



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

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

**JOIN BY COMPUTER:** <https://meet.goto.com/546828453>

**DIAL-IN (US):** +1 (872) 240-3212

**ACCESS CODE:** 546-828-453

*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))*

**September 17, 2024, at 6:00 pm.**

- 1. Call meeting to order.**
- 2. Roll call**
- 3. Approval of the minutes:** August 20, 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 August 16, 2024, to September 15, 2024, in the amount of:

Payables \$ 52,969.50

Payroll \$ 54,974.47

Total \$107,943.97

## 7. Board action and/or discussion

- a. Discuss Well 4a Rehabilitation Project bid proposals. (Martinez) - Attachments
  - a. Recommended Action: Provide direction to GM.
- b. Call for Nominations for Ventura LAFCo Special District Regular Member and possible adoption of nominating resolution 20240917 should the board decide to nominate a board member to LAFCo. (Ward) - Attachments
  - a. Recommended Action: Consider nomination and approval of the nomination resolution 20240917.
- c. Receive and file County of Ventura Office of Elections notice of no election for the November 5, 2024 General Election. (Ward) – Attachment
  - a. Recommended Action: Receive and file notice. Appointment of Director to the open seat will occur at the November 19, 2024 Regular Board meeting.
- d. Approve selling the 2015 Dodge Ram 2500 via GovDeals auction.(Martinez) – Attachments
  - a. Recommended Action: Approve selling the 2015 Dodge Ram 2500 and allocate those funds to the AMI meter budget.

## 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

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

**13. Adjournment:** The next scheduled Regular Board meeting is October 15, 2024, at 6:00 pm.

Regular Meeting  
August 20, 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: Christian Oakland, James Kentosh, Joe Pangea, and Christy Cooper. Staff Present: General Manager, Justin Martinez, Summer Ward, Board Secretary. Attorney Present: Stuart Nielson

**Absent:** None.

### 3. Approval of the Minutes

#### **Approval of July 16, 2024, Regular Board Meeting minutes.**

Director Cooper made the motion to approve the July 16, 2024 meeting minutes. Director Pangea seconded the motion.

Director Oakland asked for clarification on the increase in payables. Ms. Ward stated that July payables are high each July due to annual expenses, including insurance, memberships, and GSA pumping fees, which get split between the two batches of July payables.

No Public Comment.

Cooper/Pangea

(5) Ayes- M/S/C

### 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)

Regular Meeting Minutes  
August 20, 2024

Name of case: *Santa Barbara Channelkeeper v. State Water Resources Control Board, et al.*,  
Los Angeles County Superior Court Case No. 19STCP01176

**\*\*The Board ended closed session at 6:10 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 July 16, 2024, to August 15, 2024, in the amount of:**

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

Director Kentosh made the motion to approve the Payroll and Payables from July 16, 2024, to August 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

(5) Ayes – M/S/C

## 7. Board Discussion/Actions

None.

## 8. General Manager's Report

Mr. Martinez reported that the Casitas Lake level is at 99%. River conditions are slowing down. The District received the 55 – 1" AMI meters, which have been installed, and Ms. Ward is working with both companies to get the software interface working. Staff are open to recommendations for solar power. Union Engineering continues to work on installing and testing tie-backs to hold the wall up. Mr. Martinez expects it will be a few months before the District can re-install its main line and bring those wells back online. Staff continues to work on the Treatment Plant grant documents; met with the County regarding mitigation measures to protect facilities; requested a letter from the County stating they will make the

District whole if damaged. Curtis Hopkins and the drillers did a site walk for the Well 4a rehabilitation project; bids are due by the end of August. Mr. Martinez reviewed leaks and repairs from July. Staff will add water loss calculations to the pumped and sold table. There were 3 standard Will-Serve letters and 1 Conditional Will-Serve letter, which is contingent on the applicant purchasing additional allocation from CMWD for the proposed project.

Public Comment.

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

Ms. Ward presented the monthly Board Secretary report. There were no state or local agency reports due in July. Ms. Ward is working on the Bureau of Reclamation Small Scale Water Efficiency Project Grant Round 3 application, due January 2025. This grant would assist the District with the AMI Smart Meter Infrastructure. The scheduled FY 24/25 water rates will be reflected on the August 31 bill statements. In July, total service orders were 230; 167 of those were re-reads conducted during the meter reading process to confirm abnormal usage, field staff checks for stuck meters and leaks, and 34 new meters were installed. Ms. Ward reported that Director Oakland did not get his election paperwork submitted by the August 9 deadline; no other candidates submitted paperwork for his seat. Director Cooper is running unopposed for her seat. Information provided by the County Elections Division was that the District must appoint a Director to the open seat.

Director Etchart recommended that staff consider highlighting the grants awarded to the District on the website.

Director Oakland recommended staff look into the "Owl" video conferencing equipment.

No Public Comment.

#### 10. **Board Committee Reports**

- Executive & Personnel Committee: Mr. Martinez noted that the committee needs to schedule a meeting for the annual performance reviews and staff surveys.
- UVRGA: No August meeting.
- Budget/Rate Committee: No report.
- Emergency Management Committee: Mr. Martinez stated the committee needs to schedule a meeting for the Generator and Backup Water Supply procedures.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Grants: No report.
- Treatment Plant Design Ad Hoc Committee: Met with the County, close to submitting the remaining grant documents.

#### 11. **Old Business**

- State Water: No report.
- Matilija Dam Removal Update: Discussed under Treatment Plant update.
- Casitas Rates – No report.

12. **Director Announcements/Reports**

- Director Kentosh: No report
- Director Oakland: No report
- Director Pangea: No report
- Director Cooper: No report
- Director Etchart: No report

13. **Meeting Adjournment**

The next meeting will be held on September 17, 2024, at 6:00 pm. There being no further business to conduct at this time, Board President Mike Etchart adjourned the meeting at 6:52 pm.

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**Board Secretary**

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**Board President**

**Report of Income as of 8/31/2024**

<b>Income</b>	<b>Month of August</b>	<b>Year To Date</b>	<b>Budget Appropriation</b>	<b>Appropriation Balance</b>
Interest	0.31	10,590.73	--	10,590.73
Taxes	1,769.28	3,514.96	--	3,514.96
Pumping Charges	482.86	859.95	--	859.95
Fire Protection	200.92	348.45	--	348.45
Meter & Inst. Fees	--	--	--	0.00
Water Sales	119,256.48	210,045.58	1,528,500.00	1,318,454.42
<sup>1</sup> Casitas Water/Standby	913.11	1,793.15	--	1,793.15
MWAC Charges	59,294.50	116,692.64	764,208.00	647,515.36
MCC Chg.	7,283.53	13,789.46	89,736.00	75,946.54
<sup>2</sup> Misc. Income	224.07	2,705.93	--	2,705.93
Late & Delinquent Chgs.	3,273.59	5,716.13	--	5,716.13
Conservation Penalty	--	--	--	0.00
Capital Improvement	--	--	--	0.00
Drought Surcharge	0.15	0.57	--	0.57
Fire Flow/Will Serve Letters	300.00	300.00	6,000.00	5,700.00
	--	--	--	0.00
	--	--	--	0.00
<b>TOTAL INCOME</b>	<b>192,998.80</b>	<b>366,357.55</b>	<b>2,388,444.00</b>	<b>2,022,086.45</b>

Note:

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

<sup>2</sup> Hartmann Allocation

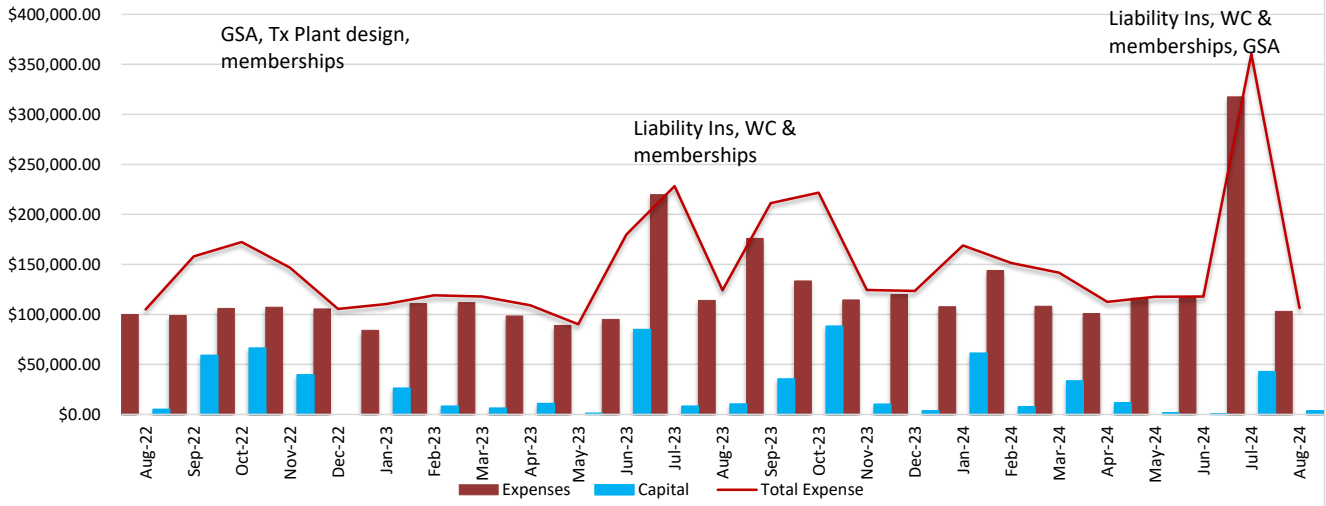


Meiners Oaks Water District

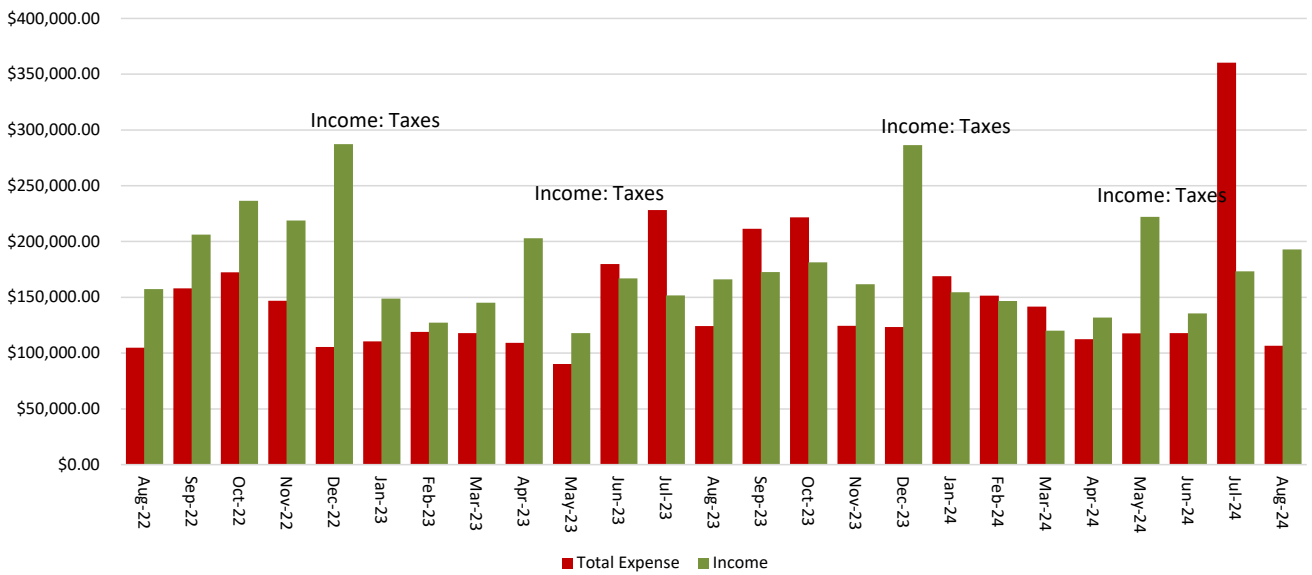
Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

Expenditures	Month of August	Year To Date	Budget Approp	Approp Bal 08/31/24	Current September	Approp FY Bal To Date
Salaries	57,400.17	115,503.12	675,000.00	559,496.88	-	559,496.88
Payroll Taxes	4,425.81	8,980.04	54,000.00	45,019.96	-	45,019.96
Retirement Contributions	9,726.49	18,037.03	90,000.00	71,962.97	-	71,962.97
Group Insurance	9,057.81	18,115.62	96,000.00	77,884.38	-	77,884.38
Company Uniforms	716.45	722.27	3,500.00	2,777.73	-	2,777.73
Phone Office	353.34	707.93	4,000.00	3,292.07	-	3,292.07
Janitorial Service	598.09	1,196.18	6,000.00	4,803.82	-	4,803.82
Refuse Disposal	447.73	895.46	5,000.00	4,104.54	-	4,104.54
Liability Insurance	-	94,492.17	96,000.00	1,507.83	-	1,507.83
Workers Compensation	-	39,282.17	41,000.00	1,717.83	-	1,717.83
Wells	107.28	107.28	8,000.00	7,892.72	-	7,892.72
Truck Maintenance	-	55.58	5,000.00	4,944.42	-	4,944.42
Office Equipment Maintenance	958.70	1,160.70	5,500.00	4,339.30	-	4,339.30
Security System	98.85	98.85	2,000.00	1,901.15	-	1,901.15
Cell Phones	376.08	747.16	4,500.00	3,752.84	-	3,752.84
System Maintenance	4,864.46	8,582.46	60,000.00	51,417.54	-	51,417.54
Safety Equipment	864.80	864.80	6,000.00	5,135.20	-	5,135.20
Laboratory Services	1,334.00	2,684.00	14,500.00	11,816.00	113.00	11,703.00
Membership and Dues	-	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	281.14	407.59	6,000.00	5,592.41	-	5,592.41
Postage and Express	1,208.25	3,171.26	13,000.00	9,828.74	-	9,828.74
B.O.D. Fees	1,500.00	3,750.00	25,000.00	21,250.00	-	21,250.00
Engineering & Technical Services	-	-	15,000.00	15,000.00	-	15,000.00
Computer Services	1,207.22	2,309.44	28,000.00	25,690.56	2,409.82	23,280.74
Other Prof. & Regulatory Fees	78.45	2,184.56	40,000.00	37,815.44	80.30	37,735.14
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	942.50	1,787.50	30,000.00	28,212.50	715.00	27,497.50
GSA Fees	-	72,210.00	75,000.00	2,790.00	-	2,790.00
VR/SBC/City of VTA Law Suit	258.98	1,489.05	30,000.00	28,510.95	-	28,510.95
Rental Equipment	-	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	828.02	886.57	5,000.00	4,113.43	-	4,113.43
Election Supplies	-	-	2,500.00	2,500.00	-	2,500.00
Treatment Plant	-	184.91	10,000.00	9,815.09	-	9,815.09
Fuel	2,486.16	3,934.68	20,000.00	16,065.32	-	16,065.32
Travel Exp./Seminars	-	-	2,000.00	2,000.00	50.00	1,950.00
Utilities	462.58	850.60	4,000.00	3,149.40	-	3,149.40
Power and Pumping	2,387.29	11,213.46	97,000.00	85,786.54	-	85,786.54
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>102,970.65</b>	<b>420,450.73</b>	<b>1,689,500.00</b>	<b>1,269,049.27</b>	<b>3,368.12</b>	<b>1,265,681.15</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	3,500.00	406.76	-	406.76
<i>Air Compressor</i>	-	-	7,500.00	7,500.00	-	7,500.00
<i>Generator - Truck</i>	860.92	860.92	1,200.00	339.08	-	339.08
<b>Appropriations for Contingencies</b>	2,671.51	42,374.36	100,000.00	57,625.64	1,500.00	56,125.64
<b>Total CIP Spending</b>	<b>3,532.43</b>	<b>46,328.52</b>	<b>502,200.00</b>	<b>455,871.48</b>	<b>1,500.00</b>	<b>454,371.48</b>
<b>GRAND TOTAL</b>	<b>106,503.08</b>	<b>466,779.25</b>	<b>2,191,700.00</b>	<b>1,724,920.75</b>	<b>4,868.12</b>	<b>1,720,052.63</b>

Monthly Expenditures Past 24 Months



Monthly Income & Total Expenses Past 24 Months





Meiners Oaks County Water District, CA

# Check Report

By Vendor Name

Date Range: 08/16/2024 - 09/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
<b>Bank Code: AP Bank-AP Bank</b>							
AQUA-F <a href="#">512375960</a>	Aqua-Flo Supply Invoice	08/19/2024	09/11/2024 Spring Check Valve	Regular	0.00 0.00	52.39 52.39	11396
AVEVA <a href="#">447758</a>	AVEVA Select California Invoice	09/09/2024	09/11/2024 SCADA Renewal	Regular	0.00 0.00	1,515.00 1,515.00	11397
BADGER <a href="#">80170029</a>	Badger Meter Invoice	08/29/2024	09/11/2024 Beacon Mobile Hosting	Regular	0.00 0.00	77.40 77.40	11398
OVPARC <a href="#">91124</a>	Barbara Kennedy Enterprises, Inc. Invoice	09/11/2024	09/11/2024 CPR Training Rental Space	Regular	0.00 0.00	50.00 50.00	11399
CALPERS <a href="#">INV0002681</a>	California Public Employees' Retirement Invoice	08/15/2024	08/31/2024 Health	Bank Draft	0.00 0.00	4,867.20 4,867.20	DFT0002169
CALPERS <a href="#">081524</a>	California Public Employees' Retirement Invoice	08/14/2024	08/22/2024 Health Active Premium	Bank Draft	0.00 0.00	23.36 23.36	DFT0002178
CALPERS <a href="#">INV0002693</a>	California Public Employees' Retirement Invoice	08/30/2024	08/31/2024 Health	Bank Draft	0.00 0.00	4,867.16 4,867.16	DFT0002180
GASB <a href="#">10000001764502</a>	CALPERS Invoice	08/14/2024	08/28/2024 GASB 68	Regular	0.00 0.00	700.00 700.00	11384
GASB GASB <a href="#">10000001764502</a>	CALPERS CALPERS Invoice	08/28/2024 08/28/2024	08/28/2024 08/28/2024 GASB 68	Regular Bank Draft	0.00 0.00 0.00	-700.00 700.00 700.00	11384 DFT0002189
CAL-STATE <a href="#">281308</a> <a href="#">281635</a>	Cal-State Invoice Invoice	08/15/2024 08/20/2024	08/28/2024 Portable Toilet Portable Toilet	Regular	0.00 0.00 0.00	258.09 126.23 131.86	11385
CMWD <a href="#">261150824</a> <a href="#">262000824</a> <a href="#">300650824</a>	Casitas Municipal Water District Invoice Invoice Invoice	08/30/2024 08/30/2024 08/30/2024	09/11/2024 Fairview Standby Hartmann Allocation Tico/La Luna Standby	Regular	0.00 0.00 0.00	3,431.09 1,585.02 261.05 1,585.02	11400
CLEANCO <a href="#">3043</a>	Cleancoast Janitorial Invoice	08/25/2024	08/28/2024 August Janitorial	Regular	0.00 0.00	340.00 340.00	11386
CVTDEP <a href="#">380391</a> <a href="#">380687</a>	County of Ventura Transport. Dept. Invoice Invoice	08/20/2024 08/27/2024	09/11/2024 105 Felix Dr. 237 Lomita Ave.	Regular	0.00 0.00 0.00	840.00 420.00 420.00	11401
DATAP <a href="#">DP2403889</a>	Dataprose LLC Invoice	08/31/2024	09/11/2024 Bulk Billing/Postage	Regular	0.00 0.00	1,127.50 1,127.50	11402
EJHAR <a href="#">281300824</a> <a href="#">994260824</a>	E. J. Harrison Rolloffs, Inc. Invoice Invoice	08/15/2024 08/15/2024	08/28/2024 Office Trash 2680 Maricopa	Regular	0.00 0.00 0.00	447.73 185.40 262.33	11387

Check Report

Date Range: 08/16/2024 - 09/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
FAMCON	Famcon Pipe and Supply, Inc		09/11/2024	Regular	0.00	4,189.67	11403
<a href="#">S100120947.003</a>	Invoice	08/08/2024	Stock		0.00	353.93	
<a href="#">S100120947.004</a>	Invoice	08/14/2024	Stock		0.00	1,543.33	
<a href="#">S100131795.001</a>	Invoice	08/01/2024	Repair Clamp & Stock		0.00	1,490.72	
<a href="#">S100131795.003</a>	Invoice	08/08/2024	Restock - Leak Meiners Rd.		0.00	498.71	
<a href="#">S100134130.001</a>	Invoice	08/05/2024	Meter Boxes		0.00	217.18	
<a href="#">S100134454.001</a>	Invoice	08/08/2024	Meter Lid Lifter		0.00	85.80	
FGENV	FGL Environmental		08/28/2024	Regular	0.00	880.00	11388
<a href="#">412590A</a>	Invoice	08/19/2024	Samples		0.00	113.00	
<a href="#">412592A</a>	Invoice	08/13/2024	Samples		0.00	39.00	
<a href="#">412600A</a>	Invoice	08/23/2024	Samples		0.00	615.00	
<a href="#">413071A</a>	Invoice	08/22/2024	Samples		0.00	113.00	
FGENV	FGL Environmental		09/11/2024	Regular	0.00	567.00	11404
<a href="#">413070A</a>	Invoice	08/29/2024	Samples		0.00	223.00	
<a href="#">413479A</a>	Invoice	08/28/2024	Samples		0.00	39.00	
<a href="#">413480A</a>	Invoice	08/29/2024	Samples		0.00	113.00	
<a href="#">413481A</a>	Invoice	08/28/2024	Samples		0.00	79.00	
<a href="#">413910A</a>	Invoice	09/04/2024	Samples		0.00	113.00	
FTB	Franchise Tax Board		09/11/2024	Regular	0.00	331.45	11405
<a href="#">20222019-1</a>	Invoice	09/15/2024	Earnings Withholding - Maxwell		0.00	331.45	
GARETT	Garett Lockwood		09/11/2024	Regular	0.00	95.89	11406
<a href="#">02017</a>	Invoice	08/21/2024	Work Jeans		0.00	95.89	
GUARDIAN	Guardian		08/28/2024	Regular	0.00	610.61	11382
<a href="#">INV0002682</a>	Invoice	08/15/2024	Dental		0.00	305.33	
<a href="#">INV0002694</a>	Invoice	08/30/2024	Dental		0.00	305.28	
GUARDIAN	Guardian		08/28/2024	Regular	0.00	9.99	11389
<a href="#">7690460824</a>	Invoice	08/15/2024	Admin. Fee		0.00	9.99	
HLTHNE	Health Net Life Insurance Company		08/28/2024	Regular	0.00	62.70	11390
<a href="#">61790824</a>	Invoice	08/05/2024	Life Insurance		0.00	62.70	
HCS	Herum/Crabtree/Suntag		09/11/2024	Regular	0.00	258.98	11407
<a href="#">112699</a>	Invoice	08/26/2024	SBCK vs VTA		0.00	258.98	
MOHARD	Meiners Oaks Hardware		09/11/2024	Regular	0.00	492.21	11408
<a href="#">088399</a>	Invoice	08/01/2024	Asphalt Patch		0.00	123.23	
<a href="#">088423</a>	Invoice	08/01/2024	Asphalt Patch - Felix		0.00	98.58	
<a href="#">088462</a>	Invoice	08/01/2024	Spray Bottles/Towels		0.00	32.36	
<a href="#">088891</a>	Invoice	08/06/2024	SprayPaints		0.00	33.55	
<a href="#">089247</a>	Invoice	08/09/2024	Plugs/Ammonia		0.00	68.56	
<a href="#">089519</a>	Invoice	08/12/2024	Liquid Chlorine		0.00	29.99	
<a href="#">089589</a>	Invoice	08/13/2024	Rakes		0.00	42.92	
<a href="#">090544</a>	Invoice	08/22/2024	Markers for Trucks		0.00	6.42	
<a href="#">090629</a>	Invoice	08/22/2024	SmartFlo MaxHose		0.00	56.60	
MITEC	MiTec Solutions LLC		08/28/2024	Regular	0.00	75.00	11392
<a href="#">QB0015</a>	Invoice	08/15/2024	SplashTop User		0.00	20.00	
<a href="#">QB0063</a>	Invoice	08/15/2024	EndPoint AntiVirus		0.00	55.00	
MITEC	MiTec Solutions LLC		09/11/2024	Regular	0.00	894.82	11409
<a href="#">1071458</a>	Invoice	09/04/2024	Monthly Maintenance		0.00	240.00	
<a href="#">QB0162</a>	Invoice	09/01/2024	Exchange/Web Hosting/ShareSync		0.00	316.82	
<a href="#">QB0171</a>	Invoice	09/01/2024	Off Site Back Up		0.00	98.00	
<a href="#">QB0180</a>	Invoice	09/01/2024	X360Recover		0.00	240.00	
ELEVATE	MITEC Solutions		08/28/2024	Regular	0.00	237.11	11391
<a href="#">6135</a>	Invoice	08/15/2024	Elevate Communications/VoIP		0.00	237.11	

Check Report

Date Range: 08/16/2024 - 09/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount	Payment Amount Payable Amount	Number
NCK&K <a href="#">13404</a>	Nelson Comis Kettle & Kinney, LLP Invoice	09/03/2024	09/11/2024 Attorney Fees	Regular	0.00 0.00	715.00 715.00	11410
PATHIAN <a href="#">INV0002684</a> <a href="#">INV0002696</a>	Pathian Administrators Invoice Invoice	08/15/2024 08/30/2024	08/28/2024 HSBS HSBS	Regular	0.00 0.00 0.00	114.47 57.24 57.23	11383
PERS <a href="#">INV0002680</a>	Public Employees' Retirement System Invoice	08/15/2024	08/31/2024 457 Withholdings	Bank Draft	0.00 0.00	850.00 850.00	DFT0002168
PERS <a href="#">INV0002683</a>	Public Employees' Retirement System Invoice	08/15/2024	08/31/2024 PERS	Bank Draft	0.00 0.00	4,496.71 4,496.71	DFT0002170
PERS <a href="#">INV0002692</a>	Public Employees' Retirement System Invoice	08/30/2024	08/31/2024 457 Withholdings	Bank Draft	0.00 0.00	850.00 850.00	DFT0002179
PERS <a href="#">INV0002695</a>	Public Employees' Retirement System Invoice	08/30/2024	08/31/2024 PERS	Bank Draft	0.00 0.00	4,496.71 4,496.71	DFT0002181
PERS <a href="#">10000001765950</a>	Public Employees' Retirement System Invoice	09/01/2024	09/06/2024 Unfunded Accrued Liability	Bank Draft	0.00 0.00	57.58 57.58	DFT0002190
PERS <a href="#">10000001765949</a>	Public Employees' Retirement System Invoice	09/01/2024	09/06/2024 Unfunded Accrued Liability	Bank Draft	0.00 0.00	3,393.67 3,393.67	DFT0002191
SECORP <a href="#">10089077</a>	Secorp Industries Invoice	08/13/2024	08/28/2024 Refill Cylinder	Regular	0.00 0.00	21.55 21.55	11393
SECORP <a href="#">10089387</a>	Secorp Industries Invoice	08/29/2024	09/11/2024 Fit Test/Training	Regular	0.00 0.00	555.00 555.00	11411
SCE <a href="#">082324</a> <a href="#">OFFELE-0824</a> <a href="#">TNKFRM0824</a> <a href="#">WELL1-0824</a> <a href="#">WELL2-0824</a> <a href="#">WELL3-0824</a> <a href="#">Z-10824</a> <a href="#">Z-2FIRE0824</a> <a href="#">Z-2PWR0824</a> <a href="#">Z-3FIRE0824</a>	Southern California Edison Co. Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024 08/26/2024	08/28/2024 Fee Office Electricity Tank Farm Well 1 Well 2 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 0.00	2,843.59 54.97 401.33 37.36 469.79 803.07 241.40 129.23 202.39 485.24 18.81	11394
SCGAS <a href="#">0901</a>	Southern California Gas Co. Invoice	08/27/2024	09/11/2024 Office Heat	Regular	0.00 0.00	6.28 6.28	11412
SPECTRUM <a href="#">0299421092724</a>	Spectrum Invoice	08/27/2024	09/11/2024 Internet	Regular	0.00 0.00	116.23 116.23	11413
WHARF <a href="#">279958</a>	The Wharf Invoice	08/22/2024	09/11/2024 Work Boots - L. Maxwell	Regular	0.00 0.00	270.56 270.56	11414
UAOFSC <a href="#">820240443</a>	Underground Service Alert of So.Ca. Invoice	09/01/2024	09/11/2024 Digalerts	Regular	0.00 0.00	80.30 80.30	11415

Check Report

Date Range: 08/16/2024 - 09/15/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
USBANK	US Bank Corporate Pmt. System	09/11/2024	Regular	0.00	2,437.26	11416
<a href="#">AAS081424</a>	Invoice	08/14/2024	Chlorine Injectors Shipment	0.00	24.90	
<a href="#">AAS081924</a>	Invoice	08/19/2024	Stamps	0.00	80.75	
<a href="#">AMAZON072324</a>	Invoice	08/01/2024	Diposable Wipes	0.00	13.40	
<a href="#">AMAZON072424</a>	Invoice	08/01/2024	Office Ergonomics/Safety	0.00	140.54	
<a href="#">AMAZON072524</a>	Invoice	08/01/2024	Office Ergonomics/Safety	0.00	35.13	
<a href="#">AMAZON072624</a>	Invoice	08/01/2024	Cell Phone Cases	0.00	70.71	
<a href="#">AMAZON072724</a>	Invoice	08/01/2024	Foam Roller	0.00	26.80	
<a href="#">AMAZON081424</a>	Invoice	08/14/2024	Gloves	0.00	85.78	
<a href="#">AMAZON081524</a>	Invoice	08/15/2024	Plastic Squeeze Bottles	0.00	10.71	
<a href="#">AMAZON082124</a>	Invoice	08/21/2024	Hand Soaps	0.00	20.90	
<a href="#">AMAZON082224</a>	Invoice	08/21/2024	Hand Soaps	0.00	25.47	
<a href="#">GRAMMARLY072</a>	Invoice	08/01/2024	Grammarly Program	0.00	139.95	
<a href="#">LOWES081924</a>	Invoice	08/19/2024	Generator	0.00	699.30	
<a href="#">LOWES082024</a>	Invoice	08/19/2024	Generator	0.00	860.92	
<a href="#">OSS080924</a>	Invoice	08/09/2024	Storage Facility	0.00	202.00	
VERIZON	Verizon Wireless	09/11/2024	Regular	0.00	376.08	11418
<a href="#">9972470685</a>	Invoice	08/25/2024	Cell Phones	0.00	376.08	
WEX	WEX BANK	08/28/2024	Regular	0.00	2,486.16	11395
<a href="#">99018661</a>	Invoice	08/15/2024	Fuel	0.00	2,486.16	
WINGATE	Wingate Earthworks, Inc.	09/11/2024	Regular	0.00	1,500.00	11419
<a href="#">470</a>	Invoice	09/06/2024	Pave Leak on Felix	0.00	1,500.00	

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	91	37	0.00	29,067.11
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-700.00
Bank Drafts	10	10	0.00	24,602.39
EFT's	0	0	0.00	0.00
	<b>101</b>	<b>48</b>	<b>0.00</b>	<b>52,969.50</b>

*PR* 54,974.47



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## **Well #4A Redevelopment Project**

9/12/24

### **Summary**

On 8/1/2024, Hopkins Groundwater Consultants sent out Rehabilitation Specifications for Well 4A to four drilling firms on behalf of Meiners Oaks Water District.

Layne Christensen Co.	\$148,382.00
General Pump Co.	\$156,149.00
Cascade Well and Pump Co.	\$149,800.00
Barbour Well Inc	\$82,776.00

Hopkins Groundwater Consultants has the most confidence in Cascade Well and Pump to do this work. They have the specialty equipment on hand to meet the HGC specifications and have completed similar projects with success in the past.

### **Recommended Actions**

Due to budgeted funds for this project, the District would need to redistribute funds to complete this project. The GM recommends discussing the District's options.

### **Well 4A Rehabilitation budget: \$60,000**

Hopkins Groundwater Consultants: Tasks 1-4 to manage the project

Task 1: \$7,040 (Complete and Paid)

Task 2-4: \$22,760

The total combined project cost for Hopkins Groundwater Consultants and Cascade Well and Pump is \$172,560.

**MEINER OAKS WATER DISTRICT - WELL NO. 4 REDEVELOPMENT PROJECT**

**LAYNE**

**GENERAL PUMP CO.**

**CASCADE WELL AND PUMP CO.**

**BARBOUR WELL, INC.**

SPECIFICATION SECTION NO.	BID ITEM NO.	WORK TASK	Unit	AMOUNT
7	1	PUMP REMOVAL AND RE-INSTALLATION	LS	1
8 AND 14	2	VIDEO SURVEY	LS	2
9	3	PRE-TREATMENT DISINFECTION	LS	1
10	4	HIGH PRESSURE JETTING	LS	1
10	5	PUMPING CONCURRENT WITH HIGH PRESSURE JETTING	LS	1
11 AND 13	6	DUAL SWAB SUBMERSIBLE PUMP DEVELOPMENT	HR	5
12	7	MUD DISPERSANT PLACEMENT	LS	1
15	8	DISINFECTION	LS	1
<b>TOTAL</b>				

COST PER BID UNIT	TOTAL BID ITEM COST
\$27,219	\$27,219
\$1,908	\$3,816
\$19,822	\$19,822
\$37,350	\$37,350
\$17,870	\$17,870
\$3,774	\$18,870
\$15,749	\$15,749
\$7,686	\$7,686
<b>SUB-TOTAL</b>	<b>\$148,382</b>

COST PER BID UNIT	TOTAL BID ITEM COST
\$19,839	\$19,839
\$1,502	\$3,003
\$16,686	\$16,686
\$51,422	\$51,422
\$14,600	\$14,600
\$5,452	\$27,260
\$13,310	\$13,310
\$10,028	\$10,028
<b>TOTAL</b>	<b>\$156,149</b>

COST PER BID UNIT	TOTAL BID ITEM COST
\$25,000	\$25,000
\$2,900	\$5,800
\$12,500	\$12,500
\$42,000	\$42,000
\$35,500	\$35,500
\$3,200	\$16,000
\$7,200	\$7,200
\$5,800	\$5,800
<b>SUB-TOTAL</b>	<b>\$149,800</b>

COST PER BID UNIT	TOTAL BID ITEM COST
\$13,582	\$13,582
\$3,240	\$6,480
\$11,476	\$11,476
\$21,450	\$21,450
\$6,500	\$6,500
\$1,120	\$5,600
\$13,938	\$13,938
\$3,750	\$3,750
<b>SUB-TOTAL</b>	<b>\$82,776</b>

1A	MOB / DEMOB / FUEL / PERDIEM	LS	1
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\$48,099	\$48,099
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EXTRA DAY JETTING (IF REQUIRED)	DAY	1
STANDBY RIG AND CREW	HR	1
STANDBY (RIG ONLY)	HR	1

\$16,875
\$450
\$250

<b>TOTAL</b>	<b>\$196,481</b>
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<b>TOTAL</b>	<b>\$156,149</b>
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<b>TOTAL</b>	<b>\$149,800</b>
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<b>TOTAL</b>	<b>\$82,776</b>
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November 30, 2023

Project No. 04-033-03

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

Attention: Mr. Justin Martinez  
General Manager

Subject: Proposal for Well No. 4A Redevelopment Project.

Dear Mr. Martinez:

As requested, Hopkins Groundwater Consultants, Inc. (Hopkins) is pleased to provide this proposal to assist the Meiners Oaks Water District (District) with conducting potentially beneficial rehabilitation work that can be performed to improve the new well's performance to the extent practical. The work summarized in this proposal includes developing a well rehabilitation strategy, preparing project specifications for work to be performed, and observing the Contractor performing the work specified. Upon completion, Hopkins will analyze the data and compile a concise summary of operations memorandum with information about present and anticipated well performance to assist future well production operations and well pump design changes as desired by the District.

## **SCOPE OF WORK**

### **TASK NO. 1 – WELL REHABILITATION SPECIFICATIONS**

Based on the findings of previous well assessment work, Hopkins will work with District staff to develop a technical description of work tasks that will include chemical volumes, treatment methods and time of performance, etc. The work task descriptions will consist of concise well rehabilitation specifications and the specific units of payment (i.e., lump sum, hourly, etc.) for each work task for the Contractors to use to provide a quote. Hopkins will participate in a prebid meeting to discuss the more critical details of the project with the potential Contractors and the District to facilitate an informed bidding process.

Upon receipt of the Contractor bids, Hopkins will assist the District with review of the costs to determine if the quote is responsive to the work scope requested. We estimate that this work task will require approximately 28 hours to complete and recommend that the District establish a project budget for the Task No. 1 phase of work of approximately \$7,040.

## **TASK NO. 2 - WELL REHABILITATION OBSERVATION AND DOCUMENTATION**

Upon selection of a well contractor, Hopkins will assist the District with monitoring the Contractor's performance during the more critical aspects of well rehabilitation work. Hopkins will coordinate directly with District staff to minimize time during mobilization and clean up etc., as a measure to control project costs when District staff can perform this work or observation is not necessary to ensure well performance. While we cannot estimate an exact cost to conduct this work task until the scope of well rehabilitation has been fully determined and specified, we have estimated the time of work performance for rehabilitation/redevelopment, disinfection, and pump testing operations based on our experience with these types of projects.

Upon receipt of all required contract submittals, Hopkins will participate with District staff in a preconstruction meeting where well rehabilitation related details will be discussed specifically for identification and clarification of project-critical issues prior to commencement of work. Specific contacts will be identified for all the parties actively involved to facilitate communication that must be executed in a timely and succinct manner in an effort to avoid change order claims or project delays.

During well rehabilitation, Hopkins will monitor contractor activities and document compliance with the rehabilitation specifications and conversations with Contractor personnel on daily field reports, which will provide a legal basis to protect the District and minimize its liability and risks. Hopkins will review progress payment invoices from the drilling Contractor as they are received by the District to ensure that they are accurate and that the amounts being invoiced are consistent with observations documented in Hopkins' daily field reports. Upon completion of our review, the Contractor requests for payment will be forwarded to the District. If there are invoice discrepancies, the items will be identified for District review to facilitate subsequent correction of the invoice amounts.

Based on our experience with comparable well rehabilitation projects the Task No. 2 component for the time of onsite observation and documentation services may require approximately 72 man-hours and a budget of approximately \$14,460 and will vary based on the Contractor's ability to perform the work. This budget estimate is for downhole work and does not include observation of mobilization, pump removal, or site cleanup.

## **TASK NO. 3 – FINAL REPORTING**

Upon the completion of well rehabilitation and redevelopment activities, Hopkins will assemble a summary of operations letter report/memorandum that will be complete with copies of logs performed and well testing conducted to demonstrate well performance. The letter report will summarize pertinent data and information for future reference and document the effectiveness of the methods and procedures used for well rehabilitation. Three (3) bound copies and an electronic copy (pdf file) of the final report/memorandum will be provided to the District for its use and future reference. The Task No. 3 component of the project is estimated to require approximately 12 man-hours to complete and a budget of \$3,160.

**TASK NO. 4 – PROJECT MANAGEMENT**

**Monthly Progress Reports and Meetings**

On a monthly basis Hopkins will provide the District with progress reports of the project work status that will accompany the project invoices. The reports will summarize the project components that were completed over the previous billing period. The status report will be accompanied by a billings progress summary sheet that identifies Hopkins project work tasks, the established budget, and the amount and percentage of budget used to date. It is anticipated that throughout the project, various meetings may be required to meet with District staff and update the District on project progress, facilitate project management, and coordination of project activities. We have assumed that over the course of the project, the time required for project management related issues will total approximately 8-man hours of time to perform and a budget of \$2,440.

**PROJECT BUDGET AND SCHEDULE**

**Fee.** The estimated costs for this project include the required labor, equipment rental, and travel time, etc., for the successful completion of each task. Work for this project will be performed on a time and materials basis and billed in accordance with our current Project Fee Schedule (attached). The estimated cost of services to be provided for this project is summarized in Table 1 – Project Cost Estimate. We recommend that the District establish a project budget of \$29,800 for well specifications preparation, field redevelopment management and inspection, and project reporting services. This recommended amount includes a 10 percent contingency budget of \$2,700 to be authorized for use by the District’s project manager in the event additional services are required. Additional services are only anticipated if the low bid contractor encounters fieldwork-related difficulties and additional inspection services are required for the District’s protection. The total cost of rehabilitation inspection will largely be determined by the Contractor’s ability to perform the work and the amount of effort that is required of Hopkins for inspection and documentation at the time of work performance.

**Table 1 - Project Cost Estimate**

Description	Estimated Hopkins Staff Hours	Estimated Fee
TASK 1 – WELL REHABILITATION SPECIFICATIONS	12 hrs Staff Hydrogeologist 16 hrs Principal Professional	\$ 7,040
TASK 2 – WELL REHABILITATION INSPECTION AND DOCUMENTATION SERVICES	60 hrs Staff Hydrogeologist 12 hrs Principal Professional	\$ 14,460
TASK 3 – SUMMARY OF OPERATIONS REPORT	4 hrs Staff Hydrogeologist 8 hrs Principal Professional	\$ 3,160


TASK 4 – PROJECT MANAGEMENT AND MEETINGS	8 hrs Principal Professional	\$ 2,440
<b>Estimated Project Costs</b>		<b>\$ 27,100</b>
<b>Project Contingency</b>		<b>\$ 2,700</b>
<b>Total Recommended Project Budget</b>		<b>\$ 29,800</b>

**Schedule.** It is anticipated that the total project will be completed over an approximate 2-month-period. Work for this project would be initiated within 3 weeks upon receipt of a written notice to proceed and we anticipate the proposed scope will be accomplished on a schedule established with District staff. The duration of fieldwork for the well rehabilitation portion of the project is anticipated to be conducted over an approximate 4-week-period beginning at the time the Contractor mobilizes. The project fieldwork schedule has been estimated based on our recent experiences with similar well rehabilitation projects on facilities constructed to comparable depths as the District well. The schedule assumes the Contractor will have the equipment and crews required to conduct continuous operations and will directly proceed from one work task to the next without significant delay.

We trust this proposal is responsive to the needs of the Meiners Oaks Water District. As always, Hopkins is pleased to have this opportunity to be of service. If you have questions or need any additional information, please give us a call.

Sincerely,

HOPKINS GROUNDWATER CONSULTANTS, INC.



Curtis J. Hopkins  
Principal Hydrogeologist

Attachment: Fee Schedule

**Project Fee Schedule**

**Labor Category**

Expert Witness	\$ 600
Principal Professional	\$ 305
Associate Professional	\$ 265
Senior Professional	\$ 235
Project Professional	\$ 205
Staff Professional	\$ 180
Technician	\$ 175
Draftsman/Illustrator	\$ 135
Word Processor	\$ 115

**Other Expenses**

Travel Expenses	Cost plus 15 percent
Reproduction Expenses	Cost plus 15 percent
Outside services and materials	Cost plus 15 percent
Vehicle Mileage	IRS Rate

**Equipment Rental**

	<u>Daily Rate</u>	<u>Weekly Rate</u>	<u>Monthly Rate</u>
LevelTROLL (data logger < 100 FT)	\$125	\$400	\$1,250
HERMIT 3000 (data logger)	\$175	\$575	\$2,000
Pressure Transducer (< 400 FT)	\$100	\$350	\$1,250
Pressure Transducer (< 1,000 FT)	\$140	\$400	\$1,375
Water Level Sounder or nitrogen tank	\$ 60	\$180	\$ 540
Stream Flow Meter	\$ 70	\$210	\$ 630
Grundfos RediFLO 2 Sample Pump	\$375	\$1,200	
Trash Pump (3-inch dia. discharge)	\$ 85	\$320	\$1,100
HyDAC/Hanna (Ec, pH, temp. meter)	\$ 85	\$250	\$ 750
Horiba U-10 Water Quality Probe	\$205	\$360	\$1,250
YSI 556MPS Water Quality Probe	\$155	\$320	\$1,100
Rossum Sand Tester	\$ 50	\$150	\$ 450
Mud Parameter Test Kit	\$ 55	\$175	\$ 520
Drilling Fluid/Mud Press	\$ 75	\$250	\$ 750
MFI/SDI Test Kit	\$ 45	\$145	\$ 425
Truck Rental (3/4 ton)	\$250	\$1,000	
Field Computer	\$ 80	-----	-----
Digital Camera	\$ 20	-----	-----
GA-52Cx Magnetometer	\$ 65	\$220	-----
Field Handheld GPS Unit	\$ 65	-----	-----
Water Quality Bailer (2")	\$ 65	-----	-----
Tedlar Gas Sample Bags	\$ 55	-----	-----
Nitrate or Chloride Field Test Kits	\$ 40	-----	-----
Electric Generator (220/110 W) (8 hr/day)	\$145	\$500	
Electric Power Inverter (8 hr/day)	\$ 55	\$200	\$ 425
Metal Sample Sleeves (6-inch) per Sleeve	\$ 20	-----	-----

MOWD Well 4A Rehab Proposal

PROPOSAL BY: Brandon OBar  
LAYNE CHRISTENSEN COMPANY

1717 W Park Ave.  
Redlands, CA 92373  
Ph: 909-390-2833  
Fax: 909-390-5540  
WWW.LAYNE.COM



A GRANITE COMPANY



Office  
13160 BV Lake Ct.  
Bakersfield, CA 93311  
909-390-2833  
[www.graniteconstruction.com](http://www.graniteconstruction.com)

8/30/2024

Miners Oaks Water District  
Curtis Hopkins  
202 W El Roblar  
Ojai , California 93023

RE: Chlorinate, swab, well jet, dual swab, airlift, video, disinfect

Dear Curtis Hopkins ,

We are pleased to present our project estimate for the referenced work to be provided at 34.446468, -119.290924.

Per Technical Specifications provided by Hopkins Groundwater Consultants. Scope to include mob/Demob, Pump removal and re-installation, Video surveys, Pretreatment Disinfection, High Pressure Jetting, Pump concurrent with high pressure jetting, Dual swab pump development, mud dispersment placement, and Disinfection.

The attached estimate is valid for 30 days and is subject to Layne Terms and Conditions.

Thank you for choosing Layne Christensen Company and giving us the opportunity to be your water resources solution provider.

Sincerely,

*Brandon OBar*

Brandon OBar  
Account Manager  
909-649-6529







Office  
13160 BV Lake Ct.  
Bakersfield, CA 93311  
909-390-2833  
[www.graniteconstruction.com](http://www.graniteconstruction.com)

8/30/2024 8/30/2024

## Well Rehabilitation or Repair Notice:

### Liability Notice:

Water well rehabilitation or well repair may require the use of strong chemical agents and/or mechanical techniques that impart higher than normal stresses on the well. This is necessary to effectively repair the well casing or disperse and distribute the chemicals to breakdown any mineral build up, bio-fouling or encrustation. Layne will use standard industry practices available to repair or rehabilitate the well; however, it is possible due to poor construction practices, poor construction materials, pre-existing conditions, etc. that damage may occur. Impairment is very unlikely, and rarely occurs, but should such events such as gas production, increased sand production, reduced capacity, casing damage, surface subsidence, water quality changes or complete well failure occur, Layne Christensen will not be held liable for any damage due to these repair or rehabilitation processes.

*Brandon OBar*

Brandon OBar  
Account Manager  
909-649-6529

## TERMS AND CONDITIONS

**LIABILITY OF CONTRACTOR:** Contractor shall not be liable for any bodily injury, death, or injury to or destruction of tangible property except as the same may have been caused by the negligence of Contractor. In no event shall Contractor be liable for any delays or special, indirect, incidental or consequential damages. Purchaser agrees that the total limit of Contractor's liability (whether based on negligence, warranty, strict liability or otherwise) hereunder, shall not exceed the aggregate amount due Contractor for services rendered under this contract. All claims, including claims for negligence or any other cause whatsoever, shall be deemed waived unless made in writing and received by Contractor within one (1) year after Contractor's completion of work hereunder.

**INSURANCE:** Contractor shall provide workers' compensation insurance, public liability and property damage insurance covering its employees and operation. Purchaser, at its option, may maintain such insurance as will protect it against claims arising out of the work.

**REIMBURSABLE COST:** In addition to the hourly charge provided on the face of this contract, Purchaser will reimburse Contractor for travel and living expenses necessarily incurred by the Contractor in the performance of the work, minor incidental expenses such as overnight mail, telephone and petty cash expenditures necessarily incurred, cost of removal of all debris if so directed by Purchaser, sales, consumer, use and similar taxes required by law and the cost of permits and all licenses necessary for the execution of the work. The foregoing costs shall be billed at actual cost plus fifteen percent (15%) unless otherwise agreed upon.

**PRICE ADJUSTMENT:** Any cost estimates or time frames stated herein are subject to equitable adjustment in the event of differing or unforeseeable conditions, changes in applicable laws after the date of this contract, unforeseeable delays or difficulties caused by acts of God, Purchaser or any third parties. Prices of goods acquired by Contractor from others shall be adjusted to reflect Contractor's price in effect at time of shipment. The price of Contractor's goods will be adjusted to the price in effect at time of shipment in accordance with Contractor's current escalation policies or as specifically covered in this contract.

**TERMS:** Thirty (30) days net from date of invoice. For extended projects, Contractor shall submit invoices on a monthly basis for any and all work completed and materials or equipment provided during the previous month. Past due invoices shall be subject to a delinquency charge of one and one-half percent (1-1/2%) per month (eighteen percent (18%) per annum) unless a lower charge is required under applicable law, in which case the lower rate shall apply. Purchaser agrees to pay all collection fees, attorneys' fees and costs incurred in the collection of any past due amounts arising out of this contract. Contractor shall have the right to immediately terminate this contract without further liability if Purchaser fails to make timely payment or otherwise materially breaches this contract.

**MATERIAL SHORTAGES AND COST INCREASES:** If any portion of materials or equipment which Contractor is required to furnish becomes unavailable, either temporarily or permanently, through causes beyond the control and without the fault of Contractor, then in the case of temporary unavailability any completion time frames shall be extended for such period of time as Contractor shall be delayed by such above-described unavailability, and in the case of permanent unavailability Contractor shall be excused from the requirement of furnishing such materials or equipment. Purchaser agrees to pay Contractor any increase in cost between the cost of the materials or equipment which have become permanently unavailable and the cost of the closest substitute which is then reasonably available.

**DELAYS:** If Contractor is delayed at any time in the progress of work by labor disputes, fire, unusual delays in transportation, unavoidable casualties, weather, or any cause beyond Contractor's reasonable control, then any completion time frames shall be extended by a reasonable period of time, at least equal to the period of delay.

**CHANGED CONDITIONS:** The discovery of any hazardous waste, substances, pollutants, contaminants, underground obstructions or utilities on or in the job site which were not brought to the attention of Contractor prior to the date of this contract will constitute a materially different site condition entitling Contractor, at its sole discretion to immediately terminate this contract without further liability.

**ESCALATION:** This contract is made with the understanding that Contractor will be able to begin and continuously proceed with its work on or before the proposed start date on the reverse side hereof. In the event Contractor is unable to commence its work on or before said date because the project is not ready for Contractor's work, Contractor will charge Purchaser the amount of increase in Contractor's cost attributable to such delay, plus Contractor's normal overhead percentage.

**GUARANTEE AND LIABILITY:** Contractor warrants that its labor supplied hereunder shall be free from defect and shall conform to the standard of care in effect in its industry at the time of performance of such labor for a period of twelve (12) months after substantial completion of Contractor's work. Contractor agrees, to the extent it is permitted, to pass on any warranties provided by the manufacturers of materials and/or equipment furnished under this contract. Contractor itself provides no warranty, express, implied or otherwise, on any such materials or equipment. Contractor will not be responsible for: work done, material or equipment furnished or repairs or alterations made by others.

*For any breach hereunder, Contractor shall be liable only for the value of the installation work or, if it wrongfully fails to install, then its liability is limited to the difference between the contract price herein, and the value of other similar installation work. If Contractor's breach damages any materials or equipment furnished hereunder, Contractor shall only be liable for the value of such materials or equipment. Under no circumstances will Contractor be liable for consequential, special or indirect damages, including without limitation, any crop loss or damage, damage to other equipment, structures or property, nor for any other similar or dissimilar damages or losses whether due to delay, failure to furnish or install, delay in installation, defective material or equipment, defective workmanship, defective installation, delay in replacing, nor for any cause or breach whatsoever. In any event, Contractor's total liability towards Purchaser for alleged faulty performance or nonperformance under this contract shall be limited to the total contract price. No materials, equipment or services contracted herein carries any guarantee not mentioned in this contract. THE ABOVE WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE HEREBY DISCLAIMED.*

**TITLE AND OWNERSHIP:** In case of default on Purchaser's part, Contractor shall have the right to enter the premises upon which any material or equipment furnished herein have been installed and retake such goods not then paid for and pursue any further remedy provided by law, including recovery of attorneys' fees and any deficiency to the maximum extent and in the manner provided by law. Such materials and equipment shall retain their character as personal property of Contractor until payment in full is received by Contractor, regardless of their mode of attachment. Unless prior specific written instructions are received to the contrary, surplus and replaced materials and equipment resulting from repair or installation work shall become the property of Contractor.

**DELIVERY:** Shipment schedules and dates, expressed or implied, are contingent on normal conditions. Contractor will not be responsible for any delays in shipment or completion caused by factors beyond its control such as, but not limited to, suppliers' failures, accidents, work stoppages or operation of or changes in the law. Shipments will be made as promptly as Contractor's ability to obtain materials and/or equipment and scheduling will permit. No delay in shipments or variances from shipping schedule shall be cause of cancellation or any claim for damage. Any changes in layout or design requested after acceptance of this contract will be made at Purchaser's additional cost. Any such change and/or time taken to supply engineering data or to approve drawings will automatically extend shipping schedules. Equipment will be shipped "knocked down" to the extent Contractor considers necessary, with small parts stripped from equipment and crated. On and after delivery to the carrier for transportation to the Purchaser's site, Purchaser shall be responsible for all loss or damage to materials or equipment due to any cause, including but not limited to loss or damage resulting from casualty.

**INDEMNIFICATION:** Purchaser agrees to indemnify and hold Contractor, its directors, officers, stockholders, employees, agents and subcontractors, harmless from and against any and all claims, demands, causes of action (including third party claims, demands or causes of action for contribution or indemnification), liability and costs (including attorneys' fees and other costs of defense) asserted and/or filed by Purchaser or any third party(ies), including without limitation Purchaser's employees, and arising out of or as a result of: (i) the presence of Contractor or its subcontractors at the job site, (ii) the work performed by Contractor or its subcontractors, or (iii) any negligent act or omission of Purchaser, its employees, agents, consultants, other contractors or any person or entity under Purchaser's control; except to the extent that such claims, demands, causes of action, liabilities or costs are caused by the negligence of Contractor or its subcontractors.

**INTERPRETATION:** This contract shall be governed by and construed in accordance with the laws of the state of the job site location. If any term, provision or condition contained herein shall, to any extent, be invalid or unenforceable, pursuant to state law or otherwise, the remainder of the terms, provisions and conditions herein (or the application of such term, provision, or condition to persons or circumstances other than those in respect of which it is invalid or unenforceable) shall not be affected thereby, and each term, provision and condition of this contract shall be valid and enforceable to the fullest extent permitted by law.

**ASSIGNMENT & SUBLETTING:** Purchaser shall not have the right to transfer or assign its rights and/or obligations under this contract to any third party, related or unrelated, without the express written consent of Contractor. Contractor shall have the right to transfer, assign or sublet all or any portion of its rights or obligations hereunder, but such transfer, assignment or subletting shall not relieve Contractor from its full obligations to Purchaser unless such transfer, assignment or subletting is pursuant to the sale of Contractor, or the division of Contractor responsible for this contract, to a third party.

**MISCELLANEOUS:** The terms and conditions set forth herein constitute the entire understanding of the parties relating to the work to be performed, and materials and equipment to be provided, by Contractor for the Purchaser. All previous proposals, offers, and other communications relative to the provisions of the subject work, oral or written, are hereby superseded, except to the extent that they have been expressly incorporated herein. Any modifications or revisions of any provisions herein or any additional provisions contained in any purchase order, acknowledgment, or other form of the Purchaser are hereby expressly objected to by Contractor and shall not operate to modify this contract. This contract shall take effect upon acceptance and execution by both parties.



159 N. ACACIA STREET \* SAN DIMAS, CA 91773  
PHONE: (909) 599-9606 \* FAX: (909) 599-6238

CAMARILLO, CA 93010 \* PHONE: (805) 482-1215  
[www.genpump.com](http://www.genpump.com)

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WELL & PUMP SERVICE SINCE 1952

Lic. #496765

*Serving Southern California and Central Coast*

## **Request for Bid**

# **Meiners Oaks Water District Well No. 4A Redevelopment Project August 30 2024 @ 5:00 P.M.**

Prepared by:

**Carlos Fajardo  
General Pump Company, Inc.**

For The

**Meiners Oaks Water District  
202 W El Roblar Dr,  
Ojai, CA 93023**



934 W. VERDULERA STREET \* CAMARILLO, CA 93010  
PHONE: (805) 482-1215

SAN DIMAS, CA 91773 \* PHONE: (909) 599-9606  
www.genpump.com

**WELL & PUMP SERVICE SINCE 1952**

Lic. #496765

*Serving Southern California and Central Coast*

August 30, 2024

Meiners Oaks Water District  
202 W El Roblar Dr,  
Ojai, California 93023

***Subject: Meiners Oaks Water District – Well No. 4A Redevelopment Project***

General Pump Company is pleased to submit our proposal to perform your redevelopment project at your Well No. 4A, located north of the intersection of Rice Avenue and West la Lomita Avenue in Meiners Oaks, California. All work conducted for this project is going to be conducted by experienced and safety trained personnel; all work will be completed in strict accordance with the provided specifications. The Total sum below contains all labor, materials, and equipment to perform the specified work, unless otherwise noted.

MEINERS OAKS WATER DISTRICT - WELL NO 4.A REDEVELOPMENT PROJECT					
BID ITEM NO.	WORK TASK	AMOUNT	UNIT	COST PER BID UNIT	TOTAL BID ITEM COST
1	PUMP REMOVAL AND REINSTALLATION	1	LS	\$ 19,839.28	\$ 19,839.28
2	VIDEO SURVEY	2	LS	\$ 1,501.50	\$ 3,003.00
3	PRE-TREATMENT DISINFECTION	1	LS	\$ 16,685.90	\$ 16,685.90
4	HIGH PRESSURE JETTING	1	LS	\$ 51,422.13	\$ 51,422.13
5	PUMPING CONCURRENTLY WITH HIGH PRESSURE JETTING	1	LS	\$ 14,600.00	\$ 14,600.00
6	DUAL SWAB SUBMERSIBLE PUMP DEVELOPMENT	5	HR	\$ 5,451.91	\$ 27,259.55
7	MUD DISPERSANT PLACEMENT	1	LS	\$ 13,310.40	\$ 13,310.40
8	DISINFECTION	1	LS	\$ 10,028.41	\$ 10,028.41
				<b>TOTAL</b>	<b>\$ 156,148.67</b>

Should you have any questions or need additional information regarding the above summary and associated costs, please do not hesitate to contact us. Thank you for the opportunity to provide a quote for our services and we look forward to working with you on this important project.

**GENERAL PUMP COMPANY, INC.**

*Carlos Fajardo*

Carlos Fajardo  
Sales Engineer

**CONTRACTOR BID SHEET**

SPECIFICATION SECTION NO.	BID ITEM NO.	WORK TASK	UNIT	AMOUNT	COST PER BID UNIT	TOTAL BID ITEM COST
7	1	PUMP REMOVAL AND REINSTALLATION	LS	1	\$25,000	\$25,000
8 AND 14	2	VIDEO SURVEY	LS	2	\$2,900	\$5,800
9	3	PRE-TREATMENT DISINFECTION	LS	1	\$12,500	\$12,500
10	4	HIGH PRESSURE JETTING	LS	1	\$42,000	\$42,000
10	5	PUMPING CONCURRENT WITH HIGH PRESSURE JETTING	LS	1	\$35,500	\$35,500
11 AND 13	6	DUAL SWAB SUBMERSIBLE PUMP DEVELOPMENT	HR	5	\$3,200	\$16,000
12	7	MUD DISPERSANT PLACEMENT	LS	1	\$7,200	\$7,200
15	8	DISINFECTION	LS	1	\$5,800	\$5,800
<b>TOTAL</b>					<b>\$ 149,800</b>	

Cascade Well & Pump Co.  
 1200 Via Regina  
 Santa Barbara, CA 93111

(805)965-7246  
[water@cascadewell.com](mailto:water@cascadewell.com)

August 30, 2024



Date:

Quote #:

## **WORKOVER CONTRACT - Terms and Conditions**

**Contractor: Barbour Well, Inc.**

**Purchaser:** \_\_\_\_\_

**LIABILITY OF CONTRACTOR:** Contractor shall not be liable for any bodily injury, death, or injury to or destruction of tangible property except, as the same may have been caused by the negligence of Contractor. In no event shall Contractor be liable for any delays or special, indirect, incidental, or consequential damages. Purchaser agrees that the total limit of Contractor's liability (whether based on negligence, warranty, strict liability or otherwise) hereunder, shall not exceed the aggregate amount due Contractor for services rendered under this contract. All claims, including claims for negligence or any other cause whatsoever, shall be deemed waived unless made in writing and received by Contractor within one (1) year after Contractor's completion of work hereunder.

**INSURANCE:** Contractor shall provide worker's compensation insurance, public liability and property damage insurance covering its employees and operation. Purchaser, at its option, may maintain such insurance as will protect it against claims arising out of the work.

**PRICE ADJUSTMENT:** Any cost estimates or time frames stated herein are subject to equitable adjustment in the event of differing or unforeseeable conditions, changes in applicable laws after the date of this contract, unforeseeable delays or difficulties caused by acts of God, Purchaser or any third parties. Prices of goods acquired by Contractor from others shall be adjusted to reflect Contractor's price in effect at time of shipment. The price of Contractor's goods will be adjusted to the price in effect at time of shipment in accordance with Contractor's current escalation policies or as specifically covered in this contract.

**PAYMENT TERMS:** Due upon Receipt. For extended projects-(30 days) Contractor shall submit invoices on a monthly basis for any and all work completed, and materials or equipment provided during the previous month. Past due invoices of over 30 days from time of receipt, shall be subject to a delinquency charge of one and one-half percent (1-1/2%) per month (eighteen percent (18%) per annum) unless a lower charge is required under applicable law, in which case the lower rate shall apply. Purchaser agrees to pay all collection fees, attorneys' fees and costs incurred in the collection of any past due amounts arising out of this contract. Contractor shall have the right to immediately terminate this contract without further liability if Purchaser fails to make timely payment or otherwise materially breaches this contract.

**MATERIAL SHORTAGES AND COST INCREASES:** If any portion of materials or equipment which Contractor is required to furnish becomes unavailable, either temporarily or permanently, through causes beyond the control and without the fault of Contractor, then in the case of temporary unavailability any completion time frames shall be extended for such period of time as Contractor shall be delayed by such above-described unavailability, and in the case of permanent unavailability Contractor shall be excused from the requirement of furnishing such materials or equipment. Purchaser agrees to pay Contractor any increase in cost between the cost of the materials or equipment, which become permanently unavailable and the cost of the closest substitute, which is then reasonably available.

**DELAYS:** If Contractor is delayed at any time in the progress of work by labor disputes, fire, unusual delays in transportation, unavoidable casualties, weather, or any cause beyond Contractor's reasonable control, then any completion time frames shall be extended by a reasonable period of time, at least equal to the period of delay.



Date:

Quote #:

**CHANGED CONDITIONS:** The discovery of any hazardous waste, substances, pollutants, contaminants, underground obstructions or utilities on or in the job-site which were not brought to the attention of Contractor prior to the date of this contract will constitute a materially different site condition entitling Contractor, at its sole discretion to immediately terminate this contract without further liability.

**GUARANTEE AND LIABILITY:** Contractor warrants that its labor supplied hereunder shall be free from defect and shall conform to the standards of care in effect in its industry at the time of performance of such labor for a period of twelve (12) months after substantial completion of Contractor's work. Contractor agrees, to the extent it is permitted, to pass on any warranties provided by the manufactures of materials and/or equipment furnished under this contract. Contractor itself provides no warranty, express, implied or otherwise, on any such materials or equipment. Contractor will not be responsible for; work done, material or equipment furnished, or repairs or alterations made by others.

For any breach hereunder, Contractor shall be liable only for the values of the installation work or, if it wrongfully fails to install, then its liability is limited to the difference between the contract price herein, and the value of other similar installation work. If Contractor's breach damages any materials or equipment furnished hereunder, Contractor shall only be liable for the value of such materials or equipment. Under no circumstances will Contractor be liable for consequential, special or indirect damages, including without limitation, any crop loss or damage to other equipment, structures or property, nor for any other similar or dissimilar damages or losses whether due to delay, failure to furnish or install, delay in installation, defective material or equipment, defective workmanship, defective installation, delay in replacing, nor for any cause or breach whatsoever. In any event, Contractor's total liability towards Purchaser for alleged faulty performance or nonperformance under this contract shall be limited to the total contract price. No materials, equipment or services contracted herein carries any guarantee not mentioned in this contract. **THE ABOVE WARRANTY IS INLIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHICH ARE HEREBY DISCLAIMED.**

**TITLE AND OWNERSHIP:** In case of default on Purchaser's part, Contractor shall have the right to enter the premises upon which any material or equipment furnished herein have been installed and retake such goods not then paid for and pursue any further remedy provided by law, including recovery of attorney's fees and any deficiency to the maximum extent and in the manner provided by law. Such materials and equipment shall retain their character as personal property of Contractor until Contractor receives payment in full, regardless of their mode of attachment. Unless prior specific written instructions are received to the contrary, surplus and replaced materials and equipment resulting from repair of installation work shall become the property of Contractor.

**DELIVERY:** Shipment schedules and dates, express or implied, are contingent on normal conditions. Contractor will not be responsible for any delays in shipment or completion caused by factors beyond its control such as, but not limited to, suppliers' failures, accidents, work stoppages or operation of or changes in the law. Shipments will be made as promptly as Contractor's ability to obtain materials and/or equipment and scheduling will permit. No delay in shipments or variances from shipping schedule shall be cause of cancellation or any claim for damage. Any changes in layout or design requested after acceptance of this contract will be made at Purchaser's additional cost. Any such change and/or time taken to supply engineering data or to approve drawings will automatically extend shipping schedules. On and after delivery to the carrier for transportation to the Purchaser's site, Purchaser shall be responsible for all loss or damage to materials or equipment due to any cause, including but not limited to loss or damage resulting from casualty.



Date:

Quote #:

INDEMNIFICATION: Purchaser agrees to indemnify and hold Contractor, its directors, officers, stockholders, employees, agents and subcontractors, harmless from and against any and all claims, demands, causes of action (including third party claims, demands or causes of actions for contribution or indemnification), liability and costs (including attorneys' fees and other costs of defense) asserted and/or filed by Purchaser or any third party(ies), including without limitation Purchaser's employees, and arising out of or as a result of: (I) the presence of Contractor or its subcontractors at the job-site, (ii) the work performed by Contractor or its subcontractors, or (iii) any negligent act or omission of Purchaser, its employees, agents, consultants, or other contractors or any person or entity under Purchaser's control; except to the extent that such claims, demands, causes of action, liabilities or costs are caused by the negligence of Contractor or its subcontractors.

INTERPRETATION: This contract shall be governed by and construed in accordance with the laws of the state of the job-site location. In any term, provision or condition contained herein shall, to any extent, be invalid or unenforceable, pursuant to state law or otherwise, the remainder of the terms, provisions and conditions herein (or the application of such term, provision, or condition to persons or circumstances other than those in respect of which it is invalid or unenforceable) shall not be affected thereby, and each term, provision and condition of this contact shall be valid and enforceable to the fullest extent permitted by law.

ASSIGNMENT AND SUBLETTING: Purchaser shall not have the right to transfer or assign its rights and/or obligations under this contract to any third party, related or unrelated, without the express written consent of Contractor. Contractor shall have the right to transfer, assign or sublet all or any portion of its rights or obligations hereunder, but such transfer, assignment or subletting shall not relieve Contractor from its full obligations to Purchaser unless such transfer, assignment or subletting is pursuant to the sale of Contractor, or the division of Contractor responsible for this contract, to a third party.

MISCELLANEOUS: The terms and conditions set forth herein constitute the entire understanding of the parties relating to the work to be performed, and materials and equipment to be provided, by Contractor for the Purchaser. All previous proposals, offers and other communications relative to the provisions of the subject work, oral or written, are hereby superseded, except to the extent that they have been expressly incorporated herein. Any modifications or revisions of any provisions herein or any additional provisions contained in any purchase order, acknowledgement, or other form of the Purchaser are hereby expressly objected to by Contractor and shall not operate to modify this contract. This contract shall take effect upon acceptance and execution by both parties.

Contractor: Barbour Well, Inc.

Purchaser: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_





8/29/2024  
 Prepared by: Steve Zarcone  
 Mobile:805-403-8757  
 Email: szarcone@barbourwell.com  
 Quote # SZ08292024A

**CONTRACTOR BID SHEET**

SPECIFICATION SECTION NO.	BID ITEM NO.	WORK TASK	UNIT	AMOUNT	COST PER BID UNIT	TOTAL BID ITEM COST
7	1	PUMP REMOVAL AND REINSTALLATION (Includes Mob/ Demob and Consumables)	LS	1	\$13,581.93	\$13,581.93
8 AND 14	2	VIDEO SURVEY	LS	2	\$3,240.00	\$3,240.00
9	3	PRE-TREATMENT DISINFECTION* (Per Treatment)	LS	1	\$11,476.00	\$11,476.00
10	4	HIGH PRESSURE JETTING (1 Day)	LS	1	\$21,450.00	\$21,450.00
10	5	PUMPING CONCURRENT WITH HIGH PRESSURE JETTING	LS	1	\$6,500.00	\$6,500.00
11 AND 13	6	DUAL SWAB SUBMERSIBLE PUMP DEVELOPMENT (includes airlifting and rental costs)	HR	5	\$1,120.00	\$5,600.00
12	7	MUD DISPERSANT PLACEMENT (Includes labor, materials and rental costs)	LS	1	\$13,938.00	\$13,938.00
15	8	DISINFECTION	LS	1	\$3,750.00	\$3,750.00
		<i>Options:</i>				
		* Extra Day of Jetting (if required)	Day	1	\$16,875.00	
		Standby Rig and Crew	HR	1	\$450.00	
		Standby (rig only)	HR	1	\$250.00	
<b>TOTAL (Prevailing Wages Assumed)</b>					<b>\$79,535.93</b>	



## VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. Victoria Avenue, Suite 301, Ventura, CA 93003

(805) 654-2576

ventura.lafco.ca.gov

### CALL FOR NOMINATIONS LAFCO SPECIAL DISTRICT REGULAR MEMBER

August 28, 2024

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

**RE: CALL FOR NOMINATIONS – Ventura LAFCo Special District Regular Member**

Dear Chair of the Board:

The term of LAFCo special district regular member Mary Anne Rooney will expire on December 31, 2024. As such, an appointment must be made for the subsequent four-year term (January 1, 2025 through December 31, 2028) (Govt. Code § 56334). Pursuant to state law, LAFCo special district members are appointed by the independent special district selection committee, which consists of the presiding officer of the legislative body of each independent special district in the county (Govt. Code § 56332).

Pursuant to Govt. Code 56332(f), I have determined that a meeting of the committee for the purpose of selecting a regular member to LAFCo is not feasible due to the likelihood that a quorum will not be achieved. Thus, both the nominating process and the election itself will be conducted by mail (most special districts have consented to conducting the election via electronic mail).

If your district wishes to nominate an individual to be a candidate for the regular special district member on LAFCo, please submit a nominating resolution (attached is a sample resolution for your use) and a candidate's statement and/or resume of no more than one page to Kai Luoma, Executive Officer, at Ventura LAFCo either by mail or via email (for those districts that have previously consented to email – see attached list).

**The deadline for submitting nominating resolutions and candidate statements/resumes is 5:00 p.m., Friday, October 11, 2024.** Any nomination submitted after the deadline will not be considered.

If at the end of the nominating period only one candidate is nominated, that candidate shall be deemed appointed. If two or more candidates are nominated, LAFCo staff will prepare and

Chair of the Board, Meiners Oaks Water District  
CALL FOR NOMINATIONS – Ventura LAFCo Special District Regular Member  
August 28, 2024  
Page 2

deliver a ballot and voting instructions to each eligible district. For the election to be valid, a quorum of the 29 independent special districts must submit valid ballots.

Thank you for your attention to this matter. Please let me know if you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kai Luoma', written in a cursive style.

Kai Luoma  
Executive Officer

c: General Manager



## VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. VICTORIA AVENUE, SUITE 301 • VENTURA, CA 93003

TEL (805) 654-2576 • FAX (805) 477-7101

WWW.VENTURA.LAFCO.CA.GOV

### INDEPENDENT SPECIAL DISTRICTS IN VENTURA COUNTY

As of August 2024

1. Bardsdale Public Cemetery District
2. Bell Canyon Community Services District
3. Blanchard/Santa Paula Library District\*
4. Calleguas Municipal Water District\*
5. Camarillo Health Care District\*
6. Camrosa Water District\*
7. Casitas Municipal Water District\*
8. Channel Islands Beach Community Services District\*
9. Conejo Recreation & Park District\*
10. El Rancho Simi Public Cemetery District\*
11. Fillmore-Piru Memorial District
12. Fox Canyon Groundwater Management Agency\*
13. Hidden Valley Municipal Water District
14. Meiners Oaks Water District\*
15. Ojai Valley Sanitary District\*
16. Ojai Water Conservation District
17. Oxnard Drainage District No. 1\*
18. Oxnard Drainage District No. 2\*
19. Oxnard Harbor District\*
20. Piru Public Cemetery District\*
21. Pleasant Valley County Water District
22. Pleasant Valley Recreation & Park District\*
23. Rancho Simi Recreation & Park District\*
24. Saticoy Sanitary District
25. Triunfo Sanitation District\*
26. United Water Conservation District\*
27. Ventura County Resource Conservation District\*
28. Ventura Port District\*
29. Ventura River County Water District\*

\* Special Districts that have provided written consent to conduct the election via email as of August 28, 2024.



**RESOLUTION NO. 20240917**

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

NOMINATING \_\_\_\_\_ TO FILL THE REGULAR SPECIAL DISTRICT  
MEMBER TERM ON THE VENTURA LOCAL AGENCY FORMATION COMMISSION FROM  
JANUARY 1, 2025 THROUGH DECEMBER 31, 2028

**WHEREAS**, the Executive Officer of the Ventura Local Agency Formation Commission (LAFCo) has notified the District of an anticipated regular member vacancy on LAFCo for the four-year term beginning January 1, 2025, and ending December 31, 2028. Pursuant to Government Code Section 56332(c), the LAFCo Executive Officer has issued a call for written nominations to fill the anticipated vacancy in each eligible District and

**WHEREAS**, at the time and in the manner required by law, the Meiners Oaks Water District met on September 17, 2024, to consider the call for nominations by the LAFCo Executive Officer.

**NOW THEREFORE, BE IT RESOLVED BY THE MEINERS OAKS WATER DISTRICT BOARD OF DIRECTORS** as follows:

1. \_\_\_\_\_ is hereby nominated to fill the anticipated independent special district regular member vacancy on the Ventura LAFCo for the four-year term beginning January 1, 2025, and expiring December 31, 2028.
2. The General Manager shall transmit a signed copy of this Resolution and a copy of the resume or candidate statement for \_\_\_\_\_ to the Ventura LAFCo Executive Officer.

PASSED, APPROVED AND ADOPTED this 17<sup>th</sup> day of September 2024.

\_\_\_\_\_  
President of the Board  
Michel Etchart

\_\_\_\_\_  
Secretary to the Board  
Summer Ward



County of Ventura  
**COUNTY CLERK-RECORDER  
& REGISTRAR OF VOTERS**

*Michelle Ascencion*  
County Clerk-Recorder  
& Registrar of Voters

September 4, 2024

Mr. Justin Martinez, General Manager  
Meiners Oaks Water District  
202 W. El Roblar Drive  
Ojai, CA 93023

**Re: November 5, 2024 General Election**

Dear Mr. Martinez:

The number of candidates that filed nomination papers did not exceed the number of offices to be filled in the Meiners Oaks Water District. Therefore, no election will be held.

The following persons nominated shall be seated at the organizational meeting of your board pursuant to Section 10505 of the California Elections Code:

CHRISTY COOPER, [REDACTED], Ojai, CA 93023

NO CANDIDATE

These terms shall commence on December 6, 2024 at noon and expire on December 1, 2028.

Please feel free to call our office at (805) 654-2664 if you have any questions.

Sincerely,

*Christina Onias*  
**CHRISTINA ONIAS**  
Assistant Registrar of Voters

***Preserving History • Protecting Democracy***



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## **2015 Dodge Ram 2500**

### **Summary**

Meiners Oaks Water District's 2015 Dodge Ram 2500 requires another major repair. The transmission on this truck is slipping severely, so it is undrivable. We have had the truck diagnosed by three separate mechanics, and they all agree that the transmission needs to be rebuilt or replaced. Additionally, the pick-up underwent a major repair in 2022, with the camshaft and lifters replaced, costing over \$6,000.

Hodge Podge Garage    \$8,310.09

Browns Transmission    \$7,500.00

Trans Clinic            \$5,265.87

JD Power, Average Condition Value: \$13,725

### **Recommended Actions**

Due to Mr. Maxwell's upcoming one-year leave of absence, his field truck will be available for use, making this repair less urgent. It is the recommendation of the GM not to repair this 2015 Dodge Ram. Further, the GM recommends that the BOD approve selling this truck through GovDeals online auction and place those funds from the sale of the truck into the AMI meter budget and budget for a replacement vehicle in FY25/26.

**HODGEPODGE MOBILE GARAGE**

360 VENTURA AVENUE #173  
 OAK VIEW, CA. 93022  
 Phone - 805-889-7231

ESTIMATE #

**018899**

BAR# AD00219962

MOBILE AUTO DIAGNOSTICS

**ESTIMATE FOR SERVICES**

Estimate Date : 03/21/2024

MEINERS OAKS WATER DISTRICT

2015 RAM - 2500

Lic # : 1395871

Odometer In: 83954

JUSTIN PERSONAL CELL 947-6553

Unit # :

VIN # : 3C7WR5AT6FG665322

Home 000-297-6587 Ext MICHA — Office 805-297-7240 Ext JUSTI

Cust Id: 2,773

Part Description / Number	Qty	Sale	Extended	Labor Description	Hours	Extended
AUTO. TRANS. FLUID				LABOR TO DIAGNOSE CHECK	1.13	175.00
ATF	16.00	14.00	224.00	ENGINE LIGHT IS ON,		
TRANSMISSION (REMAN)				TRANSMISSION SLIPPING, FOUND		
TR	1.00	6,522.00	6,522.00	CODES P0735 INCORRECT GEAR		
				RATIO 5TH GEAR, AND P0871 FOR		
				OVERDRIVE RATIONALITY, FLUID		
				IS BURNED RECOMMEND NEW		
				TRANSMISSION.		
				LABOR TO REMOVE TRANSMISSION	6.00	900.00
				AND TO INSTALL REMAN UNIT.		

Parts : \$ 6,746.00

Labor : \$ 1,075.00

Tax : \$ 489.09

Total : \$ 8,310.09

I hereby authorize the above repair work to be done along with the necessary material and hereby grant you and/or your employees permission to operate the vehicle described for testing and/or inspection. Express mechanic's lien is hereby acknowledged on above vehicle to secure the amount of repairs thereto. SMOG: I understand that I can have emission service and/or adjustments done elsewhere. I hereby waive this right.

TEARDOWN ESTIMATE: I understand that my vehicle will be reassembled within \_\_\_ days of the date shown above if I choose not to authorize the service recommended. All Parts removed will be discarded unless instructed otherwise: Save all Parts \_\_\_. NOT RESPONSIBLE FOR LOSS OR DAMAGE TO CARS OR ARTICLES LEFT IN CARS IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE.

SIGNATURE..... Date..... Time.....



019871

805-643-1262 STATE REG.# AJ060170  
**BROWN'S TRANSMISSION REPAIR**  
 2842 N Ventura Ave.  
 Ventura, CA 93001

Date 4-7-74

OPERATION	LAB. CHG.
Lubrication <input type="checkbox"/>	
Change Oil <input type="checkbox"/>	
Change Oil Filter Cart. <input type="checkbox"/>	
Services <input type="checkbox"/>	
Air Cleaner <input type="checkbox"/>	
Change Trans. Oil <input type="checkbox"/>	
Adjust. Transmission <input type="checkbox"/>	
Hazardous Waste <input type="checkbox"/>	
Pack Front Wheel Brgs. <input type="checkbox"/>	
Rotate Tires <input type="checkbox"/>	
Adjust Brakes <input type="checkbox"/>	
Retain Parts <input type="checkbox"/>	
Destroy Parts <input type="checkbox"/>	

Time Received  
 A.M. P.M.  
 Promised  
 A.M. P.M.  
 Written By  
 Cust. Order No.  
 Phone when ready Yes  No   
 P. H. O. N. E. 710-0156  
 License No. Odometer

I hereby authorize the repair work below to be done along with the necessary material, and hereby grant you and/or your employees permission to operate the car, truck or vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's lien is hereby acknowledged on above car, truck or vehicle to secure the amount of repairs thereto. You will not be held responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft, accident or any other cause beyond your control.

Authorized By \_\_\_\_\_  
 (SIGNATURE OR INITIALS)

REPAIR ORDER LABOR INSTRUCTION

QTY.	GALS. GAS	QTS. OIL	LBS. GREASE	TOTAL GAS OIL GREASE	RECOMMENDED SERVICE:	TEARDOWN ESTIMATE - PARTS AND LABOR	ORIGINAL ESTIMATES	PHONE	DATE	AUTHORIZED BY	TIME	HAZARDOUS WASTE DISPOSAL	SPECIAL REPAIRS	REPAIRS	Tires	Gas, Oil & Grease	Paint & Body Shop	TOTAL	
13					1. 2. 3. 4. 5.														

R & R Trans & Repairs  
 1301 68  
 5544  
 18850  
 6752 500  
 4458 72  
 7500

**ESTIMATE**

★ CODE	N-NEW	U-USED	R-REBUILT	M-OEM	QTY	PART NO. OR DESCRIPTION	SALE
						1 R fuses from work 6-70	5599
						1 W Con of code 6-70	2500
							5564

Additional Materials from reverse side	TOTAL PARTS	1301 68
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BY LAW, YOU MAY CHOOSE ANOTHER LICENSED SMOG CHECK FACILITY TO PERFORM ANY NEEDED REPAIRS OR ADJUSTMENTS THAT THE SMOG CHECK TEST INDICATES ARE NECESSARY. A CUSTOMER WILL BE CHARGED FOR INSPECTION REGARDLESS OF PASS OR FAIL

SPECIAL REPAIRS	TOTAL SPECIAL REPAIRS
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**District Summary/Update**

- **Casitas Lake Level:** 98.5% 9/11/24
- **Wells:** MOWD on Wells 4A & 7 4/17/24
  - District struggled to keep up with demand over the past week as temperature hovered around 110-115 degrees
- **River Conditions:** Ventura River is dry under the Hwy 150 Bridge, Staff is back to monitor the leading edge weekly
- **First Aid & CPR Training:** Complete 9/11/24
- **Well #8:** - DDW has provided a list of requirements to Reactivate Well 4A
  - Pete Zeppeiro, CIT, finalizing a proposal to tie into SCADA
  - Hach Equipment, \$37,567.79
- **Hwy 33 Slide:** Union Engineering; work continues
- **Treatment Plant Project:** MKN grant assistance (In Progress)
- **Well #4A Redevelopment Project:** Hopkins Groundwater Consultants; All proposals received
- **Staff:** Levi Maxwell; Military Leave 10/11/24 – 10/12/2025

<u>Type of Work</u>	<u>Cause</u>	<u>Date</u>	<u>Location</u>	<u>Contractor</u>	<u>Amount \$</u>
Paving	Leak	8/21/2024	Felix Dr	Wingate Earthworks	\$1,500
AMS Replacement	Leak, age	8/28/2024	183 S Alvarado Ave	Staff	\$500 est.
Replace Service Line	Leak, age	8/29/2024	237 S. Lomita Ave	Staff	\$500 est.
Paving	Leak	9/6/2024	237 S. Lomita Ave	Gruber Grading	TBD
Replace AMS	Leak	9/12/2024	642 S. Rice Rd	Staff	\$350

**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'	25.8'			
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
Specific Capacity (gal/ft DD)	OFF	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'	25.2'			
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
Specific Capacity (gal/ft DD)	OFF	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'	58.7'			
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	351			
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'	30.9'			
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	328			
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	59.5			
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF			
Specific Capacity (gal/ft DD)	OFF	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	5.6				
Ranchitos	14.4	13.4	12.4	13	14.4	15.4	15.9	16.4				

**Water Pumped, Sold, Purchased & Water Loss (by Billing Period)**

MONTH	PUMPED (AF)	PURCHASED (AF)	SOLD (AF)	Flushed (AF)	%Total Water Loss	Notes
2024 JAN	36.16	0.00	27.69	*	23%	Hydrant S. LL; Leaks El Camino & S Pueblo, Valve Hwy 33
FEB	13.44	13.29	23.62	*	12%	
MAR	15.68	13.46	26.39	*	13%	Main removal Hwy 33 slide
APR	17.13	15.36	31.21	*	4%	
MAY	35.17	5.98	33.15	*	19%	Hydrant Fairview
JUN	55.63	0	53.90	*	3%	
JUL	70.63	0	64.71	*	8%	Main breaks Meiners & S Rice
AUG	76.44	0	69.42	*	9%	Services Felix, Alvarado, S Lomita
SEP						
OCT						
NOV						
DEC						
<b>YTD 2024</b>	320.29	48.09	330.09		10.4%	
<b>TOTAL 2023</b>	441.18	107.75	499.61		8.9%	
<b>TOTAL 2022</b>	451.43	216.43	615.38		7.9%	
<b>TOTAL 2021</b>	411.94	266.57	640.95		5.5%	
<b>TOTAL 2020</b>	485.71	197.26	635.47		6.9%	

\*Flushed data will be added to the monthly report.

**Reserve Funds**

* Balance at the County of Ventura	<b>\$ 1,372,008.77</b>
Total Taxes	\$1,769.28
Total Interest from reserve account#	\$ 0.00

**Fiscal Year Total Revenues**

July 1 <sup>st</sup> – August 31 <sup>st</sup>	2023	\$317,876.06
July 1 <sup>st</sup> – August 31 <sup>st</sup>	2024	\$366,357.55

**Bank Balances**

* LAIF Balance	\$ 214,839.39
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$0.00
* Money Market (Mechanics Bank)	\$ 7,626.95
Amount Transferred to Mechanics from County this month	\$ 60,000.00
Amount Transferred to General Fund from Money Market	\$ 0.00
Monthly Interest received from Money Market	\$ .13
General Fund Balance	\$ 66,809.64
Trust Fund Balance	\$ 6,095.96
* Capital Improvement Fund	\$ 22,142.99
(#) Quarterly Interest from Capital Account	\$ 0.18
Total Interest accrued	\$ 0.31



## Board Secretary Report – September 2024

### Administrative

- There were no state or local agency reports due in August.

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

- Financial Auditing Services RFP response pending from Niger & Niger, CPA firm that has taken on several of Fanning & Karrh’s clients.

### Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Total HCF Billed	Monthly Customer Bill Total
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
Aug 24	149	7	31,844	\$188,551.64

- 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:**

*Notice of no election, two seats- one candidate. MOWD will not appear on the November 5, 2024 ballot.*

## **Projects**

- Staff continues working on the Replacement Treatment Plant Upgrade Project grant application documents.
- Staff continues working on the Bureau of Reclamation Small Scale Water Project – AMI infrastructure grant application.
- Staff has been working on completing the additional information required for the Lead & Copper inventory, as requested by the State.

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

**Attachments:** None.