



BOARD OF DIRECTORS REGULAR MEETING AGENDA

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

JOIN BY COMPUTER: <https://meet.goto.com/207015205>

DIAL-IN (US): +1 (872) 240-3412

ACCESS CODE: 207-015-205

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))

November 19, 2024, at 6:00 pm.

- 1. Call meeting to order.**
- 2. Roll call**
- 3. Approval of the minutes:** October 15, 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

- PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
(Gov. Code § 54957)
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Gov. Code § 54957(b))
Title: General Manager and Board Secretary & Assistant General Manager.

Regular Agenda (Reconvene Regular Meeting, Estimated Time 6:30 pm**)**

6. Financial matters

Approval of Payroll and Payables from October 16, 2024, to November 15, 2024, in the amount of:

Payables \$ 74,495.63

Payroll \$ 69,789.46

Total \$144,285.09

7. Board action and/or discussion

- a. Approve incentive/merit bonus pay for the General Manager and the Assistant General Manager/Board Secretary based on the July 2023 – June 2024 performance evaluations. (Etchart) – Attachment
 - a. Recommended Action: Approve the incentive/merit bonus pay for the General Manager and the Assistant General Manager/Board Secretary.

- b. Reappoint Director Christian Oakland to the Meiners Oaks Water District Board of Directors' open and uncontested seat for a 2-year term, ending December 1, 2026. (Etchart) - Attachment
 - a. Recommended Action: Reappoint Christian Oakland to fill the open uncontested director seat for a 2-year term.

- c. Approve revision to the existing Military Leave Pay policy. (Martinez) - Attachment
 - a. Recommended Action: Approve Military Leave Pay policy revisions.

- d. Approve Resolution 20241119: Authorized Representative for SWRCB DSWRF Financial Assistance application. (Cooper/Ward) – Attachment
 - a. Recommended Action: Designate the General Manager to execute grant application requirements by approving Resolution 202441119.

- e. Discuss the Ventura LAFCo ballot for the election of a Special District Regular Member for a term of January 1, 2025- December 31, 2028; consider a vote for one nominee and direct staff to submit a ballot. (Ward/Etchart) – Attachments
 - a. Recommended Action: Review each candidate's statements and vote to elect one candidate.

- f. Discuss the Annual District Holiday Dinner Ojai Beverage Company on Friday, December 20, 2024, at 6:30 pm. (Martinez) – No Attachment

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 December 17, 2024, at 6:00 pm.

Report of Income as of 10/31/2024

Income	Month of October	Year To Date	Budget Appropriation	Appropriation Balance
Interest	2,548.09	13,139.14	--	13,139.14
Taxes	--	12,174.67	--	12,174.67
Pumping Charges	443.60	1,759.69	--	1,759.69
Fire Protection	197.26	780.59	--	780.59
Meter & Inst. Fees	--	--	--	0.00
Water Sales	131,071.09	452,479.63	1,528,500.00	1,076,020.37
¹ Casitas Water/Standby	859.94	3,497.43	--	3,497.43
MWAC Charges	55,905.56	228,130.45	764,208.00	536,077.55
MCC Chg.	7,106.63	28,749.98	89,736.00	60,986.02
² Misc. Income	2,783.15	21,143.42	--	21,143.42
Late & Delinquent Chgs.	3,040.88	11,166.37	--	11,166.37
Conservation Penalty	--	--	--	0.00
Capital Improvement	--	--	--	0.00
Drought Surcharge	--	0.62	--	0.62
Fire Flow/Will Serve Letters	--	1,500.00	6,000.00	4,500.00
		--	--	0.00
		--	--	0.00
TOTAL INCOME	203,956.20	774,521.99	2,388,444.00	1,613,922.01

Note:

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

² Hartmann Allocation, Union Engineering Hydrant
Rental Invoice # 2



Meiners Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 10/16/2024 - 11/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
Bank Code: AP Bank-AP Bank							
BADGER 1694101 80176083	Badger Meter Invoice Invoice	11/04/2024 10/30/2024	11/13/2024 1" Meters Beacon Hosting	Regular	0.00 0.00 0.00	1,628.34 1,550.88 77.46	11481
DRAGANCHUK 339287	Boyd & Associates Invoice	11/01/2024	10/29/2024 Office Security Alarm	Regular	0.00 0.00	98.85 98.85	11462
CALPERS INV0002729	California Public Employees' Retirement Invoice	10/15/2024	10/31/2024 Health	Bank Draft	0.00 0.00	4,432.63 4,432.63	DFT0002217
CALPERS 101424	California Public Employees' Retirement Invoice	10/14/2024	10/21/2024 Health Premium/Maxwell	Bank Draft	0.00 0.00	457.93 457.93	DFT0002226
CALPERS INV0002741	California Public Employees' Retirement Invoice	10/31/2024	10/31/2024 Health	Bank Draft	0.00 0.00	4,867.16 4,867.16	DFT0002228
CSDA 102224	California Special Districts Association Invoice	10/01/2024	10/29/2024 2025 Annual Membership	Regular	0.00 0.00	6,858.00 6,858.00	11463
CAL-STATE 288305 288617	Cal-State Invoice Invoice	10/10/2024 10/15/2024	10/29/2024 Portable Toilet Portable Toilet	Regular	0.00 0.00 0.00	258.09 126.23 131.86	11464
CAL-STATE 290409 290696	Cal-State Invoice Invoice	11/07/2024 11/12/2024	11/13/2024 Portable Toilet Portable Toilet	Regular	0.00 0.00 0.00	258.09 126.23 131.86	11482
CMWD 261151024 262001024 300651024	Casitas Municipal Water District Invoice Invoice Invoice	10/31/2024 10/31/2024 10/31/2024	11/13/2024 Fairview Standby Hartmann Allocation Tico/La Luna Standby	Regular	0.00 0.00 0.00 0.00	3,431.09 1,585.02 261.05 1,585.02	11483
CMWDMED 202408144231	Casitas Municipal Water District Invoice	11/01/2024	11/13/2024 Mediation Services	Regular	0.00 0.00	5,731.60 5,731.60	11484
CIMED 103411	CI Medical Supply Invoice	10/23/2024	10/29/2024 Medical Kit - Restock	Regular	0.00 0.00	107.83 107.83	11465
CLEANCO 3047-24	Cleancoast Janitorial Invoice	10/25/2024	10/29/2024 October Janitorial	Regular	0.00 0.00	340.00 340.00	11466
DOCUPRO 295724	DocuProducts Corporation Invoice	11/06/2024	11/13/2024 Copier Maintenance	Regular	0.00 0.00	927.76 927.76	11485
EJHAR 281301024 994261024	E. J. Harrison Rolloffs, Inc. Invoice Invoice	10/15/2024 10/15/2024	10/29/2024 Office Trash 2680 Maricopa Hwy	Regular	0.00 0.00 0.00	447.73 185.40 262.33	11467
E H D IN0258190	Environmental Health Division Invoice	10/01/2024	10/29/2024 Tank Farm State Surcharge/HMBP	Regular	0.00 0.00	233.57 233.57	11468
FAMCON S100138256.001	Famcon Pipe and Supply, Inc Invoice	10/04/2024	11/13/2024 Adapters, Washers, Boxes, etc.	Regular	0.00 0.00	756.65 756.65	11486

Check Report

Date Range: 10/16/2024 - 11/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
FGLENV 416021A	FGL Environmental Invoice	10/17/2024	10/29/2024 Samples	Regular	0.00	1,204.00	11469
416022A	Invoice	10/23/2024	Samples		0.00	113.00	
416023A	Invoice	10/23/2024	Samples		0.00	445.00	
416025A	Invoice	10/18/2024	Samples		0.00	79.00	
416515A	Invoice	10/21/2024	Samples		0.00	223.00	
416516A	Invoice	10/18/2024	Samples		0.00	79.00	
416517A	Invoice	10/21/2024	Samples		0.00	39.00	
416975A	Invoice	10/21/2024	Samples		0.00	113.00	
FGLENV 417416A	FGL Environmental Invoice	10/31/2024	11/13/2024 Samples	Regular	0.00	113.00	11487
FTB 20222019-4	Franchise Tax Board Invoice	10/21/2024	10/29/2024 Earnings Withholding - Maxwell	Regular	0.00	331.45	11470
FTB 20222019-5	Franchise Tax Board Invoice	11/07/2024	11/13/2024 Earnings Withholdings - Maxwell	Regular	0.00	331.45	11488
FRED'S 159264	Fred's Tire Man Invoice	10/10/2024	10/29/2024 Flat Repair	Regular	0.00	25.00	11471
GUARDIAN INV0002730	Guardian Invoice	10/15/2024	10/29/2024 Dental	Regular	0.00	574.89	11460
INV0002742	Invoice	10/31/2024	Dental		0.00	269.60	
GUARDIAN 7690461024	Guardian Invoice	10/16/2024	10/29/2024 Maxwell	Regular	0.00	305.29	11472
HLTHNE 61791024	Health Net Life Insurance Company Invoice	10/02/2024	10/29/2024 Life Insurance	Regular	0.00	62.70	11473
HLTHNE 61791124	Health Net Life Insurance Company Invoice	11/04/2024	11/13/2024 Life Insurance	Regular	0.00	62.70	11489
HCS 113222	Herum/Crabtree/Suntag Invoice	10/25/2024	11/13/2024 SBCK vs VTA	Regular	0.00	4,260.24	11490
HOPKINS 12020	Hopkins Groundwater Consultants Invoice	11/01/2024	11/13/2024 Well 4 Redevelopment Program	Regular	0.00	4,260.24	11491
LGABLER 86221	Light Gabler Invoice	11/08/2024	11/13/2024 Employment Consulting	Regular	0.00	8,943.75	11492
ELEVATE 7806	Lytwave Invoice	10/15/2024	10/29/2024 VoIP/Elevate Communications	Regular	0.00	735.00	11474
MATT-CHLOR 30344	Matt-Chlor. Inc. Invoice	10/01/2024	11/13/2024 Regulators Service & Repair	Regular	0.00	237.11	11493

Check Report

Date Range: 10/16/2024 - 11/15/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
MOHARD	Meiners Oaks Hardware	11/13/2024	Regular	0.00	391.38	11494
094131	Invoice	10/01/2024	Towels, Ball Valves	0.00	43.88	
094145	Invoice	10/01/2024	Fittings for Sample Port	0.00	16.77	
094157	Invoice	10/01/2024	Generator Install Parts	0.00	8.77	
094258	Invoice	10/01/2024	Parts for Well 7	0.00	9.15	
094264	Invoice	10/01/2024	Parts for Well 7	0.00	3.30	
094453	Invoice	10/01/2024	Cap, Liquid Chlorinator	0.00	31.35	
094540	Invoice	10/01/2024	Adapter, Socket Adapter, Fine Wire Wheel	0.00	25.61	
094619	Invoice	10/01/2024	Batteries	0.00	9.36	
094686	Invoice	10/02/2024	Square Plugs	0.00	14.82	
094694	Invoice	10/02/2024	Parts for Office Irrigation	0.00	4.97	
094775	Invoice	10/03/2024	Union, Painting Tools, Bolts & Screws	0.00	33.03	
094966	Invoice	10/04/2024	Batteries, Windshield Wash	0.00	41.98	
095555	Invoice	10/10/2024	Batteries, Rat Traps, Caps, etc.	0.00	81.48	
096824	Invoice	10/23/2024	Shop Towels, SprayPaint, Crescent Wrenc	0.00	66.91	
MKN&A	Michael K. Nunley & Associates, Inc.	11/13/2024	Regular	0.00	1,238.06	11496
001050000891	Invoice	11/01/2024	Treatment Plant Final Design	0.00	1,238.06	
MITEC	MiTec Solutions LLC	10/29/2024	Regular	0.00	135.00	11475
1071740	Invoice	10/16/2024	Remote Labor	0.00	60.00	
QB0438	Invoice	10/15/2024	SplashTop	0.00	20.00	
QB0491	Invoice	10/15/2024	Monthly Antivirus	0.00	55.00	
MITEC	MiTec Solutions LLC	11/13/2024	Regular	0.00	864.82	11497
1071889	Invoice	11/06/2024	Monthly Maintenance	0.00	210.00	
QB0593	Invoice	11/01/2024	Exchange/Web Hosting/ShareSync	0.00	316.82	
QB0602	Invoice	11/01/2024	Off Site Back Up	0.00	98.00	
QB0611	Invoice	11/01/2024	X360Recover	0.00	240.00	
NCK&K	Nelson Comis Kettle & Kinney, LLP	11/13/2024	Regular	0.00	1,202.50	11498
14038	Invoice	11/04/2024	Attorney Fees	0.00	1,202.50	
OFFDEP	Office Depot	10/29/2024	Regular	0.00	129.61	11476
386599039001	Invoice	10/02/2024	Paper, Adding MachineTape, Batteries	0.00	129.61	
PATHIAN	Pathian Administrators	10/29/2024	Regular	0.00	114.47	11461
INV0002732	Invoice	10/15/2024	HSBS	0.00	57.24	
INV0002744	Invoice	10/31/2024	HSBS	0.00	57.23	
POWER	Power Machinery Center	11/13/2024	Regular	0.00	104.18	11499
W89945	Invoice	11/07/2024	Golf Cart Maintenance	0.00	104.18	
PERS	Public Employees' Retirement System	10/31/2024	Bank Draft	0.00	850.00	DFT0002216
INV0002728	Invoice	10/15/2024	457 Withholdings	0.00	850.00	
PERS	Public Employees' Retirement System	10/31/2024	Bank Draft	0.00	4,278.05	DFT0002218
INV0002731	Invoice	10/15/2024	PERS	0.00	4,278.05	
PERS	Public Employees' Retirement System	10/31/2024	Bank Draft	0.00	850.00	DFT0002227
INV0002740	Invoice	10/31/2024	457 Withholdings	0.00	850.00	
PERS	Public Employees' Retirement System	10/31/2024	Bank Draft	0.00	4,944.85	DFT0002229
INV0002743	Invoice	10/31/2024	PERS	0.00	4,944.85	
PERS	Public Employees' Retirement System	11/07/2024	Bank Draft	0.00	3,393.67	DFT0002237
10000001772335	Invoice	11/01/2024	Unfunded Accrued Liability	0.00	3,393.67	
PERS	Public Employees' Retirement System	11/07/2024	Bank Draft	0.00	57.58	DFT0002238
10000001772335	Invoice	11/01/2024	Unfunded Accrued Liability	0.00	57.58	

Check Report

Date Range: 10/16/2024 - 11/15/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
SCE	Southern California Edison Co.	10/29/2024	Regular	0.00	1,484.63	11477
OFFELE1024	Invoice	10/24/2024	Office Electricity	0.00	222.66	
TNKFRM1024	Credit Memo	10/24/2024	Tank Farm	0.00	-41.48	
WELL11024	Invoice	10/24/2024	Well 1	0.00	371.64	
WELL21024	Invoice	10/24/2024	Well 2	0.00	332.00	
WELL8-1024	Invoice	10/24/2024	Well 8	0.00	193.74	
Z-11024	Invoice	10/24/2024	Zone 1	0.00	44.87	
Z-2FIRE1024	Invoice	10/24/2024	Zone 2 Fire	0.00	63.60	
Z-2PWR1024	Invoice	10/24/2024	Zone 2 Power	0.00	365.91	
Z-3FIRE1024	Credit Memo	10/24/2024	Zone 3 Fire	0.00	-68.31	
SCGAS	Southern California Gas Co.	11/13/2024	Regular	0.00	6.50	11500
0908	Invoice	10/29/2024	Office Heat	0.00	6.50	
SPECTRUM	Spectrum	11/13/2024	Regular	0.00	116.23	11501
0299421112724	Invoice	10/27/2024	Internet	0.00	116.23	
SWRCB	State Water Resources Board	10/29/2024	Regular	0.00	100.00	11478
G560853-1024	Invoice	10/25/2024	Groundwater Extraction & Diversion - 202	0.00	50.00	
G561287	Invoice	10/25/2024	Groundwater Extraction & Diversion - 202	0.00	50.00	
SWRCB-DWOCP	State Water Resources Control Board DWOCB	10/29/2024	Regular	0.00	70.00	11479
T1GL2024	Invoice	10/21/2024	T1 - G. Lockwood	0.00	70.00	
UAOFSC	Underground Service Alert of So.Ca.	11/13/2024	Regular	0.00	45.15	11502
1020240448	Invoice	11/01/2024	Digalerts	0.00	45.15	
USBANK	US Bank Corporate Pmt. System	11/13/2024	Regular	0.00	2,424.41	11503
ADOBE092724	Invoice	10/01/2024	Adobe Renewal	0.00	239.88	
AMAZON092624	Invoice	10/01/2024	Gloves	0.00	55.77	
AMAZON100424	Invoice	10/04/2024	Envelopes & Soap	0.00	52.52	
AMAZON100724	Invoice	10/07/2024	Boot Tip Protection	0.00	20.91	
EMERSON101624	Invoice	10/16/2024	Pipe Freezer & Parts	0.00	904.41	
LOWES100724	Invoice	10/07/2024	Linkage	0.00	26.94	
MOAUTO100824	Invoice	10/08/2024	Smog Checks on 2 Trucks	0.00	130.00	
MOTION101424	Invoice	10/14/2024	Diesel Oil Change	0.00	245.61	
OSS100924	Invoice	10/09/2024	Storage Facility	0.00	202.00	
PAPA100424	Invoice	10/04/2024	Mediation Lunch	0.00	52.31	
PAPERMILL10112	Invoice	10/11/2024	Door Tag Paper	0.00	202.56	
SHINE100424	Invoice	10/04/2024	High Pressure Foam Gun	0.00	81.03	
TYLER102224	Invoice	10/22/2024	Tax Forms	0.00	210.47	
VERIZON	Verizon Wireless	11/13/2024	Regular	0.00	371.29	11505
9977321608	Invoice	10/26/2024	Cell Phones	0.00	371.29	
WEX	WEX BANK	10/29/2024	Regular	0.00	2,106.23	11480
100291735	Invoice	10/15/2024	Fuel	0.00	2,106.23	

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	98	44	0.00	50,363.76
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	9	9	0.00	24,131.87
EFT's	0	0	0.00	0.00
	107	53	0.00	74,495.63

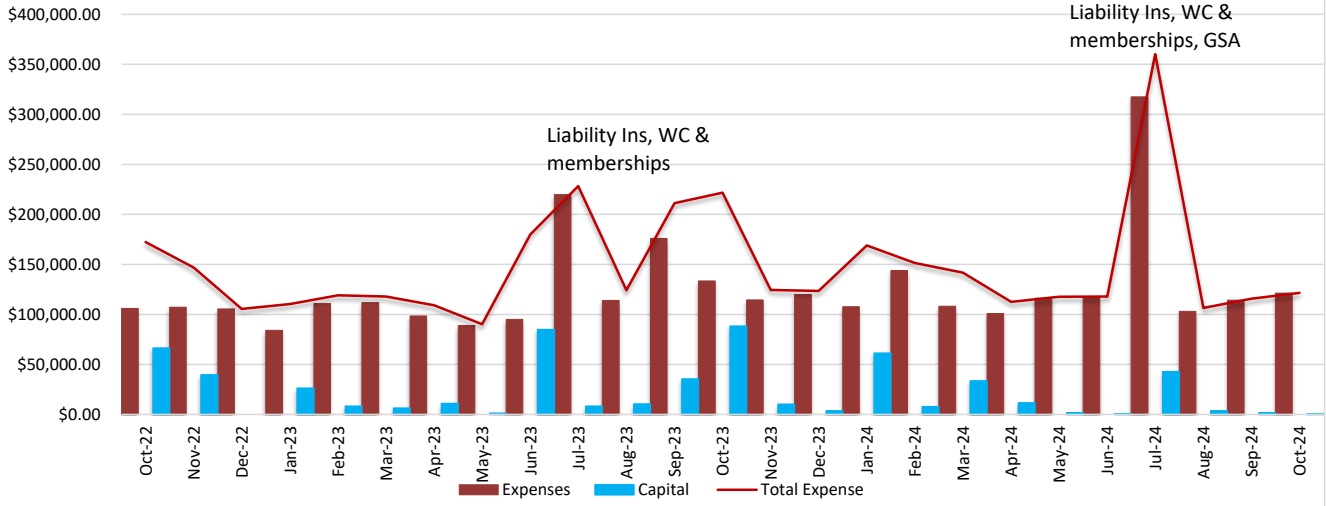
AR 69,789.46

Meiners Oaks Water District

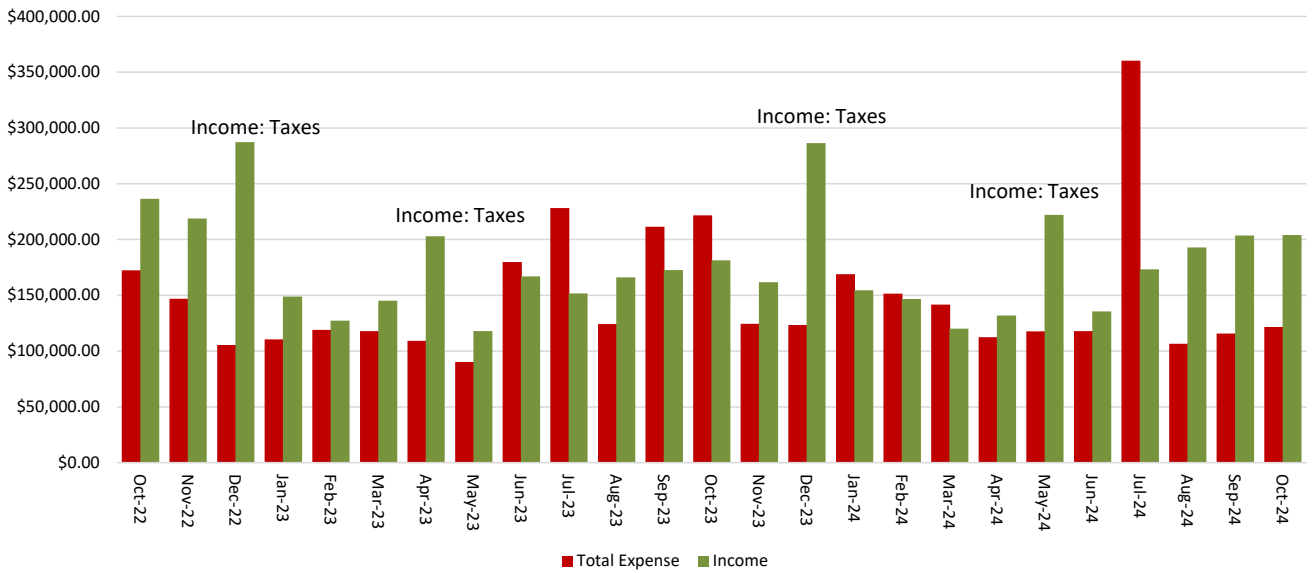
Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

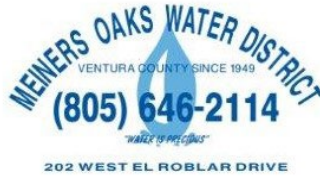
Expenditures	Month of October	Year To Date	Budget Approp	Approp Bal 10/31/24	Current November	Approp FY Bal To Date
Salaries	60,873.14	233,949.71	675,000.00	441,050.29	-	441,050.29
Payroll Taxes	5,010.63	18,468.00	54,000.00	35,532.00	-	35,532.00
Retirement Contributions	8,448.28	34,607.37	90,000.00	55,392.63	-	55,392.63
Group Insurance	9,047.81	36,221.24	96,000.00	59,778.76	-	59,778.76
Company Uniforms	-	722.27	3,500.00	2,777.73	-	2,777.73
Phone Office	353.34	1,414.61	4,000.00	2,585.39	-	2,585.39
Janitorial Service	598.09	2,477.36	6,000.00	3,522.64	258.09	3,264.55
Refuse Disposal	447.73	1,790.92	5,000.00	3,209.08	-	3,209.08
Liability Insurance	-	94,492.17	96,000.00	1,507.83	-	1,507.83
Workers Compensation	-	41,449.82	41,000.00	(449.82)	-	(449.82)
Wells	1,508.50	1,657.30	8,000.00	6,342.70	-	6,342.70
Truck Maintenance	542.96	1,252.94	5,000.00	3,747.06	104.18	3,642.88
Office Equipment Maintenance	202.00	1,564.70	5,500.00	3,935.30	927.76	3,007.54
Security System	-	178.84	2,000.00	1,821.16	98.85	1,722.31
Cell Phones	371.29	1,494.65	4,500.00	3,005.35	-	3,005.35
System Maintenance	1,069.85	16,304.45	60,000.00	43,695.55	-	43,695.55
Safety Equipment	185.15	1,049.95	6,000.00	4,950.05	-	4,950.05
Laboratory Services	1,430.00	4,951.00	14,500.00	9,549.00	-	9,549.00
Membership and Dues	6,858.00	8,769.00	10,000.00	1,231.00	-	1,231.00
Printing and Binding	-	-	1,000.00	1,000.00	-	1,000.00
Office Supplies	855.95	1,610.47	6,000.00	4,389.53	-	4,389.53
Postage and Express	-	4,161.45	13,000.00	8,838.55	-	8,838.55
B.O.D. Fees	5,000.00	10,750.00	25,000.00	14,250.00	-	14,250.00
Engineering & Technical Services	-	-	15,000.00	15,000.00	8,943.75	6,056.25
Computer Services	1,077.28	6,094.00	28,000.00	21,906.00	864.82	21,041.18
Other Prof. & Regulatory Fees	774.62	3,039.48	40,000.00	36,960.52	45.15	36,915.37
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	997.50	3,500.00	30,000.00	26,500.00	1,937.50	24,562.50
GSA Fees	-	72,210.00	75,000.00	2,790.00	-	2,790.00
VR/SBC/City of VTA Law Suit	4,260.24	8,863.04	30,000.00	21,136.96	5,731.60	15,405.36
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	1,027.22	1,980.85	5,000.00	3,019.15	-	3,019.15
Election Supplies	-	-	2,500.00	2,500.00	-	2,500.00
Treatment Plant	3,316.78	3,535.99	10,000.00	6,464.01	-	6,464.01
Fuel	2,106.23	7,909.14	20,000.00	12,090.86	-	12,090.86
Travel Exp./Seminars	52.31	1,109.99	2,000.00	890.01	-	890.01
Utilities	229.16	1,464.11	4,000.00	2,535.89	-	2,535.89
Power and Pumping	1,261.97	14,106.19	97,000.00	82,893.81	-	82,893.81
Meters	-	1,717.43	50,000.00	48,282.57	1,550.88	46,731.69
CMWD Standby	3,431.09	6,862.18	6,862.18	-	-	-
Online AutoPay Transactions Fees	-	2,280.75	8,000.00	5,719.25	-	5,719.25
Total Expenditures	121,337.12	655,938.66	1,696,362.18	1,040,423.52	20,462.58	1,019,960.94
Water Distribution System	-	-	-	-	-	-
Valve Replacements	-	-	75,000.00	75,000.00	-	75,000.00
Rehab Well 4	-	-	60,000.00	60,000.00	-	60,000.00
Meiners Rd. Tank/Zone	-	-	75,000.00	75,000.00	-	75,000.00
Structures and Improvements	-	-	-	-	-	-
Trmnt. Plant 100% Eng. Design & Grant Asst.	261.62	261.62	30,000.00	29,738.38	1,238.06	28,500.32
Emergency Generator - Office	-	-	60,000.00	60,000.00	-	60,000.00
Emergency Generator - Office Installation	-	-	80,000.00	80,000.00	-	80,000.00
Field Equipment	-	-	-	-	-	-
Chlorine Alarms	-	-	10,000.00	10,000.00	-	10,000.00
Welding Machine	-	3,093.24	3,500.00	406.76	-	406.76
Air Compressor	-	-	7,500.00	7,500.00	-	7,500.00
Generator - Truck	-	860.92	1,200.00	339.08	-	339.08
Appropriations for Contingencies	-	43,958.98	100,000.00	56,041.02	-	56,041.02
Total CIP Spending	261.62	48,174.76	502,200.00	454,025.24	1,238.06	452,787.18
GRAND TOTAL	121,598.74	704,113.42	2,198,562.18	1,494,448.76	21,700.64	1,472,748.12

Monthly Expenditures Past 24 Months



Monthly Income & Total Expenses Past 24 Months





Performance Management & Incentive Pay Recommendations FY 23-24

BACKGROUND AND ANALYSIS

MOWD conducts annual performance evaluations for its staff using the approved policy and scoring matrix. Evaluations include self-assessments, supervisor and staff input, and interviews with the Executive Committee. Pay decisions are based on the employees' organizational contribution, using common performance factors.

Performance Elements Summary

1. Technical Competence/Mission Accomplishment
2. Collaboration
3. Customer Care
4. Resource Management
5. Leadership
6. Supervision
7. Continuous Improvement

Pay Pool

The annual incentive pay pool is 2% of the yearly salaries budget, which covers continuous pay and bonus funds—*Annual Salaries Budget Total: \$675,000; MOWD Annual Incentive Pay Budget: \$13,500.*

Staff Incentive Pay

Each staff member has been evaluated, and the Executive Committee has reviewed and approved the recommended incentive pay amounts. The individual amounts range from 0% to 4%, and the total is within the incentive pay budget. The Executive Committee authorized the GM to award the staff incentive pay amounts retroactive to July 1, 2024.

RECOMMENDATION:

1. Approve the incentive/merit bonus pay for the General Manager & Assistant General Manager.

October 29, 2024

MOWD Board

I am writing to formally express my interest in the position of Director for the Meiners Water District. With a commitment to the responsible management of our water resources and a deep appreciation for the vital role that the district plays in our community, I would like to continue my service and support for the next two years.

Having served on the board previously, I have gained valuable insights into the challenges and opportunities we face regarding water supply, sustainability, and community engagement. I strongly believe that with my experience and dedication, I can contribute effectively to the district's growth and mission.

I am passionate about ensuring that our community has access to safe, reliable water while also prioritizing environmental stewardship and sustainability. I am eager to collaborate with fellow directors and stakeholders to develop innovative solutions that will benefit our residents and protect our resources for future generations.

Thank you for considering my request. I would be honored to have the opportunity to continue serving as a director and to work with you all in promoting the interests of the Meiners Water District. I look forward to your response.

Regards
Christian Oakland



Update to Employee Handbook Policy – Military Leave

The District needs to update the language in the Military Leave section of the employee policy handbook. Staff reviewed the state and federal laws, with consultation from labor attorneys to ensure the District complies with all applicable laws and regulations.

Current Language

Military Leave

If you are on full-time duty in the armed services, we will give you a leave of absence, benefits, and reinstatement rights guaranteed to you by current laws. If you are a member of a National Guard or Military Reserve (including federal and state Military Reserves) unit, we will give you an unpaid leave of absence for your annual military training (typically two weeks per year, unless additional time is approved by the General Manager or Board of Directors). You must give your official duty orders to the General Manager and submit a written request for a military leave of absence. You may apply your accrued paid time off benefits to receive pay for any leave period not covered by your military base pay, or you can choose to take the time off without pay. We will not discriminate or retaliate against you based upon your membership or service in any state or federal military force, as it pertains to any term, condition or privilege of employment with our District.

Updated Language:

Eligibility:

- An employee who has been in continuous service for at least one year before the effective date of active military duty is entitled to receive their salary for the first 30 calendar days of active duty, which includes National Guard inactive duty training.
- An employee on temporary military leave of up to 180 days for military training or similar activities and has served at least one year with the public agency is entitled to receive their salary for the first 30 calendar days of absence.

Salary and Compensation:

- Employees granted short-term military leave will receive their regular salary for the first 30 days of active duty or training.
- Employees on emergency military leave will receive their salary for up to 30 days each time this leave is granted.

Additional Provisions:

- Employees will not be discriminated against or prejudiced due to their membership in any military force.



- Employers will provide unpaid leave for employees engaged in annual military training with National Guard or Military Reserve units.

Application for Military Leave:

- Employees must provide their official duty orders to the General Manager and submit a written request for a military leave of absence.

Compensation during Leave:

- Employees may use accrued paid time off benefits to supplement pay during the leave period not covered by military pay.

Nondiscrimination Policy:

- The District will not discriminate or retaliate against employees based on their military service or membership in any state or federal military force.
- Unpaid leave is provided for employees during annual military training with National Guard or Military Reserve units.

These amendments ensure compliance with state and federal laws regarding military leave and the protection of employees' rights.

References:

California Government Code 19775.1

Military and Veteran's Code 395.01

Uniformed Services Employment and Reemployment Rights Act

Recommended Action: The Executive Committee and Staff recommend approving the updated language for the Military Leave section.



RESOLUTION: 20241119

A RESOLUTION AUTHORIZING THE GENERAL MANAGER TO EXECUTE DOCUMENTS AND AGREEMENTS REQUIRED IN CONNECTION WITH THE FINANCIAL ASSISTANCE APPLICATION FOR A FINANCING AGREEMENT WITH THE STATE WATER RESOURCES CONTROL BOARD FOR THE PLANNING, DESIGN AND CONSTRUCTION OF THE REPLACEMENT WATER TREATMENT PLANT.

WHEREAS, in order to apply for financial assistance from the State Water Resources Control Board DWSRF funds must submit an application package in compliance with DWSRF program regulations RESOLVED BY THE Board of Directors of Meiners Oaks Water District (the ‘Entity’) for the Replacement Water Treatment Plant Project; AS FOLLOWS:

The General Manager (the “Authorized Representative”) or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Replacement Water Treatment Facility (the “Project”).

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity’s responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a regular meeting of the Meiners Oaks Water District Board of Directors held on November 19, 2024.

Vote Count:

Ayes _____

Noes _____

Abstain _____

Absent _____

Michel Etchart, Board President

Summer Ward, Board Secretary



VENTURA LOCAL AGENCY FORMATION COMMISSION

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

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

VENTURA.LAFCO.CA.GOV

October 22, 2024

President/Chair of the Board
c/o General Manager
Meiners Oaks Water District
202 W. El Roblar Drive
Ojai, CA 93023-2211

RE: Ballot for Election of a Special District Regular Member to the Ventura LAFCo

Dear President/Chair of the Board:

Enclosed please find your Official Ballot for the election of a special district regular member to the Ventura LAFCo for a new, four-year term beginning January 1, 2025, and ending December 31, 2028. This election is being conducted by mail pursuant to California Government Code Section 56332 (or by email, if consent has been provided by your District - see enclosed list of those districts which have consented to email). A total of four candidates have been nominated for the regular member position. The candidates are listed alphabetically on the Official Ballot and a copy of each candidate's statement (if submitted) is enclosed.

INSTRUCTIONS

- **Use the enclosed Official Ballot to vote for only one candidate.**
- **The ballot must be signed and dated by the district president/chair or presiding officer.**
- **All ballots being returned via US Mail must be returned to the Ventura LAFCo at the address listed above. Districts that have previously consented to conduct elections via email can email a copy of the signed ballot to: kai.luoma@ventura.org.**
- **BALLOTS MUST BE RECEIVED BY 5:00 p.m. FRIDAY, DECEMBER 6, 2024. (Ballots received after 5:00 p.m. Friday, December 6, 2024, will not be counted.)**

There are 29 independent special districts eligible to vote in this election. At least 15 districts must return completed/signed ballots to achieve a quorum. If a quorum is achieved, the candidate receiving the most votes will be considered elected. In the event of a tie for the most votes, the outcome will be determined by lot. The election results will be mailed to each district no later than Friday, December 20, 2024. Please let us know if you have questions.

Sincerely,

Kai Luoma
Executive Officer

Enclosures
c: General Manager



OFFICIAL BALLOT - 2024

INDEPENDENT SPECIAL DISTRICTS SELECTION COMMITTEE Regular Special District Member to the Ventura LAFCo

Meiners Oaks Water District

This is the Official Ballot for the Independent Special Districts Selection Committee for the purpose of electing the following position to the Ventura LAFCo:

One special district regular member for a four-year term beginning January 1, 2025, and ending December 31, 2028.

The election involves four candidates for the special district regular member (listed below in alphabetical order). Please vote for only one candidate. A minimum of 15 qualified ballots must be returned by the deadline to establish a quorum of the independent special districts, pursuant to Government Code Section 56332. The candidate receiving the most votes of the quorum shall be elected. In the event of a tie vote, the outcome will be determined by lot.

PLEASE SIGN AND RETURN THIS BALLOT to the Ventura LAFCo, 801 S. Victoria Avenue, Suite 301, Ventura, CA 93003, or if previous consent has been given to conduct elections via e-mail, send your signed ballot to kai.luoma@ventura.org. All ballots MUST be signed and dated by the district president/chair or presiding officer of the board and received by LAFCo by 5 P.M. Friday, December 6, 2024, to be counted.

As the District President, Chair or Presiding Officer, I duly certify that the Meiners Oaks Water District does hereby cast its ballot as follows:

REGULAR LAFCo SPECIAL DISTRICT MEMBER FOR A FOUR-YEAR TERM BEGINNING JANUARY 1, 2025		
✓	(vote for one)	
	Mohammed Hasan	United Water Conservation District
	Steve Huber	United Water Conservation District
	Chris Stephens	Ventura Port District
	William Ulrich	Ojai Valley Sanitary District

Board President/Chair/Presiding Officer
Printed Name

Board President/Chair/Presiding Officer
Signature

Date: _____

CANDIDATE STATEMENT

Ventura LAFCo
Special District Regular Member

Mohammed A. Hasan, P.E.

Thank you for considering me for the Special District Regular Member of Ventura LAFCo. I have served as the Alternate Special District Member on Ventura LAFCo since 2022. As a 50-year resident of Ventura County where my wife and I raised our children, long ago I came to value the role that LAFCo has played in making our county such a beautiful and thriving place. A place where agriculture and open space are highly valued and protected, where urban sprawl is kept at bay, and where our local governments strive to provide quality and efficient services to our residents.

I have served on the board of directors of United Water Conservation District since 2020 and have an extensive background in water, wastewater, and the environment. I am a civil engineer and surveyor, with a couple of graduate degrees from the University of Iowa. I am the owner and principal engineer of Hasan Consultants, which I founded in 1984. Hasan Consultants, located in Ventura, is a civil/environmental engineering and planning firm. Prior to that, I was head of utilities at the City of Oxnard, and a civil engineer with the Ventura Regional Sanitation District. In these roles, I have had the opportunity to work with Ventura LAFCo in different capacities for over 35 years.

I am a co-founder of Ocean Foresters, which assists local coastal communities establish floating reefs for erosion control; vice president of El Concilio Family Services; a Fellow of two national professional societies; a community college instructor and lecturer; and a Paul Harris fellow of Rotary International. In addition, I have been recognized locally and nationally as a leader in water and wastewater, and authored the water book, *Drought is Not a Four-Letter Word*.

I believe my background and expertise in water and wastewater, the environment, and regional planning gives me a good perspective on the mission and role of LAFCo. That perspective is enhanced by my experience working as a private consultant in land use matters, as well as working for cities and special districts. I believe that I can bring a unique perspective to the Ventura LAFCo and would use that perspective to further the mission of Ventura LAFCO to benefit the entire Ventura County.

It would be a tremendous honor to serve on the Ventura LAFCo as a regular member of the commission, and I would greatly appreciate your support.

Stephen H. Huber

1701 N. Lombard Street, Suite 200
Oxnard, CA 93030
(805) 525-4431
SteveH@unitedwater.org

Subj: Ventura LAFCo Special District Regular Member Candidate Statement

Name: **Steve Huber**

Occupation: Director, United Water Conservation District, Division 5

As the United Water Conservation District representative for LAFCo I will be a transparent member, asking questions, and making suggestions to ensure that we best manage our resources for the present and future.

I have strong relationships with local elected officials, Navy leaders, and business leaders in Oxnard and Ventura County, as well as at the state and national level. As past chair of both the City Planning Commission and the Downtown Oxnard Improvement Association, I understand California Code regarding boundaries, spheres of influence, incorporations, annexations, reorganizations, and other changes of organization. I know the importance of running an efficient, productive meeting within the rules of the Brown Act. I understand the role of a Board member in creating policy that best serves our residents. As a former commanding officer of both a Naval Destroyer and the Naval Surface Warfare Center at Port Hueneme, I have experience in dealing with water issues. My successful 30-year Navy career and membership on several community boards have provided me with the experience for this position.

I would be honored to earn your vote.

Steve Huber

Director, Division 5

United Water Conservation District

CHRIS STEPHENS

Nominated by the Ventura Port District Board of Port Commissioners to be a candidate to serve as Special District's regular member on Ventura County LAFCo.

Chris Stephens was appointed to the Ventura Port District Board effective July 1, 2017. He served as Board Chair from 2019 through 2022. Previously, Chris served on the County Planning Commission, the City of Ventura General Plan Visioning Committee and later its Charter Committee

Stephens served 35 years in a number of local government positions. He served as Ventura County's Planning Director and later as the head of its Resource Management Agency. Prior to that he served as the Deputy Executive Director of the Ventura County Transportation Commission. He has been involved with many community organizations and programs and has served as a member of the Hansen Agricultural Trust Advisory Board, the Ag Futures Alliance, Foothill Little League Board, Ventura YMCA Program Committee, and *House Farm Workers!* Board of Directors.



From: [Steve Huber](#)
To: [Justin Martinez](#); [Summer](#)
Subject: UWCD DIR Steve Huber LAFCO Nomination - Pls pass to your Board of Directors
Date: Friday, November 8, 2024 11:24:59 AM

Hello,

I trust this finds you well! I thought it might help your Board members, to know why I am interested in serving on the LAFCo Commission as a primary representative for Independent Special Districts. United Water Conservation District nominated me with a six to one vote because I was their choice to represent Special Districts on LAFCo. The other United Water Director sought his own nomination from another special district.

Hopefully, you have a copy of my LAFCo candidate statement that provides my values, skills, and experience. In addition to my background, I wanted to provide some additional information that may help in your decision. During my transition from the Navy, I volunteered for my neighborhood watch patrol and neighborhood council. In a matter of a few short months, I became a member of the Oxnard Planning Commission where I served as the Chair and Vice Chair (both twice) in my 8 plus years on the Commission. In 2015, I had the privilege of working with NBVC and LAFCo on the Joint Land Use Study. I was able to get a better understanding and appreciation of LAFCo. In 2001 as the Chair of the newly formed Downtown Oxnard Improvement Association, I learned better understanding of boundary changes, annexation, and spheres of influence.

My approach to agendized items that come before me is to read the material, determine questions for clarification, visit the site (if feasible), if needed conduct additional research, when appropriate ask my questions during meetings, make a final determination, then support or oppose the issue and give a reason.

Please feel free to ask me anything to help with your decision(s).

Thank you and most sincerely,
Steve Huber
Director, Division 5
United Water Conservation District



District Summary/Update

- **Casitas Lake Level:** 96.2% 11/14/24
- **Wells:** MOWD on Wells 4A & 7 4/17/24
- **Hwy 33 Slide:** Union Engineering is getting close to putting MOWD’s line back in.
- **Treatment Plant Project:** MKN grant assistance (In Progress)
- **Tank Cleaning:** MOWD’s Two Bolted Steel Tanks are due to be cleaned & inspected; RFP’s have been received
- **Ziptility:** Creation of a Hydrant Maintenance Page, Pending
- **FH Pumps:** Zone 2 site walk
- **DDW Inspection:** Sanitary Survey Inspection, Complete
- **Solar/Back-up Power:** Office and Zone 2
- **Water Emergency Leak Procedures:** Created to include with MOWD ERP
- **Military Leave Policy Amendment:** Request for policy amendment to fall in line with State and Federal Laws
- **Well #4A Redevelopment Project:** Hopkins Groundwater Consultants; waiting on the contract from driller
- **Service Truck:** Listed on GovDeals; closing date is 11/26/2024
- **Will Serve Letters Issued:** 145 N Arnaz, CONDITIONAL Will Serve Letter; committee reviewed
 220 Besant, New construction ADU
 270 N. Lomita, New construction ADU
- **Staff:** Staff Reviews (Complete)

<u>Type of Work</u>	<u>Cause</u>	<u>Date</u>	<u>Location</u>	<u>Contractor</u>	<u>Amount \$</u>
Service Leak	Poor bedding	11/8/2024	115 Felix Dr	Staff / Gruber Grading and Ag	TBD

Current Well Levels and Specific Capacity

WELL #1	JAN 24'	FEB 24'	MAR 24'	APR 24'	MAY 24'	JUN 24'	JUL 24'	AUG 24'	SEP 24'	OCT 24'	NOV 24'	DEC 24'
STATIC (ft)	24.8'	18.8'	19.7'	21.5'	22.5'	22.02	24.4'	24.6'	25.8'	27.6'		
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Specific Capacity (gal/ft DD)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
WELL #2												
STATIC (ft)	24.3'	18.8'	19.8	20.7'	21.6'	22.18	24.2'	24.3'	25.2'	27.3'		
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Specific Capacity (gal/ft DD)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
WELL #4A												
STATIC (ft)	35.6'	28'	26.1	28.5'	29'	30.7'	31.4'	31.9'	33.6'	34.6'		
RUNNING (ft)	57.25'	OFF	OFF	OFF	51.5'	53.4'	57.21'	57.3'	58.7'	57.6'		
DRAW DOWN (ft)	21.65'	OFF	OFF	OFF	22.5'	23'	25.81	25.4'	25.1'	23.8'		
Gallons Per Minute (GPM)	384	OFF	OFF	OFF	397	385	366	365	351	360		
Specific Capacity (gal/ft DD)	17.7	OFF	OFF	OFF	17.64	16.7	13.01	10.4	14	15.3		
WELL #7												
STATIC (ft)	32'	17.5'	14.3	18.5	20.1'	37.7'	38.3'	25.7	29.1'	30.8'		
RUNNING (ft)	33.8'	OFF	OFF	OFF	23.2'	38.6'	40'	28.9'	30.9'	38.5'		
DRAW DOWN (ft)	1.8'	OFF	OFF	OFF	3.1'	1.1'	1.7	3.2'	1.8'	7.7'		
Gallons Per Minute (GPM)	323	OFF	OFF	OFF	340	327	333	331	328	327		
Specific Capacity (gal/ft DD)	179	OFF	OFF	OFF	109.67	297	195.88	103.4	182	5		
WELL #8												
STATIC (ft)	61.4	45.8'	36.6'	43.8'	47'	N/A	58.4'	57.4	59.5	61.8		
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Specific Capacity (gal/ft DD)	OFF	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	6.7	8.5		
Ranchitos	14.4	13.4	12.4	13	14.4	15.4	15.9	16.4	16.3	17.1		

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	74.54	0	76.34	0.15	0%	*2 AF storage tank used
OCT	71.18	0	66.69	0.10	6%	2 service leaks S.Rice & S La Luna
NOV						
DEC						
YTD 2024	466.01	48.09	473.12	0.15	8%	*Tracker started Sep 2024
TOTAL 2023	441.18	107.75	499.61		8.9%	
TOTAL 2022	451.43	216.43	615.38		7.9%	
TOTAL 2021	411.94	266.57	640.95		5.5%	
TOTAL 2020	485.71	197.26	635.47		6.9%	

Reserve Funds

* Balance at the County of Ventura	\$ 1,380,668.48
Total Taxes	\$ 0.00
Total Interest from reserve account#	\$ 0.00

Fiscal Year Total Revenues

July 1 st – October 31st	2023	\$ 671,925.38
July 1st – October 31st	2024	\$ 773,953.88

Bank Balances

* LAIF Balance	\$ 217,387.16
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$ 2,547.77
* Money Market (Mechanics Bank)	\$ 7,627.21
Amount Transferred to Mechanics from County this month	\$ 0.00
Amount Transferred to General Fund from Money Market	\$ 0.00
Monthly Interest received from Money Market	\$.13
General Fund Balance	\$ 242,057.33
Trust Fund Balance	\$ 5,949.84
* Capital Improvement Fund	\$ 22,114.32
(#) Quarterly Interest from Capital Account	\$ 0.19
Total Interest accrued	\$ 2,548.09



Board Secretary Report – November 2024

Administrative

- SWRCB Drought Reports for July – September were submitted on October 23, 2024.
- The annual SWRCB Water Use Report was submitted on October 24, 2024.
- The annual CERS (CA Environmental Reporting System) for Hazardous Materials onsite inspection was conducted on November 6, 2024. Staff are incorporating the recommended revisions to the annual submission documents. Additionally, the District will need to begin the CalARP program due to the quantities of Chlorine Gas stored at each facility. More details will be shared as staff assess the program requirements.

Financial (any items not covered in separate Financials Report)

- The Financial Auditing Services Agreement was executed, and staff is coordinating with Nigro & Nigro to get the FY23-24 audit started.

Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Total HCF Billed	Monthly Customer Bill Total
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
Sep 24	162	8	34,955	\$199,500.81
Oct 24	90	6	30,431	\$182,605.47

- 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.
- Sep 24 Service Orders: 96 were re-reads conducted during the meter reading process; 8 leak checks and 37 misc, which included 29 AMI endpoint number rechecks.
- Oct 24 Service Orders: 42 were re-reads during the meter reading process; 7 leak checks and 23 Misc.

Board of Directors

Board Member	Position	Term Ends	Term Type
Michel Etchart	President	2026	Long Term (Re-elected 2022)
Christian Oakland	Vice President	**	Long Term (Elected 2020)**
James Kentosh	Director	2026	Long Term (Re-elected 2022)
Christy Cooper	Director	2028	Long Term (Re-elected 2024)
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.

*** Appoint Director Oakland to the open seat that was not filled during the consolidated election.*

Projects

- Staff continues working on the Replacement Treatment Plant Upgrade Project grant application documents, finishing the Financial Application Package and TMF portion of the Technical Application.
- Staff continues working on the Bureau of Reclamation Small Scale Water Project – AMI infrastructure grant application.

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

Attachments: None.