"	\$16.00	\$16.00	\$16.80	\$17.60
1.5"	\$36.00	\$36.00	\$37.80	\$39.70
2"	\$104.00	\$104.00	\$109.20	\$114.70
3"	\$256.00	\$256.00	\$268.80	\$282.20
4"	\$776.00	\$776.00	\$814.80	\$855.50
6"	\$1,576.00	\$1,576.00	\$1,654.80	\$1,737.50

3) Unit Rate per HCF for all water used

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	\$2.34	\$3.85	\$3.90	\$3.95

4) Over-Allocation Penalty (Additional charge for use exceeding a customer's monthly allocation.)

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	\$1.00/Unit	The Over-Allocation Penalty will be set at Casitas MWD's Over-Allocation Penalty then in effect (Currently \$5.00/HCF). The amount is additional to the unit rate.		

5) Casitas Surcharge

Meter size	FY2021-22	FY2022-23	FY2023-24	FY2024-25
All	The cost of purchasing water from Casitas MWD is collected as a "Casitas Surcharge" added to a customer's bill in proportion to the amount of water used that month. (NO CHANGE)			

6) Other Fees and Charges

See our website for special rates and conditions.

Note: 1 Unit = 100 cubic feet = 1 HCF = 748 gallons

**To Protest – Return this page by mail with information filled in
(No reply or action needed if you don't wish to protest)**

If you are the owner of record of a parcel or parcels subject to the proposed rate increases, you may submit a protest against any or all of the proposed rate increases by filing a **written** protest with MOWD on or before the time set for the public hearing **????, 2017 at 6:30pm**. If written protests are filed by a majority of these parcel owners, the proposed rate adjustments will not be imposed.

A written protest must contain your printed (or typed) name, signature, mailing address, and a description of the parcel or parcels in which the party signing the protest has an interest. A street address and/or parcel number shall be considered sufficient description. If the parcel owner signing the protest is not shown on the last certified Ventura County Assessor's tax roll as the owner of the parcel(s), the protest must contain, or be accompanied by, written evidence that such party is the owner of the parcel(s). Protests must be received no later than **????, 2019 (postmarks do not apply)** and be mailed to:

Meiners Oaks County Water District
202 W. El Roblar Drive, Meiners Oaks, CA 93023
Attn: Protest Ballot

2019 PROTEST BALLOT

Must be received no later than _____ – postmarks do not apply

☐ I protest the proposed rates.

Name (printed)

Signature

Customer Number

Address of property located in MOWD

Parcel number of property

Comments (optional): Attach comment if necessary.

Estimated 10-Year Capital Expenses

Fiscal Year	Water Treat Plant	Meiners Road Zone	Replace Tank No. 2	New Well or Well 8	Replace Mains	Chloramination	Other	Annual Capital Expense
2022-23	\$350,000	\$75,000		\$60,000			\$74,500	\$559,500
2023-24	\$800,000	\$75,000				\$30,000	\$50,000	\$955,000
2024-25	\$700,000						\$50,000	\$750,000
2025-26			\$30,000	\$100,000		\$100,000	\$50,000	\$280,000
2026-27			\$600,000				\$50,000	\$650,000
2027-28			\$600,000				\$50,000	\$650,000
2028-29					\$100,000		\$50,000	\$150,000
2029-30					\$500,000		\$50,000	\$550,000
2030-31					\$500,000		\$50,000	\$550,000
2031-32					\$500,000		\$50,000	\$550,000

MOWD Projected Financial Reserves

Alt 12

Fiscal Year	Annual Operating Budget	Annual Capital Expenses	Total Annual Expenses	Annual Revenue	End-of-Yr Reserves
					\$1,400,000
2022-23	\$1,592,500	\$559,500	\$2,152,000	\$2,060,544	\$1,308,544
2023-24	\$1,656,200	\$955,000	\$2,611,200	\$2,142,966	\$840,310
2024-25	\$1,722,448	\$750,000	\$2,472,448	\$2,228,684	\$596,546
2025-26	\$1,791,346	\$280,000	\$2,071,346	\$2,317,832	\$843,032
2026-27	\$1,863,000	\$650,000	\$2,513,000	\$2,410,545	\$740,577
2027-28	\$1,937,520	\$650,000	\$2,587,520	\$2,506,967	\$660,024
2028-29	\$2,015,021	\$150,000	\$2,165,021	\$2,607,246	\$1,102,249
2029-30	\$2,095,621	\$550,000	\$2,645,621	\$2,711,535	\$1,168,163
2030-31	\$2,179,446	\$550,000	\$2,729,446	\$2,819,997	\$1,258,714
2031-32	\$2,266,624	\$550,000	\$2,816,624	\$2,932,797	\$1,374,886

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

Expenditures	2022 Proposed	2021 Actuals	2020 Actuals	2019 Actuals
Salaries	\$ 600,000.00	\$ 503,684.33	\$ 456,846.42	\$ 411,628.86
Payroll Taxes	\$ 55,000.00	\$ 40,853.93	\$ 37,355.36	\$ 34,852.67
Retirement Contributions	\$ 75,000.00	\$ 61,798.94	\$ 52,002.97	\$ 42,618.11
Group Insurance	\$ 96,000.00	\$ 94,610.30	\$ 94,908.38	\$ 68,103.64
Company Uniforms	\$ 4,500.00	\$ 1,673.18	\$ 2,695.45	\$ 312.53
Phone Office	\$ 10,000.00	\$ 9,373.02	\$ 9,618.53	\$ 7,230.92
Janitorial Service	\$ 6,000.00	\$ 7,377.90	\$ 5,854.79	\$ 4,497.68
Refuse Disposal	\$ 5,000.00	\$ 4,043.24	\$ 3,302.58	\$ 4,061.96
Liability Insurance	\$ 61,000.00	\$ 40,100.79	\$ 27,225.13	\$ 25,003.90
Workers Compensation	\$ 16,000.00	\$ 15,058.95	\$ 13,984.93	\$ 12,167.92
Wells	\$ 5,000.00	\$ 6,882.70	\$ 4,871.37	\$ 18,592.98
Truck Maintenance	\$ 3,500.00	\$ 5,007.41	\$ 8,192.98	\$ 5,589.50
Office Equip. Maintenance	\$ 4,000.00	\$ 4,234.43	\$ 4,534.34	\$ 3,674.01
Cell Phones	\$ 4,500.00	\$ 4,658.89	\$ 3,840.03	\$ 3,826.31
System Maintenance	\$ 90,000.00	\$ 100,237.25	\$ 54,560.95	\$ 58,767.13
Safety Equipment	\$ 6,000.00	\$ 3,117.01	\$ 2,826.20	\$ 585.87
Security	\$ 1,000.00	\$ -	\$ -	\$ -
Laboratory Services	\$ 12,000.00	\$ 10,758.37	\$ 9,731.00	\$ 22,127.00
Membership and Dues	\$ 9,000.00	\$ 7,895.00	\$ 7,720.00	\$ 8,357.00
Printing and Binding	\$ 2,000.00	\$ 1,547.33	\$ 3,013.30	\$ 186.66
Office Supplies	\$ 6,000.00	\$ 7,378.91	\$ 8,196.07	\$ 4,396.97
Postage and Express	\$ 12,000.00	\$ 14,319.47	\$ 11,566.28	\$ 13,321.66
B.O.D. Fees	\$ 27,000.00	\$ 12,700.00	\$ 15,150.00	\$ 12,650.00
Engineering & Technical Services	\$ 50,000.00	\$ 7,824.71	\$ 29,428.71	\$ 19,333.74
Computer Services	\$ 17,000.00	\$ 22,837.79	\$ 16,951.12	\$ 20,390.26
Other Prof. & Regulatory Fees	\$ 40,000.00	\$ 32,773.09	\$ 30,365.48	\$ 38,075.81
Public and Legal Notices	\$ 2,000.00	\$ 2,017.48	\$ -	\$ 126.00
Attorney Fees	\$ 50,000.00	\$ 104,437.57	\$ 103,354.95	\$ 54,957.11
GSA Fees	\$ 50,000.00	\$ 31,299.79	\$ 72,214.82	\$ 50,000.00
VR/SBC/City of VTA Law Suit	\$ 75,000.00	\$ 38,575.80	\$ 55,858.73	\$ 28,105.44
State Water	\$ -	\$ -	\$ -	\$ -
Audit Fees	\$ 25,000.00	\$ 13,200.00	\$ 18,700.00	\$ 19,400.00
Small Tools	\$ 5,000.00	\$ 1,898.35	\$ 3,330.72	\$ 1,966.19
Election Supplies	\$ 2,500.00	\$ 2,517.03	\$ -	\$ 518.77
Treatment Plant	\$ 10,000.00	\$ 13,205.86	\$ 8,037.02	\$ 14,676.81
Fuel	\$ 20,000.00	\$ 9,842.63	\$ 11,333.27	\$ 9,866.24
Travel Exp./Seminars	\$ 2,000.00	\$ 1,079.06	\$ 715.51	\$ 678.00
Utilities	\$ 3,500.00	\$ 2,714.35	\$ 2,154.94	\$ 2,173.89
Power and Pumping	\$ 80,000.00	\$ 61,151.31	\$ 64,253.50	\$ 25,295.13
Meters	\$ 25,000.00	\$ 5,863.07	\$ 11,227.19	\$ 8,370.94
Total Expenditures	\$ 1,567,500.00	\$ 1,540,077.57	\$ 1,283,751.84	\$ 1,352,961.39

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

	2022 Proposed	2021 Actuals	2020 Actuals	2019 Actuals
Capital Expenditures				
Water Distribution System				
Wells 4 & 7	\$ -	\$ -	\$ -	\$ 85,869.09
Wells 1 & 2 Rehab	\$ -	\$ -	\$ -	\$ 130,499.00
Zone 1 Booster/MCC Upgrade	\$ -	\$ -	\$ -	\$ 3,203.92
Well 1,2 VFD Upgrade	\$ -	\$ -	\$ -	\$ 79,360.09
Automating Fairview Conn. Design	\$ -	\$ -	\$ -	\$ -
Well 8 Nitrate Removal/Blending	\$ 60,000.00	\$ 7,780.00	\$ -	\$ -
Valve Replacements	\$ 50,000.00	\$ -	\$ -	\$ 42,686.77
Relocate 6" Main for Z-2	\$ -	\$ 155,050.00	\$ 9,875.00	\$ -
El Sol to Lomita Tie In Engineering	\$ -	\$ -	\$ -	\$ -
Tank Cleaning	\$ 6,000.00	\$ -	\$ -	\$ -
Meiners Rd. Tank/Zone	\$ 75,000.00	\$ 31,294.75	\$ -	\$ -
Structures and Improvements				
Generator/Panel Upgrades	\$ -		\$ 151,787.28	\$ -
Treatment Plant 100% Eng. Design*	\$ 350,000.00	\$ -	\$ 15,207.00	\$ 13,204.00
Treatment Plant Set Aside Fund	\$ -	\$ -	\$ -	\$ -
Well 4 Development Work	\$ -	\$ -	\$ 92,263.16	\$ -
Vehicles	\$ -	\$ -		\$ -
1 Ton Service Truck	\$ -	\$ 80,201.22	\$ -	\$ -
Furniture and Fixtures				
General Managers Desk	\$ -	\$ -	\$ -	\$ -
Office Machines	\$ -	\$ -	\$ -	\$ 2,939.81
New Meter Reading Handhelds/Software	\$ -	\$ 13,856.70	\$ -	\$ -
Field Equipment				
Leak Detector	\$ -	\$ 19.50	\$ -	\$ -
Vibraplate	\$ -	\$ -	\$ -	\$ -
Welder for New Truck	\$ -	\$ -	\$ -	\$ -
Crane for New Truck	\$ -	\$ -	\$ -	\$ -
GIS Equipment & Software	\$ 15,000.00			
Air Compressor	\$ 3,500.00	\$ -	\$ -	\$ -
Appropriations for Contingencies	\$ 100,000.00	\$ 109,814.51	\$ 55,436.58	\$ 239,464.69
Total CIP Spending	\$ 659,500.00	\$ 398,016.68	\$ 324,569.02	\$ 597,227.37
GRAND TOTAL	\$ 2,227,000.00	\$ 1,938,094.25	\$ 1,608,320.86	\$ 1,950,188.76

*Recommend transferring \$200,000 from reserves

Income	2022 Proposed	2021 Actuals	2020 Actuals	2019 Actuals
Total	New Rates	\$ 1,850,136.41	\$ 1,709,734.59	\$ 1,584,806.01



Water Treatment Plant Final Design Funding

Meiners Oaks Water District is under contract with MKN & Associates to complete the 100% design plans for a replacement Treatment Plant in the amount of \$343,655.00. MKN & Associates will provide the District with a shovel ready project mid to late January 2023.

Due to MOWD CIP needs we have started the Prop. 218 process to increase water rates. The district has created a DRAFT budget for 22-23 FY to reflect these expenditures.

Recommended Action: Although the District's budget can support this portion of the project it is the General Managers recommendation that the BOD make a motion to transfer \$200,000 from our reserve funds, of \$1,420,361.49, to the general fund. This will help offset the monthly cost as unscheduled bills come in for the project.



Feb. 26, 2022

President Mike Etchart

Meiners Oak Water District

202 W El Roblar Dr, Ojai, CA 93023

Re: Proposal for Engagement and Fee Arrangement

Cc: Justin Martinez, General Manager

Attachment: WP 2022 Schedule of Fees

Dear Mike and members of the MOWD Board of Directors,

Pursuant our lovely conversations this last fall and winter 2021, please find our simple proposal to initiate work together towards sustainable funding pathways for Meiners Oaks Water District. As discussed, this Letter of Engagement will initialize work to plan to assist organizing, recommendations, design and funding opportunities for Water Resilience for Meiners Oak Water District. The Primary Scope will focus on Fundraising: Leverage current funds to receive private, state, federal monies. These tasks of the Primary Scope include, but are not limited to:

1. Strategic funding plan, including base language and objectives for funding;
2. Match guidance;
3. Actual grant writing as needed.
4. Readiness for upcoming funding; *(\$150, update monthly for meetings)*
5. Grant funding subcommittee meetings attendance, prioritization assistance *(\$150, 1.5 hour meeting, fixed rate monthly)*
6. Monthly, or regular update coordination meetings as needed. *(\$150, 1.5 hour meeting, fixed rate monthly)*

This agreement covers any Scope of Work with work product estimates, as well as “as needed” consulting to be billed at an hourly rate. Fees and estimates on work products #1-3 will pre-authorized prior to invoicing. To assist the district in budgeting, a base rate of \$450 to attend meetings, and funding updates on a regular basis (work products #4-6). WP will only charge time and materials; if no meetings or work is performed, there will be no fee. If additional WP staff are needed, their participation will be charged per the rate sheet attached.

Additional services can be also are covered by this agreement, with amendment, as needed. Examples of these phases of work products include:

Additional Scope Services:

Discovery: Infrastructure Troubleshooting, Water Overages, Water Rights Due Diligence, Water Quality and Quantity Quantification

Assessment: Water Demand, Alternative Water Supply Opportunities, Multiple Benefit (Fire Resilience, Pollinator, Heat Reduction, Energy Reduction, etc.) opportunities, Decision Tree Matrix

Planning: Catalog of Projects, Integrated Concept Plans, Permitting Pathways, 60% Design Plans

Monitoring: Assist with state of the art dashboards to understand and track progress, successess

Messaging: Assist with appropriate “counting” of actions for public messaging. Custom messaging/graphics and dashboards.

Engineering: 100% Design Plans* (Site based: residential, ag, commercial stormwater and water resource engineering and landscape architect plans).

Installation: Installation or Construction Guidance and Project Management*

**(Will need liability addendum at this juncture, with local contracting, scope pending).*

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Central Coast Office: 206 N. Signal Street, Ojai, CA 93023

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Terms and Fees. Our schedule of fees accompany this letter which pertain to the Scope of Work as stated above for the next calendar year. *Terms are applicable until written notice of termination by either party. Invoicing will be simple with one monthly invoice per property to ease paperwork.*

Indemnification

Except to the extent paid in settlement from any applicable insurance policies, and to the extent permitted by applicable law, each Party agrees to indemnify and hold harmless the other Party, and its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective directors, shareholders, affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Agreement. This indemnification will survive the termination of this Agreement.

We look forward to engaging you, and other MOWD Board of Directors staff and members, in supporting a solution-oriented water resilience pathway for the Meiners Oaks Water District. Your signature to this letter signifies agreement to engage WP to proceed with Scope of Work as stated above, as well as any other consulting products listed in this letter on an “as needed basis”.

Overall, this looks like a wonderful fit for both our entities, and I look forward to supporting the District on it’s water resilience objectives. Please don’t hesitate to contact me with any questions or amendments to this engagement.

Sincerely,

Agreement to Engage WP Services

Regina Hirsch
Executive Director

Authorized Representative
Meiners Oak Water District

Date



FEE SCHEDULE & BILLING TERMS

BILLING RATES EFFECTIVE JANUARY 1, 2022

Fee charges are based on the staff level involved at the following rates:

PLANNING/DESIGN:

PLANNER I .	\$105/hr.
PLANNER II	\$130/hr.
SENIOR PLANNER	\$180/hr.
CIVIL & ENVIRONMENTAL ENGINEER	\$175/hr.
MECHANICAL ENGINEER	\$155/hr.
GEO HYDROLOGIST	\$235/hr.
REGENERATIVE AG ANALYST	\$150/hr.
LANDSCAPE DESIGNER I	\$105/hr.
LANDSCAPE DESIGNER II	\$170/hr.
LANDSCAPE ARCHITECT	\$175/hr.
CREATIVE DIRECTOR	\$170/hr.
DESIGN INTERN	\$85/hr.
DESIGN TECHNICIAN I	\$105/hr.
DESIGN TECHNICIAN II	\$130/hr.
WATER ANALYST I	\$105/hr.
WATER ANALYST II	\$130/hr.
GIS SPECIALIST/PERMITTING SPECIALIS	\$130/hr.
QUALITY ASSURANCE/MONITORING SPECIALIST	\$105/hr.
RESEARCH/ADMINISTRATION	\$90/hr.

EDUCATION/OUTREACH:

PUBLIC PARTICIPATION PLANNING	\$120/hr
PRESENTER/STAKEHOLDER COORDINATOR	\$180/hr.
INTERPRETATIVE DESIGNER/GRAPHIC SPECIALIST	\$130/hr.
VISUAL/AUDIO SPECIALIST/GENERATION	\$150/hr
CIRRICULUM DEVELOPMENT/STEMA/TRAINING GENERATION	\$150/hr.
INTEGRATED ARTS	\$150/hr.
BILINGUAL COMMUNICATIONS DEVELOPMENT	\$150/hr
GRANT WRITER	\$130/hr.
GRANT ADMINISTRATION	\$130/hr.
SPECIAL EVENT/CONFERENCE PLANNING COORDINATOR	\$130/hr..

LANDSCAPE INSTALLATION AND CONSTRUCTION MANAGEMENT:

SITE FOREMAN	\$105/hr.
PROJECT MANAGER	\$130/hr.
CONSTRUCTION ADVISOR	\$105/hr.
REGENERATIVE AG FIELD ANALYST	\$150/hr
HEAVY MACHINERY OPERATOR	\$130/hr.
CONSTRUCTION TECHNICIAN	\$45/hr.
LANDSCAPE AND REGENERATIVE AGRICULTURAL GENERAL LABORER	\$48/hr.
WATER RESOURCE REUSE SPECIALIST I	\$90/hr.
WATER RESOURCE REUSE SPECIALIST II	\$105/hr.
IRRIGATION AUDITOR	\$90/hr.
MAINTENANCE/MONITORING TECHNICAN	\$100/hr.
WATER RESOURCE FIELD SPECIALIST (rainwater, greywater, stormwater)	\$90/hr.

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EXPERT WITNESS/DEPOSITION RATES:

Hourly rate for work involving actual expenses in court (4 hours minimum), giving depositions or similar expert testimony, will be billed \$400 per hour regardless of job classification.

NOTICE OF LICENSURE: NOTICE OF LICENSURE, CLIENT IS HEREBY ADVISED THAT WATERSHED PROGRESSIVE IS LICENSED BY THE STATE OF CALIFORNIA TO PROVIDE LANDSCAPE AND WATER MANAGEMENT SITE SERVICES. SPECIFIC PROJECT SERVICES WILL BE PROVIDED UNDER THE DIRECTION OF EITHER A LICENSED CIVIL ENGINEER OR LICENSED LAND SURVEYOR, AS APPROPRIATE TO THE SCOPE OF SERVICES ENVISIONED.

EXPENSES:

Out of pocket expenses (outside printing, bonds, permits, and plan check fees) paid by us are charged at cost plus 15%. Per Diem subsistence not to exceed \$75.00, plus 15% will be charged for individuals on out-of-area projects requiring more than one day. Mileage costs may be charged to and from projects outside a twenty-mile radius from the office. In-house blueprinting is charged at \$2.00 per regular full-size sheet, and \$3.00 per oversized sheet. For sepia or sepia mylar, the charge for printing shall be \$8.00 per full size sheet, and \$15.00 per oversized sheet. In-house photocopying may be charged at \$0.30 per sheet.

BILLING TERMS AND CONDITIONS:

1. All fees and other charges will be billed monthly and shall be due at the time of billing unless otherwise specified in this agreement.
2. Client agrees that all invoices from Watershed Progressive are correct and conclusive, and binding on Client unless Client, within (30) days from the date of receipt of such billing, notifies Watershed Progressive in writing of alleged inaccuracies, discrepancies, or errors in the billing.
3. If Client fails to pay Watershed Progressive within thirty (30) days after invoices are submitted, Client agrees that Watershed Progressive shall have the right to consider such default in payment a material breach of this entire agreement, and upon written notice, the duties, obligation, and responsibilities of Watershed Progressive are suspended or terminated. In such even, client shall promptly pay Watershed Progressive for all undisputed fees, charges, and services provided by Watershed Progressive.
4. Client agrees to pay a monthly late payment charge, which will be the lesser of one and one-half percent (1-1/2%) per month or a monthly charge not to exceed the maximum legal rate, which will be applied to any unpaid balance commencing thirty (30) days after the date of the original billing. The foregoing late charge shall not apply with respect to any charged disputed by Client in good faith.
5. It is Watershed Progressive's policy to require that all outstanding receivable balances are current prior to submittal of any documents to regulatory agencies, submittal of improvement plans or revisions to City or County agencies for plan check, or release of any final plans or documents to clients. Outstanding receivable balances are defined as all invoices submitted 30 days or more prior to the scheduled submittal date. Client is advised to coordinate their payment schedule to ensure all such invoices are paid. Watershed Progressive reserves the right to require, upon prior written notice to Client, that additional progress payments or final payment be made for all fees, charges, and services prior to any submittals or release of any documents.
6. Watershed Progressive will not be held responsible or liable in any way for any project delays or damages resulting from non-submittal of improvement plans or other deliverables due to Client's non-payment of account, as defined in (5) above.
7. It is the Client's responsibility to advise Watershed Progressive concurrent with notice to proceed, of any special billing formats required by the Client's accounting department. If timely notification of special accounting handling or special documentation requirements is not made, any delays in payment to Watershed Progressive shall be subject to the conditions in paragraph (5) above.
8. It is the Client's responsibility to clearly identify to Watershed Progressive the name of Client's representative's authorized to approve any change orders to the contract scope of work. Change order to the original scope of work submitted by Watershed Progressive must be immediately authorized in writing by Client and returned to us. Failure by Client to provide

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timely written authorization of change orders shall result in immediate suspension of work on that change order, without written notification to Client.

9. Clients may request, in order to expedite project schedules, that Watershed Progressive work overtime. Advance written acceptance of the Watershed Progressive overtime authorization addendum to contract is required to any work being performed. All overtime work will be billed at one and one half (1-1/2) times our regular fee schedule rates for all categories of personnel (professional and hourly). It is understood by client that such overtime may substantially increase Client's total cost for project, employee benefits to field or office employee due to the terms of labor agreement, or rise in the cost of living, during the lifetime of this agreement, a percentage increase shall be applied to all remaining compensation.
10. In the event that Watershed Progressive's Fee Schedule changes due to any increase of costs such as the granting of wage increases and/or other employee benefits to field or office employees due to the terms of any labor agreement, or rise in the cost of living, during the lifetime of this agreement, a percentage increase shall be applied to all remaining compensation. A (30) day written notice will be provided to the Client before the specified increase shall apply.
11. Neither party to this Agreement shall transfer, sublet, or assign any rights under or interest in this agreement (including but not limited to monies that are due or monies that may be due) without the prior written consent of the other party. Subcontracting to sub-consultants normally contemplated by Watershed Progressive shall not be considered an assignment for purposes of this agreement.

Review of Application for Will Serve Letter

ADU for Property with Existing Meter at 270 N. Lomita Ave.

Proposal

Build a new detached single family, 1,188 sq ft ADU on tax assessor parcel 017-0-090-405 at 270 N. Lomita Ave.

Applicant provided a detailed site plan, showing the location of the new ADU and the existing primary residence.

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 indicated the single APN combines what appeared as 2 separate legal lots on the pertinent subdivision map. Lot 1s zoned RE 10,000 and totals 2.33 acres. Existing buildings Include: 2700 sq ft house, 1,000 sq. ft garage and 2,000 sq ft barn.

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

Allocation Details:

- Allocation Case Identifier: AA-0727
- Allocation Category: 1 RES meter, 1 Parcel
- Parcel Size: 2.33 acres (101,495 sq ft)
- Current Base Fixed Allocation: 120 HCF/yr
- Current Base Variable Allocation: 86 HCF/yr
- Fixed Base Allocation Needed to Support ADU: 84 HCF/yr
- Deduction from Variable Allocation needed to Support ADU through drought stages: 84 HCF/yr

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

- New Base Fixed Allocation: $120 + 84 = 204$ HCF/yr
- New Base Variation Allocation: $86 - 84 = 2$ HCF/yr

There will be extremely little water available for non-dwelling related uses. Applicant will have to support outside water use by conserving water use in the existing principal residence and the new ADU.

Recommendation

A will serve letter can 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 04-07-2022
- 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

Review of Application for Will Serve Letter

ADU for Property with Existing Meter at 578 El Sol.

Proposal

Build a new single family, 800 sq ft ADU on tax assessor parcel 017-0-250-37 at 578 El Sol.

Applicant provided a site plan, showing the location of the new prefabricated ADU.

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

Applicant provided a copy of a tax assessor parcel map that indicated the single APN.

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

Allocation Details:

- Allocation Case Identifier: AA-0882
- Allocation Category: 1 RES meter, 1 Parcel
- Parcel Size: 0.38 acres (16,553 sq ft)
- Current Base Fixed Allocation: 120 HCF/yr
- Current Base Variable Allocation: 193 HCF/yr
- Fixed Base Allocation Needed to Support ADU: 84 HCF/yr
- Deduction from Variable Allocation needed to Support ADU through drought stages: 84 HCF/yr

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

- New Base Fixed Allocation: $120 + 84 = 204$ HCF/yr
- New Base Variation Allocation: $193 - 84 = 109$ HCF/yr

Recommendation

A will serve letter can 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 04-11-2022
- 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

Review of Application for Will Serve Letter

ADU for Property with Existing Meter at 1377 S. La Luna Ave.

Proposal

Build a new detached single family, 1,188 sq ft ADU on tax assessor parcel 018-0-101-305 at 1377 S. La Luna Ave.

Applicant provided a detailed site plan, showing the location of the new ADU and the existing primary residence.

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

Applicant provided a copy of a tax assessor parcel map and an annotated map that indicated the single APN, as well as a preliminary lot determination letter provided by the County of Ventura, dated May 27, 1997.

"Upon preliminary review by the Public Works Agency, County Surveyor Division, it has been determined that the above-referenced assessor's parcel number appears to be comprised of a lot which was legally created by conveyance (deed recorded January 5, 1948 in Book #816, Page 246 of Official Records), prior to regulation by the Subdivision Map Act or local subdivision ordinance."

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

Allocation Details:

- Allocation Case Identifier: AA-1029
- Allocation Category: 1 RES meter, 1 Parcel
- Parcel Size: 0.95 acres (41,382 sq ft)
- Current Base Fixed Allocation: 120 HCF/yr
- Current Base Variable Allocation: 305 HCF/yr
- Fixed Base Allocation Needed to Support ADU: 84 HCF/yr
- Deduction from Variable Allocation needed to Support ADU through drought stages: 84 HCF/yr

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

- New Base Fixed Allocation: $120 + 84 = 204$ HCF/yr
- New Base Variation Allocation: $305 - 84 = 221$ HCF/yr

Recommendation

A will serve letter can 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 03-07-2022
- 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



District Summary/Update

- **Casitas Lake Level:** 34.3 % 4/13/2022
- **Purchased Water:** The demand on our system is steady. The south casitas connection has been turned off as of 10/28/2021. The Fairview connection was turned off 1-6-2022.
- **Wells:** Wells 1 & 2 on-line as of 1-7-2022
Wells 4 & 7 on-line as of 1-13-2022
- **Grant Funding:** Well Feasibility Study, Land Resiliency Partnership Projects, Advanced Metering Infrastructure (application in process)
- **Seasonal Rain Fall Totals:**

Casitas Dam	17.53"
Matilija Dam	21.82"
Stewart Canyon	18.01"
Nordhoff Ridge	22.68"
- **Office:** Open to the public
- **Budget:** Final DRAFT has been created
- **Treatment Plant Project:** 100% design project is underway and being conducted by MKN & Associates

Scheduled/Unscheduled Work

<u>Type of Repair</u>	<u>Cause</u>	<u>Date</u>	<u>Location</u>	<u>Contractor</u>	<u>Amount \$</u>
Inventory Room Shelving		3/11/2022	Shop	Staff	\$3,489.26
Service Leak	Age	3/18/2022	307 E. El Roblar	R. Meier Construction	TBD
Service Leak	Age	3/22/2022	438 S. Padre Juan	R. Meier Construction	TBD
T.P. Kick Off Meeting		3/22/2022	MOWD	MKN & Associates	N/A
T.P. Work Shop Design #1		4/5/2022	MOWD	MKN & Associates	N/A
T.P. Site Survey Conducted		4/6-7/2022	T.P.	ECG	N/A
AMS Leak	Customer	4/13/2022	124 S. Alvarado	Staff	N/A

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								
RUNNING (ft)	OFF	31.5	37.3	37.8	37.3								
DRAW DOWN (ft)	OFF	6.6	5.8	6.7	6.7								
Gallons Per Minute (GPM)	OFF	276	261	269	261								
Specific Capacity (gal/ft DD)	OFF	41.8	45	40.15	38.96								
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								
RUNNING (ft)	OFF	36.15	44.2	42.7	39.3								
DRAW DOWN (ft)	OFF	11.55	13.7	11.6	8.4								
Gallons Per Minute (GPM)	OFF	209	194	172	157								
Specific Capacity (gal/ft DD)	OFF	18.1	14.16	14.83	18.7								
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								
RUNNING (ft)	OFF	54.9	56.9	60	59.4								
DRAW DOWN (ft)	OFF	26.1	25.7	27.5	24.6								
Gallons Per Minute (GPM)	OFF	380	382	390	377								
Specific Capacity (gal/ft DD)	OFF	14.5	14.86	14.18	15.33								
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								
RUNNING (ft)	OFF	23.7	28.15	30.65	34.55								
DRAW DOWN (ft)	OFF	3.95	3.65	3.7	3.35								
Gallons Per Minute (GPM)	OFF	336	332	342	321								
Specific Capacity (gal/ft DD)	OFF	85	90.96	92.43	95.82								
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								
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF								
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF								
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF								
Specific Capacity (gal/ft DD)	OFF	OFF	OFF	OFF	OFF								

Water Pumped, Sold, Purchased & Water Sales

MONTH	PUMPED (AF)	SOLD (AF)	PURCHASED (AF)	WATER SALES (\$)
JAN	0	40.35	40.35	\$55,869.54
FEB	59.13	43.26	0	\$45,273.85
MAR	45.88	37.35	0	\$38,245.86
APR	54.26	52.05	0	\$52,993.98
MAY	55.31	53.77	0	\$50,789.57
JUN	68.5	68.23	0	\$69,254.64
JUL	74.30	66.27	1.46	\$78,149.92
AUG	46.76	72.24	13.2	\$73,260.72
SEP	0.00	66.49	66.49	\$79,486.92
OCT	3.14	56.89	53.75	\$56,983.68
NOV	2.21	45.07	48.80	\$43,449.12
DEC	2.44	40.98	42.52	\$47,960.64
2022 JAN	31.61	32.73	5.67	\$42,686.16
FEB	46.91	42.54	0	\$40,700.83
MAR	51.63	46.99	0	\$47,874.06
YTD 2022	130.15	122.26	5.67	\$131,261.05
TOTAL 2021	229.21	382.85	175.25	\$648,269.32
TOTAL 2020	485.71	635.47	197.26	\$657,912.06

Reserve Funds

* Balance at the County of Ventura	\$ 1,420,361.49
Total Taxes	\$ 748.30
Total Interest from reserve account#	\$ 0.00

Fiscal Year Total Revenues

July 1 st – March 31 st	2021	\$ 1,639,305.98
July 1 st – March 31 st	2022	\$ 1,267,421.11

Bank Balances

* LAIF Balance	\$ 230,191.40
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$0.00
* Money Market (Mechanics Bank)	\$ 7,623.23
Amount Transferred to Mechanics from County this month	\$0.00
Amount Transferred to General Fund from Money Market	\$ 0.00
Monthly Interest received from Money Market	\$.13
General Fund Balance	\$ 45,258.83
Trust Fund Balance	\$ 6,769.69
* Capital Improvement Fund	\$ 14,003.27
(#) Quarterly Interest from Capital Account	\$.12
Total Interest accrued	\$ 0.25

Capital Improvement Projects for 2021-2022
Budgeted capital funds \$ 724,000.00 FY 2021-2022

1. Well 8 Nitrate Feasibility Study (Complete)
2. Engineer design report for the treatment plant (100% In Process)
3. Valve Replacements
4. El Sol and Lomita Tie-in (Engineering, TBD)
5. Tank Cleaning and Inspection (Complete)
6. Remove Meiners Rd Tank & Antenna Tower Install (Complete)
7. Chlorine Gas Alarms at well sites (Tabled)
8. Install CL17 at Wells 4 & 7 (Tabled)
9. Crane for New Service Truck (Complete)
10. Air Compressor
11. Service Truck Generator
12. Service Truck Welder
13. Service Truck Tool (Complete)
14. Leak Detector/Sounder (On Order)
15. Appropriations and Contingencies



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JOHN DEERE
E2540-CHP

DANGER









Board Secretary Report

April 2022

1. Administrative

- CA Water Boards Electronic Annual Report is in process, due by May 21, 2022.
- Public Records requests: No requests.
- Ordinance 22-01-18: Director Compensation public protest period ended 03-19-2022.

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

- Audit for FY 20-21 – *Fanning & Karrh, CPA* nearing completion.
- Accounts Receivable – The “new” 4/1/2020 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.

3. Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Monthly Customer Bill Total	Monthly Casitas Surcharge	Over-Allocation \$ (drought)	Other Conservation Penalties
Mar 21	73	16	\$108,985.68	\$0	\$1,936.00	\$0
Apr 21	125	9	\$127,363.90	\$0	\$5,084.00	\$0
May 21	134	11	\$129,394.85	\$0	\$5,525.00	\$0
Jun 21	72	20	\$147,682.37	\$0	\$9,566.00	\$0
Jul 21	139	8	\$145,721.09	\$0	\$8,865.00	\$0
Aug 21	151	13	\$153,370.61	\$0	\$10,660.00	\$0
Sep 21	116	10	\$174,988.52	\$29,089.01	\$8,742.00	\$0
Oct 21	93	17	\$163,260.86	\$31,512.78	\$6,206.00	\$0
Nov 21	52	15	\$141,776.01	\$25,886.00	\$3,094.00	\$0
Dec 21	53	6	\$141,663.91	\$27,318.06	\$3,002.00	\$0
Jan 22	110	5	\$110,228.55	\$12,978.37	\$882.00	\$0
Feb 22	72	10	\$124,078.38	\$7,370.33	\$4,993.00	\$0
Mar 22	80	7	\$123,073.26	\$0	\$5,308.00	\$0

Board of Directors

Board Member	Position	Term Ends	Term Type
Michel Etchart	President	2022	Long Term (Re-elected 2018)
James Kentosh	Vice President	2022	Long Term (Re-elected 2018)
Diana Engle	Director	2024	Long Term (Re-elected 2020)
Christian Oakland	Director	2024	Long Term (Elected 2020)
Loni Anderson	Director	2022	Appointed July 2021

***2022 Elections Information for candidates will be forthcoming – stay tuned.**

4. Projects

- a. Recruit and onboard new Administrative Clerk. District received over 20 resumes, will start scheduling interviews week of April 18.
- b. Recruit and appoint new Director. District received 4 applications for consideration.
- c. SWRCB Emergency Procedures
- d. Policy & Procedure, Resolution & Ordinance web posting.

5. Complaints & Compliments

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

Attachments: None.