



## **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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*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))*

**August 16, 2022 at 6:00 pm.**

- 1. Call meeting to order**
- 2. Roll call**
- 3. Approval of the minutes:** June 30, 2022, Special Meeting Prop 218 Public Hearing  
July 19, 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
  - Special District RMA v. SCE, SDRMA#7238 Meiners Oaks WD 12/06/2017- Thomas Fire

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

**6. Financial matters**

Approval of Payroll and Payables from July 16, 2022, to August 15, 2022, in the amount of:

Payables – \$112,437.07

Payroll – \$ 40,725.24

Total – \$153,162.31

**7. Board action and/or discussion**

- a) Approve Resolution 20220816: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220719. (Ward) – Attachment  
Recommended Action: Approve Resolution 20220816.
- b) Approve Financial Audit FY 2020-2021 with Resolution 20220816-1: Financial Audit FY 2020-2021. (C. Fanning/Martinez/Ward) – Attachments.  
Recommended Action: Approve Resolution 20220816-1: Financial Audit FY 2020-2021.
- c) Approve a 4% Cost of Living Adjustment (COLA) for staff, retroactive to July 1, 2022. (Etchart/Martinez) – Attachment  
Recommended Action: Approve 4% COLA increase for staff, retroactive to July 1, 2022.
- d) Approve Kennedy Communications, Inc. consulting agreement to perform a grant-funded income survey for disadvantaged community designation. (Anderson/Martinez) – Attachment  
Recommended Action: Approve Kennedy Communications, Inc. consulting agreement.
- e) Approve California Surveying Drafting Supply Rental Quote of \$5,502 for GIS equipment (Trimble r12i). (Martinez) – Attachment  
Recommended Action: Approve CA Surveying Drafting Supply rental quote of \$5,502.
- f) Approve draft “New Meters & Expansion of Services” policy and (4) Allocation Waiver requests. (Kentosh/Anderson/Martinez) – Attachments  
Recommended Action: Approve “New Meters & Expansion of Services” policy and provide direction on waiver requests.
- g) Approve Will-Serve letter request for 910 Fairview. (Kentosh/Anderson/Martinez) – Attachment  
Recommended Action: Approve Will-Serve letter request for 910 Fairview.
- h) Approve revised Will-Serve Letter request for 260 E. El Roblar. (Martinez) – Attachment  
Recommended Action: Approve revised Will-Serve Letter request.
- i) Review and approve “Use of District Vehicles” policy. (Martinez) – Attachments  
Recommended Action: Approve “Use of District Vehicles” policy, effective immediately.

## **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
  - a. Update on City of Ojai request to join UVRGA
- Allocation, New Meters & Expansion of Services Committee
- Budget & Rate Committee
- Grants Committee
- Emergency Management Committee

## **11. Old Business**

- State Water
- Matilija Dam Removal Update

## **12. Director Announcements/Reports**

## **13. Adjournment:** The next scheduled Regular Board meeting is September 20, 2022.

Special Meeting: Prop 218 Public Hearing  
June 30, 2022  
5:00 pm

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

## **Minutes**

The meeting was called to order at 5:00 pm.

### **1. Call to Order**

The meeting was called to order by the Board President, Mike Etchart, at 5:01 pm via teleconference.

### **2. Roll Call**

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

**Absent:** None

### **3. Approval of the Minutes**

No minutes.

### **4. Public Comments**

- Three members of the public present, no comments.

### **5. What is a Prop 218 Hearing**

Director Etchart provided an overview of the California Proposition 218 "Right to Vote on Taxes Act, passed in 1996. The action of proposing an increase to water rates, falls under the jurisdiction of Prop 218. Director Etchart reviewed that Prop 218 Public Hearing notices and protest ballots were mailed to parcel owners of record (with the Ventura County Assessor's office) on May 6, 2022. A total of 1,349 notices were mailed. The notices and supplemental information was posted on the District website May 9, 2022. Additionally, the public hearing information was included on the May 31 customer bill statements. Protest ballots were requested to be submitted by June 28, 2022. If 50% plus 1 protest the new rates, the proposal would not pass. As of June 29, 2022, 27 (0.02%) have been submitted.

### **6. About the District**

Director Etchart provided a brief history of the Meiners Oaks Water District, founded in 1949. The District serves approximately 4,200 people through 1,280 connections and 19 miles of pipeline. MOWD provides drinking water to domestic, commercial and agricultural customers with 4 active wells; just over 1 million gallons of storage and two booster stations.

Director Etchart shared that MOWD, like many in the Ojai Valley, relies solely on groundwater extraction. Lake Casitas was created in part to be the backup water source for groundwater pumpers in the valley during times of drought. Lake Casitas is a reservoir that accumulates water from diversion and runoff of the Ventura River and other creeks. Director Etchart noted, from the time of formation in 1949 to 2014, MOWD had never needed to pull from the lake to supply water for our customers. Since 2014, we have needed to get water from Casitas every year, typically from mid-Summer to Winter, depending on rainfall needed to replenish our wells.

## **7. Drought Status**

Mr. Martinez reported that the MOWD Board of Directors declared a Stage 3 drought May 2016, due to a lack of rainfall and groundwater depletion. Lake Casitas remains at less than 40% capacity, currently the lake is at 32.4%. 2020-2021 was the driest year Ojai has had since 1906. Casitas anticipates Stage 4 drought conditions within six months and Stage 5 conditions by this time next year, without a significant amount of rain. Mr. Martinez noted that according to the CA Drought Map (June 16, 2022), Ojai is within the “Extreme Drought” zone. Mr. Martinez reviewed a graph of the Lake Casitas Storage Volume over time, comparing lake levels and total rainfall. He noted the steep decline in lake volume and rainfall after the year 2000.

No Public Comment.

## **8. Allocation Program**

Ms. Ward provided an overview of the MOWD Allocation Program. Ms. Ward reported that back in 2015 allocations were largely based on historical water use, pre-drought. In 2016 MOWD hired Eagle Aerial to perform flyover infrared parcel mapping, to calculate irrigable vs. non-irrigable total area, for use in calculating new allocations. 2018 MOWD signed an MOU with Casitas, as our backup supplier, and agreed to adopt measures consistent with the Casitas Water Efficiency and Allocation Program. MOWD drafted the Allocation Program with allocation formulas consistent with the Casitas WEAP and adopted the program in 2020. New allocations were implemented in December 2021. The main difference in the new program is that for Residential customers allocations are based on parcel characteristics and have seasonal variation built into the monthly allocations; whereas, Agriculture and Commercial customers now have annual allocations, that reset each fiscal year in July. The Allocation Lookup Tool is available on the District website, under Customer Information.

No Public Comment.

## **9. District Capital Improvement Projects, Expenses & Operating Costs**

Mr. Martinez reviewed the list of capital improvement projects, including a replacement treatment plant, a new source water well, Meiners Rd booster station and backup generation upgrade, replacement water storage tank, Well 8 blending station, Wells 4 & 7

backup chloramination station, water main upgrade/replacement, advanced meter infrastructure (smart meters), and office expansion. Mr. Martinez gave a short explanation of each project and the reasons for each. Mr. Martinez added the estimated costs associated with the design, engineering and construction costs for each project over the next 10-years, as well as the impact on fiscal reserves.

Mr. Martinez shared that operating costs have increased significantly over the past five years; contractor costs are up 30-50% and materials are up 60-70%. Ways that the District is working to control costs include expanding contractor and vendor networks, minimizing staff overtime, improved inventory management and actively seeking grant funds.

#### **10. New Sources of Funding**

Mr. Martinez stated that MOWD entered into a partnership with Watershed Progressive, Regina Hirsch, in January 2022, for grant assistance. The District received its first grant from the Ventura County Resource Conservation District & CA Wildlife Conservation Board for a Well 8 Nitrate Removal Feasibility Study (completed in March 2022), with Grant funding of \$26,700 and MOWD share of cost \$7,060. MOWD submitted grant applications for three planning projects through the WCB VRIF-2 in January 2022. Those projects include: (1) Waterwise for vulnerable communities & land resilience partnership (requested \$158,000 with \$17,000 share of cost); (2) Alternative water sourcing for aquatic ecosystem health (requested \$42,000 with \$5,000 share of cost); (3) AMI metering for evaluation of streamflow enhancement (requested \$57,897.57 with \$22,000 share of cost). MOWD anticipates receiving the grant award in August 2022. Mr. Martinez concluded that the new MOWD Grants Committee is actively monitoring Federal, State and Local grant opportunities.

Public Comment:

#### **11. Proposed New Water Rates**

Director Kentosh reviewed the proposed rates, provided in the Prop 218 notices. The Monthly Water Availability Charge will remain steady at \$36.00 over the next 3-years; the Meter Capacity Charges (for meters 1" or larger) will see a very slight increase starting in FY 2023. The Board proposes combining the MWAC and MCC charges into a single "Meter Fee." The rate per unit of water (100 cu.ft or 748 gal) is proposed to increase to \$3.85 this fiscal year, a more significant jump as these rates have not been adjusted in four years; postponed during COVID pandemic. The rate would then increase by \$0.05 each fiscal year after for the remaining two-year period.

Public Comment:

Mr. O'Donnell apologized for just joining the meeting, stated that he does not believe the individual rate impact is transparent enough. Additionally, he expressed that he felt the rate

per unit increase was extraordinary, even with the current economic inflation. He urged the Board to look at alternatives to rate increases for capital improvement, such as loans. Director Kentosh responded that the District has historically had a “pay as you go” policy, however, there may be situations where a loan may be appropriate and worth consideration. Director Etchart added that the Board and team are very sensitive to the rate changes, as rate payers themselves. Director Etchart thanked Mr. O'Donnell for his feedback and for joining our meeting tonight.

Director Anderson shared that grants often have a share of cost, not always free money. These are critical infrastructure projects and the costs of chemicals, materials, engineering and construction have all increased.

Director Cooper noted that as we move towards Stage 4 drought, conservation will be increased, which will decrease revenues.

Mr. Krumpschmidt commented that he understands what Mr. O'Donnell is saying as a rate payer and former board member. He recommended penciling out if interests of a loan is beneficial or not, we are in the perfect storm economically. He noted that he appreciates that the District is putting the increases on the consumption side, so that higher users pay the greater burden than the low users.

The vote on the Prop 218 Water Rates will occur at the July 19 regular board meeting.

## 12. **Meeting Adjournment**

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 6:06 pm.

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**Board Secretary**

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**Board President**

Regular Meeting

July 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 6:01 pm via teleconference.

### **2. Roll Call**

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

**Absent:** None

### **3. Approval of the Minutes**

#### **Approval of June 21, 2022, Regular Meeting Minutes.**

Director Anderson made the motion to approve the June 21, 2022, Regular meeting minutes. Director Kentosh seconded the motion.

Ms. Ward noted that the June 30, 2022, Special Prop 218 Hearing minutes were included in the packet but did not make it on the agenda for approval. The minutes will be presented for approval at the August regular meeting.

No public comment.

Anderson/Cooper

#### **Roll Call Vote:**

Etchart - Y

Kentosh - Y

Oakland – Y

Anderson – Y

Cooper - Y

(5) Ayes- M/S/C

### **4. Public Comments**

- No comments.

**\*\*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.**

Regular Meeting Minutes  
July 19, 2022



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

**\*\*The Board adjourned closed session at 6:07 pm\*\***

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

## 6. **Financial Matters**

**Approval of Payroll and Payables from June 16, 2022 to July 15, 2022, in the amount of:**

Payables: \$300,852.28

Payroll: \$ 43,054.67

Total: \$343,906.95

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

No public comment.

Oakland/Cooper

### **Roll Call Vote:**

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

(5) Ayes – M/S/C

## 7. **Board Discussion/Actions**

### **a. Approve Resolution 20220719: AB 361 – Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 202200621. (Ward)**

Ms. Ward presented Resolution 20220719: AB 361 - Brown Act: Remote Meetings During a State of Emergency, subsequent to Resolution 20220621. This resolution must be renewed every 30 days to cover the Committee and next regular board meetings.

Director Anderson made the motion to approve Resolution 20220719: AB 361 - Brown Act: Remote Meetings During a State of Emergency. Director Oakland seconded the motion.

No Public Comment.

Anderson/Oakland

### **Roll Call Vote:**

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

(5) Ayes – M/S/C

**b. Approve Resolution 20220719-1: New Water Rates. (Etchart/Martinez)**

Director Etchart reviewed the Prop 218 Hearing that was held on June 30, 2022 for the new water rates. Director Kentosh noted one public member that brought up some good points about low interest loans, however, after reflection, the District needs to continue forward with current budget process. The District received a total of 29 protest ballots out of 1349 notices mailed or 2% protest rate, 50% plus 1 (676) would prevent the vote to adopt the rates. Therefore, the Board is closed the hearing period. Director Kentosh requested that the resolution wording be revised to read “period of three years.”

Director Kentosh made the motion to approve Resolution 20220719-1: New Water Rates, with the revision to three years. Director Cooper seconded the motion.

No public comment.

Kentosh/Cooper

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**c. Approve Resolution 20220719-2: Policies for Water Service with Appendix A: New Fee Schedule. (Martinez)**

Mr. Martinez presented the 20220719-2: Policies for Water Service & Fee Schedule. The update is contained in Appendix A: Fee Schedule, for items such as new customer service deposits, administrative fees for will-serve and allocation waiver requests, fire flows, meter damage, etc. Director Kentosh requested a wording change to “Now, Therefore, be it resolved by the Board of Directors of Meiners Oaks Water District that the Fee Schedule in Appendix A is hereby adopted and that this Resolution 20220719-2 take effect on August 1, 2022.”

Director Kentosh made the motion to approve Resolution 20220719-2: Policies for Water Service with Appendix A: Fee Schedule, with revision, effective August 1, 2022. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**d. Approve Resolution 20220719-3: Authorizing grant application, acceptance, and execution for the CA Department of Water Resources' Small Community Drought Relief Program. (Cooper/Martinez)**

Director Cooper provided an overview of the DWR Small Community Drought Relief Program, noting that funding is prioritized for urgent drought projects. Director Cooper stated that Mr. Martinez and Ms. Ward have been busy working hard on the grant application write-ups. All of the projects fit the grant criteria, as well as qualify for 100% funding.

Mr. Martinez reported that the District is submitting applications for the tank replacement, Nitrate Blending, Valve Replacements and water quality improvements at two locations. Director Kentosh asked for Attorney Nielson's opinion of the resolution. Attorney Nielson stated the resolution looked fine and it is appropriate to get full board approval on grant agreements.

Director Cooper made the motion to approve Resolution 20220719-3: Authorizing grant application, acceptance and execution for the CA Department of Water Resources' Small Community Drought Relief Program. Director Anderson seconded the motion.

No Public Comment.

Cooper/Anderson

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**e. Review and approve Resolution 20220719-4: Local Agency Conflict of Interest Code. (Ward)**

Ms. Ward presented Resolution 20220719-4: Local Agency Conflict of Interest. Ms. Ward noted that this is a biennial review, no changes other than dates were made to the contents of the resolution. This resolution gets submitted the Ventura County Office of Elections, and is part of the Form 700 Conflict of Interest process.

Director Cooper made the motion to approve Resolution 20220719-4: Local Agency Conflict of Interest. Director Oakland seconded the motion.

No Public Comments.

Cooper/Oakland

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**f. Approval of FY 2022-2023 Budget. (Kentosh/Martinez)**

Ms. Ward presented the FY 2022-2023 Budget, noting that the draft expenditures were presented to the board in May. There were three line items that were adjusted to reflect increased vendor expenses, including the District liability and workers compensation insurance, laboratory fees and membership dues. The income portion has been prepared according to the new rate schedule. The budget summary outlined total operating expenditures of \$1,605,000, capital expenses of \$653,500, with a total operating and capital expenses of \$ 2,258,250. Projected revenues are \$2,055,544, a shortfall of \$202,956, to be absorbed by reserve funds. Reserve fund beginning balance of \$1,420,361.49 would reduce to \$1,217,405.49.

Director Kentosh made the motion to approve the FY 2022-2023 Budget. Director Oakland seconded the motion.

No Public Comments

Kentosh/Oakland

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**g. Approve Resolution 20220719-5: Annual Budget FY 2022-2023. (Kentosh/Martinez)**

Director Etchart presented Resolution 20220719-5: Annual Budget FY 2022-2023.

Director Kentosh made the motion to approve Resolution 20220719-5: Annual Budget FY 2022-2023. Director Anderson seconded the motion.

No Public Comments

Kentosh/Anderson

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**h. Approval of Ziptility GIS Software Services Agreement for \$5,000. (Martinez)**

Mr. Martinez presented the Ziptility GIS Software Service Agreement. Mr. Martinez explained that districts will be required by regulation starting in 2023 to GIS map all assets. District staff have reviewed several GIS programs, including ESRI. Ziptility is a small company from Indiana that modeled its GIS software after the ESRI platform, however, the cost is affordable and provides us with flexibility within the web-based software and the District owns the data. Mr. Martinez added that the District will rent the GIS equipment to capture the data points, and will budget to purchase its own equipment in the following fiscal year. The Ziptility service contract is \$5,000 per year, renewed annually.

Director Anderson asked about Ziptility's data security measures. Director Cooper stated that there are many CMM systems, and even with a small system implementations can be rough.

Director Cooper made the motion to approve the Ziptility GIS Software Service Agreement for \$5,000. Director Kentosh seconded the motion.

No Public Comments

Cooper/Kentosh

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**i. Approval of Meiners Rd Pressure Zone #2 Technical Memorandum Peer Review Proposal for \$7,973. (Martinez/Kentosh)**

Mr. Martinez presented the Meiners Rd Pressure Zone #2 Technical Memorandum for peer review. Director Kentosh worked hard to prepare the technical memorandum that will be peer reviewed by MKN Associates for \$7,973. MKN will evaluate and make recommendations for the zone storage, booster pump stations, alternatives for improved efficiency and fixed emergency power.

Director Kentosh approved the Meiners Rd Pressure Zone #2 Technical Memorandum Peer Review by MKN Associates for up to \$8,000. Director Oakland seconded the motion.

No Public Comments.

Kentosh/Oakland

**Roll Call Vote:**

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

(5) Ayes – M/S/C

**j. Status update and discussion on the draft “New Meters & Expansion of Services” policy. (Kentosh/Anderson/Martinez)**

Director Kentosh reported that the committee met and would like to address the moratorium on new meters and expansion of services. Director Kentosh explained that there was a difference of opinion on the matter, however, a compromise is being presented. Director Anderson stated that the district has an obligation to rate payers and if we defer to another agency, such as Casitas, that does not feel responsible. Director Anderson shared that she supports lifting the moratorium for those that can build within their current allocation. This would allow for growth but perhaps not the larger projects. Casitas is already preparing for Stage 4 Drought by the end of the year and a good chance of Stage 5 by next year if we do not receive enough rainfall. Director Anderson added that she is not comfortable allowing customers to go get an additional allocation from another agency.

Mr. Martinez added that he and Ms. Ward met with Casitas recently and discussed the purchasing of additional allocations, they support our Board making the policy to set a threshold for new meters and expansion of services. The Committee is recommending a threshold of 35% lake capacity, at or below 35% would prevent new meters and expansion of services.

Director Oakland expressed that an allocation is a slice of the pie. Our pie is not whole, we are on our emergency backup supply 3-6 months out of the year. We cannot allocate more water than we have.

Director Cooper agreed with Directors Oakland and Anderson, stating we are in a severe drought and it feels irresponsible to lift the moratorium today. The top priority is to stabilize the supply for existing customers before looking to expand allocations.

Director Anderson requested the board not refer to it as a moratorium, rather a threshold. Director Kentosh stated his reluctance to be the bad guy, but supports the change. Director Etchart agreed with the consensus, and expressed sympathy for both sides.

The committee will bring the revised draft policy for board approval at the next regular meeting.

No Public Comments.

No Motion.

**k. Discuss draft Terms & Conditions for the City of Ojai joining the UVRGA. (Kentosh)**

Director Kentosh reviewed that the City of Ojai has requested to join the UVRGA, and that he was appointed to the sub-committee tasked with having discussions and negotiations with the City of Ojai. Director Kentosh explained that this is just a starting point, with some basic Terms & Conditions for the City to participate.

Director Anderson stated that there should be no need for Terms & Conditions, the City should not be able to join the UVRGA. Director Anderson expressed concerns about Director Kentosh negotiating and participating in discussions at the UVRGA sub-committee, as she is worried that decisions may be made without the full board's involvement. Director Kentosh responded that he is the approved MOWD representative and would never make a decision without board approval.

Director Cooper asked what the costs and benefits are to the City joining? How would it benefit our groundwater basin? Director Kentosh replied that these are questions that can all be addressed in the sub-committee meeting with the City of Ojai. Director Oakland agreed with Directors Anderson and Cooper, that if the Board's stance is that the City of Ojai should not join the UVRGA, why engage in these terms and conditions. Director Etchart explained that Director Kentosh is one of three UVRGA Directors that are tasked with discussing and negotiating with the City of Ojai, all discussions would be brought back to each member agency prior to a decision or vote. Director Kentosh requested a motion for approval on the draft terms and conditions, so that he would have the support of MOWD, while participating in the UVRGA sub-committee. The Board did not reach consensus and no motion was made regarding the draft terms and conditions.

No Public Comments.

No Motion.

## **8. General Manager's Report**

Mr. Martinez reported that the Casitas Lake level has dropped to 32.6%. Stage 4 drought restrictions at 30% lake capacity. The valley could be looking at Stage 5 drought by this time next year, if we do not receive a significant amount of rainfall this winter. The demand on our system is steady, the south Casitas connection was turned on July 19, 2022, the Fairview connection remains off at this time. Well production is dropping due to low water levels. Seasonal rainfall totals at the Casitas Dam 17.76", Matilija Dam 22.03".

Mr. Martinez stated that the VRIF-2 grant projects are anticipated to be awarded in August 2022, which includes the well feasibility study, land resiliency partnership, and the advanced metering infrastructure. Additional grant applications for the DWR Small Community Drought Relief Program are being drafted for nitrate blending at well 8 for \$560,000, water storage tank replacement \$TBD, and valve replacements \$100,000. The replacement Treatment Plant 100% design is underway with MKN Associates. Mr. Martinez reviewed the well levels and specific capacities, as well as total water pumped and sold.

No Public Comment.

## 9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report highlighting that MOWD is an approved utility for the new California Low Income Household Water Assistance Program (LIHWAP), eligible households can get a one-time assistance of up to \$2,000 to pay off water and/or wastewater arrearages (from any time period). Staff is aware of at least three customers that have applied for program assistance. The District received one public records request from LaFCO for pumped and purchased water data 2009-2021. The MOWD Prop 218 Public Hearing for new water rates was held virtually on June 30, 2022. Annual allocations for Agriculture and Commercial customers will “reset” to the full annual allocations following the July 31 billing statement (as this bill cycle covers June 18- Jul 19).

Ms. Ward reported that the draft Financial Audit FY 2020-2021 was presented in June 2022, the final audit will be presented by Ms. Fanning at the August 19 regular meeting. No unusual occurrences with customer billing or customer service.

Ms. Ward emphasized that the nomination period for the November 9, 2022 General Election is open, all Directors that intend to run for re-election will need to schedule an appointment with County Elections to submit their candidate paperwork. The nomination period is open July 18- August 12, 2022. The District has posted the (4) open seats and instructions for how to contact County Elections Division, outside the District Office, on the sidewalk sign, on the District website and social media.

No Public Comment.

## 10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Discussed under item 7 (k).
- Budget/Rate Committee: Discussed item 7 (b).
- Emergency Management Committee: No report, Director Oakland requested Ms. Ward gather sample Emergency Plans from other districts.
- Allocations, New Meters & Expansion of Services Committee: Discussed item 7 (j).
- Grants: Director Anderson provided a brief update that the committee has engaged with Cal Rural Water Association, regarding grant and technical support. The Committee will bring to the board a technical assistance agreement, to get started. Director Anderson reached out to Regina Hirsch regarding IRWM grant projects.

## 11. **Old Business**

- State Water: No update.
- Matilija Dam Removal Update: No update.

## 12. **Director Announcements/Reports**

- Director Kentosh: Director Kentosh stated that he is not planning to run for re-election this fall, unless something changes.



- Director Oakland: The District needs to make the new well feasibility a top priority. Mr. Martinez replied that he and Director Kentosh are engaging with a hydrogeologist to get started, but need to address potential conflicts of interest with Attorney Zolezzi.
- Director Anderson: A potential customer outreach program focused on Fire Safety Assessments, will get with staff regarding the timing and logistics.
- Director Cooper: Thanked Jim for all of the wonderful things he has done for the District over the years and hopes that he reconsiders running for re-election.
- Director Etchart: The UVRGA voted Director Etchart as the new Board Chair.

### 13. **Meeting Adjournment**

There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 8:16 pm.

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**Board Secretary**

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**Board President**

### Report of Income as of 7/31/2022

Income	Month of July	Year To Date	Budget Appropriation	Appropriation Balance
Interest	--	2,613.42	--	2,613.42
Taxes	--	735.45	--	735.45
Pumping Charges	--	359.75	--	359.75
Fire Protection	--	152.07	--	152.07
Meter & Inst. Fees	--	--	--	--
Water Sales	--	67,468.26	--	(67,468.26)
<sup>1</sup> Casitas Water/Standby	--	903.84	--	903.84
MWAC Charges	--	57,630.97	--	(57,630.97)
MCC Chg.	--	6,191.71	--	(6,191.71)
<sup>2</sup> Misc. Income	--	3,970.73	--	3,970.73
Late & Delinquent Chgs.	--	2,640.15	--	2,640.15
Conservation Penalty	--	--	--	--
Capital Improvement	--	--	--	--
Drought Surcharge	--	4,277.56	--	4,277.56
	--	--	--	--
	--	--	--	--
	--	--	--	--
<b>TOTAL INCOME</b>	--	<b>146,943.91</b>	--	<b>(146,943.91)</b>

Note:

<sup>1</sup> This line item is necessary because these sales are tracked in the expenditures

<sup>2</sup>



# Meiner's Oaks County Water District, CA

## Check Report

By Vendor Name

Date Range: 07/16/2022 - 08/15/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP Bank-AP Bank							
AQUA-F <a href="#">SCM0164458</a> <a href="#">S11955971</a> <a href="#">S11955977</a> <a href="#">S11957834</a> <a href="#">S11959979</a> <a href="#">S11965539</a>	Aqua-Flo Supply Credit Memo Invoice Invoice Invoice Invoice Invoice	 07/11/2022 07/11/2022 07/11/2022 07/14/2022 07/18/2022 07/27/2022	08/11/2022 Galvanized Bell Reducer Return Nipples,Couplings,PVC, Etc. Bushing,Couplings PVC Pipe,Coupling Pipe Repair Clamps Liquid Filled Pressure Gauge	Regular	0.00 0.00 0.00 0.00 0.00 0.00	319.01 -5.75 113.82 9.79 32.72 74.70 93.73	10364
AT&T <a href="#">01840722</a>	AT&T Invoice	07/13/2022	07/27/2022 Office Phones	Regular	0.00 0.00	231.96 231.96	10350
AT&T <a href="#">08330722</a>	AT&T Invoice	07/19/2022	08/11/2022 Office Phone	Regular	0.00 0.00	581.05 581.05	10365
BADGER <a href="#">80104419</a>	Badger Meter Invoice	07/29/2022	08/11/2022 Beacon Service Agreement	Regular	0.00 0.00	977.10 977.10	10366
DRAGANCHUK <a href="#">279613</a>	Boyd & Associates Invoice	08/01/2022	08/11/2022 Security Alarm	Regular	0.00 0.00	95.85 95.85	10367
CALPERS <a href="#">INV0002078</a>	California Public Employees' Retirement Invoice	07/15/2022	07/31/2022 Health	Bank Draft	0.00 0.00	3,690.91 3,690.91	DFT0001605
CALPERS <a href="#">INV0002090</a>	California Public Employees' Retirement Invoice	07/29/2022	07/31/2022 Health	Bank Draft	0.00 0.00	3,690.89 3,690.89	DFT0001615
CALPERS <a href="#">071422</a>	California Public Employees' Retirement Invoice	07/14/2022	07/27/2022 Active Premium	Bank Draft	0.00 0.00	24.36 24.36	DFT0001624
GASB <a href="#">10000001688707</a>	CALPERS Invoice	08/03/2022	08/10/2022 GASB-68	Bank Draft	0.00 0.00	700.00 700.00	DFT0001627
CAL-STATE <a href="#">223209</a> <a href="#">223524</a>	Cal-State Invoice Invoice	07/21/2022 07/26/2022	07/27/2022 Portable Toilet Portable Toilet	Regular	0.00 0.00 0.00	258.09 126.23 131.86	10351
CMWD <a href="#">261150722</a> <a href="#">262000722</a> <a href="#">300650722</a>	Casitas Municipal Water District Invoice Invoice Invoice	07/29/2022 07/29/2022 07/29/2022	08/11/2022 Fairview Stby Hartmann Allocation Tico/La Luna	Regular	0.00 0.00 0.00 0.00	2,278.69 1,033.31 212.07 1,033.31	10368
CLEANCO <a href="#">1501</a>	Cleancoast Janitorial Invoice	08/04/2022	08/11/2022 Monthly Janitorial	Regular	0.00 0.00	340.00 340.00	10369
VCRMA <a href="#">IN0228647</a> <a href="#">IN0229809</a>	County of Ventura, RMA Invoice Invoice	07/26/2022 07/26/2022	08/11/2022 Cross Connection Contract 7/2022-6/202 Cross Connection Contract 04/2022-06/2	Regular	0.00 0.00 0.00	1,661.49 1,348.00 313.49	10370
CRICKET <a href="#">070122</a>	Cricket Consulting Invoice	07/01/2022	07/27/2022 Well Depth Reports	Regular	0.00 0.00	360.00 360.00	10352
DOCUPRO <a href="#">244300</a>	DocuProducts Corporation Invoice	08/01/2022	08/11/2022 Copier Maintenance	Regular	0.00 0.00	645.29 645.29	10371
EJHAR <a href="#">281300722</a> <a href="#">994260722</a>	E. J. Harrison Rolloffs, Inc. Invoice Invoice	07/14/2022 07/14/2022	07/27/2022 Office Trash 3 Yard Dumpster	Regular	0.00 0.00 0.00	341.89 109.94 231.95	10353

## Check Report

Date Range: 07/16/2022 - 08/15/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
FAMCON <a href="#">S100075067.002</a>	Famcon Pipe and Supply, Inc Invoice	07/28/2022	08/11/2022 Gaskets,Anti-Friction Ring,Nuts,etc.	Regular	0.00 0.00	1,279.71 1,279.71	10372
CFANN <a href="#">20202021</a>	Fanning & Karrh Invoice	08/04/2022	08/11/2022 Final Billing Audit 2020-21	Regular	0.00 0.00	2,000.00 2,000.00	10373
FGLENV <a href="#">210936A</a> <a href="#">210937A</a> <a href="#">211355A</a> <a href="#">212071A</a> <a href="#">212075A</a>	FGL Environmental Invoice Invoice Invoice Invoice Invoice	08/03/2022 07/29/2022 07/28/2022 08/08/2022 08/08/2022	08/11/2022 Samples Samples Samples Samples Samples	Regular	0.00 0.00 0.00 0.00 0.00	585.00 30.00 400.00 95.00 30.00 30.00	10374
GUARDIAN <a href="#">INV0002079</a> <a href="#">INV0002091</a>	Guardian Invoice Invoice	07/15/2022 07/29/2022	07/27/2022 Dental Dental	Regular	0.00 0.00 0.00	678.01 339.03 338.98	10348
GUARDIAN <a href="#">7690460722</a>	Guardian Invoice	07/14/2022	07/27/2022 Admin. Fee	Regular	0.00 0.00	10.00 10.00	10354
HPWP&C <a href="#">201670</a>	Hathaway, Perrett, Webster, Powers Invoice	07/31/2022	08/11/2022 Attorney Fees	Regular	0.00 0.00	782.50 782.50	10375
HLTHNE <a href="#">61790722</a>	Health Net Life Insurance Company Invoice	07/06/2022	07/27/2022 Life Insurance	Regular	0.00 0.00	39.45 39.45	10355
HCS <a href="#">103665</a>	Herum/Crabtree/Suntag Invoice	07/01/2022	07/27/2022 SBCK vs VTA	Regular	0.00 0.00	1,267.30 1,267.30	10356
LEVI <a href="#">6618741655</a>	Levi Maxwell Invoice	07/01/2022	07/27/2022 American Water College - Levi	Regular	0.00 0.00	249.99 249.99	10357
MOHARD <a href="#">010283</a> <a href="#">011225</a> <a href="#">011337</a> <a href="#">012341</a> <a href="#">012342</a>	Meiners Oaks Hardware Invoice Invoice Invoice Invoice Invoice	07/01/2022 07/07/2022 07/08/2022 07/18/2022 07/18/2022	08/11/2022 Windshield Washer Fluid/Funnel Pliers Washer Fluids Spider Killer/Duct Tape/Pipe Wrap,etc. Asphalt Patch	Regular	0.00 0.00 0.00 0.00 0.00	214.74 30.64 13.65 39.22 83.02 48.21	10376
MKN&A <a href="#">101034</a> <a href="#">101035</a>	Michael K. Nunley & Associates, Inc. Invoice Invoice	08/01/2022 07/30/2022	08/11/2022 Zone #2 Treatment Plant Final Design	Regular	0.00 0.00 0.00	35,637.74 1,380.20 34,257.54	10377
MITEC <a href="#">1063710</a> <a href="#">1063822</a> <a href="#">82047</a> <a href="#">82120</a>	MiTec Solutions LLC Invoice Invoice Invoice Invoice	07/13/2022 07/25/2022 07/15/2022 07/15/2022	07/27/2022 Remote Labor Remote Labor Splashtop/Anti-Virus Anti-Virus	Regular	0.00 0.00 0.00 0.00	232.50 47.50 95.00 55.00 35.00	10358
MITEC <a href="#">1063926</a> <a href="#">1063942</a> <a href="#">82500</a> <a href="#">82571</a>	MiTec Solutions LLC Invoice Invoice Invoice Invoice	08/04/2022 08/04/2022 08/01/2022 08/01/2022	08/11/2022 Remote Labor Monthly Maintenance Exchange/Web Hosting Off Site BackUp	Regular	0.00 0.00 0.00 0.00	646.84 47.50 237.50 263.84 98.00	10378
NCK&K <a href="#">7768</a>	Nelson Comis Kettle & Kinney, LLP Invoice	08/04/2022	08/11/2022 Attorney Fees	Regular	0.00 0.00	2,210.00 2,210.00	10379
OFFDEP <a href="#">256732503001</a> <a href="#">256736760001</a>	Office Depot Invoice Invoice	07/20/2022 07/20/2022	08/11/2022 Paper,Binders,Pencils,etc. Binder	Regular	0.00 0.00 0.00	186.91 150.62 36.29	10380

## Check Report

Date Range: 07/16/2022 - 08/15/2022

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
OBC	Ojai Business Center, Inc.		07/27/2022	Regular			
<a href="#">20221141</a>	Invoice	07/01/2022	Price Increase Notice		0.00	3,095.34	10359
<a href="#">20221244</a>	Invoice	07/01/2022	Business Cards		0.00	2,962.19	
					0.00	133.15	
OBC	Ojai Business Center, Inc.		08/11/2022	Regular			
<a href="#">20221291</a>	Invoice	07/11/2022	Map		0.00	5.56	10381
					0.00	5.56	
PATHIAN	Pathian Administrators		07/27/2022	Regular			
<a href="#">INV0002081</a>	Invoice	07/15/2022	HSBS		0.00	129.88	10349
<a href="#">INV0002093</a>	Invoice	07/29/2022	HSBS		0.00	66.20	
					0.00	63.68	
PERS	Public Employees' Retirement System		07/31/2022	Bank Draft			
<a href="#">INV0002077</a>	Invoice	07/15/2022	457 Withholdings		0.00	650.00	DFT0001604
					0.00	650.00	
PERS	Public Employees' Retirement System		07/31/2022	Bank Draft			
<a href="#">INV0002080</a>	Invoice	07/15/2022	PERS		0.00	2,720.73	DFT0001606
					0.00	2,720.73	
PERS	Public Employees' Retirement System		07/31/2022	Bank Draft			
<a href="#">INV0002089</a>	Invoice	07/29/2022	457 Withholdings		0.00	650.00	DFT0001614
					0.00	650.00	
PERS	Public Employees' Retirement System		07/31/2022	Bank Draft			
<a href="#">INV0002092</a>	Invoice	07/29/2022	PERS		0.00	2,625.77	DFT0001616
					0.00	2,625.77	
PERS	Public Employees' Retirement System		08/10/2022	Bank Draft			
<a href="#">10000001688265</a>	Invoice	08/01/2022	Unfunded Accrued Liability		0.00	2,853.83	DFT0001625
					0.00	2,853.83	
PERS	Public Employees' Retirement System		08/10/2022	Bank Draft			
<a href="#">10000001688266</a>	Invoice	08/01/2022	Unfunded Accrued Liability		0.00	137.58	DFT0001626
					0.00	137.58	
SCE	Southern California Edison Co.		07/27/2022	Regular			
<a href="#">OFFELE0722</a>	Invoice	07/26/2022	Office Electricity		0.00	9,953.03	10360
<a href="#">TNKFRM0722</a>	Invoice	07/26/2022	Tank Farm		0.00	364.76	
<a href="#">WELL1-0722</a>	Invoice	07/26/2022	Well 1		0.00	39.72	
<a href="#">WELL20722</a>	Invoice	07/26/2022	Well 2		0.00	1,184.78	
<a href="#">WELL4&amp;70722</a>	Invoice	07/26/2022	Wells 4&7		0.00	901.84	
<a href="#">WELL80722</a>	Invoice	07/26/2022	Well 8		0.00	6,523.19	
<a href="#">Z-20722</a>	Invoice	07/26/2022	Well 8		0.00	142.55	
<a href="#">Z-2FIRO722</a>	Invoice	07/26/2022	Zone 2		0.00	112.46	
<a href="#">Z-2PWRO722</a>	Invoice	07/26/2022	Zone 2 Fire		0.00	154.95	
<a href="#">Z-3FIRO722</a>	Invoice	07/26/2022	Zone 2 Power		0.00	467.67	
			Zone 3 Fire		0.00	61.11	
SCGAS	Southern California Gas Co.		08/11/2022	Regular			
<a href="#">0583</a>	Invoice	08/01/2022	Office Heat		0.00	7.78	10382
					0.00	7.78	
SUMMER	Summer Ward		07/27/2022	Regular			
<a href="#">41922</a>	Invoice	07/19/2022	Petty Cash (Water for Office)		0.00	15.00	10361
<a href="#">6202022</a>	Invoice	07/20/2022	Petty Cash (Water for Office)		0.00	5.00	
<a href="#">71522</a>	Invoice	07/15/2022	Petty Cash (Water for Office)		0.00	5.00	
					0.00	5.00	
TORO	Toro Enterprises, Inc.		08/11/2022	Regular			
<a href="#">15839</a>	Invoice	07/31/2022	Fire Hydrant Replacement		0.00	13,344.47	10383
					0.00	13,344.47	
TYLER	Tyler Technologies, Inc.		08/11/2022	Regular			
<a href="#">025-389184</a>	Invoice	07/27/2022	Output Director License/Maintenance		0.00	3,753.00	10384
<a href="#">025-389292</a>	Invoice	07/27/2022	Configure Output Director		0.00	3,438.00	
<a href="#">025-389789</a>	Invoice	07/31/2022	Tyler Output Processor		0.00	105.00	
					0.00	210.00	
UAOFSC	Underground Service Alert of So.Ca.		08/11/2022	Regular			
<a href="#">720220439</a>	Invoice	08/01/2022	Digalert		0.00	43.25	10385
					0.00	43.25	

## Check Report

Date Range: 07/16/2022 - 08/15/2022

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	08/11/2022	Regular	0.00	2,959.73	10386
<a href="#">ADAMSON0623</a>	Invoice	07/01/2022	Tow	0.00	98.56	
<a href="#">AMAZON0714</a>	Invoice	07/14/2022	Mouse Pad/FootRest	0.00	38.60	
<a href="#">AMAZON0718</a>	Invoice	07/18/2022	Lumbar Support	0.00	30.01	
<a href="#">AMAZON0722</a>	Invoice	07/22/2022	Conference Microphone	0.00	117.87	
<a href="#">AMAZON072222</a>	Invoice	07/22/2022	Lumbar Support/Foot Rest	0.00	53.39	
<a href="#">DELUXE0722</a>	Invoice	07/22/2022	Checks	0.00	849.95	
<a href="#">DROPBOX0720</a>	Invoice	07/20/2022	Drop Box	0.00	90.00	
<a href="#">GOTO0718</a>	Invoice	07/18/2022	Remote Meetings	0.00	10.00	
<a href="#">HODGE062722</a>	Invoice	07/01/2022	New Starter for Ranger	0.00	285.99	
<a href="#">MOAR0718</a>	Invoice	07/18/2022	Oil Change	0.00	78.70	
<a href="#">OSS071122</a>	Invoice	07/11/2022	Storage Unit	0.00	184.00	
<a href="#">PRIME072022</a>	Invoice	07/20/2022	Membership	0.00	16.08	
<a href="#">RVNC0701</a>	Invoice	07/01/2022	VNC Connect SCADA	0.00	81.36	
<a href="#">TSAS0701</a>	Invoice	07/01/2022	Vests	0.00	75.22	
<a href="#">WCEM0701</a>	Invoice	07/01/2022	Labor to Rewire Motor	0.00	950.00	
VERIZON	Verizon Wireless	08/11/2022	Regular	0.00	356.43	10388
<a href="#">9912123411</a>	Invoice	08/18/2022	Cell Phones	0.00	356.43	
WEX	WEX BANK	07/27/2022	Regular	0.00	1,918.42	10362
<a href="#">82398121</a>	Invoice	07/15/2022	Fuel	0.00	1,918.42	
ZIP	Ziptility	08/11/2022	Regular	0.00	5,000.00	10389
<a href="#">1252</a>	Invoice	08/04/2022	Ziptility Software	0.00	5,000.00	

## Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	96	40	0.00	94,693.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	10	10	0.00	17,744.07
EFT's	0	0	0.00	0.00
	<b>106</b>	<b>50</b>	<b>0.00</b>	<b>112,437.07</b>

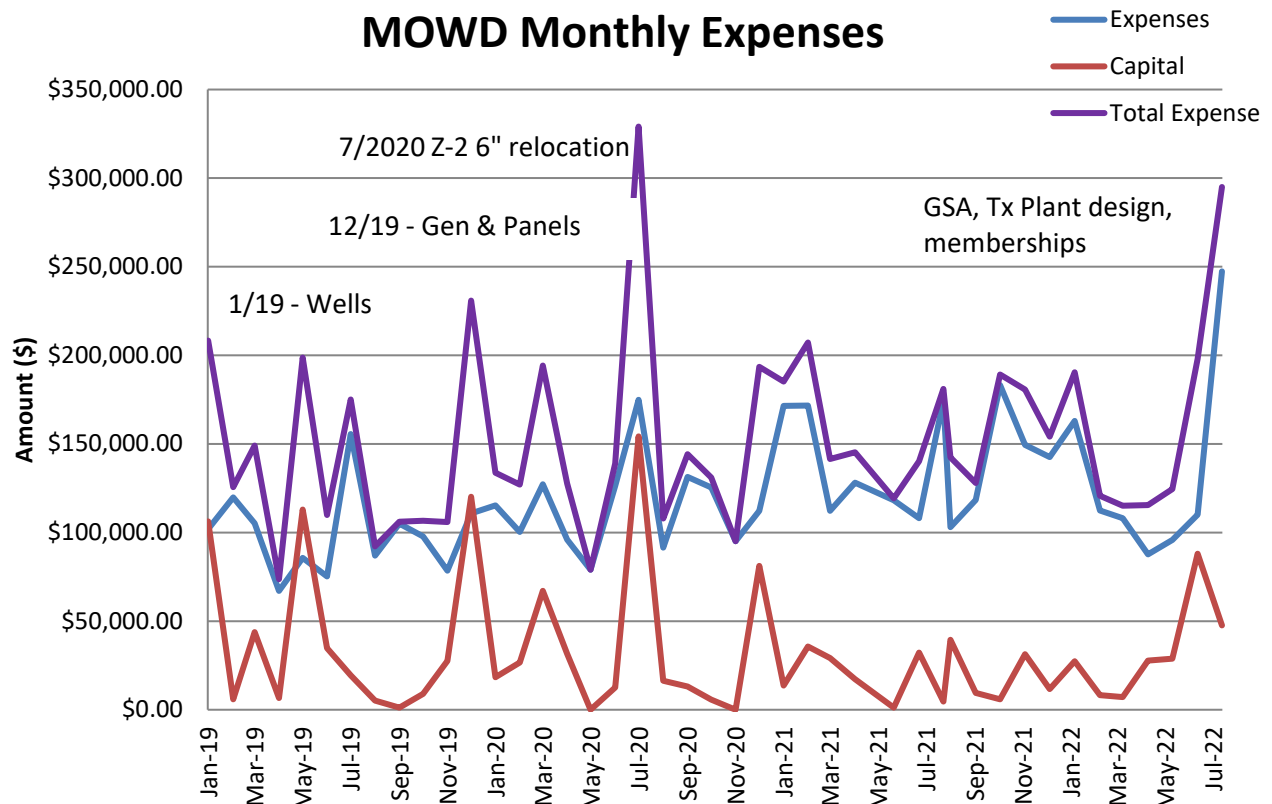
PR 40,725.24

Meiners Oaks Water District

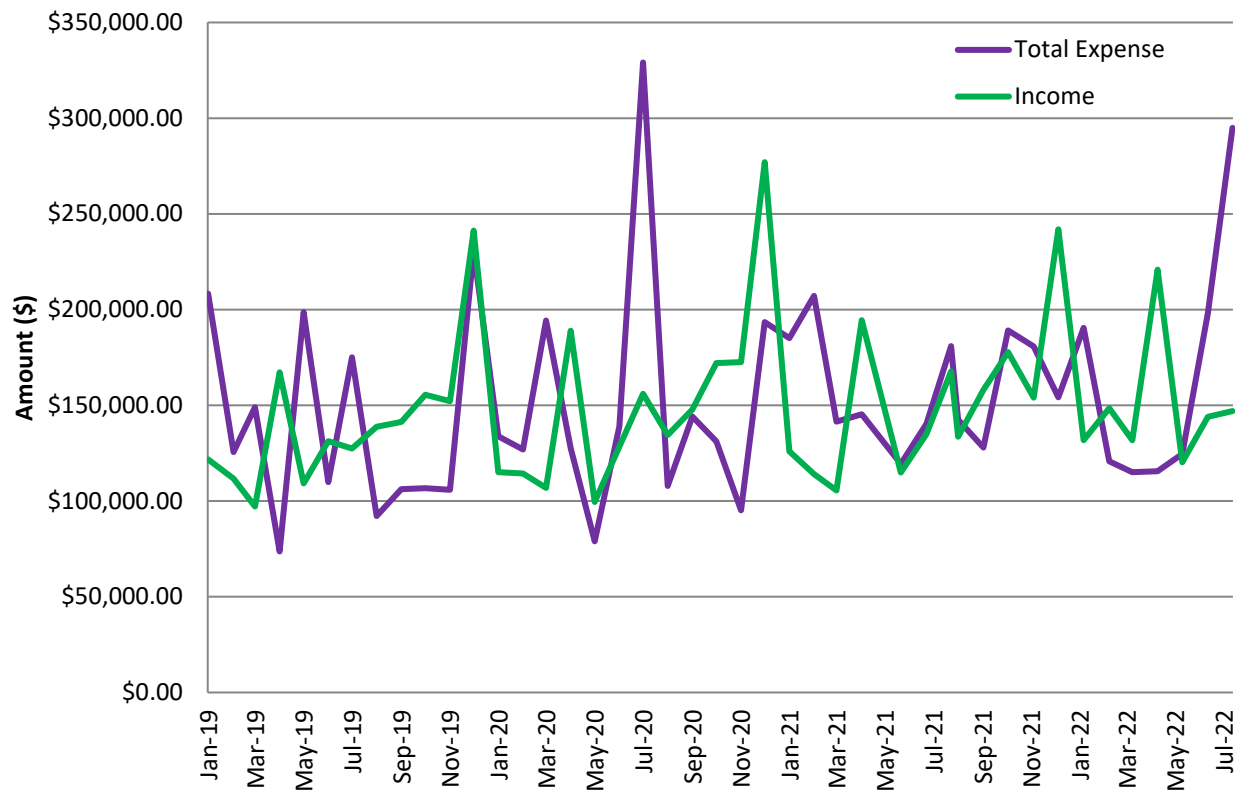
Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

Expenditures	Month of July	Year To Date	Budget Approp	Approp Bal 07/31/22	Current August	Approp FY Bal To Date
Salaries	41,395.79	41,395.79	600,000.00	558,604.21	-	558,604.21
Payroll Taxes	3,273.80	3,273.80	55,000.00	51,726.20	-	51,726.20
Retirement Contributions	5,877.68	5,877.68	75,000.00	69,122.32	-	69,122.32
Group Insurance	7,092.70	7,092.70	96,000.00	88,907.30	-	88,907.30
Company Uniforms	-	-	4,500.00	4,500.00	-	4,500.00
Phone Office	813.01	813.01	10,000.00	9,186.99	-	9,186.99
Janitorial Service	258.09	258.09	6,000.00	5,741.91	340.00	5,401.91
Refuse Disposal	341.89	341.89	5,000.00	4,658.11	-	4,658.11
Liability Insurance	65,376.96	65,376.96	66,000.00	623.04	-	623.04
Workers Compensation	15,313.30	15,313.30	16,000.00	686.70	-	686.70
Wells	-	-	5,000.00	5,000.00	-	5,000.00
Truck Maintenance	493.89	493.89	3,500.00	3,006.11	-	3,006.11
Office Equipment Maintenance	184.00	184.00	4,000.00	3,816.00	645.29	3,170.71
Security System	-	-	1,000.00	1,000.00	95.85	904.15
Cell Phones	-	-	4,500.00	4,500.00	356.43	4,143.57
System Maintenance	2,719.17	2,719.17	90,000.00	87,280.83	-	87,280.83
Safety Equipment	75.22	75.22	6,000.00	5,924.78	-	5,924.78
Laboratory Services	495.00	495.00	14,500.00	14,005.00	90.00	13,915.00
Membership and Dues	2,456.00	2,456.00	9,000.00	6,544.00	-	6,544.00
Printing and Binding	138.71	138.71	2,000.00	1,861.29	-	1,861.29
Office Supplies	1,407.81	1,407.81	6,000.00	4,592.19	-	4,592.19
Postage and Express	2,962.19	2,962.19	12,000.00	9,037.81	-	9,037.81
B.O.D. Fees	-	-	27,000.00	27,000.00	-	27,000.00
Engineering & Technical Services	-	-	50,000.00	50,000.00	1,380.20	48,619.80
Computer Services	2,267.60	2,267.60	17,000.00	14,732.40	646.84	14,085.56
Other Prof. & Regulatory Fees	5,795.30	5,795.30	40,000.00	34,204.70	43.25	34,161.45
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	782.50	782.50	50,000.00	49,217.50	2,210.00	47,007.50
GSA Fees	74,444.00	74,444.00	80,000.00	5,556.00	-	5,556.00
VR/SBC/City of VTA Law Suit	1,267.30	1,267.30	75,000.00	73,732.70	-	73,732.70
Rental Equipment	-	-	-	-	-	-
Audit Fees	-	-	25,000.00	25,000.00	2,000.00	23,000.00
Small Tools	13.65	13.65	5,000.00	4,986.35	-	4,986.35
Election Supplies	-	-	2,500.00	2,500.00	-	2,500.00
Treatment Plant	-	-	10,000.00	10,000.00	-	10,000.00
Fuel	1,918.42	1,918.42	20,000.00	18,081.58	-	18,081.58
Travel Exp./Seminars	249.99	249.99	2,000.00	1,750.01	-	1,750.01
Utilities	364.76	364.76	3,500.00	3,135.24	7.78	3,127.46
Power and Pumping	9,588.27	9,588.27	80,000.00	70,411.73	-	70,411.73
Meters	-	-	25,000.00	25,000.00	-	25,000.00
<b>Total Expenditures</b>	<b>247,367.00</b>	<b>247,367.00</b>	<b>1,605,000.00</b>	<b>1,357,633.00</b>	<b>7,815.64</b>	<b>1,349,817.36</b>
<b>Water Distribution System</b>	-	-	-	-	-	-
	-	-	-	-	-	-
Well 8 Nitrate Removal/Blending	-	-	60,000.00	60,000.00	-	60,000.00
Valve Replacements	-	-	50,000.00	50,000.00	-	50,000.00
Tank Cleaning	-	-	-	-	-	-
Meiners Rd. Tank/Zone	-	-	75,000.00	75,000.00	-	75,000.00
<b>Structures and Improvements</b>	-	-	-	-	-	-
	-	-	-	-	-	-
Treatment Plant 100% Eng. Design	34,257.54	34,257.54	350,000.00	315,742.46	-	315,742.46
	-	-	-	-	-	-
<b>Field Equipment</b>	-	-	-	-	-	-
	-	-	-	-	-	-
GIS Equipment & Software	-	-	15,000.00	15,000.00	5,000.00	10,000.00
Air Compressor	-	-	3,500.00	3,500.00	-	3,500.00
	-	-	-	-	-	-
	-	-	-	-	-	-
<b>Appropriations for Contingencies</b>	<b>13,344.47</b>	<b>13,344.47</b>	<b>100,000.00</b>	<b>86,655.53</b>	<b>-</b>	<b>86,655.53</b>
<b>Total CIP Spending</b>	<b>47,602.01</b>	<b>47,602.01</b>	<b>653,500.00</b>	<b>605,897.99</b>	<b>5,000.00</b>	<b>600,897.99</b>
<b>GRAND TOTAL</b>	<b>294,969.01</b>	<b>294,969.01</b>	<b>2,258,500.00</b>	<b>1,963,530.99</b>	<b>12,815.64</b>	<b>1,950,715.35</b>

## MOWD Monthly Expenses



## MOWD Income & Expenses





## **RESOLUTION NO. 20220816:**

### **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 AUGUST 22, 2022 – SEPTEMBER 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 SEPTEMBER 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 16 day of AUGUST, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

# Draft (6-7-2022)

To the Senior Management and  
The Board of Directors of  
Meiners Oaks Water District

July \_\_, 2022

In planning and performing our audit of the financial statements of Meiners Oaks Water District (District) as of and for the year ended June 30, 2021 in accordance with auditing standards generally accepted in the United States of America, we considered the District's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

However, during our audit, we became aware of certain matters that are opportunities for strengthening internal controls and operating efficiency. This letter does not affect our report dated July \_\_, 2022 on the financial statements of Meiners Oaks Water District.

We will review the status of these comments during our next audit engagement. We have already discussed the comments with District personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional studies of the matters, or to assist staff in implementing the recommendations. Our comments are as follows:

## Organizational Structure

The size of the District's accounting and administrative staff precludes certain internal controls that would be preferred if the office staff were large enough to provide optimum segregation of duties. This control deficiency necessitates the continuing oversight of the Board of Directors.

## Capital Assets (prior year comment)

The District should establish a capitalization policy for capital assets which sets a threshold, above which qualifying expenditures are recorded as capital assets, and below which they are charged to expense as incurred.

Expenditures for purchases of certain equipment were expensed during the year rather than capitalized as capital assets. Additionally, repair and maintenance expenditures were capitalized rather than expensed. Policies and procedures should be implemented to ensure the proper recording of capital assets and related expenses in accordance with a capitalization policy.

## Trust Fund (prior year comment)

The District has a separate bank account referred to as the Trust Fund. The purpose of the Trust Fund is to hold customers' deposits in accordance with the District's deposit policy. The balance of the Trust Fund at June 30, 2021 was \$6,047. The balance of the Customer

# Draft (6-7-2022)

Service Deposit account at the same date was \$3,960. We recommend these two accounts be analyzed and reconciled.

## Unbilled Receivables (prior year comment)

The District does not record accrued revenue for unbilled receivables. Unbilled receivables represent water billings for the period from the date of the meter read to the end of the month. We recommend policies and procedures be developed to evaluate the effect on an ongoing basis.

## Accounts Payable (prior year comment)

There is an unreconciled difference of \$4,244 between the accounting records and the supporting detail listing of accounts payable as of June 30, 2021. We recommend the difference be analyzed and adjusted accordingly.

We wish to thank the District's staff for their support and assistance during the audit.

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

Fanning & Karrh

# DRAFT (6-7-2022)

## **MEINERS OAKS WATER DISTRICT**

Financial Statements for the  
Years Ended June 30, 2021 and 2020  
And Independent Auditor's Report

**Fanning & Karrh**

**Certified Public Accountants**

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**A Professional Corporation**

# DRAFT (6-7-2022)

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# DRAFT (6-7-2022)

MEINERS OAKS WATER DISTRICT  
Governing Board of Directors and Management  
June 30, 2021

<u>Name</u>	<u>Position</u>
<u>Governing Board of Directors:</u>	
Mike Etchart	President
Christian Oakland	Vice President
James Kentosh	Director
Loni Anderson	Director
Christy Cooper	Director
<u>Management:</u>	
Justin Martinez	General Manager
Summer Ward	Board Secretary

# DRAFT (6-7-2022)

## INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of  
Meiners Oaks Water District:

We have audited the accompanying financial statements of Meiners Oaks Water District (District) as of and for the years ended June 30, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### **Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and State Controller's Minimum Audit Requirements for California Special Districts. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



# DRAFT (6-7-2022)

## **Opinion**

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Meiners Oaks Water District as of June 30, 2021 and 2020, and the changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

## **Other Matters**

### *Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 7, the Schedules of Proportionate Share of the Net Pension Liability and of Contributions on page 23, and the Schedule of Changes in the Net OPEB Liabilities and Related Ratios on page 24 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Ventura, California  
July \_\_, 2022

# DRAFT (6-7-2022)

## MEINERS OAKS WATER DISTRICT MANAGEMENT'S DISCUSSION AND ANALYSIS For the Year Ended June 30, 2021

This discussion and analysis of Meiners Oaks Water District's (District) financial performance during the fiscal year ended June 30, 2021 provides an overview of the District's operational activities that had an impact on the financial performance of the District.

### Financial Highlights

- The District's total assets were \$5,094,140. Of this amount, \$3,272,769 represents capital assets net of accumulated depreciation and \$1,821,371 represents current assets consisting of cash and cash equivalents and receivables.
- The District's total liabilities were \$1,248,223. Of this amount, \$78,497 represents current liabilities and \$1,169,726 represents long-term liabilities.
- Deferred Outflows of Resources and Deferred Inflows of Resources related to pensions and other postemployment benefited amounted to \$227,626 and \$229,410, respectively.
- Operating revenues for the year ended June 30, 2021 were \$1,677,068 and primarily consisted of water sales and water availability charges.
- Operating expenses for the year ended June 30, 2021 were \$1,991,952. Significant expenses included salaries and employees benefit expenses of \$823,704, source of water supply of \$274,434, repairs and maintenance expense of \$243,986, professional fees of \$182,118 and depreciation expense of \$221,811.

### Required Financial Statements

This report consists of a series of financial statements with accompanying notes. The Statements of Net Position presents information on all the District's assets, deferred outflows, liabilities and deferred inflows. Over time, increases or decreases in net position may serve as an indicator of whether the financial position of the District is improving or deteriorating. The Statements of Revenues, Expenses and Changes in Net Position provides the results of operating for the years ended June 30, 2021 and 2020 and the effect on the District's net position due from these results.

The District's financial strength can be evaluated by reviewing the Statements of Net Position and measuring the difference between the assets the District owns and the liabilities/debt the District owes. The increase or decrease in the net position over time is an indicator of the wellbeing of the District. However, other non-financial aspects need to be considered when evaluating the District's wellbeing such as capital projects and the District's philosophy to maintain low water rates for its customers.

The District uses a single enterprise fund for accounting and reporting the results of all operations. The statements referred to above include all assets and liabilities using the accrual basis of accounting, which is similar to accounting used by most private-sector companies. Accrual of current year's revenues and expenses are taken into account regardless of when cash is received or paid.

The notes that follow the financial statements provide additional information that is essential to a full understanding of the data provided in the financial statements.

# DRAFT (6-7-2022)

## Statements of Financial Position

The District is operated and reported as a single enterprise fund; there are no subsidiary fund financial statements presented as part of this report. The following is a summary of the net position of the District and the change in the net position from the prior fiscal year.

	2021	2020
<u>Assets and Deferred Outflows</u>		
Current assets	\$ 1,821,371	\$ 1,912,773
Capital assets	3,272,769	3,214,195
Total assets	5,094,140	5,126,968
Deferred outflows of resources	227,626	161,179
Total Assets and Deferred Outflows of Resources	5,321,766	5,288,147
<u>Liabilities and Deferred Inflows of Resources</u>		
Current liabilities	78,497	113,868
Long-term liabilities	1,169,726	938,759
Total liabilities	1,248,223	1,052,627
Deferred Inflows of Resources	229,410	277,465
Total Liabilities and Deferred Inflows of Resources	1,477,633	1,330,092
Net Position		
Invested in capital assets	3,272,769	3,214,195
Unrestricted	571,364	743,860
Total Net Position	\$ 3,844,133	\$ 3,958,055

The net position of the District decreased slightly and is comprised of the following changes:

- Current assets decreased by 4.78% (\$91,402) resulting from current year expenses over revenue.
- An increase in capital assets of 1.82% (\$58,574) primarily due to improvements to the District's water distribution system, offset by depreciation expense.
- Current liabilities decreased by 31.06% (\$35,371) primarily due to the utilization of deferred revenue and a reduction in compensated absences.
- Long-term liabilities increased by 24.60% (\$230,967) and is due to the actuarially calculated net pension liability and net other postemployment benefit liability.
- An increase in deferred outflows of resources of 41.23% (\$66,447) and a decrease in deferred inflows of resources is due to pension and other postemployment benefit activities.

# DRAFT (6-7-2022)

## Statement of Revenues, Expenses and Changes in Net Position

	2021	2020
<u>Operating Revenue</u>		
Water sales and charges	\$ 1,671,150	\$ 1,450,582
Late and delinquency charges	-	18,165
Other	5,918	6,241
Total operating revenue	<u>1,677,068</u>	<u>1,474,988</u>
<u>Non-Operating Revenues (Expenses)</u>		
Property taxes	183,686	172,309
Interest income	9,105	31,379
Other	8,171	42,877
Loss on disposition of capital assets	-	(989)
Total non-operating revenue	<u>200,962</u>	<u>245,576</u>
<u>Operating Expenses</u>		
Salaries and employee benefits	823,704	765,143
Water purchases	274,431	40,044
Repairs and maintenance	243,986	164,320
Professional fees	182,118	231,292
Other	245,902	283,261
Depreciation expense	<u>221,811</u>	<u>203,202</u>
Total operating expenses	<u>1,991,952</u>	<u>1,687,262</u>
Change in Net Position	<u>\$ (113,922)</u>	<u>\$ 33,302</u>

- Total operating revenues reflect an increase of \$202,080 resulting from an increase in water usage in the current year as compared to the prior year. This increase was offset by a reduction in late and delinquency charges which were suspended at the onset of the COVID-19 pandemic.
- Total non-operating revenues and expenses decreased 18.17% (\$44,614), primarily resulting from reimbursements received in the prior year from Southern California Edison for damages and reimbursement from UVRGA for certain administrative costs.
- Operating expenses reflect an increase of 18.06% (\$304,690) primarily due to additional purchased water caused by drought conditions, additional repairs and maintenance due to equipment being at the end of useful life and needing replacement; offset by a decrease in professional fees due to a pause on projects during the COVID pandemic.

# DRAFT (6-7-2022)

## Actual Results Compared to Budget

	<u>Actual</u>	<u>Budget</u>
Total Operating Revenue	\$ 1,677,068	\$ 1,734,284
Less: Operating Expenses		
Salaries and benefits	(823,704)	(790,000)
Water purchases	(274,431)	(145,000)
Repairs and maintenance	(243,986)	(106,900)
Professional fees	(182,118)	(260,000)
Other	<u>(245,902)</u>	<u>(284,500)</u>
Net Operating Revenue (Loss)	<u>\$ (93,073)</u>	<u>\$ 147,884</u>

## Non-Operating Revenues (Expenses)

Property taxes	\$ 183,686	\$ -
Interest income	9,105	-
Other	8,171	-
Insurance recoveries	-	-
Loss on disposition of capital assets	<u>-</u>	<u>-</u>
Total non-operating revenue	<u>\$ 200,962</u>	<u>\$ -</u>

## Conditions Affecting Current Financial Position

Economic Factors - Economic factors include wages, insurance (medical, dental, vision, etc.) and other benefit costs including retirement expenses. Other economic factors include GSA (Groundwater Sustainability Act) fees, professional fees, rises in vendor charges, including piping, fittings, disinfection products and tax rates. Most of these factors occur outside of the District, but heavily impact the financial operations of the District.

## Request for Information

This financial report is designed to provide a general overview for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the General Manager, 202 West El Roblar Drive, Ojai, California 93023.

# DRAFT (6-7-2022)

MEINERS OAKS WATER DISTRICT  
STATEMENTS OF NET POSITION  
JUNE 30, 2021 and 2020

ASSETS	Notes	2021	2020
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	2	\$ 1,659,351	\$ 1,749,561
Receivables:			
Customers, net of allowance for doubtful accounts of \$45,000 at June 30, 2021 and 2020, respectively		160,714	153,879
Interest		1,306	9,333
<b>TOTAL CURRENT ASSETS</b>		<u>1,821,371</u>	<u>1,912,773</u>
<b>CAPITAL ASSETS</b>			
Capital assets not being depreciated		296,933	288,535
Capital assets being depreciated		7,261,453	6,989,466
Total		7,558,386	7,278,001
Less: Accumulated depreciation and amortization		(4,285,617)	(4,063,806)
<b>NET CAPITAL ASSETS</b>	3	<u>3,272,769</u>	<u>3,214,195</u>
<b>TOTAL ASSETS</b>		<u>5,094,140</u>	<u>5,126,968</u>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>			
Deferred outflows of resources related to pensions	4	119,354	116,860
Deferred outflows of resources related to OPEB	5	108,272	44,319
<b>TOTAL DEFERRED OUTFLOWS OF RESOURCES</b>		<u>227,626</u>	<u>161,179</u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Accounts payable		48,467	44,587
Accrued compensated absences		16,470	25,237
Customer service deposits		3,960	12,395
Deferred revenue		9,600	31,649
<b>TOTAL CURRENT LIABILITIES</b>		<u>78,497</u>	<u>113,868</u>
<b>LONG-TERM LIABILITIES</b>			
Net pension liability	4	389,304	349,053
Net other postemployment benefit liability	5	780,422	589,706
<b>TOTAL LONG-TERM LIABILITIES</b>		<u>1,169,726</u>	<u>938,759</u>
<b>TOTAL LIABILITIES</b>		<u>1,248,223</u>	<u>1,052,627</u>
<b>DEFERRED INFLOWS OF RESOURCES</b>			
Deferred inflows of resources related to pensions	4	17,679	32,279
Deferred inflows of resources related to OPEB	5	211,731	245,186
<b>TOTAL DEFERRED INFLOWS OF RESOURCES</b>		<u>229,410</u>	<u>277,465</u>
<b>NET POSITION</b>			
Net investment in capital assets		3,272,769	3,214,195
Unrestricted		571,364	743,860
<b>TOTAL NET POSITION</b>		<u>\$ 3,844,133</u>	<u>\$ 3,958,055</u>

See accompanying notes to financial statements.

# DRAFT (6-7-2022)

MEINERS OAKS WATER DISTRICT  
STATEMENTS OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION  
For the Years Ended June 30, 2021 and 2020

	<u>Notes</u>	<u>2021</u>	<u>2020</u>
<b>OPERATING REVENUES</b>			
Water sales		\$ 704,525	\$ 588,061
Water availability charges		731,153	710,039
Meter capacity charges		79,741	79,720
Drought surcharges		82,370	61,913
Casitas passthrough charges		73,361	10,849
Late and delinquency charges		-	18,165
Other revenue		5,918	6,241
<b>TOTAL OPERATING REVENUES</b>		<u>1,677,068</u>	<u>1,474,988</u>
<b>OPERATING EXPENSES</b>			
Salaries and employee benefits		823,704	765,143
Source of water supply		274,431	40,044
Repairs and maintenance		243,986	164,320
Professional fees		182,118	231,292
UVRGA fees	7	-	50,000
Utilities		63,866	60,730
Insurance		40,101	27,225
Outside services		50,408	39,693
Postage and printing		15,065	12,718
Treatment plant supplies		13,206	8,037
Communications		14,032	13,094
Travel and fuel		10,922	12,049
Dues and memberships		7,895	7,720
Supplies		14,067	16,845
Board member fees		12,700	15,150
Bad debt		-	20,000
Other		3,640	-
Depreciation and amortization		221,811	203,202
<b>TOTAL OPERATING EXPENSES</b>		<u>1,991,952</u>	<u>1,687,262</u>
<b>LOSS FROM OPERATIONS</b>		<u>(314,884)</u>	<u>(212,274)</u>
<b>NON-OPERATING REVENUES AND EXPENSES</b>			
Property taxes		183,686	172,309
Interest income		9,105	31,379
Other revenue		8,171	42,877
Loss on disposition of capital assets		-	(989)
<b>TOTAL NON-OPERATING REVENUES AND EXPENSES</b>		<u>200,962</u>	<u>245,576</u>
<b>CHANGE IN NET POSITION</b>		<u>(113,922)</u>	<u>33,302</u>
<b>NET POSITION - Beginning of year</b>		<u>3,958,055</u>	<u>3,924,753</u>
<b>NET POSITION - End of year</b>		<u>\$ 3,844,133</u>	<u>\$ 3,958,055</u>

See accompanying notes to financial statements.

# DRAFT (6-7-2022)

MEINERS OAKS WATER DISTRICT  
STATEMENTS OF CASH FLOWS  
For the Years Ended June 30, 2021 and 2020

	<u>2021</u>	<u>2020</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from user charges	\$ 1,648,184	\$ 1,435,365
Cash payments to employees	(716,006)	(655,098)
Cash payments for operating expenses	(942,557)	(723,249)
Cash payments from deposits	<u>(8,435)</u>	<u>19,884</u>
NET CASH (USED FOR) PROVIDED BY OPERATING ACTIVITIES	<u>(18,814)</u>	<u>76,902</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES		
Purchase of capital assets	<u>(280,385)</u>	<u>(268,172)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES		
Property taxes collected	183,686	172,309
Other revenue	<u>8,171</u>	<u>42,877</u>
NET CASH PROVIDED BY NONCAPITAL FINANCING ACTIVITIES	<u>191,857</u>	<u>215,186</u>
CASH FLOWS FROM INVESTING ACTIVITIES		
Interest income	<u>17,132</u>	<u>36,603</u>
NET (DECREASE) INCREASE IN CASH AND CASH EQUIVALENTS	(90,210)	60,519
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>1,749,561</u>	<u>1,689,042</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 1,659,351</u>	<u>\$ 1,749,561</u>
CASH FLOWS FROM OPERATING ACTIVITIES		
Operating loss	(314,884)	\$ (212,274)
Adjustments to reconcile operating loss to net cash (used for) provided by operating activities:		
Depreciation and amortization	221,811	203,202
Changes in assets, deferred outflows, liabilities and deferred inflows:		
Accounts receivable - customers	(6,835)	(39,988)
Deferred outflows of resources	(66,447)	(45,995)
Accounts payable	3,880	(4,332)
Accrued compensated absences	(8,767)	11,131
Customer service deposits	(8,435)	19,884
Deferred revenue	(22,049)	365
Net pension liability	40,251	40,010
Other postemployment benefits	190,716	(76,035)
Deferred inflows of resources	<u>(48,055)</u>	<u>180,934</u>
NET CASH (USED FOR) PROVIDED BY OPERATING ACTIVITIES	<u>\$ (18,814)</u>	<u>\$ 76,902</u>

See accompanying notes to financial statements.



# DRAFT (6-7-2022)

## MEINERS OAKS WATER DISTRICT

### NOTES TO FINANCIAL STATEMENTS

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization – The Meiners Oaks Water District (District), a special district of the State of California, was organized in 1949 and formed under the County Water District Law of the State of California, as amended, Government Code Sections 30,000 et seq. The District supplies water to an unincorporated portion of Ventura County known as Meiners Oaks. The Board of Directors consists of a five-member group which has the governance responsibilities over the activities related to the District. The Directors are elected by the public for four-year terms. The Directors have the decision-making authority, the power to designate management, the responsibility to significantly influence operations and accountability for fiscal matters. All of the Directors reside within the District boundaries and either purchase water from the District or guarantee the payment of water purchases by tenants.

Reporting Entity – The District's reporting entity includes all significant operation and revenue sources which the District Board of Directors exercises oversight responsibility. Oversight responsibility is determined on the basis of selection of the governing board, designation of management, ability to significantly influence operations, accountability for fiscal matters, and the scope of public service. There are no component units included in this report.

Basis of Accounting – The Meiners Oaks Water District is accounted for as a proprietary fund in accordance with generally accepted accounting principles as applied to governmental units. Proprietary funds are used to account for operations (a) that are financed and operated in a manner similar to private business enterprises – where the expenses, including depreciation, of providing goods or services to the general public are recovered through user charges, or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and net income is appropriate for capital maintenance, public policy, management control, and other purposes. Because the District is accounted for as a proprietary fund, the District uses the economic resources measurement focus and the accrual basis of accounting is used for financial statement reporting purposes. Revenues are recognized when they are earned, and expenses are recognized when they are incurred. With this measurement focus, all assets and all liabilities associated with the operation of these funds are included on the Statement of Net Position. Net position is segregated into investment in capital and unrestricted.

Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing goods and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the District are charges to customers for sales and services. Operating expenses include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

Principles of Presentation – The accompanying financial statements are presented utilizing the accrual method of accounting.

Use of Estimates – The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Significant estimates used in preparing these financial statements include:

- Depreciable lives and estimated residual value of capital assets
- Allowance for uncollectible receivables
- Accrual of net pension liability
- Accrual of other postemployment benefit liability

Cash and Cash Equivalents – For the purpose of the Statement of Cash Flows, the District considers all highly liquid investments with original maturities of 90 days or less to be cash and cash equivalents. The District considers funds in the Ventura County Treasury Fund to be cash equivalents.

# DRAFT (6-7-2022)

Accounts Receivable – Accounts receivable are stated at net realizable value and net of related allowance for uncollectible accounts. The District uses the allowance method to account for uncollectible accounts. At June 30, 2021 and 2020, the District determined that an allowance for uncollectible accounts of \$45,000 was adequate.

Capital Assets – Capital assets that are acquired and/or constructed are capitalized at historical cost. Donated property is recorded at fair market value at the date of donation. No formal capitalization policy has been established. Depreciation is recorded on a straight-line basis over the estimated service lives. The services lives of assets are as follows:

Vehicles	5 years
Furniture and fixtures	5-10 years
Water distribution system	10-60 years
Buildings and improvements	10-20 years
Equipment	5-20 years

Compensated Absences – The District's personnel policies provide for accumulation of compensated absences. Liabilities for compensated absences are recorded when benefits are earned. Payment of unused compensated absences is available to those qualified employees upon termination or retirement. Sick leave is not included in the accrual as the District does not pay for unused sick time upon employee termination.

Deferred Outflows of Resources and Deferred Inflows of Resources – Deferred outflows of resources is a consumption of net position by the District that is applicable to a future period and deferred inflows of resources is an acquisition of net position by the District that is applicable to a future reporting period. Both deferred outflows and inflows are reported in the Statement of Net Position, but are not recognized in the financial statements as revenue and expenses until the period(s) to which they relate. Deferred outflows of resources and deferred inflows of resources are related to pensions and other postemployment benefits.

Pensions – For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) cost-sharing multiple-employer defined benefit plan and additions to/deductions from the plan's fiduciary net position have been determined on the same basis as they are reported by the plans. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

Postemployment Benefits Other Than Pensions (OPEB) – The District follows GASB Statement No. 75, Accounting and Financial Reporting for Postemployment Benefits Other Than Pensions for purposes of measuring the net other postemployment liability. The District does not pre-fund the OPEB plan in a trust. The total OPEB liability represented the actuarial present value of projected OPEB benefit payments attributable to employees' past services as of June 30, 2021.

Net Position – Net position represents the difference between assets and deferred outflows of resources, and liabilities and deferred inflows of resources on the financial statements. Net position is classified in the following categories:

- Net investment in capital assets – This category includes capital assets, net of accumulated depreciation and reduced by any outstanding debt related to the acquisition, construction or improvement of those assets.
- Restricted – This category consists of net position with legal limitations imposed on their use by external restrictions by other governments, creditors, grantors, contributors, laws or regulations, or through constitutional provision, or enabling legislation. As of June 30, 2021 and 2020, the District did not have restricted net position.
- Unrestricted net position – This category consists of all other net position that does not meet the definition of restricted or invested in capital assets.

# DRAFT (6-7-2022)

Subsequent Events – The District has evaluated subsequent events through \_\_\_\_\_, 2022, the date which the financial statements were available to be issued.

Reclassifications - Certain reclassifications have been made to the prior year financial statements in order to conform to the presentation of the current year financial statements for comparative purposes. There is no material effect on the financial statements.

## 2. DEPOSITS AND INVESTMENTS

The District's carrying value of deposits with a bank was \$20,621 and \$71,646 at June 30, 2021 and 2020, respectively. The corresponding bank balance was \$53,028 and \$129,443, respectively. Of the bank balances, \$250,000 was covered by Federal deposit insurance. The California Government Code requires all financial institutions to secure a local government agency's deposits by pledging governmental securities as collateral. The market value of pledged securities must equal 110% of an agency's deposits. California law also allows financial institutions to secure an agency's deposits by pledging first trust deed mortgage notes having a value of 150% of an agency's total deposits, and collateral is considered to be held in the name of the District. All cash held by financial institutions is, therefore, entirely insured or collateralized.

At June 30, the District had the following investments, which are included in Cash and Cash Equivalents:

	<u>2021</u>	<u>2020</u>
County of Ventura Investment Pool	\$ 1,408,820	\$ 1,449,936
State of California - Local Agency Investment Fund	<u>229,732</u>	<u>227,802</u>
Total	<u>\$ 1,638,552</u>	<u>\$ 1,677,738</u>

The County Treasurer maintains a cash investment pool for all funds of the County and other agencies for which the County treasury is the depository. Interest earned on the pooled funds is allocated and credited to these funds quarterly. Interest is apportioned to the District based on the average daily balances on deposit with the County Treasurer. Investment earnings are accrued at year-end. The investment pool operates in accordance with appropriate state laws and regulations and the investment policy of the County. The District's investment in the County of Ventura Investment Pool was rated AAA by Standard & Poor's for a primary objective of safety and SI by Standard & Poor's for a secondary objective of liquidity.

The District is a voluntary participant in the Local Agency Investment Fund (LAIF) that is regulated by the California Government Code Section 16429 under the oversight of the Treasurer of the State of California. The State Treasurer's Office audits the funds annually. The fair value of the position in the investment pool is the same as the value of the pool shares. The fair value of the District's investment in this pool is reported at amounts based upon the District's pro-rata share of the fair value provided by LAIF portfolio.

The District's investment policy established by the Board of Directors permits the District to invest in the County of Ventura investment pool, LAIF and commercial banks.

To address credit risk, the District invests its funds in accordance with state statutes and the District's investment policy. The criteria for selecting investments are, in order of priority, (1) safety – consideration of the potential loss of principal or interest, (2) liquidity – the ability to have funds available at any moment in time with a minimal potential loss and (3) yield – the optimum rate of return while preserving capital.

# DRAFT (6-7-2022)

## 3. CAPITAL ASSETS

	Balance June 30, 2020	Increases	Decreases	Balance June 30, 2021
Capital assets not being depreciated -				
Land and permanent easements	\$ 57,035	\$ -	\$ -	\$ 57,035
Water rights	231,500	-	-	231,500
Construction in progress	-	8,398	-	8,398
Total capital assets not being depreciated	288,535	8,398	-	296,933
Capital assets being depreciated:				
Buildings	61,472	-	-	61,472
Water distributions system	5,468,666	177,929	-	5,646,595
Structures and improvements	396,422	-	-	396,422
Equipment	240,284	-	-	240,284
Transportation	212,822	80,201	-	293,023
Furniture and fixtures	40,946	-	-	40,946
Office machines	50,485	13,857	-	64,342
Communication equipment	19,159	-	-	19,159
SCADA water project	499,210	-	-	499,210
Total capital assets being depreciated	6,989,466	271,987	-	7,261,453
Less accumulated depreciation	(4,063,806)	(221,811)	-	(4,285,617)
Total capital assets being depreciated and amortized, net	2,925,660	50,176	-	2,975,836
Total capital assets, net	\$ 3,214,195	\$ 58,574	\$ -	\$ 3,272,769

## 4. DEFINED BENEFIT PENSION PLAN

### A. General Information about the Pension Plan

Plan Description, Benefits Provided and Employees Covered – All qualified permanent and probationary employees are eligible to participate in the District's Miscellaneous Employee Pension Plan (Plan). The Plan is a cost-sharing multiple employer defined benefit pension plan administered by the California Public Employees' Retirement System (CalPERS). Benefit provisions under the Plan are established by State statute and Local Government resolution. The Plan provides retirement, death and disability benefits to plan members and beneficiaries. The benefit provisions of the plan's employees are established by statute. CalPERS issues publicly available reports that include a full description regarding number of employees covered, benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

The Plan's provisions and benefits in effect at June 30, 2021, as summarized as follows:

	Prior to January 1, 2013	On or after January 1, 2013
Hire date		
Benefit formula	2% @ 60	2% @ 62
Benefit vesting schedule	5 years of service	5 years of service
Benefit payments	monthly for life	monthly for life
Retirement age	50	52
Required employee contribution rates	7.000%	6.750%
Required employer contribution rates	8.794%	7.732%

# DRAFT (6-7-2022)

Contributions – Section 20814(c) of the California Public Employees' Retirement Law requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in rate. The Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year. The District is required to contribute the difference between the actuarially determined rate and the contribution rate of employees.

Beginning for the year ended June 30, 2016, CalPERS collected employer contributions towards unfunded liability as a dollar amount instead of the prior method of a contribution rate. The pool's unfunded liability is allocated to each individual plan based on the plan's total liability rather than by plan individual payroll. The District's unfunded liability payment for the year ended June 30, 2021 was \$25,375.

For the year ended June 30, 2021, the contributions recognized as part of pension expense were as follows:

Contributions - employer	\$	60,865
Contributions - employee	\$	29,601

## B. Pension Liabilities, Pension Expense and Deferred Outflows/Inflows of Resources Related to Pensions

As of June 30, 2021, the District's reported net liability for its proportionate share of the net pension liability was \$389,304.

The District's net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2020, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2019 rolled forward to June 30, 2020 using standard update procedures. The District's proportion of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined.

The District's proportionate share of the net pension liability as of June 30, 2021 and 2020 was as follows:

Proportion - June 30, 2020	0.00872%
Proportion - June 30, 2021	0.00923%
Change - Increase (Decrease)	0.00051%

For the year ended June 30, 2021, the District recognized pension expense of \$83,929. At June 30, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

# DRAFT (6-7-2022)

	Deferred Outflows of Resources	Deferred Inflows of Resources
Pension contributions subsequent to measurement date	\$ 60,865	\$ -
Net differences between projected and actual earnings on plan investments	11,565	-
Difference between expected and actual experiences	20,062	-
Changes in assumptions	-	2,777
Differences between actual contributions and proportionate share of contributions	-	14,902
Change in employer's proportion	26,862	-
Total	\$ 119,354	\$ 17,679

The \$60,865 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as pension expense as follows:

Measurement Period Ended June 30:	Deferred Outflows/(inflows) of Resources, Net
2022	\$ 10,521
2023	14,162
2024	10,580
2025	5,547
Total	\$ 40,810

Actuarial Methods and Assumptions - For the measurement period ended June 30, 2020 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2019 total pension liability determined in the June 30, 2019 actuarial accounting valuation. The June 30, 2020 total pension liability was based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions:	
Discount Rate	7.15%
Inflation	2.50%
Projected Salary Increase	Varies by Entry Age and Service
Investment Rate of Return	7.50%
Mortality	Derived using CalPERS' Membership Data
Post Retirement Benefit Increase	Contract COLA up to 2.50% until purchasing power protection allowance floor on purchasing power applies, 2.50% thereafter

The underlying mortality assumption and all other actuarial assumptions used in the June 30, 2019 valuation were based on the results of an actuarial experience study for the period 1997 to 2015, including updates to salary increase, mortality and retirement rates. The Experience Study can be found on the CalPERS' website under Forms and Publications.

# DRAFT (6-7-2022)

Discount Rate – The discount rate used to measure the total pension liability was 7.15%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for the plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.15% discount rate is deemed adequate and the use of the municipal bond rate calculation is not necessary. The long-term expected discount rate of 7.15% is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called "GASB Crossover Testing Report" that can be obtained from the CalPERS' website under the GASB 68 section.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as schedule in all future years. Using historical returns of all the funds' asset classes, expected compound returns were calculated over the short-term (first 10 years) and the long-term (11–60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of one percent.

The table below reflects the long-term expected real rate of return by assets class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These rates of return are net of administrative expenses.

Asset Class	New	Real Return	Real Return
	Strategic Allocation	Years 1 - 10 (a)	Years 11+ (b)
Global Equity	50.00%	4.80%	5.98%
Fixed Income	28.00%	1.00%	2.62%
Inflation Assets	0.00%	0.77%	1.81%
Private Equity	8.00%	6.30%	7.23%
Real Estate	13.00%	3.75%	4.93%
Liquidity	1.00%	0.00%	-0.92%

(a) An expected inflation of 2.0% used for this period

(b) An expected inflation of 2.92% used for this period

Amortization of Deferred Outflows and Deferred Inflows of Resources – Under GASB 68, actuarial gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflow and deferred inflows of resources related to pension and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

# DRAFT (6-7-2022)

Net difference between projected and actual earnings on pension plan investments

5 year straight-line amortization

All other amounts

Straight-line amortization over the expected average remaining service lifetime (EARSL) of all members that are provided with pensions (active, inactive, and retired) as of the beginning of the measurement period

The net difference between projected and actual investment earnings on pension plan investments is amortized over a five-year period on a straight-line basis. One-fifth is recognized in pension expense during the measurement period, and the remaining net difference between projected and actual investment earnings on pension plan investments at the measurement date is to be amortized over the remaining four-year period. The net difference between projected and actual investment earnings on pension plan investments in the schedule of collective pension amounts represents the unamortized balance relating to the current measurement period and the prior measurement period on a net basis.

Deferred outflows of resources and deferred inflows of resources relating to differences between expected and actual experience, changes of assumptions and employer-specific amounts should be amortized over EARSL of members provided with pensions through the plan.

Sensitivity of the Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the District's proportionate share of the net pension liability calculated using the discount rate of 7.15%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.15%) or 1 percentage point higher (8.15%) higher than the current year:

	1% Decrease 6.15%	Current Discount Rate 7.15%	1% Increase 8.15%
District's proportionate share of the net pension liability	\$ 618,177	\$ 389,304	\$ 200,194

Pension Plan Fiduciary Net Position – The plan's fiduciary net position disclosed in the District's GASB 68 accounting valuation report may differ from the plan assets reported in the District's funding actuarial valuation report due to several reasons. For the accounting valuations, CalPERS must keep items such as deficiency reserves, fiduciary self-insurance and OPEB expense included in fiduciary net position. These amounts are excluded for rate setting purposes in the District's funding actuarial valuation. Detailed information about the pension plan's fiduciary net position is available in the separately CalPERS financial reports.

## C. Payable to the Pension Plan

At June 30, 2021, the District reported a payable of \$0 for the outstanding amount of contributions to the pension plan required for the year ended June 30, 2021.

## 5. OTHER POSTEMPLOYMENT BENEFITS

### A. General Information about the OPEB Plan

Plan description – The District's defined benefit OPEB plan (Plan) provides lifetime post-employment medical insurance to eligible retirees and their spouses through the California Public Employees Medical and Hospital Care Act (PEMHCA), commonly referred to as PERS Health. PEMHCA provides health insurance through a variety of Health Maintenance Organization (HMO) and Preferred Provider Organization (PPO) options.



# DRAFT (6-7-2022)

Benefits provided – Employees may retire directly from the District under PERS (age 50 and 5 years of PERS service) and receive a District-paid contribution towards medical premiums. The District joined PEMHCA in 2007 under the unequal contribution method, with the monthly cap being based on the Blue Shield Los Angeles single non-Medicare premium. As of 2019, the District contributes up to 60% of the non-Medicare premium. The contribution will increase 5% each year until the full non-Medicare single rate is reached in 2027. The cap is scheduled to increase not more than \$100 each year per the unequal method rule, until/unless the cap equals the Blue Shield Los Angeles single non-Medicare premium, after which the \$100 rule no longer applies. Survivor benefits are available and spouse benefits are available until the cap. The District also pays the CalPERS administrative fee. The District does not offer vision, dental, or life benefits for retirees.

Plan membership – As of the June 30, 2019 measurement date, membership consisted of the following:

Inactive employees or beneficiaries currently receiving benefit payments	1
Inactive employees entitled to but not yet receiving benefit payments	0
Active employees	5
Total	<u>6</u>

Contributions – The contribution requirements of Plan members and the District are established and amended by the District. The required contribution is based on projected pay-as-you-go financing requirements. No assets are accumulated in a trust that meets the criteria in Paragraph 4 of GASB 75.

## B. Net OPEB Liability

The District's net OPEB liability was measured as of June 30, 2020 and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of June 30, 2019. Standard actuarial update procedures were used to project/discount from valuation to measurement dates.

Actuarial assumptions – The total OPEB liability was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Discount rate	2.45%
Inflation rate	3.00%
Salary increases	3.00%
Medical cost trend rate	5.80% for 2020; 5.70 percent for 2021; and decreasing by 0.10 percent each year to an ultimate rate of 5.00% for 2028 and later years

Mortality rates were based on the RP-2014 Employee Mortality Table for Males or Females, as appropriate, without projection.

Discount rate – A discount rate of 2.45% was used in the valuation. GASB 75 requires the use of a discount rate that considers the availability of the OPEB's plan's fiduciary net position associated with the OPEB of current active and inactive employees and the investment horizon of those resources. For OPEB plans that do not have irrevocable trust accounts, GASB 75 requires a discount rate equal to the yield or index rate for 20-year, tax-exempt general obligations municipal bonds with an average rating of AA/Aa or higher. The District does not have a irrevocable trust account for prefunding OPEB liabilities. The discount rate used to measure the total OPEB liability was based on the Fidelity GO AA 20-year municipal index.

# DRAFT (6-7-2022)

The components of the net OPEB liability are as follows:

Total OPEB liability	\$780,422
Plan fiduciary net position	\$ 0
Net OPEB liability	\$780,422

Measurement date	June 30, 2020
Reporting date	June 30, 2021

## Changes in the Net OPEB Liability

The changes in the net OPEB liability for the Plan are as follows:

	Total OPEB Liability (a)	Plan Fiduciary Net Position (b)	Total OPEB Liability (Asset) (a) - (b)
Balances at June 30, 2020	\$ 589,706	\$ -	\$ 589,706
Changes for the year:			
Service cost	93,745	-	93,745
Interest	21,283	-	21,283
Changes of benefit terms	-	-	-
Plan experience differences	-	-	-
Changes in assumptions	82,711	-	82,711
Contributions - employers	-	7,023	(7,023)
Benefit payments	(7,023)	(7,023)	-
Administrative expenses	-	-	-
Net changes	190,716	-	190,716
Balances at June 30, 2021	\$ 780,422	\$ -	\$ 780,422

Sensitivity of the net OPEB liability to changes in the discount rate and health-care cost trend rates – The following presents the net OPEB liability of the District if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2019:

	1% Decrease 1.45%	Current Discount Rate 2.45%	1% Increase 3.45%
Net OPEB Liability	\$ 928,234	\$ 780,422	\$ 662,913

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates – The following presents the net OPEB liability of the District if it were calculated using health care cost trend rates that are one percentage point lower or one percentage point higher than the current rate, for measurement period ended June 30, 2019:

	1% Decrease (4.80% current, 4.00% ultimate, 3.00% Medicare)	Trend Rate (5.80% current, 5.00% ultimate, 4.00% Medicare)	1% Increase (6.80% current, 6.00% ultimate, 5.00% Medicare)
Net OPEB Liability	\$ 640,693	\$ 780,422	\$ 961,306

# DRAFT (6-7-2022)

## C. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2021, the District recognized OPEB expenses of \$93,308. At June 30, 2021, the District reported deferred outflows of resources and inflows of resources related OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
OPEB contributions subsequent to measurement date	\$ 2,309	\$ -
Difference between expected and actual experience		169,182
Changes in assumptions	105,963	42,549
Total	<u>\$ 108,272</u>	<u>\$ 211,731</u>

The \$2,309 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net OPEB liability in the year ended June 30, 2022. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized as pension expense as follows:

Measurement Period Ending June 30:	Deferred Outflows (Inflows) of Resources, Net
2022	\$ (17,066)
2023	(17,066)
2024	(17,066)
2025	(17,066)
2026	(17,066)
Thereafter	(20,438)
Total	<u>\$ (105,768)</u>

## 6. RISK MANAGEMENT

The District is exposed to potential losses from claims arising from its business operations. Significant losses are covered by commercial insurance. There have been no significant reductions in insured coverage. Settlement amounts have not exceeded insurance coverage.

## 7. JOINT POWERS AGREEMENT CREATING THE UPPER VENTURA RIVER GROUNDWATER AGENCY

The District participates as a member of the Upper Ventura River Groundwater Agency (UVRGA), to provide sustainable management of the Upper Ventura River Basin pursuant to the Sustainable Groundwater Management Act. The UVRGA is funded through contributions from member agencies and assessed extraction fees. The District made contributions of \$50,000 to UVRGA during the year ended June 30, 2020. Extraction fees of \$42,903 and \$22,215 were paid during the years ended June 30, 2021 and 2020, respectively.

# DRAFT (6-7-2022)

## 8. CONTINGENCIES

The District is involved in certain lawsuits arising in the ordinary course of business. Management believes that the potential adverse impact of these proceedings would not be material to the basic financial statements of the District.

The COVID-19 pandemic developed rapidly in 2020 in the United States and around the world. Measures taken by various organizations and governments to contain the virus have affected economic activity. At this stage, the impact on the District's financial position and results of operations have not been significant. The future economic uncertainties due to the continued spread of COVID-19 and the financial impact, if any, on the District is unknown at this time. Management continues to monitor the situation closely and are taking steps they believe to be reasonable to enable the District to manage its operations.

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# DRAFT (6-7-2022)

## REQUIRED SUPPLEMENTARY INFORMATION

# DRAFT (6-7-2022)

MEINERS OAKS WATER DISTRICT  
REQUIRED SUPPLEMENTARY INFORMATION  
California Public Employees' Retirement System  
June 30, 2021  
Last 10 years \*

## Schedule of Proportionate Share of the Net Pension Liability

Year Ended *	Proportion of the Net Pension Liability	Proportionate Share (Amount) of Net Pension Liability	Actual Covered Member Payroll	Net Pension Liability as a Percentage of Covered Payroll	Fiduciary Net Position as a Percentage of Total Pension Liability
6/30/15	0.46200%	\$ 287,230	\$ 300,506	95.58%	88.30%
6/30/16	0.79500%	\$ 218,077	\$ 325,293	67.04%	83.39%
6/30/17	0.79800%	\$ 260,208	\$ 334,923	77.69%	80.85%
6/30/18	0.74900%	\$ 314,541	\$ 344,499	91.30%	79.28%
6/30/19	0.00820%	\$ 309,043	\$ 361,962	85.38%	80.13%
6/30/20	0.00872%	\$ 349,053	\$ 351,533	99.29%	79.15%
6/30/21	0.00923%	\$ 389,304	\$ 395,018	98.55%	77.36%

\* The data provided in the schedule is based as of the measurement date of CalPERS net pension liability, which is as of the beginning of the District's fiscal year.

## Schedule of Contributions

Year Ending	Statutorily Required Contributions	Actual Employer Contributions	Contribution Excess/ (Deficiency)	Actual Covered Member Payroll	Contributions as a Percentage of Covered Payroll
6/30/15	\$ 56,243	\$ 56,243	\$ -	\$ 325,293	17.29%
6/30/16	\$ 20,365	\$ 20,365	\$ -	\$ 334,923	6.08%
6/30/17	\$ 22,308	\$ 22,308	\$ -	\$ 344,499	6.48%
6/30/18	\$ 35,526	\$ 35,526	\$ -	\$ 361,962	9.81%
6/30/19	\$ 41,918	\$ 41,918	\$ -	\$ 351,533	11.92%
6/30/20	\$ 51,053	\$ 51,053	\$ -	\$ 395,018	12.92%
6/30/21	\$ 60,865	\$ 60,865	\$ -	\$ 430,973	14.12%

These schedules are intended to show information for ten years. Additional years will be displayed as they become available.

# DRAFT (6-7-2022)

MEINERS OAKS WATER DISTRICT  
REQUIRED SUPPLEMENTARY INFORMATION  
Schedule of Changes in the Net OPEB Liability and Related Ratios  
Last Ten Years\*

	Measurement Date 6/30/20	Measurement Date 6/30/19	Measurement Date 6/30/18	Measurement Date 6/30/17
<b>Total OPEB Liability</b>				
Service cost	\$ 93,745	\$ 82,703	\$ 59,403	\$ 57,673
Interest	21,283	26,966	20,337	18,105
Changes of benefit terms	-	-	-	-
Differences between expected and actual experience	-	(223,758)	-	-
Changes of assumptions	82,711	45,147	(61,050)	-
Benefit payments	(7,023)	(7,093)	(5,350)	(3,629)
Net change in total OPEB liability	190,716	(76,035)	13,340	72,149
Total OPEB liability - beginning	589,706	665,741	652,401	580,252
Total OPEB liability - ending	<u>\$ 780,422</u>	<u>\$ 589,706</u>	<u>\$ 665,741</u>	<u>\$ 652,401</u>
<b>Plan Fiduciary Net Position</b>				
Contribution - employer	\$ 7,023	\$ 7,093	\$ 5,350	\$ 3,629
Net investment income	-	-	-	-
Benefit payments	(7,023)	(7,093)	(5,350)	(3,629)
Administrative expense	-	-	-	-
Net change in plan fiduciary net position	-	-	-	-
Plan fiduciary net position - beginning	-	-	-	-
Plan fiduciary net position - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Net OPEB liability - ending</b>	<u>\$ 780,422</u>	<u>\$ 589,706</u>	<u>\$ 665,741</u>	<u>\$ 652,401</u>
Plan fiduciary net position as a percentage of the total OPEB liability	0.00%	0.00%	0.00%	0.00%
Covered employee payroll	<u>\$ 430,973</u>	<u>\$ 395,018</u>	<u>\$ 351,533</u>	<u>\$ 361,962</u>
Net OPEB liability as a percentage of covered employee payroll	<u>181.08%</u>	<u>149.29%</u>	<u>189.38%</u>	<u>180.24%</u>

**Notes to Schedule:**

Changes in assumptions: none

Benefit changes - none

\* Historical information is required only for measurement period for which GASB 75 is applicable. Future years' information will be displayed up to 10 years as information becomes available. Fiscal year 2017-2018 was the first year of implementation.



Meiners Oaks Water District  
Resolution 20220816-1:  
Financial Audit FY 2020-2021

On the 16<sup>th</sup> day of August 2022, the Board of Directors of Meiners Oaks Water District proposed and approved the following resolution:

WHEREAS, the mission of the Meiners Oaks Water District and its staff is to produce and deliver a reliable and sustainable supply of water to meet the needs of the residents and properties and the community within its boundaries, and

WHEREAS, it is the responsibility of the Board of Directors to establish policy to uphold and support the mission statement and to agree and pass an annual audit to insure that our financial statements are fairly presented and in conformity with U.S. GAAP for Meiners Oaks Water District.

NOW, therefore be it resolved by the Meiners Oaks Water District Board of Directors that the annual audit for the year 2020-2021, prepared by Fanning & Karrh, CPAs, and presented in the annual audit report titled Meiners Oaks Water District Financial Statements year end June 30, 2021, is

Passed, Approved and Adopted this 16<sup>th</sup> day of August 2022.

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Board President  
Michel Etchart

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Board Secretary  
Summer Ward





## **Meiners Oaks Water District Cost of Living Increase August 2022**

### **Summary:**

Throughout past years the Board of Directors of Meiners Oaks Water District has determined Cost of Living increases for staff based on the Los Angeles/Riverside index. The increase, if approved, is applied to the salary table for each employee job title.

### **Fiscal Impact:**

The budgeted salaries for FY 2022-2023 are \$600,000, which includes base salaries, standby and overtime pay. Payroll taxes and retirement are on separate budget line items, \$55,000 and \$75,000, respectively. Due to variable monthly payroll amounts depending on over-time, standby time and the number of days within the pay period, the amount due for retirement contributions and payroll taxes varies. Historically, that percentage has been about 7-9% of salaries.

The FY 2022-2023 salaries, payroll taxes and retirement contributions budget line items have adequate funds to support a 4% staff cost of living increase without budget amendments. If a 4% increase is approved, the salary budget will have approximately \$65,000, payroll taxes \$10,000 and retirement contributions \$10,000 remaining after the adjustment.

### **Recommended Action:**

The Los Angeles/Riverside consumer price index for July 2022 is an increase of 7.7%, see attached. It is recommended the board approve a 4% cost of living salary increase for staff, retroactive to July 1, 2022.



# Western Information Office

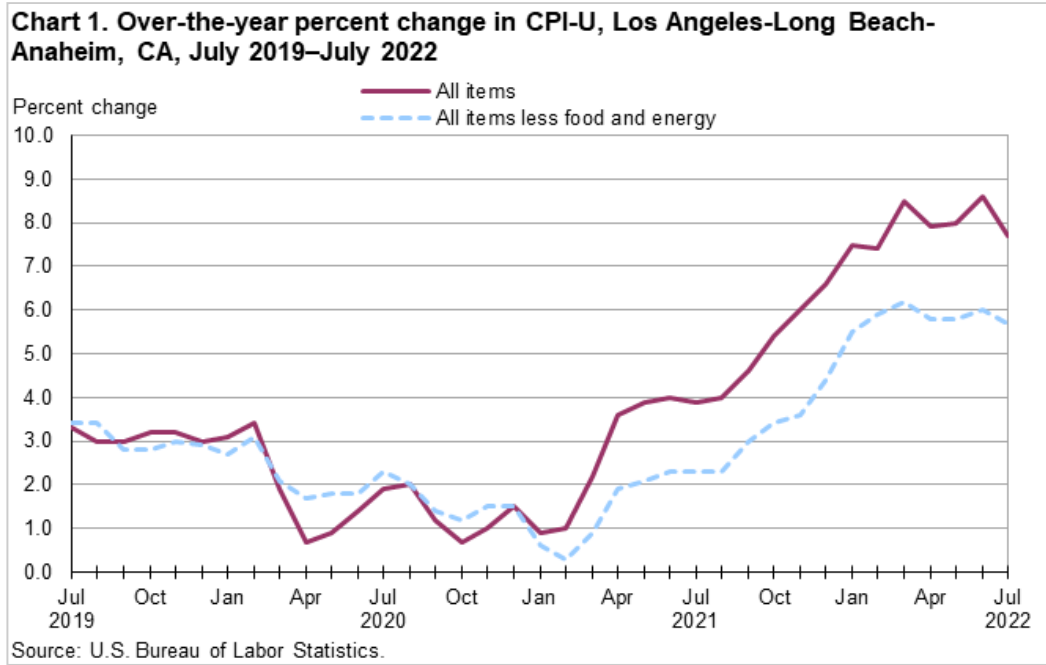
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## Consumer Price Index, Los Angeles area — July 2022

Area prices were down 0.2 percent over the past month, up 7.7 percent from a year ago

Prices in the Los Angeles area, as measured by the Consumer Price Index for All Urban Consumers (CPI-U), decreased 0.2 percent in July, the U.S. Bureau of Labor Statistics reported today. (See [table A.](#)) Regional Commissioner Chris Rosenlund noted that the July decrease was influenced by lower prices for gasoline. (Data in this report are not seasonally adjusted. Accordingly, month-to-month changes may reflect seasonal influences.)

Over the last 12 months, the CPI-U increased 7.7 percent. (See [chart 1](#) and [table A.](#)) Food prices increased 9.3 percent. Energy prices advanced 28.1 percent, largely the result of an increase in the price of gasoline. The index for all items less food and energy rose 5.7 percent over the year. (See [table 1.](#))



[View Chart Data](#)

### Food

Food prices advanced 0.5 percent for the month of July. (See [table 1.](#)) Prices for food at home rose 0.7 percent, led by cereals and bakery products (3.1 percent) and other food at home (2.4 percent). Prices for food away from home rose 0.3 percent for the same period.

Over the year, food prices increased 9.3 percent. Prices for food at home advanced 11.6 percent since a year ago. Increases across food at home expenditure categories ranged from 5.1 percent for meats, poultry, fish, and eggs to 16.5 percent for other food at home. Prices for food away from home rose 6.3 percent.

### Energy

The energy index declined 5.8 percent over the month. The decrease was mainly due to lower prices for gasoline (-6.2 percent). Prices for natural gas service moved down 12.2 percent, and prices for electricity decreased 1.1 percent for the same period.

Energy prices advanced 28.1 percent over the year, largely due to higher prices for gasoline (37.7 percent). Prices paid for natural gas service rose 19.5 percent, and prices for electricity rose 10.4 percent during the past year.

### All items less food and energy

The index for all items less food and energy increased 0.2 percent in July. Higher prices for new and used motor vehicles (1.0 percent), education and communication (0.8 percent), and shelter (0.3 percent) were partially offset by lower prices for apparel (-4.1 percent).

Over the year, the index for all items less food and energy rose 5.7 percent. Components contributing to the increase included new and used motor vehicles (13.3 percent), medical care (8.9 percent), and shelter (4.3 percent).

**Table A. Los Angeles-Long Beach-Anaheim, CA, CPI-U 1-month and 12-month percent changes, all items index, not seasonally adjusted**

Month	2018		2019		2020		2021		2022	
	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month
January	0.8	3.5	0.7	3.2	0.8	3.1	0.2	0.9	1.1	7.5
February	0.7	3.6	0.1	2.5	0.3	3.4	0.4	1.0	0.3	7.4
March	0.4	3.8	0.6	2.7	0.7	1.9	0.5	2.2	1.5	8.5
April	0.4	4.0	1.0	3.3	-0.3	0.7	1.1	3.6	0.5	7.9
May	0.4	4.1	0.2	3.1	0.4	0.9	0.6	3.9	0.8	8.0
June	-0.2	4.0	0.0	3.3	0.5	1.4	0.6	4.0	1.1	8.6
July	0.2	3.9	0.1	3.3	0.6	1.9	0.6	3.9	-0.2	7.7
August	0.2	3.9	0.0	3.0	0.1	2.0	0.2	4.0		
September	0.5	3.9	0.5	3.0	-0.3	1.2	0.3	4.6		

#### News Release Information

22-1646-SAN  
Wednesday, August 10, 2022

#### Contacts

**Technical information:**  
(415) 625-2270  
[BLInfoSF@bls.gov](mailto:BLInfoSF@bls.gov)  
[www.bls.gov/regions/west](http://www.bls.gov/regions/west)

**Media contact:**  
(415) 625-2270

#### Related Links

[CPI historical databases](#)

Month	2018		2019		2020		2021		2022	
	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month	1-month	12-month
October	0.5	4.1	0.7	3.2	0.2	0.7	0.9	5.4		
November	-0.3	3.6	-0.3	3.2	0.1	1.0	0.6	6.0		
December	-0.3	3.2	-0.6	3.0	-0.2	1.5	0.4	6.6		

The August 2022 Consumer Price Index for the Los Angeles area is scheduled to be released on September 13, 2022.

Technical Note

The Consumer Price Index (CPI) is a measures of the average change in prices over time in a fixed market basket of goods and services. The Bureau of Labor Statistics publishes CPIs for two population groups: (1) a CPI for All Urban Consumers (CPI-U) which covers approximately 93 percent of the total U.S. population and (2) a CPI for Urban Wage Earners and Clerical Workers (CPI-W) which covers approximately 29 percent of the total U.S. population. The CPI-U includes, in addition to wage earners and clerical workers, groups such as professional, managerial, and technical workers, the self-employed, short-term workers, the unemployed, and retirees and others not in the labor force.

The CPI is based on prices of food, clothing, shelter, and fuels, transportation fares, charges for doctors' and dentists' services, drugs, and the other goods and services that people buy for day-to-day living. Each month, prices are collected in 75 urban areas across the country from about 6,000 housing units and approximately 22,000 retail establishments—department stores, supermarkets, hospitals, filling stations, and other types of stores and service establishments. All taxes directly associated with the purchase and use of items are included in the index.

The index measures price changes from a designated reference date; for most of the CPI-U the reference base is 1982-84 equals 100. An increase of 7 percent from the reference base, for example, is shown as 107.000. Alternatively, that relationship can also be expressed as the price of a base period market basket of goods and services rising from \$100 to \$107. For further details see the CPI home page on the Internet at [www.bls.gov/cpi](http://www.bls.gov/cpi) and the CPI section of the BLS Handbook of Methods available on the internet at [www.bls.gov/opub/hom/cpi/](http://www.bls.gov/opub/hom/cpi/).


















In calculating the index, price changes for the various items in each location are averaged together with weights that represent their importance in the spending of the appropriate population group. Local data are then combined to obtain a U.S. city average. Because the sample size of a local area is smaller, the local area index is subject to substantially more sampling and other measurement error than the national index. In addition, local indexes are not adjusted for seasonal influences. As a result, local area indexes show greater volatility than the national index, although their long-term trends are quite similar. **NOTE: Area indexes do not measure differences in the level of prices between cities; they only measure the average change in prices for each area since the base period.**

The Los Angeles-Long Beach-Anaheim, CA metropolitan area includes Los Angeles and Orange Counties in California.

Information in this release will be made available to sensory impaired individuals upon request. Voice phone: 202-691-5200; Telecommunications Relay Service: 7-1-1.

Table 1. Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods

Los Angeles-Long Beach-Anaheim (1982-84=100 unless otherwise noted)

Item and Group	Indexes				Percent change from-		
	Historical data	May 2022	Jun. 2022	Jul. 2022	Jul. 2021	May 2022	Jun. 2022
Expenditure category							
All items		310.649	314.072	313.415	7.7	0.9	-0.2
All items (1967=100)		917.795	927.908	925.967	-	-	-
Food and beverages		311.948	314.494	316.016	9.0	1.3	0.5
Food		312.963	315.862	317.530	9.3	1.5	0.5
Food at home		303.614	307.614	309.766	11.6	2.0	0.7
Cereals and bakery products		312.077	315.506	325.385	14.6	4.3	3.1
Meats, poultry, fish, and eggs		338.675	340.484	337.476	5.1	-0.4	-0.9
Dairy and related products		290.887	300.685	302.333	14.0	3.9	0.5
Fruits and vegetables		415.915	421.056	420.071	12.8	1.0	-0.2
Nonalcoholic beverages and beverage materials <sup>(1)</sup>		293.392	297.600	295.495	8.4	0.7	-0.7
Other food at home		234.486	237.795	243.595	16.5	3.9	2.4
Food away from home		316.880	318.245	319.227	6.3	0.7	0.3
Alcoholic beverages		277.827	275.268	274.646	5.3	-1.1	-0.2
Housing		347.506	349.329	349.523	5.3	0.6	0.1
Shelter		395.023	396.161	397.446	4.3	0.6	0.3
Rent of primary residence <sup>(2)</sup>		417.907	419.626	420.576	4.3	0.6	0.2
Owners' equiv. rent of residences <sup>(2)(3)</sup>		409.021	410.336	412.096	4.3	0.8	0.4

**Footnotes**

(1) Indexes on a December 1977=100 base.

(2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.

(3) Indexes on a December 1982=100 base.


(4) Special index based on a substantially smaller sample.

(5) Indexes on a December 1993=100 base.

(6) Indexes on a December 1997=100 base.

- Data not available

NOTE: Index applies to a month as a whole, not to any specific date.

Item and Group	Indexes				Percent change from-		
	Historical data	May 2022	Jun. 2022	Jul. 2022	Jul. 2021	May 2022	Jun. 2022
Owners' equiv. rent of primary residence <sup>(1)(2)</sup>		408.998	410.312	412.073	4.3	0.8	0.4
Fuels and utilities		441.064	452.268	438.677	11.5	-0.5	-3.0
Household energy		399.349	413.181	392.117	13.6	-1.8	-5.1
Energy services <sup>(2)</sup>		397.047	410.501	390.049	13.5	-1.8	-5.0
Electricity <sup>(2)</sup>		437.937	429.503	424.685	10.4	-3.0	-1.1
Utility (piped) gas service <sup>(2)</sup>		361.105	415.134	364.677	19.5	1.0	-12.2
Household furnishings and operations		130.521	131.664	132.307	9.5	1.4	0.5
Apparel		115.215	117.065	112.323	4.2	-2.5	-4.1
Transportation		275.999	284.834	279.034	16.8	1.1	-2.0
Private transportation		275.082	285.890	281.262	17.7	2.2	-1.6
New and used motor vehicles <sup>(4)</sup>		110.365	115.058	116.193	13.3	5.3	1.0
New vehicles <sup>(1)</sup>		193.326	194.139	194.191	8.2	0.4	0.0
Used cars and trucks <sup>(1)</sup>		394.741	404.909	406.991	7.4	3.1	0.5
Motor fuel		452.281	480.589	451.041	38.0	-0.3	-6.1
Gasoline (all types)		441.335	469.166	439.859	37.7	-0.3	-6.2
Gasoline, unleaded regular <sup>(4)</sup>		443.440	471.683	441.781	38.0	-0.4	-6.3
Gasoline, unleaded midgrade <sup>(4)(5)</sup>		419.640	445.477	418.631	36.7	-0.2	-6.0
Gasoline, unleaded premium <sup>(4)</sup>		417.782	443.040	417.067	36.2	-0.2	-5.9
Medical care		547.781	554.625	557.440	8.9	1.8	0.5
Recreation <sup>(6)</sup>		118.570	118.720	119.450	4.1	0.7	0.6
Education and communication <sup>(6)</sup>		152.518	154.579	155.764	5.0	2.1	0.8
Tuition, other school fees, and child care <sup>(1)</sup>		2,083.211	2,163.845	2,170.105	11.9	4.2	0.3
Other goods and services		482.482	484.584	488.129	5.0	1.2	0.7
Commodity and service group							
All items		310.649	314.072	313.415	7.7	0.9	-0.2
Commodities		218.383	221.928	220.404	11.7	0.9	-0.7
Commodities less food & beverages		169.147	172.891	170.243	13.8	0.6	-1.5
Nondurables less food & beverages		239.601	247.147	238.862	18.0	-0.3	-3.4
Durables		104.690	105.694	106.710	8.6	1.9	1.0
Services		391.649	394.879	395.063	5.7	0.9	0.0
Special aggregate indexes							
All items less medical care		300.221	303.497	302.707	7.7	0.8	-0.3
All items less shelter		273.374	277.836	276.302	10.1	1.1	-0.6
Commodities less food		174.217	177.844	175.215	13.4	0.6	-1.5
Nondurables		277.306	282.410	278.960	12.7	0.6	-1.2
Nondurables less food		245.040	252.050	244.139	16.9	-0.4	-3.1
Services less rent of shelter <sup>(3)</sup>		397.438	403.984	402.499	7.9	1.3	-0.4
Services less medical care services		377.026	379.967	379.974	5.4	0.8	0.0
Energy		433.563	456.205	429.904	28.1	-0.8	-5.8
All items less energy		305.278	307.564	308.450	6.3	1.0	0.3
All items less food and energy		304.024	306.206	306.958	5.7	1.0	0.2
Footnotes							
(1) Indexes on a December 1977=100 base.							
(2) This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.							
(3) Indexes on a December 1982=100 base.							
(4) Special index based on a substantially smaller sample.							
(5) Indexes on a December 1993=100 base.							
(6) Indexes on a December 1997=100 base.							
- Data not available							
NOTE: Index applies to a month as a whole, not to any specific date.							

Last Modified Date: Wednesday, August 10, 2022

U.S. BUREAU OF LABOR STATISTICS Western Information Office Attn: EA & I, 90 Seventh Street Suite 14-100 San Francisco, CA 94103-6715

Telephone:1-415-625-2270\_ [www.bls.gov/regions/west](http://www.bls.gov/regions/west) [Contact Western Region](#)

## CONSULTING AGREEMENT

THIS CONSULTING AGREEMENT (“Agreement”) is made and entered into as of August 10, 2022, by and between Meiners Oaks Water District, a California special district formed and operating under the provisions of the California County Water District Law (“MOWD”), and Kennedy Communications, Inc., a California corporation (“Consultant”).

### RECITALS

**A.** MOWD is a California special district that supplies water to the Meiners Oaks community located in Ventura County, California.

**B.** MOWD desires to engage the services of Consultant as an Independent Contractor to perform certain services on behalf of MOWD, as further described herein.

**C.** Consultant desires to provide MOWD with such services in accordance with the terms and conditions of this Agreement.

NOW, THEREFORE, in consideration of the mutual promises set forth in this Agreement, it is agreed by and between MOWD and Consultant as follows:

**1. Services.** Consultant agrees to perform such services to and for MOWD as generally described in the scope of work stated in Exhibit A attached hereto and incorporated herein by this reference (hereinafter, the “Services”).

**2. Consultant’s Responsibilities; Other Employment.** Consultant accepts the relationship of trust and confidence established between it and MOWD by this Agreement and hereby covenants as follows: (i) to furnish its best skill and judgment and to perform the Services in the most expeditious and economical manner consistent with the interests of MOWD; (ii) to cooperate with MOWD and MOWD’s staff, representatives, contractors, subcontractors, consultants and other service providers; and (iii) to provide sufficient organization and qualified personnel and management so that all Services are performed in a professional and reasonably timely manner. Consultant represents and warrants that it is duly licensed and qualified to perform the Services referenced herein and that it has the necessary skill, training, experience and expertise to perform such Services in a first-class and professional manner. Consultant’s services to MOWD shall be on a non-exclusive basis and Consultant shall not be precluded from rendering services to any other person or entity so long as such other services do not interfere with the rendition of Consultant’s Services hereunder or otherwise conflict with the provisions of this Agreement.

**3. Time of Performance; Termination.**

**3.1. Time of Performance.** It is anticipated that the Services to be performed by Consultant pursuant to this Agreement shall be completed by the deadline or within such time as otherwise specified in Exhibit A, if any. By executing this Agreement, Consultant confirms that such time limit provides a reasonable period for the completion of the Services, and Consultant shall make best efforts to meet all deadlines agreed between Consultant and MOWD. The parties hereby acknowledge and agree that any delay in Consultant’s performance, other than such delays resulting from any cause beyond the reasonable control of Consultant, will result in harm to MOWD. In the event that Consultant anticipates that an extension of the deadline for the completion of any Services may be necessary for any reason, Consultant shall immediately notify MOWD and inform MOWD of the cause for such extension. Following such notice by Consultant, MOWD and Consultant agree to undertake reasonable steps to mitigate the effect of any delays affecting the completion of the Services. If Consultant is delayed at any time in the commencement or progress of Consultant’s work by any cause beyond the reasonable control of Consultant, Consultant shall be entitled to an equitable extension of the deadline for the completion of the Services. However, any delay in Consultant’s performance resulting in an extension by thirty (30) or more days beyond the anticipated

completion date that is directly caused by Consultant, or could have been avoided through reasonable efforts by Consultant, shall constitute a material breach by Consultant and shall result in Consultant being deemed in default of this Agreement. In such case, in addition to any other available remedies, MOWD shall be entitled to immediately terminate this Agreement in accordance with Section 3.2.1 below.

**3.2. Term; Termination.** The term of this Agreement shall commence as of the date of the mutual execution hereof, and shall continue until the termination hereof upon the earliest to occur of any of the following events:

**3.2.1.** Immediately upon MOWD giving written notice to Consultant of MOWD's election to cancel and terminate this Agreement following any breach or default by Consultant of any provision of this Agreement; or

**3.2.2.** Upon the expiration of fifteen (15) days following MOWD's giving written notice to Consultant of MOWD's election to cancel and terminate this Agreement for any reason, with or without cause; or

**3.2.3.** Upon completion of the Services to be performed by Consultant hereunder.

Upon receipt of any notice of termination by MOWD, Consultant shall cease work immediately unless otherwise instructed by MOWD. Any termination of this Agreement prior to the completion of Consultant's Services shall be without prejudice to any right or remedy either party may have due to any failure of the other party to perform its obligations under this Agreement. In the event of termination of this Agreement other than due to a breach or default by Consultant hereunder, Consultant shall be paid all amounts properly payable for Services satisfactorily performed prior to termination in accordance with the terms of this Agreement for which Consultant has not yet been compensated as of the date of termination.

#### **4. Compensation.**

**4.1. Fees.** In consideration for the Services rendered by Consultant to MOWD pursuant to this Agreement, MOWD shall pay Consultant fees for the Services actually performed at the hourly rate or in such amount as otherwise specified in Exhibit A attached hereto ("Fees"). MOWD shall not be responsible or liable for the payment of any services or work beyond the scope of the Services described in Exhibit A, except as otherwise expressly authorized in advance by MOWD in writing. Without limiting the foregoing, and notwithstanding anything to the contrary expressed or implied elsewhere in this Agreement, no additional services or work made necessary, in whole or in part, by any fault or omission of Consultant to perform its duties, responsibilities or obligations under this Agreement shall be compensated as additional service or work under this Agreement.

**4.2. Payment by MOWD.** Consultant shall submit to MOWD reasonably detailed monthly invoices stating the amount payable by MOWD hereunder with respect to the Services performed by Consultant during the previous calendar month. Such invoices shall be payable by MOWD within thirty (30) days of receipt.

**5. Independent Contractor.** In the performance of the Services of Consultant contemplated by this Agreement, it is mutually understood and agreed, and it is the intention of the parties hereto, that Consultant is at all times acting and performing as an Independent Contractor, and that no employer-employee relationship, joint venture or partnership of any kind has been created by virtue of this Agreement. Consultant shall be responsible for achieving the standards established by MOWD with respect to the Services performed hereunder, but MOWD shall have no right to control or direct the details, manner or means by which Consultant accomplishes the results of said Services, and Consultant retains the sole right to control or direct the manner in which the Services are to be performed; provided that Consultant shall conform to and render the Services in accordance with such skills, demeanor, conduct and standard of care and competence as provided by competent, experienced Consultants of good reputation and status in Consultant's field of endeavor and in accordance with the provisions of Section 2 above.



**6. Conflict of Interest.** Consultant covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its Services hereunder. Consultant represents that Consultant's compliance with the terms of this Agreement and provision of the Services hereunder will not violate any duty which Consultant may have to any other person or entity, including, without limitation, obligations concerning providing services to others, confidentiality of proprietary information, and assignment of inventions, ideas, patents, or copyrights, and Consultant agrees to not do anything in the performance of the Services hereunder that would violate any such duty.

**7. Licenses and Legal Requirements.** Consultant warrants to MOWD that it has secured all necessary licenses, permits, insurance and bonds, if any, for performance of the Services covered by this Agreement. Consultant further warrants that the Services performed hereunder will be performed in a manner consistent with all federal, state and local laws, statutes, ordinances, codes, rules, regulations and other legal requirements applicable to the Services hereunder, and in accordance with such skills, demeanor, appearance and conduct as is standard in the industry.

**8. Tools and Instrumentalities.** Consultant shall supply all tools, equipment, materials, supplies and instrumentalities required to perform the Services under this Agreement.

**9. Assignment.** Consultant shall not enter into any subcontracts for any of the Services to be performed by Consultant pursuant to this Agreement, or assign or transfer this Agreement, wholly or in part, nor any of its rights, interests or obligations hereunder, voluntarily, by operation of law, or otherwise, without first obtaining the written consent of MOWD, which may be withheld in MOWD's sole and absolute discretion. Should Consultant transfer or assign this Assignment without the prior written consent of MOWD, this Agreement shall become immediately null and void.

**10. Federal, State and Local Taxes; Consultant's Employees.** Consultant shall be solely responsible for the reporting, payment, notification and other requirements or obligations relating to applicable federal, state and local taxes, licenses, insurance and/or benefits associated with the provisions of this Agreement, consistent with Consultant's status as an Independent Contractor. Consultant shall hire, pay and supervise, as employees of Consultant, all persons necessary to carry out Consultant's duties and responsibilities hereunder. Consultant shall have sole responsibility for all matters relating to such employees and shall fully comply with all applicable laws and regulations affecting such employees, including, without limitation, laws and regulations regarding payroll withholding, worker's compensation, Social Security, unemployment insurance, wages and working conditions, and shall maintain worker's compensation insurance in the amount of any statutory requirements. Neither FICA (Social Security), FUTA (Federal Employment), nor local, state, or federal income taxes will be withheld from payments to Consultant hereunder. Consultant agrees to hold harmless and indemnify MOWD from any and all claims arising out of any injury, disability, or death of Consultant or Consultant's employees or agents. Under no circumstances shall employees of Consultant be considered or deemed employees of MOWD.

**11. Insurance.** During the term of this Agreement, Consultant shall procure and maintain, at its own expense, a policy of commercial general liability insurance pertaining to Consultant's performance of this Agreement and obligations hereunder, providing coverage against all claims for injuries to persons or damages to property which may arise from or in connection with the performance of Services under this Agreement, and covering all indemnity, defense and hold harmless agreements of Consultant set forth in this Agreement, with a per occurrence limit of not less than \$1,000,000 and a general aggregate limit of not less than \$2,000,000. Such policy shall: (a) be placed with an insurer qualified to do business in the State of California and reasonably satisfactory to MOWD; (b) name MOWD as an additional insured; (c) specifically provide that the insurance afforded by such policy for the benefit of MOWD shall be primary, and any insurance carried by MOWD shall be excess and non-contributing; and (d) contain an endorsement that the insurer waives all rights of recovery by way of subrogation against MOWD in connection with any claims, losses and damages covered by such policy. Consultant shall provide MOWD with a certificate of insurance evidencing such coverage prior to the commencement of any Services hereunder. Certificates evidencing renewal or replacement of insurance policies must be submitted to MOWD at least thirty (30) days prior to termination of existing policies.



- 12. Indemnification.** Consultant shall be responsible for all damage to property, injury to persons, and loss, expense, inconvenience, and delay which may be caused by, or result from, the performance of the Services hereunder, or from any act, omission, or neglect of Consultant, its agents, or employees. Consultant agrees to and shall indemnify, defend (by counsel reasonably acceptable to MOWD) and hold harmless MOWD and each of MOWD's officers, directors, members, employees, agents, representatives, successors and assigns (collectively, "Indemnitees"), from and against any and all claims, demands, damages, judgments, suits, actions, causes of action, losses, liabilities, costs and expenses of any kind, nature or description, including attorneys' fees and court costs, relating to or arising out of the performance of the Services hereunder, any acts or omissions of Consultant or any of Consultant's agents or employees, and/or any breach by Consultant of any representation, warranty, covenant, duty or obligation of Consultant under this Agreement. The obligations to indemnify shall be effective regardless of whether the claim or loss is caused in some part by the Indemnatee(s), except to the extent arising out of or caused by the sole negligence or sole willful misconduct of the Indemnatee(s). All of Consultant's obligations under this Section 12 shall survive the expiration or other termination of this Agreement.
- 13. Attorneys' Fees.** In the event any claim, action, arbitration, legal proceeding, litigation or lawsuit is commenced to enforce the terms of this Agreement, the parties hereto agree that the prevailing party therein shall be entitled to recover its reasonable attorney fees and costs.
- 14. Notices.** All notices or communications given by either party under this Agreement shall be in writing and shall be deemed given if and when delivered personally or by courier or sent by registered or certified mail, return receipt requested, addressed to the recipient at the address stated in the signature block of this Agreement. Any such notice shall be deemed received on the date of actual delivery if delivered personally or by courier or three (3) business days after deposit in the United States mail if delivered by certified mail, as the case may be. Any party hereto may change its mailing address by written notice to the other party as provided herein.
- 15. Binding on Successors.** The covenants and conditions herein, subject to the provisions as to assignment, shall apply to and bind the successors and assigns of the parties hereto.
- 16. Waiver.** The waiver by either party of any breach of this Agreement by the other party shall not be effective unless in writing, and no such waiver shall constitute the waiver of the same or another breach on a subsequent occasion.
- 17. Entire Agreement.** This Agreement embodies the entire agreement of the parties hereto relating to the subject matter hereof and supersedes all oral agreements, and to the extent inconsistent with the terms hereof, all other written agreements.
- 18. Amendment.** This Agreement may not be modified, amended or supplemented except by a written instrument executed by the parties hereto.
- 19. Time.** Time is of the essence of this Agreement.
- 20. Governing Law.** This Agreement shall be governed, construed and enforced according to the laws of the State of California.
- 21. Venue.** In the event of any action, lawsuit or proceeding ("Action") arising out of or otherwise related to this Agreement, directly, indirectly or otherwise, such Action shall be litigated, prosecuted and maintained in the courts or tribunals within the County of Ventura, State of California.
- 22. Further Assurances.** Each party hereby agrees to take all actions and to execute all further instruments or documents which may be necessary or reasonable to carry out the purposes of this Agreement.
- 23. Severability.** Each of the covenants and agreements hereinabove contained shall be deemed separate, severable and independent covenants, and in the event that any covenant shall be declared invalid by any court of

competent jurisdiction, such invalidity shall not in any manner affect or impair the validity or enforceability of any other part or provision of such covenant or of any other covenant contained herein.

**24. Captions and Section Headings.** Captions and section headings used herein are for convenience only and are not a part of this Agreement and shall not be used in construing it.

**25. Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall constitute an original document and all of which together shall constitute one agreement, and may be delivered either personally or electronically.

IN WITNESS WHEREOF, the undersigned have executed this Consulting Agreement as of the date and year first above written.

**MOWD:**

MEINERS OAKS WATER DISTRICT

By: \_\_\_\_\_  
Michel Etchart, President, Board of Directors

**ATTEST:**

By: \_\_\_\_\_  
Summer Ward, Board Secretary

**APPROVED AS TO FORM:**

By: \_\_\_\_\_  
Stuart G. Nielson, Legal Counsel

Address:

202 W. El Roblar Drive  
Ojai, CA 93023  
\_\_\_\_\_

**CONSULTANT:**

KENNEDY COMMUNICATIONS, INC.,  
a California corporation

By: Maria Elena Kennedy  
Print Name: Maria Elena Kennedy  
Print Title: President

Address:

9042 Camelia Court  
Rancho Cucamonga, CA 91737  
\_\_\_\_\_

## **Proposal to WRPI for Income Survey for Meiners Oaks Water District**

**Kennedy Communications** will perform an income survey for Meiners Oaks Water District to determine if it serves a disadvantaged community.

### **Scope of Work**

- Site visit and analysis
- Prepare mailing list of customers of Meiners Oaks Water District
- Prepare letter from Meiners Oaks Water District to let customers know that the income survey is being conducted. The letter will be written in English and Spanish
- Prepare 1<sup>st</sup> mailing from Kennedy Communications, Inc to residents
- Prepare second mailing to the residents
- Tabulate results in Excel Spreadsheet
- Produce Report which will be submitted to the State Water Resources Control Board
- Respond to any customer questions.

### **Cost**

\$23,000

**Meiners Oaks Water District** will provide administrative services

### **Scope of Work**

- Project administration

### **Cost**

\$1,150 (5%)

### **Total Cost**

**\$24,150**

Maria Elena Kennedy  
President  
Kennedy Communications, Inc.

# Rental Quote: Meiners Oaks Water District

7/26/2022

## Billing Information

Account #:  
 Company : Meiners Oaks Water District  
 Address: 202 W El Roblar Dr  
 City: Ojai  
 State: Ca 93023

Phone: 805-646-2114  
 Attn: Justin Martinez  
 Payment Type: Cash

## Shipping Information

Account #:  
 Company : Meiners Oaks Water District  
 Address: 202 W El Roblar Dr  
 City: Ojai  
 State: Ca 93023

Email: [justin@meinersoakswater.com](mailto:justin@meinersoakswater.com)  
 Attn: Justin Martinez  
 Phone: 805-646-2114  
 Ship Via:

Item	Part No.	Description	Price	Disc	Qty	Total
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1	RENTAL	<b>Trimble r12i Bundle</b>	\$262.00 Daily Rental		1	\$5,502.00
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2		<b>Accessroies included:</b> data collector, GPS rover rod & bipod, polemount, batteries & charging accessories.	\$5,502.00 Monthly Rental			
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3

4

5

\*\*If rental requires shippng, tax rate will be location specific and shipping cost of gear will be added to 1st monthly billing.

6

7

8

9

x

Customer Acceptance

Megan Wilhelm  
[service@cdsinc.com](mailto:service@cdsinc.com)  
 916-344-0232 ext 102

Quotation valid for 30 days

Page 68 of 94  
 Date: 7/26/2022

NOTE: THIS WILL BE DISCUSSED AT THE BOARD MEETING IN AUGUST 2022



## MEINERS OAKS WATER DISTRICT

August 8, 2022

### Meeting Minutes for the Committee on New Meters and Expansion of Service

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<b>Committee</b>	New Meters and Expansion of Service
<b>Meeting Date</b>	August 8, 2022 at 11:15 AM at MOWD's office
<b>Attendance</b>	Justin Martinez – General Manager Loni Anderson – Director Jim Kentosh – Director
<b>Topics</b>	Draft policy, Will-Serve letters, and allocation waiver requests

#### **A. Draft policy document**

The draft policy has been amended to reflect the Board's direction last month. We need to finesse the wording on what happens when the lake level rises back above 35%. We also may add some limits to the total number of new dwellings allowed per year. We plan to request legal review when we get to that point.

#### **B. Will-Serve letter for Tekmar Development**

Based on board direction last month, now that Lake Casitas is under 35% no additional allocation can be obtained from Casitas MWD and the project would have to be scaled back substantially to remain within the property's available water allocation from MOWD. Staff have advised Tekmar of our approach. Dialogue continues with them.

#### **C. Will-Serve letter for 910 Fairview Road**

An existing customer with a 0.51 acre lot with a single family residence wishes to do a lot split to create a second lot for a new single family residence. During our discussions at the committee meeting, we thought their existing allocation was insufficient to support a lot split. However, in a detailed review of the numbers after the meeting, we discovered that their current allocation is sufficient to support a lot split and second dwelling after all. This project will be covered in a separate agenda item at the August board meeting. Please refer to the Will-Serve Summary Report on this project.

**D. Allocation Waiver Requests**

The committee reviewed 4 waiver requests as summarized below:

**1) Corner of El Roblar and La Luna**

This 10-acre plot is where a 1,200 ft deep water well is now being drilled. The owner plans to farm 6 acres and, eventually, to build a large residence. Some time ago, staff advised the property owner that MOWD does not have sufficient water to supply new agriculture, but that their existing MOWD water allocation appears to be adequate to supply a residence through their existing meter. We will wait for any further requests from the owner.

**Committee recommendation** Wait for a Will-Serve request

**2) XXX W. El Roblar Drive**

This customer uses 120 – 140 units per month on 1.5 acres with a residence, a guest house, and 70 fruit trees. This is one of a few customers who suffered a substantial drop in allocation with our new Allocation Program. Note that this customer sometimes uses in one month nearly as much water as an average customer uses in a year. We believe our current Allocation Program is generous in times of drought.

**Committee recommendation** No increase in allocation without additional justification. Respectfully suggest that the customer have a water audit and leak check done for their property.

**3) 9XX Fairview Road**

This is a very complex property, with several residences and both residential and agricultural meters. It would be worthwhile to review and confirm our calculation of this customer's allocation. Perhaps a site visit would be in order.

**Committee recommendation** MOWD to review the allocation calculation.

**4) 9XX S. La Luna Avenue**

This customer requested more allocation without sufficient justification. We believe our current Allocation Program is generous in times of drought.

**Committee recommendation** Offer to talk to the customer.

It's important to note that all of these waiver requests were made over one year ago. Of course, our Allocation Program has been in a state of flux since then. Nevertheless, staff and directors should provide a more timely response to these and other customer requests. We suggest staff compile a list of any outstanding will-serve requests and waiver applications. We owe our customers a timely response to their inquiries. (I'll take my share of the blame – Jim K.)

## ***Meiners Oaks Water District***

### **Policy on New Meters and Expansions of Service- DRAFT**

#### **A. Introduction**

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

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

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

#### **B. Background**

Key background information and talking points are summarized below:

- 💧 Though the development of this policy was motivated by the current drought, it is intended to maintain the policy in effect after the drought ends.
- 💧 Due to the housing shortage, State legislators have passed laws to ease the construction of new housing and ADUs. Portions of those laws apply to MOWD, as discussed herein.
- 💧 MOWD is dependent upon Casitas Municipal Water District (Casitas) for backup, emergency water supply. Therefore, any water connection to MOWD is also a connection to Casitas water supply, and appropriate connection and/or allocation fees must be paid to Casitas if applicable. Such additional allocation requirements thereby affect all MOWD customers, not just new customers.

- ◆ MOWD has a limited water allocation from Casitas and has no surplus water supply or allocation to support increased demands. When the lake level drops to 35% or below, no new allocations, new meters or expansion of service will be approved.
- ◆ The current drought has called into question the safe yield of MOWD and Lake Casitas. This issue is under review and may affect the reliability of MOWD's future water supply.

This policy is presented here with only a brief explanation. The attached Appendix A to this policy provides a more detailed discussion and explanation to support the policies that have been adopted.

### **C. General Conditions and Requirements**

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

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

### **D. Application Process**

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

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



- ◆ Ventura County Assessor's Parcel Number(s) for Affected Properties. (Note: Adjacent properties owned by a single landowner may be aggregated for the purpose of reassigning water allocations.)
- ◆ Street addresses for the affected properties (parcel, lot).
- ◆ MOWD Account Numbers for existing water meters (found on your water bills).
- ◆ A brief description of the historic water uses since 2010: residential, irrigation, orchards, pools, etc.
- ◆ A description of what changes will be made to the property: new dwellings, commercial use, etc. The applicant should provide a plot plan to scale showing the property's existing and future land uses, including future dwellings, structures, and newly irrigated areas.
- ◆ An estimate of future water uses on the property, if available. If unavailable, Applicant understands that water use above current allocation poses a burden on the entire District and its customers and that such use above current allocation will incur greater cost and in the event of further drought restrictions, possible limitations to service.

In summary, the District should be provided with sufficient information to evaluate the impact of the proposed land use on its future water demands. The attached Application Form should be used as a template, with attachments as needed to describe the proposed project.

#### **E. Customers' Existing Allocations**

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

#### **F. Determination of Allocation Adequacy**

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

As an example of how this works, consider an existing residence on a large lot with a total baseline allocation of 300 HCF/year, consisting of 120 HCF/yr fixed allocation and 180 HCF/yr of variable allocation. Now suppose the homeowner wishes to build an ADU on the property. The fixed allocation for an accessory dwelling is 7 HCF/month or 84 HCF/yr. It turns out that a fixed allocation of 84 HCF/yr is equivalent to a variable allocation of 100 HCF/yr over a long-term drought cycle since the variable allocation is reduced with the drought stage, whereas a fixed allocation is not. So, to offset the water use of the proposed ADU, 100 HCF/yr would be subtracted from the variable allocation for the property. The results would be as follows:

#### Example of an Allocation Reassignment

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

HCF = 100 cubic feet = 746 gallons

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

#### G. Acquiring Additional Allocation

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

If a property does not have a sufficient water allocation to support a new dwelling or land use by reassigning existing allocations, then no Will-Serve Letter will be issued. An additional allocation may be purchased from Casitas MWD when allocation is available and the lake level is above 35% capacity. Information on this program is taken from Casitas MWD's *Water Efficiency and Allocation Program*, or WEAP, as cited below and posted on their website:

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

#### **4.7 Availability of Allocations**

*The determination of supplies being available for issuance of new allocations of water shall be made upon staff recommendation at a regular Board of Directors meeting. The determination that water is or is not available shall be within the determination of the Board of Directors. The determination that a supply is available shall be based upon more detailed information about existing supplies, the availability of new supplies, new water supply projects, or contracts or proposed contracts for additional supplies where, in the opinion of the Board of Directors, the supply of water is definite enough to provide the assurance to the County of Ventura that there is a forty-year supply.*

#### **4.8 Allocation for New or Expanded Water Uses**

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

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

- a) No single property owner or applicant for the given type of service (municipal, industrial or agricultural) shall receive a new water allocation greater than 10 percent of the total new available supply or the minimum standard residential allocation, whichever is greater. If the applicant's allocation requirements are not fully met, the applicant may maintain a position of priority until more water is available.*
- b) All applicants seeking an allocation shall provide Casitas with a detailed description of the project, the use of water for which the water is sought, and information on peak flow and annual water requirements. Casitas shall determine meter size and amount of allocation based upon reasonable and necessary needs and Casitas' Rates and Regulations.*
- c) The amount of water to be allocated shall be at Casitas' sole discretion. The assignment of an allocation shall be limited to the availability of water from the Lake Casitas safe yield, and be based on current water demand factors as adopted by the District and as amended. The amount of water required for the project may be calculated and submitted for the consideration of Casitas by a civil engineer, registered in the State of California, representing the project proponent.*

When lake level is above 35% capacity, the process would generally proceed as follows:

- 1) The Project Applicant will submit a detailed written application to MOWD, as previously described.

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

#### **H. Minimum Allocation To Be Acquired from Casitas MWD**

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

Example: Suppose a Project Applicant wishes to construct an ADU on a property with 120 units of fixed allocation and 90 units of variable allocation. There is not enough variable allocation to support the 100 units of equivalent fixed allocation for the ADU. The applicant might propose acquiring an additional 10 units per year, leaving no allocation for outside irrigation. But in this case, once the threshold for acquiring Casitas MWD water is reached, the applicant would have to acquire sufficient allocation from Casitas MWD to achieve the allocation for the property that would be calculated using the Allocation Program. Suppose the footprint of the ADU reduces the variable allocation from 90 to 50. Then the amount of allocation to be acquired from Casitas MWD would be  $120 + 100 + 50 - 210 = 60$  units.

### **I. What if Casitas Has No Allocations Available?**

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

Suppose Casitas MWD does not have sufficient allocation available for purchase. In that case, a Project Applicant may have to wait until allocation becomes available in the following year, or until the current drought ends, or until new water projects like the importation of water from the State Water Project to augment the local water supply are completed. The availability of surplus allocation is at the sole discretion of Casitas MWD.

### **K. Categories of meters within MOWD**

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

#### **Existing Residential Meters**

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

#### **Existing Residential Meters – Small Remodels**

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

#### **Existing Commercial Meters**

Commercial baseline water allocations are determined as specified by the Allocation Program in effect. The Board will approve any modifications to the allocation amount to meet current demands using the waiver process provided in the Allocation Program if any existing commercial customers plan to expand their business and need to increase their water allocation.

### **Existing Agricultural Meters**

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

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

### **New Residential Meters**

New residential meters may be provided to new customers on empty lots. If the property does not have a MOWD baseline allocation, the Project Applicant must request one from MOWD. The new meter will be installed after all fees have been paid. Any new service lines must be installed by a MOWD approved contractor at the customer's expense.

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

### **New Stand-Alone Accessory Dwelling Units**

An existing customer may wish to construct a stand-alone ADU separate from the primary dwelling. Suppose the existing water allocation can be redistributed between the primary dwelling and ADU, with some leftover for outside irrigation. Then the existing allocation is adequate, and a Will-Serve Letter may be issued. Depending on the site layout, the District will determine whether 2 different water meters and service laterals will be necessary.

### **New ADU Conversion**

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

### **New Tiny Homes**

Tiny homes (under 500 SF) with permanent foundations will be treated the same as other types of homes, whether existing or new, primary or secondary residences, ADU, etc., except

that the monthly fixed baseline allocation will be set at 5 Units/mo, as established in the Allocation Program. This policy applies only to County-permitted tiny homes.

### **New Commercial Meters**

A Project Applicant may receive a new commercial meter to support a new or expanded business. If the property does not have a MOWD baseline allocation, the Project Applicant will need to request sufficient allocation from MOWD, as described in the preceding sections.

### **New Agricultural Meters**

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

### **L. New Meters for Affordable Multiple-Family Dwellings**

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

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

#### **1) Initial Submittal to MOWD**

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

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

Before formally submitting this information to MOWD Board, it is recommended that the project proponent meets with MOWD General Manager and possibly with a Board committee at the

General Manager's discretion. The General Manager may make recommendations of additional information that should be provided.

## **2) Determination of Project Requirements**

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

## **3) Confirm Allocation Available from Casitas**

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

## **4) Board Approval of the Will-Serve Letter**

Once written confirmation is received that Casitas is willing to allow the project proponent to purchase the necessary baseline water allocation and to transfer that allocation to MOWD, then MOWD will approve the issuance of the Will-Serve Letter to the project proponent. Approval shall be by voice vote at a regularly scheduled MOWD Board meeting.

## **5) Issue Will-Serve Letter**

Once Board approval is obtained, the General Manager will provide the project proponent with a written Will-Serve Letter. The letter will expire after one year but may be extended with Board approval. MOWD's connection fee must be paid or a bond provided before the meter will be installed.

## **6) Acquire Allocation from Casitas**

Within 2 years or more, and if an extension is granted, the project proponent shall purchase a baseline allocation from Casitas and arrange for its transfer to MOWD. The project proponent is responsible for negotiating a sales agreement with Casitas, including cancellation and buyback provisions in case the project is abandoned.



## **7) Install the Water Meter(s)**

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

### **Other Requirements**

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

### **M. Unique Customer Conditions**

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

### **N. Fire Flow Requirements**

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

- ◆ Suppose a larger water meter is required on a residential or commercial property solely to upgrade fire protection to indoor, automatic fire sprinklers, without any other expectation of increased water use. In that case, no additional water allocation is required, and a more simple application process would be followed. Again, supporting documentation should be provided to MOWD by the Project Applicant.

- ◆ The Project Applicant is responsible for ensuring that the location of the nearest fire hydrant meets any requirements of the Ventura County Fire Protection District as part of the County permitting process.
- ◆ If a new residence requires the installation of a new hydrant, the applicant will be responsible for funding the new hydrants and associated pipelines to existing water mains.
- ◆ New residences high on hillsides, where adequate fire pressures cannot be reliably maintained, shall require special consideration. The Project Applicant may be required to fund new facilities needed to increase pressure. Alternatively, Applicants may need to install their own booster pumps and hydropneumatic tanks. The Ventura County Water Works Manual requires MOWD only to supply a minimum pressure in the water main, not at the residence.

#### **O. Utility Connection Fees and Meter Expenses**

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

In accordance with Section 65852.2 of the Government Code, MOWD charges a connection fee for a stand-alone ADU, even if no second meter is installed. In accordance with Section 65852.2 of the Government Code, MOWD does not charge a connection fee for new ADUs built nearly entirely within the footprint of a primary residence.

#### **P. Cost of Meters**

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

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

#### **Q. Other Related Policy Issues**

##### **1) Allocations Subject to Change**

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

## **2) Net Zero Impact of New Development**

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

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

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

## **3) Validity Dates of Outstanding Will-Serve Letters**

Prior to the current drought, MOWD issued some Will-Serve Letters without expiration dates. With current water supply limitations, those letters committed MOWD to deliver water it does not have available. Therefore, MOWD hereby adopts a policy that all outstanding Will-Serve Letters without expiration dates will expire (or have expired) 5 years after the date of issuance. If a Will-Serve Letter does not have an issue date on it, MOWD will assign an issue date based on associated correspondence.

Once a Will-Serve letter has expired, the Board may consider issuing a new Will-Serve letter to that customer with updated terms and conditions that incorporate the latest information on drought reliability, water allocations, and drought stage. The customer should apply for the replacement Will-Serve letter and provide all relevant project information. The Board will use its discretion to decide whether or not to issue a new letter.

## **4) Lot Splits**

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

## **Appendix A**

Supporting Information

NOTE: THIS WILL BE DISCUSSED AT THE BOARD MEETING IN AUGUST 2022



## MEINERS OAKS WATER DISTRICT

August 12, 2022

### Will-Serve Summary Report

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<b>Property</b>	910 Fairview Road
<b>Contact name</b>	Allison
<b>Customer Request</b>	The customer requests MOWD to provide a Will-Serve Letter for a proposed new primary residence that would be built on a new lot created from a lot split of the existing half-acre lot with a primary residence.

#### Description of Existing Property

The existing lot abuts Fairview Road and is 0.51 acres in area with a primary residence, as shown on the figure, taken from Google Maps. The lot is elongated in the north-south direction, and it appears the lot would be split into a northern lot (Lot #1) with the primary residence, and a southern lot (Lot #2) on which a new residence would be built. However, a fairly large front yard and a pool limit the size of the second lot, which may not have room for much landscaping after the second residence is built. Just west of the existing residence is what appears to be a commonly operated driveway, which will likely provide access to the southerly lot.

#### Adequacy of Existing Allocation

The existing residence has been assigned the following base allocation (before reduction during drought stages) in accordance with MOWD's Allocation Program:

Base Allocation Part	Units/year
Fixed Portion	120
Variable Portion	238
TOTAL	358



Aerial view of 910 Fairview Road  
(Source: Google Maps)

After a lot split, the new residence on the newly created lot would be treated as a primary residence, and not as an ADU (auxiliary dwelling unit). A primary residence is allocated a fixed allocation of 10 Units per month, or 120 Units per year. Since the fixed part of the allocation is not reduced with drought stage, while the variable part is reduced (by 30% in Stage 3, for example), 120 units of fixed allocation is equivalent to about 140 units of variable allocation. Therefore, to compensate for the new fixed allocation for a new primary residence, 140 units must be subtracted from the available variable allocation, as follows:

$$\text{Remaining variable allocation} = R = 238 - 140 = 98 \text{ units.}$$

Therefore, the variable part of the allocation remaining after the lot split is 98 units/year. This amount is available to be divided between the two lots as requested by the customer. Based on the aerial photograph, it is suggested that the variable allocation be distributed as follows:

Northern lot #1	60 units/year
Southern lot #2	38 units/year

As part of any future sale of the second lot, these allocation limits should be disclosed to potential buyers.

The proposed existing and future allocations for the property are summarized below:

<b>Allocation Part</b>	<b>Existing Lot</b>	<b>Future Lot #1</b>	<b>Future Lot #2</b>	<b>Combined Lots #1 &amp; #2</b>
Fixed part	120	120	120	240
Variable part	238	60	38	98
<b>TOTAL BASE</b>	<b>358</b>	<b>180</b>	<b>158</b>	<b>338</b>

### Allocation Check

Next, a quick check of the variable allocation for the existing property is made. From MOWD's master spreadsheet of customers' allocations, the following subareas were determined:

<b>Category</b>	<b>Area in SF</b>	<b>Potentially Irrigable</b>
Impervious	5912.6	
Pool	223	
Irrigated vegetation	5046.9	Y
Irrigated turf lawn	2116	Y
Non-irrigated turf lawn	3184	Y
Non-irrigated misc	394.6	
Non-irrigated vegetation	5383	Y
<b>TOTAL</b>	<b>22260.1</b>	

Potentially irrigable areas are denoted. (It is not the intention of our Allocation Program to penalize customers for not irrigating parts of their landscaping during a drought.) The total irrigable area for the whole property is 15,730 SF. Using the procedure described in our allocation program, the annual variable allocation is

$$VA = 5000 \times 15 + 10000 \times 10 + 730 \times 3 = 177,190 \text{ gallons} = 237 \text{ units/year.}$$

This is the same as the currently assigned variable allocation of 238 units per year. This exercise confirms the relative magnitude of the current variable allocation.

**Recommendation**

By reassigning the existing allocation from the existing property to the two new lots, both lots should have sufficient allocations for health-and-safety purposes and for limited landscaping, without reducing the water supply available for MOWD's other customers.

Therefore, it is recommended that the Board authorize a Will-Serve letter be sent to the landowner, subject to the allocation reassignments described. The landowner may offer a reasonable alternative to distributing the remaining variable allocation between the two lots, based on estimated irrigated areas of both lots.

## **Review of Application for Will Serve Letter - Revised Request**

### **Dwellings for Property with Existing Meter at 260 E. El Roblar.**

#### ***Proposal***

Development of 4 new green single-family residences on tax assessor parcel 017-0-090-45 at 260 E. El Roblar.

The applicant will provide a revised detailed site plan, showing the tentative tract map of the 4 versus 21 (initial request) single-family residences.

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

The applicant provided a copy of a tax assessor parcel map and a subdivision map that indicated the single APN.

#### ***Screening Step 2. Will the current allocation support the proposed project? YES***

Allocation Details:

- Allocation Case Identifier: AA-1087
- Allocation Category: 1 RES meter, 1 Parcel (2" meter)
- Parcel Size: 3.53 acre (153,767 sq ft)
- Current Base Fixed Allocation: 0 HCF/yr (No dwellings)
- Current Base Variable Allocation: 521 HCF/yr
- Fixed Base Allocation Needed to Support Residences: 120 HCF/yr x 4 Dwellings = 480 HCF/yr
- Conversion of Variable Allocation to Fixed to Support dwellings through drought stages: baseline 521 HCF/yr, 140 HCF/yr variable = 120 HCF/yr fixed; 140 x 4 = 560 HCF/yr

If each of the 4 dwellings is provided the customary fixed primary dwelling allocation, the new allocation for this property would be as follows:

- New Base Fixed Allocation:  $120 \times 4 = 480$  HCF/yr
- New Base Variable Allocation:  $521 - 560 = -41$  HCF/yr

There would be zero water available for non-dwelling-related uses.

#### ***Recommendation***

The initial request for 21 new green single-family residence has been modified to an initial request of 4 residences, within the existing variable allocation:

- Letter applies only to the proposed project as described in the applicant-provided preliminary site plan with the revised date of 8/11/2022
- Will Serve Letter will expire after 1 year





## District Summary/Update

- **Casitas Lake Level: 32%** 8/10/2022  
Stage 4 drought conditions at 30%. The valley will be looking at Stage 5 drought conditions by this time next year if we don't receive a significant amount of rainfall this winter.
- **Purchased Water:** The demand on our system is steady. The south casitas connection was turned on 7/18/2022.  
There is a chance the district will be 100% on Casitas by the middle of August.
- **Wells:** Production is dropping due to low water levels  
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 (Projected Approval Date; August)
  - Working on start date for the Income Survey, hoping for DAC status
- **Seasonal Rain Fall Totals:**

Casitas Dam	17.76"
Matilija Dam	22.03"
Stewart Canyon	18.53"
Nordhoff Ridge	22.87"
- **Treatment Plant Project:** 100% design project is underway and being conducted by MKN & Associates

### Scheduled/Unscheduled Work

<u>Type of Work</u>	<u>Cause</u>	<u>Date</u>	<u>Location</u>	<u>Contractor</u>	<u>Amount \$</u>
Casitas Connection; ON	Drought	7/18/2022	S. La Luna		
Sheared Hydrant	Hit and Run	7/30/2022	1350 S. La Luna	Staff	
Service Leak	Age	8/8/2022	162 S. La Luna	Staff	
Continue Valve Exercise Program	Annual	2022	MOWD	Staff	

### Current Well Levels and Specific Capacity

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

**Water Pumped, Sold, Purchased & Water Sales**

MONTH	PUMPED (AF)	SOLD (AF)	PURCHASED (AF)	WATER SALES (\$)
2022 JAN	31.61	32.73	5.67	\$42,686.16
FEB	46.91	42.54	0.00	\$40,700.83
MAR	51.63	46.99	0.00	\$47,874.06
APR	52.30	41.27	0.00	\$50,795.82
MAY	59.56	54.39	0.00	\$45,566.68
JUN	66.59	58.50	0.00	\$56,697.44
JUL	71.51	66.96	0.00	\$67,468.26
<b>YTD 2022</b>	<b>380.11</b>	<b>343.38</b>	<b>5.67</b>	<b>\$351,789.30</b>
<b>TOTAL 2021</b>	<b>411.94</b>	<b>640.95</b>	<b>266.57</b>	<b>\$648,269.32</b>
<b>TOTAL 2020</b>	<b>485.71</b>	<b>635.47</b>	<b>197.26</b>	<b>\$657,912.06</b>

**Reserve Funds**

* Balance at the County of Ventura	<b>\$ 1,307,389.74</b>
Total Taxes	\$ 735.45
Total Interest from reserve account#	\$ 2,181.88

**Fiscal Year Total Revenues**

July 1 <sup>st</sup> – July 31 <sup>st</sup>	2021	\$ 167,774.81
July 1 <sup>st</sup> – July 31 <sup>st</sup>	2022	\$ 146,943.91

### Bank Balances

* LAIF Balance	\$ 230,804.11
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$431.31
* Money Market (Mechanics Bank)	\$ 7,623.73
Amount Transferred to Mechanics from County this month	
Amount Transferred to General Fund from Money Market	\$ 0.00
Monthly Interest received from Money Market	\$ .12
General Fund Balance	\$ 80,615.09
Trust Fund Balance	\$ 6,815.02
* Capital Improvement Fund	\$ 13,924.95
(#) Quarterly Interest from Capital Account	\$ .11
Total Interest accrued	\$ 431.54

## Board Secretary Report

### August 2022

#### 1. Administrative

- California Environmental Reporting System – Hazardous Materials onsite survey and annual reporting completed August 1, 2022.
- Public Records requests: (1) Smartprocure requested detailed invoices 2/2022 – current, pending clarification from requestor.
- New water rates will be reflected on the August 31, 2022 bill statements.
- Annual allocations for Agriculture and Commercial are “reset” to the full annual allocations following the July 31 bill cycle, annual invoicing for drought surcharges will be processed with August 31 statements.

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

- Financial Audit FY 2020-2021 presented under agenda item 7. – Fanning & Karrh, CPA.
- Accounts Receivable –SB 998 timeline for disconnects for non-payment (>\$200 @ 60 days) is in effect. Late fees and District past due processes resumed as of March 26, 2022.

#### 3. Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Monthly Customer Bill Total	Over-Allocation \$ (drought)	Other Conservation Penalties
May 21	134	11	\$129,394.85	\$5,525.00	\$0
Jun 21	72	20	\$147,682.37	\$9,566.00	\$0
Jul 21	139	8	\$145,721.09	\$8,865.00	\$0
Aug 21	151	13	\$153,370.61	\$10,660.00	\$0
Sep 21	116	10	\$174,988.52	\$8,742.00	\$0
Oct 21	93	17	\$163,260.86	\$6,206.00	\$0
Nov 21	52	15	\$141,776.01	\$3,094.00	\$0
Dec 21	53	6	\$141,663.91	\$3,002.00	\$0
Jan 22	110	5	\$110,228.55	\$882.00	\$0
Feb 22	72	10	\$124,078.38	\$4,993.00	\$0
Mar 22	80	7	\$123,073.26	\$5,308.00	\$0
Apr 22	72	14	\$113,351.51	\$2,131.00	\$0
May 22	101	6	\$129,660.69	\$2,294.00	\$0
Jun 22	68	7	\$133,628.56	\$4,311.00	\$0
Jul 22	110	6	\$142,448.60	\$4,095.00	\$100

## **Board of Directors**

<b>Board Member</b>	<b>Position</b>	<b>Term Ends</b>	<b>Term Type</b>
Michel Etchart	President	<b>2022</b>	Long Term (Re-elected 2018)
Christian Oakland	Vice President	2024	Long Term (Elected 2020)
James Kentosh	Director	<b>2022</b>	Long Term (Re-elected 2018)
Loni Anderson	Director	<b>2022</b>	Appointed July 2021
Christy Cooper	Director	<b>2022</b>	Appointed May 9, 2022 Re-elect for 2 yr term to 2024

- a. General Election: November 8, 2022 (4 -Director seats)
  - i. Candidate Nomination Period July 18 – August 12, 2022
    - 1. Candidate Paperwork Filed:
      - a. Michel Etchart
      - b. James Kentosh
      - c. Christine Cooper
      - d. Joseph Pangea
      - e. Helena Pasquarella

#### **4. Projects**

- a. Policy & Procedure, Resolution & Ordinance web posting – in progress.
  - Financial Audit recommended policies and procedures – ad hoc committee
- b. Board Bylaws & Employee Handbook under legal review and update.

#### **5. Complaints & Compliments**

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

**Attachments:** None.