

Regular Meeting
April 19, 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: None (1 open Director seat)

3. Approval of the Minutes

Approval of March 15, 2022, Regular Meeting Minutes

Director Anderson made the motion to approve the March 15, 2022, Regular meeting. Director Kentosh seconded the motion.

No public comment.

Anderson/Kentosh

Roll Call Vote:

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

(4) Ayes– M/S/C

4. Public Comments

- Mr. Lange introduced himself to the board and shared his concern regarding an increase in the water rates and feels the district should sell a larger volume of water instead of increasing the price per unit.
- Ms. Engle was present and provided a brief statement regarding the City of Ojai's request to become a member on the UVRGA Board of Directors.

****The Board went into closed session at 6:22 pm****

**** G. Jones joined at 6:20 pm **J. Zolezzi joined at 6:20 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 6:40 pm **J. Zolezzi left at 6:33 pm****

****The Board adjourned closed session at 6:50 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 March 16, 2022 to April 15, 2022, in the amount of:

Payables:	\$ 75,635.81
Payroll:	<u>\$ 40,843.78</u>
Total:	\$116,479.59

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

No public comment.

Oakland/Anderson

Roll Call Vote:

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

(4) Ayes – M/S/C

7. **Board Discussion/Actions**

a. Approve Resolution 20220419: Diana Engle Years of Service. (Etchart)

Ms. Ward presented Resolution 20220419, recognizing Director Engle’s six years of service on the board. Once approved, the resolution will be framed and delivered to Ms. Engle along with an acrylic water droplet shaped plaque.

Director Anderson made the motion to approve Resolution 20220419: Diana Engle Year of Service. Director Kentosh seconded the motion

No Public Comment.

Anderson/Kentosh

Roll Call Vote:

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

(4) Ayes - M/S/C

b. Approve Resolution 20220419-1: UVRGA Director & Alternate 2022-2024. (Ward)

Ms. Ward presented Resolution 20220419-1: UVRGA Director & Alternate for 2022-2024. This resolution was just updated a few months back, however, with Director Engle’s resignation, the previously approved resolution was updated to reflect Director Etchart as the primary Director and Director Kentosh as the alternate.

Director Anderson made the motion to approve Resolution 20220419-1: UVRGA Director & Alternate 2022-2024. Director Oakland seconded the motion

No Public Comment.

Anderson/Oakland

Roll Call Vote:

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

(4) Ayes – M/S/C

c. Approve Resolution 20220419-2: Consolidated General Elections. (Ward)

Ms. Ward presented Resolution 20220419-2: Consolidated General Elections. The Board will have 3 full term seats up for re-election. It was discussed and clarified that the vacant seat will also be up for re-election, but for a two year term. Ms. Ward stated that this resolution is required by Ventura County Elections Division, so that MOWD can participate in the general election, rather than hosting its own election.

Director Oakland made the motion to approve Resolution 20220419-2: Consolidated General Elections. Director Kentosh seconded the motion

No Public Comment.

Oakland/Kentosh

Roll Call Vote:

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

(4) Ayes – M/S/C

d. Approve Resolution 20220419-3: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220315. (Ward)

Ms. Ward presented Resolution 20220419-3: AB 361 - Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220315. 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 20220419-3: 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 Kentosh - Y Oakland – Y Anderson - Y

(4) Ayes – M/S/C

e. Approve Prop 218 Notice regarding proposed rate increase. (Martinez/Ward)

Mr. Martinez presented the draft Prop 218 Rate Increase Notice. The District has not increased its rates since 2018. Unfortunately, due to the sharp increase in operational costs and major infrastructure projects that are needed, a rate increase is necessary.

Director Kentosh provided an overview of the Prop 218 process, the public hearing is to be scheduled at least 45 days after the notice is provided to the District parcel owners. Protest ballots will be due prior to the public hearing date. If more than 50% of rate payers protest the rates, the Board will be required to re-evaluate. Rate schedule details and supporting documents will be posted on the District website. The District's goal is to have new rates effective in July 2022.

Director Kentosh made the motion to authorize the General Manager to send out the Prop 218 Rate Increase notice. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland

Roll Call Vote:

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

(4) Ayes – M/S/C

f. Approve Draft Budget Expenditures FY 2022-2023. (Kentosh/Martinez)

Mr. Martinez presented the draft budget expenditures for FY 2022 – 2023, noting that operational costs have sharply increased due to inflation. For example, the chlorine vendor sent a notice to expect quarterly increases. Director Etchart added that the District is focusing on grant funds; most commonly shovel-ready projects are required for grant funds. The District increased the budget for engineering and technical work, to help get the capital projects designed and ready for funding. Director Kentosh stated that the formal adoption of the budget will occur in sync with the new rates.

No Public Comment.

No Motion.

g. Approve transfer of \$200,000 from reserve funds to general fund for the replacement Treatment Plant 100% design expenses. (Martinez)

Mr. Martinez stated that MKN Associates has begun work on the 100% design plan for the replacement treatment plant, which was approved at \$343,655. This request is to transfer \$200,000 from the District reserve funds, to the General Fund, to help cover the project expenses. Director Anderson commended staff for putting this together and having the forethought to request the funds, so that the District can continue making progress with phasing in these projects.

Director Anderson made the motion to approve the transfer of \$200,000 from reserve funds to general fund for the replacement treatment plant design. Director Oakland seconded the motion.

No Public Comment.

Anderson/Oakland

Roll Call Vote:

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

(4) Ayes – M/S/C

h. Approve Watershed Progressive proposal for engagement and fees. (Etchart)

Director Etchart presented the Watershed Progressive proposal for grant work. The District is looking at a number of different grant resources, this will formalize the District's relationship with Regina Hirsch, for assistance with identifying and responding to grant funding opportunities.

Director Anderson made the motion to approve the Watershed Progressive proposal for engagement and fees. Director Oakland seconded the motion.

No Public Comments.

Anderson/Oakland

Roll Call Vote:

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

(4) Ayes – M/S/C

i. Approve Will-Serve Letter requests for (3) parcels: 270 N. Lomita, 578 El Sol, and 1377 S. La Luna. (Martinez/Ward)

Ms. Ward presented the three Will-Serve Letter request evaluations: (1) 270 N. Lomita, 1,188 sq ft detached ADU on 2.33 acres with an existing meter and adequate variable allocation to support the ADU; (2) 578 El Sol, 800 sq ft detached ADU on 0.38 acres with an existing meter and adequate variable allocation to support the ADU; (3) 1377 S. La Luna, 1,188 sq ft detached ADU on 0.95 acres with an existing meter and adequate variable allocation to support the ADU. Director Kentosh provided a brief overview of ADU allocations and the Will-Serve request process, the New Meters & Expansion of Services draft policy is under revision. Director Kentosh has no objection to issuing Will-Serve letters to the three projects presented.

Director Kentosh made the motion to approve the Will-Serve Letter request for 270 N. Lomita, 578 El Sol, and 1377 S. La Luna. Director Anderson seconded the motion.

Public Comments:

Mr. Lange provided a statement regarding housing and growth in the area.

Kentosh/Anderson

Roll Call Vote:

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

(4) Ayes – M/S/C

8. General Manager's Report

Mr. Martinez reported that the Casitas Lake level has dropped to 34.3%. The District has grant applications in process. Ms. Hirsch shared that the District should expect the grant funding in August 2022. Wells 1,2,4 & 7 are all online. The replacement treatment plant 100% design is underway. There were three service related leaks this past month, two required contracted work, due to locations of those leaks. Mr. Martinez shared progress photos of the District workshop, starting with images of a year ago versus now with the reorganization and shelving.

No Public Comment.

9. Board Secretary's Report

Ms. Ward presented the monthly Board Secretary report highlighting that the Water Boards Electronic Annual Report is in process, due by May 21. Ordinance 22-01-18: Director Compensation public protest ended March 19, the new rate is now in effect. Ms. Ward reminded the board that the late fee process and disconnection for non-payment have resumed. Nomination paperwork for the upcoming November election will be available at the Ventura County Elections Division in mid-July and due by mid-

August. Ms. Ward stated that she received 25 applications for the new Administrative Clerk position, a panel will interview the top 5 candidates. Applicants for the vacant Director seat have been arriving, deadline for applications was April 15. Interviews will be scheduled with each candidate and the board.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: See agenda item 4.
- Budget/Rate Committee: See agenda items 7(e) & 7(f)
- Emergency Management Committee: No report.
- Allocations, New Meters & Expansion of Services Committee: Meeting next week.
- Grants: Director Anderson provided a brief update on the Income Survey, the goal would be to conduct the Income Survey to assist with a potential Disadvantaged Community status; which would facilitate more grant funding opportunities.

11. **Old Business**

- Meiners Rd. Pressure Zones: Director Kentosh stated that the report is being prepared and will be ready for the next meeting.
- State Water: No update.
- Matilija Dam Removal Update: No update.

12. **Director Announcements/Reports**

- Director Oakland: No report.
- Director Kentosh: No report.
- Director Anderson: Attended the Watershed Council meeting, received updates on the Matilija Dam removal project and noted that they are aware of MOWD's need to mitigate risks to the District facilities.
- 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 8:03 pm.

Board Secretary

Board President