



## **BOARD OF DIRECTORS REGULAR MEETING AGENDA**

District Office: 202 W. El Roblar Drive, Ojai, CA 93023

**JOIN BY COMPUTER:** <https://meet.goto.com/523500581>

**DIAL-IN (US):** +1 (571) 317-3122

**ACCESS CODE:** 523-500-581

*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 20, 2024, at 6:00 pm.**

- 1. Call meeting to order.**
- 2. Roll call**
- 3. Approval of the minutes:** July 16, 2024, 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 (**Estimated 6:05 pm**): *It is the intention of the Board of Directors to meet in Closed Session to consider the following items:*

### **5. Closed Session Items**

- The Board of Directors may hold a closed session to discuss the following items:
  - CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Gov. Code § 54956.9)  
Name of case: *Santa Barbara Channelkeeper v. State Water Resources Control Board, et al.*, Los Angeles County Superior Court Case No. 19STCP01176

**Regular Agenda (\*\*Reconvene Regular Meeting, Estimated Time 6:25 pm\*\*)**

## 6. Financial matters

Approval of Payroll and Payables from July 16, 2024, to August 15, 2024, in the amount of:

Payables	\$100,607.34
<u>Payroll</u>	<u>\$ 58,722.31</u>
Total	\$159,329.65

## 7. Board action and/or discussion

No items.

## 8. General Manager's Report

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

## 9. Board Secretary's Report

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

## 10. Board Committee Reports

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

## 11. Old Business

- State Water update
- Matilija Dam removal update
- Casitas Water Rates – Rate Study

## 12. Director Announcements/Reports

**13. Adjournment:** The next scheduled Regular Board meeting is September 17, 2024, at 6:00 pm.

Regular Meeting  
July 16, 2024  
6:00 pm

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

## Minutes

The meeting was called to order at 6:01 pm.

### 1. Call to Order

The Board President, Mike Etchart, called the meeting to order at 6:01 pm. The meeting was also available via teleconference.

### 2. Roll Call

**Present:** Board President, Mike Etchart, Board Directors: James Kentosh, Joe Pangea, and Christy Cooper. Staff Present: General Manager, Justin Martinez, Summer Ward, Board Secretary. Attorney Present: (via teleconference) Stuart Nielson and Jeanne Zolezzi (Closed Session only).

**Absent:** Christian Oakland, Director.

### 3. Approval of the Minutes

**Approval of June 18, 2024, Regular Board Meeting minutes.**

Director Cooper made the motion to approve the June 18, 2024 meeting minutes. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

(4) Ayes- M/S/C

(1) Absent - Oakland

### 4. Public Comments

- None

**\*\*The Board went into closed session at 6:03 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.

- CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
(Paragraph (1) of subdivision (d) of Gov. Code § 54956.9)  
Name of case: *Santa Barbara Channelkeeper v. State Water Resources Control Board, et al.*,  
Los Angeles County Superior Court Case No. 19STCP01176

Regular Meeting Minutes  
July 16, 2024

**\*\*The Board ended closed session at 6:36 pm.\*\***

Attorney Nielson reported that the Board discussed pending litigation, and there are no actions to report.

**6. Financial Matters**

**Approval of Payroll and Payables from June 16, 2024, to July 15, 2024, in the amount of:**

Payables:	\$ 275,448.08
Payroll:	<u>\$ 49,158.78</u>
Total:	\$ 324,606.86

Director Kentosh made the motion to approve the Payroll and Payables from June 16, 2024, to July 15, 2024. Director Cooper seconded the motion.

Ms. Ward noted that the payables were higher than normal due to annual expenses such as insurance, memberships, and dues.

No Public Comment.

Kentosh/Cooper

(4) Ayes – M/S/C

(1) Absent - Oakland

**7. Board Discussion/Actions**

**a). Presentation of FY 24-25 Budget and Adoption of Resolution 20240716: FY 24-25 Budget. (Martinez/Cooper)**

Directors Cooper and Oakland reviewed the staff-prepared budget proposals at the Budget/Rate Committee meeting. Director Cooper noted that MOWD typically prepares conservative budgets, often well below the proposed expenditures. She reviewed the budget highlights, including revenues, reserves, expenditures, capital improvements, and grant opportunities. Ms. Ward noted that for budgeting purposes, staff assumed no significant change in water consumption over the previous fiscal year. FY 24/25 is the final year in the 3-year approved water rate schedule. Rates will remain unchanged until a Prop 218 is conducted for future rates.

Director Etchart stated that with grants, it is important to evaluate the time and cost associated with the funding to ensure it is worthwhile. Director Kentosh asked if in-house administrative staff could complete the grant applications. Ms. Ward replied that the administrative team's goal is to do as much in-house as possible, with training and episodic experience, when relevant and appropriate grant opportunities are available.

Director Kentosh requested two grammar changes within the resolution text, “WHEREAS” and replaced “by” with “that.”

Director Cooper made the motion to approve Resolution 20240716: Adoption of FY 24-25 Budget, with the noted grammar changes. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

(4) Ayes- M/S/C

(1) Absent - Oakland

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

Mr. Martinez reported that the Casitas Lake level is at 99.7%. The District received the 55 – 1” AMI meters, and installation is in progress. The electrical design plans for the Office Emergency Generator are 100% complete; staff is looking at solar options. Union Engineering is working on installing and testing tie-backs to hold the wall up, and excavation will continue. Mr. Martinez reported that the hydrant the Granite Construction truck hit on N. La Luna at Maricopa Hwy totals \$74,447.21; Granite has been in communication, and payment has been processed. Field staff has been working to clean up all the brush and scrap metal (and brass) from broken-down water meters in the yard. One Will-Serve letter extension was issued for 436 El Conejo. Curtis Hopkins is sending out the scope of work for the Well 4a Rehab project. Coastal Instrumentation and Telemetry (CIT) is putting together an official quote for continuous monitoring of Nitrates and SCADA with alarms and automated shutdown of Well 8. Mr. Martinez will get written authorization from the SWRCB to proceed. There was one service leak on S. La Luna on 6/24/2024, two mainline leaks, one on Meiners Rd due to poor bedding and a falling tree, and a second on S. Rice Rd due to poor bedding.

No Public Comment.

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

Ms. Ward presented the monthly Board Secretary report. The Employee Handbook 2024 has been reviewed with staff, and signed acknowledgments are retained in personnel files. The annual Consumer Confidence Report for 2024 (2023 data) was uploaded to the state and made publicly available in the June 30 billing. The report is available on the District website, in hard copy in the office, and available to mail directly upon request. The quarterly SWRCB Drought reporting for April – June was submitted on July 12. The FY24-25 water rates (per the 2022 Prop 218) will go into effect on the August 31 billing statements. There were more re-reads in June due to increased water consumption detected during meter readings; only a few were the result of leaks. June 2024 was significantly higher than the previous three Junes, a portion of the District is on the new smart meters, but, not a large

enough portion to have that significant of an increase in metered consumption. Directors Oakland and Cooper are up for re-election this year. The nomination period began July 15 and ends August 9, links to the candidate paperwork were emailed to the two Directors earlier in the week. Once the state template is made available, Ms. Ward noted that an updated Backflow Cross-Connection policy will be drafted and presented.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Met, elected officers.
- Budget/Rate Committee: Met, already discussed.
- Emergency Management Committee: No report.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Grants: No report.
- Treatment Plant Design Ad Hoc Committee: Director Cooper stated that she would provide Ms. Ward with the 10-year budget spreadsheet before the next meeting with the state and review the assumptions and formulas.

11. **Old Business**

- State Water: No report.
- Matilija Dam Removal Update: No report.
- Casitas Rates – No report.

12. **Director Announcements/Reports**

- Director Kentosh: Shared that he was diagnosed with Parkinson's and wanted to let everyone know his symptoms have progressed slowly. He plans to carry out the remainder of his term as a Director.
- Director Oakland: Absent.
- Director Pangea: No report.
- Director Cooper: No report.
- Director Etchart: No report.

13. **Meeting Adjournment**

The next meeting will be held on August 20, 2024, at 6:00 pm. There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 7:20 pm.

---

**Board Secretary**

---

**Board President**

**Report of Income as of 7/31/2024**

<b>Income</b>	<b>Month of July</b>	<b>Year To Date</b>	<b>Budget Appropriation</b>	<b>Appropriation Balance</b>
Interest	10,590.42	10,590.42	--	10,590.42
Taxes	1,745.68	1,745.68	--	1,745.68
Pumping Charges	377.09	377.09	--	377.09
Fire Protection	147.53	147.53	--	147.53
Meter & Inst. Fees	--	--	--	0.00
Water Sales	90,789.10	90,789.10	1,528,500.00	1,437,710.90
<sup>1</sup> Casitas Water/Standby	880.04	880.04	--	880.04
MWAC Charges	57,398.14	57,398.14	764,208.00	706,809.86
MCC Chg.	6,505.93	6,505.93	89,736.00	83,230.07
<sup>2</sup> Misc. Income	2,481.86	2,481.86	--	2,481.86
Late & Delinquent Chgs.	2,442.54	2,442.54	--	2,442.54
Conservation Penalty	--	--	--	0.00
Capital Improvement	--	--	--	0.00
Drought Surcharge	0.42	0.42	--	0.42
Fire Flow/Will Serve Letters	--	--	6,000.00	6,000.00
	--	--	--	0.00
	--	--	--	0.00
<b>TOTAL INCOME</b>	<b>173,358.75</b>	<b>173,358.75</b>	<b>2,388,444.00</b>	<b>2,215,085.25</b>

Note:

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

<sup>2</sup> Hartmann Allocation/Scrap Meters & Broken Down  
Meters Recycle



Meiner's Oaks County Water District, CA

# Check Report

By Vendor Name

Date Range: 07/16/2024 - 08/15/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
<b>Bank Code: AP Bank-AP Bank</b>						
AUTOSU	Automotive Supply - Ojai	08/13/2024	Regular	0.00	55.58	11356
<a href="#">599290</a>	Invoice	07/31/2024	Crew Truck Wipers	0.00	55.58	
BADGER	Badger Meter	08/13/2024	Regular	0.00	77.40	11357
<a href="#">80166931</a>	Invoice	07/30/2024	Beacon Hosting	0.00	77.40	
DRAGANCHUK	Boyd & Associates	08/13/2024	Regular	0.00	98.85	11358
<a href="#">332865</a>	Invoice	08/01/2024	Office Alarm	0.00	98.85	
CALPERS	California Public Employees' Retirement	07/31/2024	Bank Draft	0.00	4,867.20	DFT0002146
<a href="#">INV0002657</a>	Invoice	07/15/2024	Health	0.00	4,867.20	
CALPERS	California Public Employees' Retirement	07/24/2024	Bank Draft	0.00	23.36	DFT0002155
<a href="#">071524</a>	Invoice	07/15/2024	Active Premium	0.00	23.36	
CALPERS	California Public Employees' Retirement	07/31/2024	Bank Draft	0.00	4,867.16	DFT0002157
<a href="#">INV0002669</a>	Invoice	07/31/2024	Health	0.00	4,867.16	
CAL-STATE	Cal-State	07/29/2024	Regular	0.00	258.09	11341
<a href="#">279183</a>	Invoice	07/18/2024	Portable Toilet	0.00	126.23	
<a href="#">279560</a>	Invoice	07/23/2024	Portable Toilet	0.00	131.86	
CASH	CASH	07/29/2024	Regular	0.00	14.00	11342
<a href="#">060524</a>	Invoice	07/01/2024	Water For Office	0.00	4.00	
<a href="#">062624</a>	Invoice	07/01/2024	Water For Office	0.00	5.00	
<a href="#">071624</a>	Invoice	07/16/2024	Water For Office	0.00	5.00	
CMWD	Casitas Municipal Water District	08/13/2024	Regular	0.00	3,431.09	11359
<a href="#">261150724</a>	Invoice	07/31/2024	Fairview Standby	0.00	1,585.02	
<a href="#">262000724</a>	Invoice	07/31/2024	Hartmann Allocation	0.00	261.05	
<a href="#">300650724</a>	Invoice	07/31/2024	Tico & La Luna Standby	0.00	1,585.02	
CLEANCO	Cleancoast Janitorial	07/29/2024	Regular	0.00	340.00	11343
<a href="#">3041</a>	Invoice	07/26/2024	July Janitorial	0.00	340.00	
CVTDEP	County of Ventura Transport. Dept.	08/13/2024	Regular	0.00	885.00	11360
<a href="#">378422</a>	Invoice	07/12/2024	974 Rice Rd. Encroachment Permit	0.00	885.00	
DATAP	Dataprose LLC	08/13/2024	Regular	0.00	1,963.01	11361
<a href="#">DP2403354</a>	Invoice	07/31/2024	Bulk Billing & Postage	0.00	1,963.01	
DOCUPRO	DocuProducts Corporation	08/13/2024	Regular	0.00	756.70	11362
<a href="#">289517</a>	Invoice	08/06/2024	Copier Maintenance	0.00	756.70	
EJHAR	E. J. Harrison Rolloffs, Inc.	07/29/2024	Regular	0.00	447.73	11344
<a href="#">281300724</a>	Invoice	07/15/2024	Office Trash	0.00	185.40	
<a href="#">994260724</a>	Invoice	07/15/2024	2680 Maricopa	0.00	262.33	
FAMCON	Famcon Pipe and Supply, Inc	08/13/2024	Regular	0.00	1,814.03	11363
<a href="#">S100123017.002</a>	Invoice	07/26/2024	Meter Bushings	0.00	157.66	
<a href="#">S100132395.001</a>	Invoice	07/15/2024	Parts for leak @ 974 S. Rice	0.00	1,220.93	
<a href="#">S100133486.001</a>	Invoice	07/29/2024	Parts for leak @ 974 S. La Luna	0.00	435.44	



Check Report

Date Range: 07/16/2024 - 08/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Post Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
FGLENV <a href="#">410799A</a>	FGL Environmental Invoice	07/17/2024	Regular Samples	0.00	569.00	11345
<a href="#">411099A</a>	Invoice	07/24/2024	Samples	0.00	113.00	
<a href="#">411100A</a>	Invoice	07/24/2024	Samples	0.00	79.00	
<a href="#">411102A</a>	Invoice	07/22/2024	Samples	0.00	39.00	
<a href="#">411103A</a>	Invoice	07/24/2024	Samples	0.00	113.00	
<a href="#">411376A</a>	Invoice	07/24/2024	Samples	0.00	39.00	
<a href="#">411515A</a>	Invoice	07/24/2024	Samples	0.00	73.00	
				0.00	113.00	
FGLENV <a href="#">411096A</a>	FGL Environmental Invoice	08/13/2024 07/29/2024	Regular Samples	0.00	781.00	11364
<a href="#">411098A</a>	Invoice	07/29/2024	Samples	0.00	445.00	
<a href="#">411917A</a>	Invoice	07/31/2024	Samples	0.00	223.00	
				0.00	113.00	
GARETT <a href="#">26936</a>	Garett Lockwood Invoice	08/13/2024 07/30/2024	Regular Reimburse Garett for Difference on Boot E	0.00	5.82	11365
				0.00	5.82	
GRUBER <a href="#">INV169</a>	Gruber Grading & Ag Invoice	07/29/2024 07/23/2024	Regular Service Replacement - 821 S La Luna	0.00	4,537.33	11346
<a href="#">INV170</a>	Invoice	07/23/2024	Pave Patch from leak on Meiners	0.00	2,691.00	
				0.00	1,846.33	
GUARDIAN <a href="#">INV0002658</a>	Guardian Invoice	07/29/2024 07/15/2024	Regular Dental	0.00	610.61	11339
<a href="#">INV0002670</a>	Invoice	07/31/2024	Dental	0.00	305.33	
				0.00	305.28	
GUARDIAN <a href="#">7690460724</a>	Guardian Invoice	07/29/2024 07/17/2024	Regular Dental Admin. Fee	0.00	9.99	11347
				0.00	9.99	
HLTHNE <a href="#">61790724</a>	Health Net Life Insurance Company Invoice	07/29/2024 07/09/2024	Regular Life Insurance	0.00	62.70	11348
				0.00	62.70	
HCS <a href="#">112412</a>	Herum/Crabtree/Suntag Invoice	08/13/2024 07/25/2024	Regular SBCK vs VTA	0.00	1,230.07	11366
<a href="#">112413</a>	Invoice	07/25/2024	SBCK vs VTA	0.00	1,060.75	
				0.00	169.32	
LEVI <a href="#">2978372313</a>	Levi Maxwell Invoice	08/13/2024 08/12/2024	Regular Jeans	0.00	350.00	11367
<a href="#">C01391132447</a>	Invoice	08/06/2024	Reimbursement for Walking Shoes	0.00	250.00	
				0.00	100.00	
MOHARD <a href="#">084925</a>	Meiners Oaks Hardware Invoice	08/13/2024 07/01/2024	Regular Chain Coil, Openeye Snap, Chain Link	0.00	371.55	11368
<a href="#">084952</a>	Invoice	07/01/2024	Chain Coil for Treatment Plant	0.00	125.06	
<a href="#">085430</a>	Invoice	07/03/2024	Sand Bags	0.00	59.85	
<a href="#">085632</a>	Invoice	07/05/2024	Paper Towels & Windex	0.00	13.46	
<a href="#">085648</a>	Invoice	07/05/2024	Snap for TP Cylinder Binding	0.00	10.91	
<a href="#">085919</a>	Invoice	07/08/2024	Liquid Chlorine	0.00	40.35	
<a href="#">086340</a>	Invoice	07/12/2024	Towels	0.00	29.99	
<a href="#">086632</a>	Invoice	07/16/2024	Rake	0.00	10.71	
<a href="#">087603</a>	Invoice	07/24/2024	Clamp	0.00	58.55	
<a href="#">087624</a>	Invoice	07/25/2024	Cord for Air Compressor	0.00	15.60	
				0.00	7.07	
MITEC <a href="#">101789</a>	MiTec Solutions LLC Invoice	07/29/2024 07/15/2024	Regular SplashTop	0.00	130.00	11350
<a href="#">101837</a>	Invoice	07/15/2024	AntiVirus	0.00	20.00	
<a href="#">1070992</a>	Invoice	07/23/2024	Remote Labor	0.00	50.00	
				0.00	60.00	
MITEC <a href="#">1071093</a>	MiTec Solutions LLC Invoice	08/13/2024 07/31/2024	Regular Monthly Maintenance	0.00	1,194.82	11369
<a href="#">107112100</a>	Invoice	08/07/2024	Monthly Maintenance	0.00	240.00	
<a href="#">1071154</a>	Invoice	08/01/2024	Exchange, Web Hosting, ShareSync	0.00	300.00	
<a href="#">1071165</a>	Invoice	08/01/2024	Off Site BackUp	0.00	316.82	
<a href="#">1071173</a>	Invoice	08/01/2024	X360 Recover	0.00	98.00	
				0.00	240.00	

Check Report

Date Range: 07/16/2024 - 08/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
ELEVATE <a href="#">5251</a>	MITEC Solutions Invoice	07/15/2024	07/29/2024 Elevate Communications/VoIP	Regular	0.00 0.00	237.11 237.11	11349
NCK&K <a href="#">13221</a>	Nelson Comis Kettle & Kinney, LLP Invoice	08/01/2024	08/13/2024 Attorney Fees	Regular	0.00 0.00	942.50 942.50	11370
NCR <a href="#">1166</a> <a href="#">1167</a>	Nightly Cinnamon Roll LLC Invoice Invoice	08/05/2024 08/07/2024	08/13/2024 General Web Labor Fixed Issue with SSL Certificate	Regular	0.00 0.00 0.00	100.00 50.00 50.00	11371
OFFDEP <a href="#">375694429001</a>	Office Depot Invoice	07/16/2024	08/13/2024 Paper & Paper Clips	Regular	0.00 0.00	58.86 58.86	11372
OILELE <a href="#">2036973</a>	Oilfield Electric Company, Inc. Invoice	07/31/2024	08/13/2024 Electrician - Troubleshoot Pump/Motor	Regular	0.00 0.00	944.50 944.50	11373
PATHIAN <a href="#">INV0002660</a> <a href="#">INV0002672</a>	Pathian Administrators Invoice Invoice	07/15/2024 07/31/2024	07/29/2024 HSBS HSBS	Regular	0.00 0.00 0.00	114.47 57.24 57.23	11340
PERS <a href="#">INV0002656</a>	Public Employees' Retirement System Invoice	07/15/2024	07/31/2024 457 Withholdings	Bank Draft	0.00 0.00	850.00 850.00	DFT0002145
PERS <a href="#">INV0002659</a>	Public Employees' Retirement System Invoice	07/15/2024	07/31/2024 PERS	Bank Draft	0.00 0.00	4,223.35 4,223.35	DFT0002147
PERS <a href="#">INV0002668</a>	Public Employees' Retirement System Invoice	07/31/2024	07/31/2024 457 Withholdings	Bank Draft	0.00 0.00	850.00 850.00	DFT0002156
PERS <a href="#">INV0002671</a>	Public Employees' Retirement System Invoice	07/31/2024	07/31/2024 PERS	Bank Draft	0.00 0.00	4,726.17 4,726.17	DFT0002158
PERS <a href="#">10000001762573</a>	Public Employees' Retirement System Invoice	08/01/2024	08/07/2024 Unfunded Accrued Liability	Bank Draft	0.00 0.00	57.58 57.58	DFT0002166
PERS <a href="#">10000001762572</a>	Public Employees' Retirement System Invoice	08/01/2024	08/07/2024 Unfunded Accrued Liability	Bank Draft	0.00 0.00	3,393.67 3,393.67	DFT0002167
QUINRRNTL <a href="#">28825301</a>	Quinn Rental Services Invoice	07/25/2024	08/13/2024 Skip Loader	Regular	0.00 0.00	1,927.29 1,927.29	11374
SAMHIL <a href="#">4994</a>	Sam Hill & Sons, Inc. Invoice	07/12/2024	07/29/2024 Water Leak - 974 S Rice	Regular	0.00 0.00	8,084.10 8,084.10	11351
SAMHIL <a href="#">5030</a>	Sam Hill & Sons, Inc. Invoice	08/01/2024	08/13/2024 Leak Repair - 105 Felix	Regular	0.00 0.00	2,172.80 2,172.80	11375
SCE <a href="#">OFFELE-0724</a> <a href="#">TNKFRM0724</a> <a href="#">WELL1-0724</a> <a href="#">WELL2-0724</a> <a href="#">WELL4&amp;70724</a> <a href="#">WELL8-0724</a> <a href="#">Z-10724</a> <a href="#">Z-2FIRE0724</a> <a href="#">Z-2PWR0724</a> <a href="#">Z-3FIRE0724</a>	Southern California Edison Co. Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024 07/25/2024	07/29/2024 Office Electricity Tank Farm Well 1 Well 2 Well 4 & 7 Well 8 Zone 1 Zone 2 Fire Zone 2 Power Zone 3 Fire	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	9,209.52 383.35 36.00 456.61 262.20 7,045.83 161.11 129.85 184.09 531.77 18.71	11352
SCGAS <a href="#">0897</a>	Southern California Gas Co. Invoice	07/26/2024	08/13/2024 Office Heat	Regular	0.00 0.00	4.67 4.67	11376
SPECTRUM <a href="#">0299421082724</a>	Spectrum Invoice	07/27/2024	08/13/2024 Internet	Regular	0.00 0.00	117.48 117.48	11377

Check Report

Date Range: 07/16/2024 - 08/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
TORO <a href="#">17759</a> <a href="#">17946</a>	Toro Enterprises, Inc. Invoice Invoice	 07/25/2024 07/22/2024	07/29/2024 12" Waterline - Maricopa Broken Main - 188 Meiners	Regular	 0.00 0.00	24,881.80 16,047.84 8,833.96	11353
TRI-COUNTY <a href="#">41-374638</a>	Tri-County Transportation Invoice	 07/26/2024	08/13/2024 Fill Sand	Regular	 0.00	1,517.30 1,517.30	11378
UAOFSC <a href="#">720240446</a>	Underground Service Alert of So.Ca. Invoice	 08/01/2024	08/13/2024 Digalerts	Regular	 0.00	78.45 78.45	11379
USBANK <a href="#">AIRGAS072224</a> <a href="#">AMAZON071624</a> <a href="#">GRENTS071924</a> <a href="#">OSS070924</a> <a href="#">PRECISION07172</a> <a href="#">VONS071524</a>	US Bank Corporate Pmt. System Invoice Invoice Invoice Invoice Invoice Invoice	 07/22/2024 07/16/2024 07/19/2024 07/09/2024 07/17/2024 07/15/2024	08/13/2024 Welder Red Solo Cups Gravel for Leak @ 974 S. Rice Storage Unit Weed Wacker Service Emergency Water for Customers	Regular	 0.00 0.00 0.00 0.00 0.00 0.00	3,977.53 3,093.24 29.90 543.25 202.00 85.45 23.69	11380
VRWC <a href="#">20242025</a>	Ventura County Resource Conservation District Invoice	 07/01/2024	07/29/2024 Vta Rvr Watershed Cordinator Position	Regular	 0.00	566.50 566.50	11354
VERIZON <a href="#">9970071216</a>	Verizon Wireless Invoice	 07/26/2024	08/13/2024 Cell Phones	Regular	 0.00	371.08 371.08	11381
WEX <a href="#">98374951</a>	WEX BANK Invoice	 07/15/2024	07/29/2024 Fuel	Regular	 0.00	1,448.52 1,448.52	11355

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	95	43	0.00	76,748.85
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	9	9	0.00	23,858.49
EFT's	0	0	0.00	0.00
	<b>104</b>	<b>52</b>	<b>0.00</b>	<b>100,607.34</b>

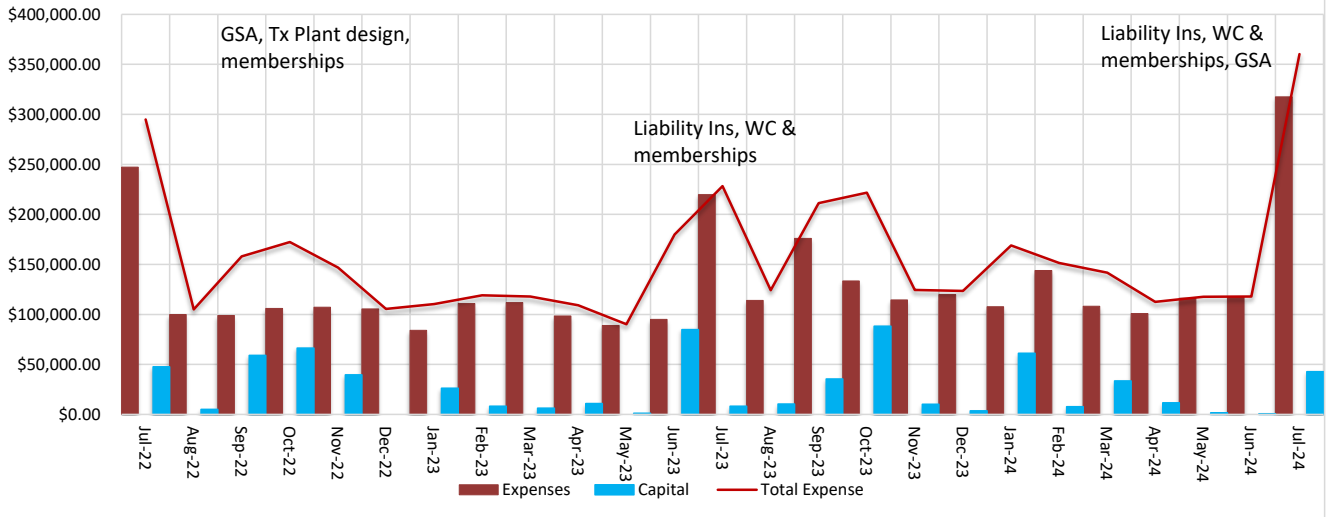
*PR* 58,722.31

Meiners Oaks Water District

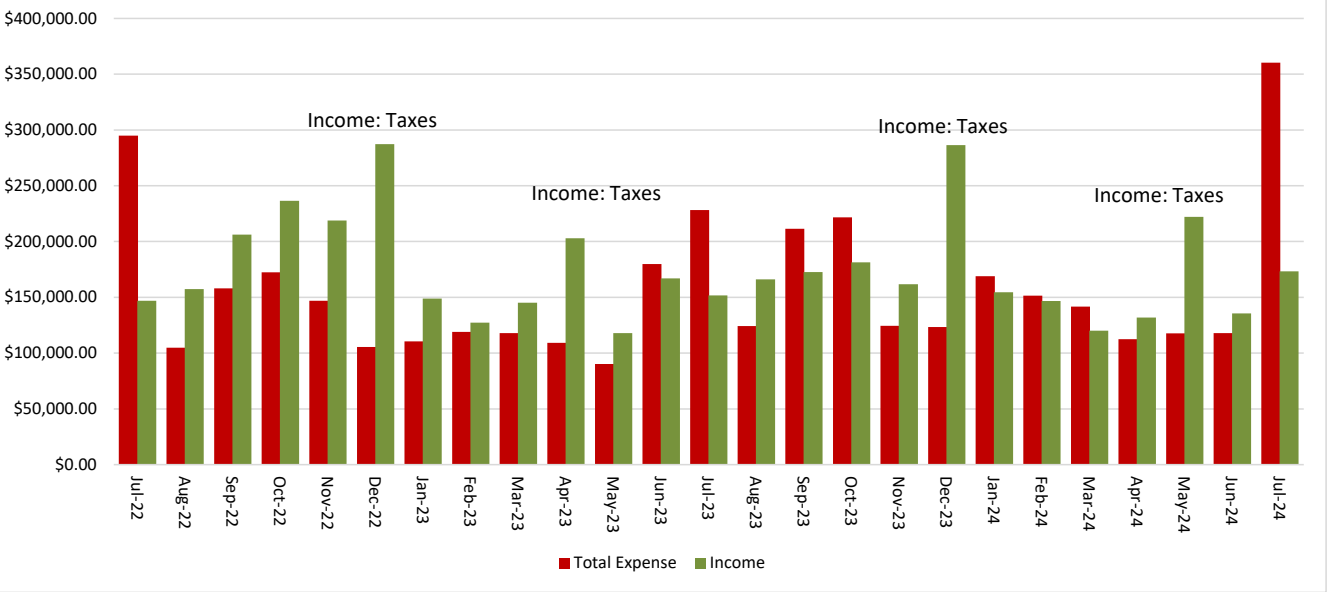
Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

Expenditures	Month of July	Year To Date	Budget Approp	Approp Bal 07/31/24	Current August	Approp FY Bal To Date
Salaries	58,102.95	58,102.95	675,000.00	616,897.05	-	616,897.05
Payroll Taxes	4,554.23	4,554.23	54,000.00	49,445.77	-	49,445.77
Retirement Contributions	8,310.54	8,310.54	90,000.00	81,689.46	-	81,689.46
Group Insurance	9,057.81	9,057.81	96,000.00	86,942.19	-	86,942.19
Company Uniforms	5.82	5.82	3,500.00	3,494.18	350.00	3,144.18
Phone Office	354.59	354.59	4,000.00	3,645.41	-	3,645.41
Janitorial Service	598.09	598.09	6,000.00	5,401.91	-	5,401.91
Refuse Disposal	447.73	447.73	5,000.00	4,552.27	-	4,552.27
Liability Insurance	94,492.17	94,492.17	96,000.00	1,507.83	-	1,507.83
Workers Compensation	39,282.17	39,282.17	41,000.00	1,717.83	-	1,717.83
Wells	-	-	8,000.00	8,000.00	-	8,000.00
Truck Maintenance	55.58	55.58	5,000.00	4,944.42	-	4,944.42
Office Equipment Maintenance	202.00	202.00	5,500.00	5,298.00	756.70	4,541.30
Security System	-	-	2,000.00	2,000.00	98.85	1,901.15
Cell Phones	371.08	371.08	4,500.00	4,128.92	-	4,128.92
System Maintenance	3,718.00	3,718.00	60,000.00	56,282.00	-	56,282.00
Safety Equipment	-	-	6,000.00	6,000.00	-	6,000.00
Laboratory Services	1,350.00	1,350.00	14,500.00	13,150.00	-	13,150.00
Membership and Dues	1,911.00	1,911.00	10,000.00	8,089.00	-	8,089.00
Printing and Binding	-	-	1,000.00	1,000.00	-	1,000.00
Office Supplies	126.45	126.45	6,000.00	5,873.55	-	5,873.55
Postage and Express	1,963.01	1,963.01	13,000.00	11,036.99	-	11,036.99
B.O.D. Fees	2,250.00	2,250.00	25,000.00	22,750.00	-	22,750.00
Engineering & Technical Services	-	-	15,000.00	15,000.00	-	15,000.00
Computer Services	1,102.22	1,102.22	28,000.00	26,897.78	1,054.82	25,842.96
Other Prof. & Regulatory Fees	2,106.11	2,106.11	40,000.00	37,893.89	78.45	37,815.44
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	845.00	845.00	30,000.00	29,155.00	942.50	28,212.50
GSA Fees	72,210.00	72,210.00	75,000.00	2,790.00	-	2,790.00
VR/SBC/City of VTA Law Suit	1,230.07	1,230.07	30,000.00	28,769.93	-	28,769.93
Rental Equipment	1,927.29	1,927.29	10,000.00	8,072.71	-	8,072.71
Audit Fees	-	-	30,000.00	30,000.00	-	30,000.00
Small Tools	58.55	58.55	5,000.00	4,941.45	-	4,941.45
Election Supplies	-	-	2,500.00	2,500.00	-	2,500.00
Treatment Plant	184.91	184.91	10,000.00	9,815.09	-	9,815.09
Fuel	1,448.52	1,448.52	20,000.00	18,551.48	-	18,551.48
Travel Exp./Seminars	-	-	2,000.00	2,000.00	-	2,000.00
Utilities	388.02	388.02	4,000.00	3,611.98	-	3,611.98
Power and Pumping	8,826.17	8,826.17	97,000.00	88,173.83	-	88,173.83
Meters	-	-	50,000.00	50,000.00	-	50,000.00
Online AutoPay Transactions Fees	-	-	8,000.00	8,000.00	-	8,000.00
<b>Total Expenditures</b>	<b>317,480.08</b>	<b>317,480.08</b>	<b>1,689,500.00</b>	<b>1,372,019.92</b>	<b>3,281.32</b>	<b>1,368,738.60</b>
<b>Water Distribution System</b>	-	-	-	-	-	-
	-	-	-	-	-	-
	-	-	-	-	-	-
<i>Valve Replacements</i>	-	-	75,000.00	75,000.00	-	75,000.00
<i>Rehab Well 4</i>	-	-	60,000.00	60,000.00	-	60,000.00
<i>Meiners Rd. Tank/Zone</i>	-	-	75,000.00	75,000.00	-	75,000.00
	-	-	-	-	-	-
<b>Structures and Improvements</b>	-	-	-	-	-	-
	-	-	-	-	-	-
<i>Trmnt. Plant 100% Eng. Design &amp; Grant Asst.</i>	-	-	30,000.00	30,000.00	-	30,000.00
<i>Emergency Generator - Office</i>	-	-	60,000.00	60,000.00	-	60,000.00
<i>Emergency Generator - Office Installation</i>	-	-	80,000.00	80,000.00	-	80,000.00
	-	-	-	-	-	-
<b>Field Equipment</b>	-	-	-	-	-	-
	-	-	-	-	-	-
<i>Chlorine Alarms</i>	-	-	10,000.00	10,000.00	-	10,000.00
<i>Welding Machine</i>	3,093.24	3,093.24	3,500.00	406.76	-	406.76
<i>Air Compressor</i>	-	-	7,500.00	7,500.00	-	7,500.00
<i>Generator - Truck</i>	-	-	1,200.00	1,200.00	-	1,200.00
	-	-	-	-	-	-
<b>Appropriations for Contingencies</b>	39,702.85	39,702.85	100,000.00	60,297.15	2,172.80	58,124.35
<b>Total CIP Spending</b>	<b>42,796.09</b>	<b>42,796.09</b>	<b>502,200.00</b>	<b>459,403.91</b>	<b>2,172.80</b>	<b>457,231.11</b>
<b>GRAND TOTAL</b>	<b>360,276.17</b>	<b>360,276.17</b>	<b>2,191,700.00</b>	<b>1,831,423.83</b>	<b>5,454.12</b>	<b>1,825,969.71</b>

Monthly Expenditures Past 24 Months



Monthly Income & Total Expenses Past 24 Months





**District Summary/Update**

- **Casitas Lake Level:** 99% 8/14/24
- **Wells:** MOWD on Wells 4A & 7 4/17/24
  - District struggles to keep up with demand at times, with only two wells online
- **River Conditions:** Ventura River is slowing down at the 150 Bridge
- **AMI Meter Installations:** 54-1” Meters installed
- **Emergency Generator Office:** Electrical Design Plans; Complete. Looking into solar options.
- **Hwy 33 Slide:** Union Engineering; work continues
- **Treatment Plant Project:** MKN grant assistance (In Progress)
  - Met with the county to discuss mitigation measures to protect the T.P. and Wells 1&2
- **Well #4A Redevelopment Project:** Hopkins Groundwater Consultants; Prebid site walk with contractors
- **Will Serve Letters Issued:** 522 N Arnaz Ave  
 121 N Encinal Ave  
 Gleysteen (No address yet, W. Lomita)  
 172 El Camino Dr (Conditional)

<u>Type of Work</u>	<u>Cause</u>	<u>Date</u>	<u>Location</u>	<u>Contractor</u>	<u>Amount \$</u>
Rebuild shoulder of the road	Leak	7/16/24	S. Rice Rd	Staff	\$2000 est.
Repair road to Wells 4&7	Erosion	7/16-7/17	Well 4&7	Staff	\$1000 est.
Replace Service Line	Leak, Age	7/29/24	923 S. La Luna	Staff	TBD
Service Leak	Leak, Poor Backfill	8/1/24	106 Felix Dr	Sam Hill/ Staff	\$2,172.80

### Current Well Levels and Specific Capacity

<b>WELL #1</b>	<b>JAN 24'</b>	<b>FEB 24'</b>	<b>MAR 24'</b>	<b>APR 24'</b>	<b>MAY 24'</b>	<b>JUN 24'</b>	<b>JUL 24'</b>	<b>AUG 24'</b>	<b>SEP 24'</b>	<b>OCT 24'</b>	<b>NOV 24'</b>	<b>DEC 24'</b>
STATIC (ft)	24.8'	18.8'	19.7'	21.5'	22.5'	22.02	24.4'	24.6'				
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				
<b>WELL #2</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
STATIC (ft)	24.3'	18.8'	19.8	20.7'	21.6'	22.18	24.2'	24.3'				
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				
<b>WELL #4A</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
STATIC (ft)	35.6'	28'	26.1	28.5'	29'	30.7'	31.4'	31.9'				
RUNNING (ft)	57.25'	OFF	OFF	OFF	51.5'	53.4'	57.21'	57.3'				
DRAW DOWN (ft)	21.65'	OFF	OFF	OFF	22.5'	23'	25.81	25.4'				
Gallons Per Minute (GPM)	384	OFF	OFF	OFF	397	385	366	365				
Specific Capacity (gal/ft DD)	17.7	OFF	OFF	OFF	17.64	16.7	13.01	10.4				
<b>WELL #7</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
STATIC (ft)	32'	17.5'	14.3	18.5	20.1'	37.7'	38.3'	25.7				
RUNNING (ft)	33.8'	OFF	OFF	OFF	23.2'	38.6'	40'	28.9'				
DRAW DOWN (ft)	1.8'	OFF	OFF	OFF	3.1'	1.1'	1.7	3.2'				
Gallons Per Minute (GPM)	323	OFF	OFF	OFF	340	327	333	331				
Specific Capacity (gal/ft DD)	179	OFF	OFF	OFF	109.67	297	195.88	103.4				
<b>WELL #8</b>	<b>JAN</b>	<b>FEB</b>	<b>MAR</b>	<b>APR</b>	<b>MAY</b>	<b>JUN</b>	<b>JUL</b>	<b>AUG</b>	<b>SEP</b>	<b>OCT</b>	<b>NOV</b>	<b>DEC</b>
STATIC (ft)	61.4	45.8'	36.6'	43.8'	47'	N/A	58.4'	57.4				
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				

Non-Reportable Nitrate Levels 2024												
	January	February	March	April	May	June	July	August	September	October	November	December
Well #8	11.5	6.0	2.5	2.6	2.6	2.4	3.3					
Ranchitos	14.4	13.4	12.4	13	14.4	15.4	15.9					

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

MONTH	PUMPED (AF)	PURCHASED (AF)	SOLD (AF)	WATER SALES (\$)
2024 JAN	32.34	0.00	27.69	\$83,568.46
FEB	4.20	20.14	23.62	\$51,163.29
MAR	21.66	10.32	26.39	\$42,491.36
APR	15.13	18.12	30.58	\$50,552.91
MAY	45.73	0	33.15	\$55,624.06
JUN	61.42	0	53.90	\$55,418.69
JUL	76.30	0	64.71	\$90,789.10
AUG				
SEP				
OCT				
NOV				
DEC				
<b>YTD 2024</b>	<b>256.78</b>	<b>48.58</b>	<b>260.04</b>	<b>\$429,608.54</b>
<b>TOTAL 2023</b>	<b>441.18</b>	<b>107.75</b>	<b>499.61</b>	<b>\$865,783.96</b>
<b>TOTAL 2022</b>	<b>451.43</b>	<b>216.43</b>	<b>615.38</b>	<b>\$823,145.74</b>
<b>TOTAL 2021</b>	<b>411.94</b>	<b>266.57</b>	<b>640.95</b>	<b>\$648,269.32</b>
<b>TOTAL 2020</b>	<b>485.71</b>	<b>197.26</b>	<b>635.47</b>	<b>\$657,912.06</b>

\* May 2024 – Hit hydrant on Fairview, significant leak.

\* July 2024 – Main breaks Meiners Rd & S. Rice



**Reserve Funds**

* Balance at the County of Ventura	\$ 1,430,239.49
Total Taxes	\$1,745.68
Total Interest from reserve account#	\$ 8,193.10

**Fiscal Year Total Revenues**

July 31st	2023	\$151,791.17
July 31st	2024	\$173,358.75

**Bank Balances**

* LAIF Balance	\$ 214,839.39
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$2,396.98
* Money Market (Mechanics Bank)	\$ 7,626.82
Amount Transferred to Mechanics from County this month	\$ 150,000.00
Amount Transferred to General Fund from Money Market	\$ 0.00
Monthly Interest received from Money Market	\$ .14
General Fund Balance	\$ 67,837.27
Trust Fund Balance	\$ 6,015.61
* Capital Improvement Fund	\$ 22,157.20
(#) Quarterly Interest from Capital Account	\$ 0.20
Total Interest accrued	\$ 2,397.32



## Board Secretary Report – August 2024

### Administrative

- There were no state or local agency reports due in July.
- Bureau of Reclamation Small Scale Water Efficiency Projects Grant round 3 applications are due January 16, 2025. Staff are preparing a grant application for funding assistance with the AMI meter project.

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

- Scheduled water rate increases per the 2022 Prop 218 will go into effect with the August 30 billing. [Unit rate increase from \$3.90 to \$3.95; MCC increase 5% for each meter size >5/8", no change to MWAC]
- Financial Auditing Services pending.

### Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Total HCF Billed	Monthly Customer Bill Total
Jun 23	75	11	16,895	\$134,304.67
Jul 23	164	7	25,791	\$167,342.66
Aug 23	106	13	26,563	\$168,236.03
Sep 23	139	12	25,216	\$161,828.48
Oct 23	89	7	25,209	\$160,983.08
Nov 23	93	3	22,876	\$152,824.26
Dec 23	149	1	21,255	\$147,061.27
Jan 24	128	6	12,636	\$116,133.98
Feb 24	84	4	10,629	\$109,034.47
Mar 24	156	5	11,892	\$113,136.99
Apr 24	66	9	14,099	\$121,095.65
May 24	62	5	15,200	\$124,874.84
Jun 24	119	5	24,833	\$159,557.69
Jul 24	230	6	29,616	\$177,956.38

- Mar 24 Service Orders: 88 New AMI Meters installed and 41 Re-reads.
- Jun 24 Service Orders: 99 were re-reads conducted during the meter reading process.
- Jul 24 Service Orders: 167 were re-reads conducted during the meter reading process; 34 new meters installed.

## **Board of Directors**

<b>Board Member</b>	<b>Position</b>	<b>Term Ends</b>	<b>Term Type</b>
Michel Etchart	President	2026	Long Term (Re-elected 2022)
<b>Christian Oakland</b>	<b>Vice President</b>	<b>2024</b>	<b>Long Term (Elected 2020)</b>
James Kentosh	Director	2026	Long Term (Re-elected 2022)
<b>Christy Cooper</b>	<b>Director</b>	<b>2024</b>	<b>Short-Term Re-elect for 2 yr term to 2024</b>
Joe Pangea	Director	2026	Long Term (Elected 2022)

### **Ventura County Elections Division:**

*(2) Director Seats- only one incumbent submitted paperwork; no candidates filed for the 2<sup>nd</sup> seat. The MOWD Board will need to appoint a Director to the open seat.*

### **Projects**

- Staff continues working on the Replacement Treatment Plant Upgrade Project grant application documents.
- Backflow Cross Connection Policy is due before July 1, 2025. Requirements and templates are pending release; staff will begin working on the cross-connection plan once guidance documents are available.

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

**Attachments:** None.