



BOARD OF DIRECTORS REGULAR MEETING AGENDA

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

JOIN BY COMPUTER: <https://meet.goto.com/215905413>

DIAL-IN (US): +1 (646) 749-3122

ACCESS CODE: 215-905-413

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))

December 17, 2024, at 6:00 pm.

1. **Call meeting to order.**
2. **Roll call**
3. **Elected Officials – Oath of Office**
 - Christine Cooper
 - Christian Oakland

4. **Approval of the minutes:** October 15, 2024, Regular Meeting

November 19, 2024, Regular Meeting

5. **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:*

6. 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 6:30 pm**)**

7. Financial matters

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

Payables	\$117,190.83
<u>Payroll</u>	<u>\$ 61,248.92</u>
Total	\$178,439.75

8. Board action and/or discussion

No items.

9. General Manager's Report

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

10. Board Secretary's Report

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

11. 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

12. Old Business

- State Water update
- Matilija Dam removal update

13. Director Announcements/Reports

14. Adjournment: The next scheduled Regular Board meeting is January 21, 2025, at 6:00 pm.

**OATH OF OFFICE
(California Government Code §1360)**

MEINERS OAKS WATER DISTRICT

STATE OF CALIFORNIA }
 }
COUNTY OF VENTURA } ss.

As a Director for the **MEINERS OAKS WATER DISTRICT**

I, Christine Cooper, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about the enter.

Signature

Subscribed and sworn to before me this 17 day of December 2024.

By: _____
 Signature/Title

**OATH OF OFFICE
(California Government Code §1360)**

MEINERS OAKS WATER DISTRICT

STATE OF CALIFORNIA }
 }
COUNTY OF VENTURA } ss.

As a Director for the **MEINERS OAKS WATER DISTRICT**

I, Christian Oakland, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about the enter.

Signature

Subscribed and sworn to before me this 17 day of December 2024.

By: _____
 Signature/Title

Regular Meeting
October 15, 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 6:00 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, Jeanne Zolezzi (closed session only)

Absent: None.

3. Approval of the Minutes

Approval of September 17, 2024, Regular Board Meeting minutes.

Director Kentosh made the motion to approve the September 17, 2024 meeting minutes. Director Cooper seconded the motion.

No Public Comment.

Kentosh/Cooper

(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)
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 6:35 pm.****

Regular Meeting Minutes
October 15, 2024

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 September 16, 2024, to October 15, 2024, in the amount of:

Payables:	\$ 60,343.91
Payroll:	<u>\$ 56,986.54</u>
Total:	\$ 117,330.45

Director Oakland made the motion to approve the Payroll and Payables from September 16, 2024, to October 15, 2024. Director Cooper seconded the motion.

No Public Comment.

Oakland/Cooper

(5) Ayes – M/S/C

7. **Board Discussion/Actions**

a. **Review and approve Well 4a Rehabilitation Project bid proposals.**

Mr. Martinez presented the bids received for the Well 4a Rehabilitation project and introduced Curtis Hopkins, Hopkins Groundwater Consulting. Director Kentosh provided an overview of Well 4a's drilling history, the impact of the drought during well development, and the goal of rehabbing the well. Mr. Hopkins explained the specific methods that were designed for the Well 4a rehab, including a dual swab with a submersible.

Director Oakland asked Mr. Hopkins what the risks of the rehab are for MOWD.

Mr. Hopkins stated that the stainless steel casing is relatively new and unlikely to be damaged during the jetting; the risk is that MOWD spends the money and does not see an increase in water production. The risks for this project are very low.

Director Pangea asked if the screen down in bedrock would be jetted. Mr. Hopkins explained that the well was not designed the way he would have done it, and having the second screen so low down in bedrock would not help with production. The plan is to do one pass of jetting on that screen to clear out debris and organic materials, but not the targeted area for increasing production.

Mr. Martinez explained that MOWD will need to be on Casitas water before, during, and after work for a few weeks due to the chemicals being used. A discharge request was sent to the Ojai Land Conservancy, but Mr. Martinez has not received a response. He may need to create an alternative area on the District property for the good discharge.

Director Cooper requested clarification on the budgeted tasks. Mr. Martinez stated that Task 1 was already approved by the Board and paid to Hopkins Groundwater Consulting; the remaining Tasks 2-4 need to be approved and included in the total project cost. MOWD will contract directly with Hopkins Groundwater and directly with the approved contractor.

Director Kentosh made the motion to approve Cascade Well and Pump Co and authorize the General Manager to execute contracts for a total not to exceed the amount of \$180,000, with appropriate budget adjustments. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland
(5) Ayes- M/S/C

b. Approve and adopt Resolution 20241015: Auditing Services Agreement with Nigro & Nigro for FYs ending June 30, 2024 – 2026.

Ms. Ward presented the Auditing Services Agreement, prepared by Nigro & Nigro and reviewed by Attorney Stuart Nielson. Additionally, Ms. Ward noted that this firm is California-based, has a working history with other local water agencies, and is within the budget allocation for auditing services. The agreement covers fiscal years ending June 30, 2024 – 2026, with the possibility of extending up to two years.

Staff recommends approving and adopting Resolution 20241015: Auditing Services Agreement with Nigro & Nigro, and authorizing the General Manager to execute the agreement.

Director Cooper made the motion to approve and adopt Resolution 20241015: Audit Service Agreement with Nigro & Nigro. Director Oakland seconded the motion.

No Public Comment.

Cooper/Oakland
(5) Ayes- M/S/C

8. General Manager's Report

Mr. Martinez reported that the Casitas Lake level is at 98.2%. Union Engineering continues work on the Hwy 33 slide, and they dug another bench about 40 feet below grade. It appears the tiebacks are done. Mr. Martinez requested an updated timeline for installing the mainline. The Treatment Plant Project grant application is still being processed. Mr. Martinez stated that he is preparing an RFP to clean the bolted water storage tanks. Mr. Martinez met with the property owner of the Meiners Rd easement. The noise was coming

from one of the pumps, which had been pulled and is being repaired. They discussed potential aesthetic blocking for the equipment, such as plants or screens. Mr. Martinez reported that the 2015 Dodge Ram will be listed on the GovDeals auction site this month. Two will-serve letters were issued. Staff reviews are in progress and will be reviewed by the Executive Committee.

Public Comment.

9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report. The July – September 2024 SWRCB Drought reports will be submitted later this month. Ms. McCleary met with the Ventura County Surveyor Office to research some of the remaining historical grant deeds and easements. The Bureau of Automotive Repair now requires reporting of annual fleet vehicle smog checks. Ms. Ward worked with the Bureau to create a BAR profile and number for MOWD; vehicle's last digit of VINs determines the years each is due to be submitted, either even or odd. The 2009 Ford Ranger and 2013 Dodge Ram initial reports have been submitted; the 2015 Dodge Ram will be submitted prior to December 31 or sale. The annual Ventura County Environmental Health Division CERS (CA Environmental Reporting System) for hazardous materials submission is in progress, with on-site inspection pending and due by December 31, 2024. There were 162 service orders completed in September; 96 were meter re-reads due to abnormal consumption, 8 leak checks, and 29 AMI meter endpoint verifications. The District received a notice of no election; MOWD has two Director seats and one candidate, and MOWD will not appear on the November 5, 2024, ballot. Director Cooper is re-elected for a full 4-year term; the District will appoint the remaining open seat at the November regular meeting.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: The committee has been conducting staff satisfaction interviews.
- UVRGA: Met, routine meeting.
- Budget/Rate Committee: No report.
- Emergency Management Committee: No report, schedule meeting to review procedures and emergency response plans.
- Allocations, New Meters & Expansion of Services Committee: No report, schedule meeting.
- Grants: Director Cooper & Ms. Ward to meet to review the financial package for the grant submission.
- Treatment Plant Design Ad Hoc Committee: No report.

11. Old Business

- State Water: No report.
- Matilija Dam Removal Update: 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 November 19, 2024, at 6:00 pm. Since there was no further business to conduct then, Board President Mike Etchart adjourned the meeting at 7:48 pm.

Board Secretary

Board President

Regular Meeting
November 19, 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 6:00 pm.

1. Call to Order

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

2. Roll Call

Present: Board President, Mike Etchart, Board Directors: James Kentosh, Joe Pangea, and Christy Cooper. Staff Present: General Manager, Justin Martinez, Summer Ward, Board Secretary. Attorney Present: Stuart Nielson.

Absent: Director Christian Oakland

3. Approval of the Minutes

Approval of October 15, 2024, Regular Board Meeting minutes.

The draft minutes were not posted in the agenda packet; the minutes will be brought to the December 17, 2024, Regular Board meeting.

No Public Comment.

No Motion

4. Public Comments

None

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

5. Closed Session: The Board of Directors held a closed session to discuss litigation, pursuant to the attorney/client privilege, as authorized by Government Code Sections §54957 & 54956.8, 54956.9, and 54957.

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

****The Board ended closed session at 6:23 pm.****

Attorney Nielson reported that the Board discussed the listed closed-session agenda items, and there are no reportable actions to report.

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:	<u>\$ 69,789.46</u>
Total:	\$ 144,285.09

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

No Public Comment.

Cooper/Kentosh

(4) Ayes – M/S/C

(1) Absent- Oakland

7. Board Discussion/Actions

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.

Director Etchart presented the staff report, which provided an overview of performance management and incentive pay policy. The Executive Committee recommends merit bonus pay of \$1,800 and \$3,000 for the General Manager and Assistant General Manager/Board Secretary, respectively. Director Etchart thanked Mr. Martinez and Ms. Ward.

Director Cooper made the motion to approve the lump sum bonus pay to the General Manager and Assistant General Manager based on their performance reviews. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

(4) Ayes- M/S/C

(1) Absent- Oakland

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.

Ms. Ward reviewed that two seats were up for election this November, with only one candidate, Director Cooper. Therefore, by default, Director Cooper was re-elected, and Director Oakland's seat had no candidates. The Board needs to appoint a Director to the open seat. Director Oakland has reconsidered his service on the Board and submitted a request to be appointed for a 2-year term.

Director Pangea asked Attorney Nielson if this was appropriate to proceed or if it needed to go back out to the public; Attorney Nielson confirmed this was appropriate and could proceed.

Director Kentosh made the motion to appoint Director Oakland to the Board of Directors for a 2-year term. Director Cooper seconded the motion.

No Public Comment.

Kentosh/Cooper

(3) Ayes- M/S/C

(1) No- Pangea

(1) Absent- Oakland

c. Approve revision to the existing Military Leave Pay policy.

Mr. Martinez presented the revised language for the District's Military Leave Pay policy. The proposed revisions are based on state and federal laws regarding military leave and the protection of employees' rights, including CA Gov Code 19775.1, Military and Veteran's Code 395.01, and the Uniformed Services Employment and Reemployment Rights Act. Additionally, the staff consulted with two separate labor law attorneys. Mr. Martinez noted that Mr. Maxwell's current and prior active duty leaves will be evaluated and paid accordingly.

Director Pangea asked if this covers USERRA. Mr. Martinez confirmed that yes, as referenced in the policy language.

Director Pangea made the motion to approve the revisions to the Military Leave Pay policy. Director Kentosh seconded the motion.

No Public Comment.

Pangea/Kentosh
(4) Ayes- M/S/C
(1) Absent- Oakland

d. Approve Resolution 20241119: Authorized Representative for SWRCB DWSRF Financial Assistance application.

Ms. Ward presented Resolution 20241119, which, if approved, would authorize Mr. Martinez to execute the documents required for the grant application to replace the water treatment plant.

Director Cooper made the motion to approve and adopt Resolution 20241119: Authorized Representative for SWRCB DWSRF Financial Assistance application. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea
(4) Ayes- M/S/C
(1) Absent - Oakland

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 the ballot.

Director Etchard introduced the topic and asked if anyone had knowledge or recommendations regarding the candidates. Director Kentosh expressed knowledge of the listed candidates and stated he would be comfortable voting for any of the candidates; however, his recommendation is to cast a vote for William Ulrich. There were no further recommendations.

Director Kentosh made the motion to cast the MOWD vote for William Ulrich to the Ventura LAFCo for a 4-year term. Director Cooper seconded the motion.

No Public Comment.

Kentosh/Cooper
(4) Ayes- M/S/C
(1) Absent - Oakland

f. **Discuss the Annual District Holiday Dinner at Ojai Beverage Company on Friday, December 20, 2024 at 6:30 pm.**

Mr. Martinez shared that staff evaluated a variety of local venues for this year's holiday dinner. In the past years, it has been held at Agave Maria's. This year, the dinner will be held at Ojai Beverage Company on Friday, December 20, 2024, at 6:30 pm. Alcoholic beverages will not be included with dinner. Please RSVP with staff so appropriate seating is reserved.

No Public Comment.

No Motion

8. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level is at 96.2%. Union Engineering is just about ready to put the MOWD mainline back into service. The pipe was delivered, and we are looking to install it in the first week of December. The Treatment Plant Project grant application is still being completed. Mr. Martinez stated that he sent out an RFP to clean the bolted water storage tanks; bids have been received and are currently being reviewed. Mr. Martinez met with FH Pumps to do a site walk at Zone 2. The DDW Sanitary Survey Inspection was completed. Mr. Martinez is looking into solar/backup power for the office and Zone 2. Mr. Martinez reported that the 2015 Dodge Ram has been listed on the GovDeals auction site with a closing date of 11/26/2024. Will-serve letters were issued to 145 N. Arnaz (conditional), 220 Besant, and 270 N. Lomita.

Public Comment.

9. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report. The quarterly SWRCB drought reports were submitted for July – September, as well as the annual SWRCB Water Use Report. The CA Environmental Reporting System (CERS) onsite inspection for hazardous materials was conducted on November 6. Staff are incorporating the recommended revisions to the annual submission documents. Additionally, the district must begin the CalARP program due to the large quantities of chlorine gas stored at each facility. More details will be shared once they are received from CalARP. The inspector strongly recommended contracting with a consultant, as the CalARP requirements and annual evaluations are complicated. Ms. Ward reported that staff has begun coordinating with Nigro & Nigro for the FY23-24 audit. Ms. Ward noted total service orders were lower than average, significantly decreasing re-reads during meter reading. The 2024 general election has closed, Director Cooper was re-elected to a 4-year term, and Director Oakland is to be reappointed.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: The committee completed performance reviews and pay recommendations.
- UVRGA: Met, routine meeting.
- Budget/Rate Committee: No report.
- Emergency Management Committee: The backup water supply plan, generator procedure, and emergency response plan were reviewed.
- Allocations, New Meters & Expansion of Services Committee: Conditional Will-Serve letter and new meter request for 145 N. Arnaz.
- Grants: No report.
- Treatment Plant Design Ad Hoc Committee: No report.

11. **Old Business**

- State Water: No report.
- Matilija Dam Removal Update: Director Cooper stated that MOWD received a letter from the County regarding risk mitigation.

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 December 17, 2024, at 6:00 pm. Since there was no further business to conduct, Board President Mike Etchart adjourned the meeting at 7:18 pm.

Board Secretary

Board President

Report of Income as of 11/30/2024

Income	Month of November	Year To Date	Budget Appropriation	Appropriation Balance
Interest	8,660.01	21,799.15	--	21,799.15
Taxes	--	12,174.67	--	12,174.67
Pumping Charges	306.51	2,066.20	--	2,066.20
Fire Protection	1.04	781.63	--	781.63
Meter & Inst. Fees	--	--	--	0.00
Water Sales	114,509.91	566,989.54	1,528,500.00	961,510.46
¹ Casitas Water/Standby	876.09	4,373.52	--	4,373.52
MWAC Charges	57,516.76	285,647.21	764,208.00	478,560.79
MCC Chg.	6,940.96	35,690.94	89,736.00	54,045.06
² Misc. Income	2,167.38	23,310.80	--	23,310.80
Late & Delinquent Chgs.	3,095.41	14,261.78	--	14,261.78
Conservation Penalty	--	--	--	0.00
Capital Improvement	--	--	--	0.00
Drought Surcharge		0.62	--	0.62
Fire Flow/Will Serve Letters	700.00	2,200.00	6,000.00	3,800.00
		--	--	0.00
		--	--	0.00
TOTAL INCOME	194,774.07	969,296.06	2,388,444.00	1,419,147.94

Note:

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

² Hartmann Allocation, Union Engineering Hydrant
Rental Invoice # 3 & AT&T Refund of credit



Meiner's Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 11/16/2024 - 12/15/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
Bank Code: AP Bank-AP Bank						
AQUA-F S12434120	Aqua-Flo Supply Invoice	11/18/2024	12/11/2024 Regular Parts for Zone 2 - HydroTank	0.00 0.00	94.84 94.84	11524
AUTOSU 605646	Automotive Supply - Ojai Invoice	11/01/2024	12/11/2024 Regular Battery	0.00 0.00	162.47 162.47	11525
AVEVA 317518.1	AVEVA Select California Invoice	11/01/2024	11/26/2024 Regular SCADA Tech. Support	0.00 0.00	1,100.00 1,100.00	11509
BADGER 1699095 80179133	Badger Meter Invoice Invoice	11/27/2024 11/28/2024	12/11/2024 Regular EndPoints Beacon Hosting	0.00 0.00 0.00	2,644.61 2,567.15 77.46	11526
CALPERS INV0002753	California Public Employees' Retirement Invoice	11/15/2024	11/30/2024 Bank Draft Health	0.00 0.00	4,867.20 4,867.20	DFT0002240
CALPERS 111424	California Public Employees' Retirement Invoice	11/14/2024	11/21/2024 Bank Draft Active Premium	0.00 0.00	23.36 23.36	DFT0002254
CALPERS INV0002765	California Public Employees' Retirement Invoice	11/27/2024	11/30/2024 Bank Draft Health	0.00 0.00	4,867.16 4,867.16	DFT0002256
GASB 10000001764502	CALPERS Invoice	08/14/2024	11/22/2024 Regular GASB 68	0.00 0.00	700.00 700.00	11506
GASB CAL-STATE 292365 292661	CALPERS Cal-State Invoice Invoice	12/05/2024 12/10/2024	11/22/2024 Regular 12/11/2024 Regular Portable Toilet Portable Toilet	0.00 0.00 0.00 0.00	-700.00 258.09 126.23 131.86	11506 11527
CASH 100924 110124 120624	CASH Invoice Invoice Invoice	11/01/2024 11/01/2024 12/06/2024	12/11/2024 Regular Water For Office Water For Office Water For Office	0.00 0.00 0.00 0.00	15.00 5.00 5.00 5.00	11528
CMWD 261151124 262001124 300651124	Casitas Municipal Water District Invoice Invoice Invoice	11/27/2024 11/27/2024 11/27/2024	12/11/2024 Regular Fairview Standby Hartmann Allocation Tico/La Luna Standby	0.00 0.00 0.00 0.00	3,431.09 1,585.02 261.05 1,585.02	11529
CLEANCO 3049	Cleancoast Janitorial Invoice	11/23/2024	11/26/2024 Regular November Janitorial	0.00 0.00	340.00 340.00	11510
CVTDEP 385574 385575	County of Ventura Transport. Dept. Invoice Invoice	11/29/2024 11/29/2024	12/11/2024 Regular 105 Felix 237 Lomita Ave.	0.00 0.00 0.00	490.00 245.00 245.00	11530
DATAP DP2405501	Dataprose LLC Invoice	11/30/2024	12/11/2024 Regular Bulk Billing & Postage	0.00 0.00	1,977.37 1,977.37	11531
EJHAR 281301124 994261124	E. J. Harrison Rolloffs, Inc. Invoice Invoice	11/06/2024 11/14/2024	11/26/2024 Regular Office Trash 2680 Maricopa	0.00 0.00 0.00	447.73 185.40 262.33	11511
FAMCON S100138750.001 S100141310.002	Famcon Pipe and Supply, Inc Invoice Invoice	11/01/2024 11/15/2024	12/11/2024 Regular Adapters/Covers Pipe and Parts - Hwy 33 Slide	0.00 0.00 0.00	16,222.41 590.95 15,631.46	11532

Check Report

Date Range: 11/16/2024 - 12/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Post Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
FGLENV 418200A	FGL Environmental Invoice	11/13/2024	11/26/2024 Regular Samples	0.00	304.00	11512
418635A	Invoice	11/20/2024	Samples	0.00	113.00	
419025A	Invoice	11/22/2024	Samples	0.00	39.00	
419035A	Invoice	11/22/2024	Samples	0.00	39.00	
FGLENV 418636A	FGL Environmental Invoice	11/25/2024	12/11/2024 Regular Samples	0.00	1,143.00	11533
419024A	Invoice	11/26/2024	Samples	0.00	615.00	
419028A	Invoice	12/05/2024	Samples	0.00	79.00	
419034A	Invoice	11/26/2024	Samples	0.00	223.00	
419525A	Invoice	12/05/2024	Samples	0.00	113.00	
FTB 20222019-6	Franchise Tax Board Invoice	11/21/2024	11/26/2024 Regular Earnings Withholding - Maxwell	0.00	331.45	11513
				0.00	331.45	
FTB 20222019-7	Franchise Tax Board Invoice	12/06/2024	12/11/2024 Regular Earnings Withholding - Maxwell	0.00	331.45	11534
				0.00	331.45	
GARETT GARETT D1T1	Garett Lockwood Garett Lockwood Invoice	11/21/2024	11/26/2024 Regular 11/26/2024 Regular D1/T1 Exams Passed	0.00 0.00 0.00	-1,000.00 1,000.00 1,000.00	11514 11514 11514
GRUBER INV195	Gruber Grading & Ag Invoice	11/23/2024	11/26/2024 Regular Paving - 237 S. Lomita	0.00	3,886.31	11515
INV196	Invoice	11/23/2024	Leak Repair - 115 Felix Dr.	0.00	600.41	
				0.00	3,285.90	
GUARDIAN INV0002754	Guardian Invoice	11/15/2024	11/22/2024 Regular Dental	0.00	610.61	11507
INV0002766	Invoice	11/27/2024	Dental	0.00	305.33	
				0.00	305.28	
HODGE 12513	Hodgepodge Mobile Garage Invoice	11/25/2024	12/11/2024 Regular Diagnostic Test - 2015 Ram	0.00	175.00	11535
				0.00	175.00	
JEFFREY 55187606	Jeffrey Groves Invoice	11/12/2024	11/26/2024 Regular Work Pants	0.00	529.96	11516
T1	Invoice	11/21/2024	T1 Exam Passed	0.00	29.96	
				0.00	500.00	
JEFFREY JEFFREY 55187606-2	Jeffrey Groves Jeffrey Groves Invoice	11/12/2024	11/26/2024 Regular 12/11/2024 Regular Work Pants	0.00 0.00 0.00	-529.96 29.96 29.96	11516 11536 11516
LESLIE 112124	Leslie McCleary Invoice	11/21/2024	11/26/2024 Regular Fuel Reimbursement	0.00	57.62	11517
				0.00	57.62	
LYTWAVE 8630	Lytwave Invoice	11/15/2024	11/26/2024 Regular VoIP/Elevate Communications	0.00	237.11	11518
				0.00	237.11	
MOHARD 097277	Meiners Oaks Hardware Invoice	11/01/2024	12/11/2024 Regular 5 Gallon Lids & Stock	0.00	242.64	11537
097423	Invoice	11/01/2024	Paint, Carpet Cleaner, Tire Cleaner, etc.	0.00	18.50	
097542	Invoice	11/01/2024	Bolts & Screws	0.00	82.51	
097795	Invoice	11/01/2024	Coupling, End Cap	0.00	5.15	
098160	Invoice	11/05/2024	Pipe Insulation	0.00	7.35	
098253	Invoice	11/05/2024	Chain	0.00	2.99	
098473	Invoice	11/07/2024	Wrench, Duct Tape, Bolts & Screws	0.00	16.08	
098966	Invoice	11/12/2024	Clamps	0.00	49.85	
099077	Invoice	11/13/2024	Glass Cleaner, Windshield Wash, ArmorAll,	0.00	20.42	
099189	Invoice	11/14/2024	Parts for Zone 1 Pump Fittings	0.00	35.12	
				0.00	4.67	
MKN&A 001050001091	Michael K. Nunley & Associates, Inc. Invoice	12/04/2024	12/11/2024 Regular Water Treatment Plant Final Design	0.00	2,633.71	11538
				0.00	2,633.71	

Check Report

Date Range: 11/16/2024 - 12/15/2024

Vendor Number Payable #	Vendor Name Payable Type	Post Date	Payment Date Payable Description	Payment Type	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
MITEC QB0648 QB0699	MiTec Solutions LLC Invoice Invoice	11/15/2024 11/15/2024	11/26/2024 SplashTop Monthly Antivirus	Regular	0.00 0.00 0.00	75.00 20.00 55.00	11519
MITEC 1072063 1072084 QB0796 QB0807 QB0816	MiTec Solutions LLC Invoice Invoice Invoice Invoice Invoice	12/03/2024 12/04/2024 12/01/2024 12/01/2024 12/01/2024	12/11/2024 Remote Labor Monthly Maintenance Exchange/Web Hosting/ShareSync Off Site Back Up X360Recover	Regular	0.00 0.00 0.00 0.00 0.00	954.82 60.00 240.00 316.82 98.00 240.00	11539
NCK&K 14212	Nelson Comis Kettle & Kinney, LLP Invoice	12/05/2024	12/11/2024 Attorney Fees	Regular	0.00 0.00	2,242.50 2,242.50	11540
N&N 21250	Nigro & Nigro Invoice	11/26/2024	12/11/2024 Interim Audit Work	Regular	0.00 0.00	10,000.00 10,000.00	11541
OFFDEP 395094033001 395100959001	Office Depot Invoice Invoice	11/06/2024 11/05/2024	11/26/2024 Markers,Trash Bags,Desk Calendars Calendars	Regular	0.00 0.00 0.00	165.62 71.66 93.96	11520
PATHIAN INV0002756 INV0002768	Pathian Administrators Invoice Invoice	11/15/2024 11/27/2024	11/22/2024 HSBS HSBS	Regular	0.00 0.00 0.00	114.47 57.24 57.23	11508
PERS INV0002752	Public Employees' Retirement System Invoice	11/15/2024	11/30/2024 457 Withholdings	Bank Draft	0.00 0.00	850.00 850.00	DFT0002239
PERS INV0002755	Public Employees' Retirement System Invoice	11/15/2024	11/30/2024 PERS	Bank Draft	0.00 0.00	4,525.72 4,525.72	DFT0002241
PERS INV0002764	Public Employees' Retirement System Invoice	11/27/2024	11/30/2024 457 Withholdings	Bank Draft	0.00 0.00	850.00 850.00	DFT0002255
PERS INV0002767	Public Employees' Retirement System Invoice	11/27/2024	11/30/2024 PERS	Bank Draft	0.00 0.00	4,293.60 4,293.60	DFT0002257
PERS 10000001775226	Public Employees' Retirement System Invoice	12/01/2024	12/06/2024 Unfunded Accrued Liability	Bank Draft	0.00 0.00	57.58 57.58	DFT0002265
PERS 10000001775225	Public Employees' Retirement System Invoice	12/01/2024	12/06/2024 Unfunded Accrued Liability	Bank Draft	0.00 0.00	3,393.67 3,393.67	DFT0002266
QUINNRTL WON10023548 WON10023549	Quinn Rental Services Invoice Invoice	11/14/2024 11/14/2024	11/26/2024 Generator Maintenance Generator Maintenance	Regular	0.00 0.00 0.00	1,989.26 1,078.13 911.13	11521
SCE OFFELE1124 TNKFRM1124 WELL1-1124 WELL2-1124 WELL4&7-1124 WELL8-1124 Z-1-1124 Z-2FIRE1124 Z-2PWR1124 Z-3FIRE1124	Southern California Edison Co. Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice Invoice	11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024 11/21/2024	11/26/2024 Office Electricity Tank Farm Well 1 Well 2 Well 4&7 Well 8 Zone 1 Zone 2 Fire Zone 2 Power Zone 3 Fire	Regular	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00	34,744.84 201.60 41.36 116.16 108.88 33,323.07 320.69 121.93 129.21 365.81 16.13	11522
SCGAS 0926	Southern California Gas Co. Invoice	11/30/2024	12/11/2024 Office Heat	Regular	0.00 0.00	31.94 31.94	11542
SPECTRUM 0299421122724	Spectrum Invoice	11/27/2024	12/11/2024 Internet	Regular	0.00 0.00	116.23 116.23	11543

Check Report

Date Range: 11/16/2024 - 12/15/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
UAOFSC	Underground Service Alert of So.Ca.	12/11/2024	Regular	0.00	37.75	11544
1120240448	Invoice	12/01/2024	Digalerts	0.00	37.75	
USBANK	US Bank Corporate Pmt. System	12/11/2024	Regular	0.00	3,619.32	11545
AMAZON110624	Invoice	11/06/2024	Paper Towel Rolls, Receipt Rolls	0.00	99.67	
AMAZON111124	Invoice	11/11/2024	White Board	0.00	32.26	
AMAZON111524	Credit Memo	11/15/2024	Picture Frame Return	0.00	-21.98	
AMAZON111624	Invoice	11/15/2024	File Drawers & Picture Frames	0.00	155.22	
AMAZON111824	Invoice	11/18/2024	Picture Frame Replacement	0.00	15.54	
AMAZON112124	Invoice	11/21/2024	Wall Clock	0.00	32.16	
AMSTERDAM102	Invoice	11/01/2024	Pens	0.00	254.72	
CSDA112024	Invoice	11/20/2024	Sample Policy Book	0.00	225.00	
DLOE102924	Invoice	11/01/2024	Labor/Parts - 2013 Dodge 2500	0.00	1,574.13	
LALOS112024	Invoice	11/20/2024	Work Through Lunch w/Oilfield Electric	0.00	43.60	
LOWES111224	Invoice	11/12/2024	Blinds	0.00	36.45	
LOWES111424	Invoice	11/14/2024	Blinds	0.00	615.52	
OSS111124	Invoice	11/11/2024	Storage Unit	0.00	202.00	
PPE110824	Invoice	11/08/2024	Chain for Chainsaw	0.00	81.87	
TRIPLE110624	Invoice	11/06/2024	Shirts	0.00	273.16	
VERIZON	Verizon Wireless	12/11/2024	Regular	0.00	376.29	11547
9979751273	Invoice	11/26/2024	Cell Phones	0.00	376.29	
WEX	WEX BANK	11/26/2024	Regular	0.00	1,828.03	11523
100941251	Invoice	11/15/2024	Fuel	0.00	1,828.03	

Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	100	41	0.00	95,692.50
Manual Checks	0	0	0.00	0.00
Voided Checks	0	3	0.00	-2,229.96
Bank Drafts	9	9	0.00	23,728.29
EFT's	0	0	0.00	0.00
	109	53	0.00	117,190.83

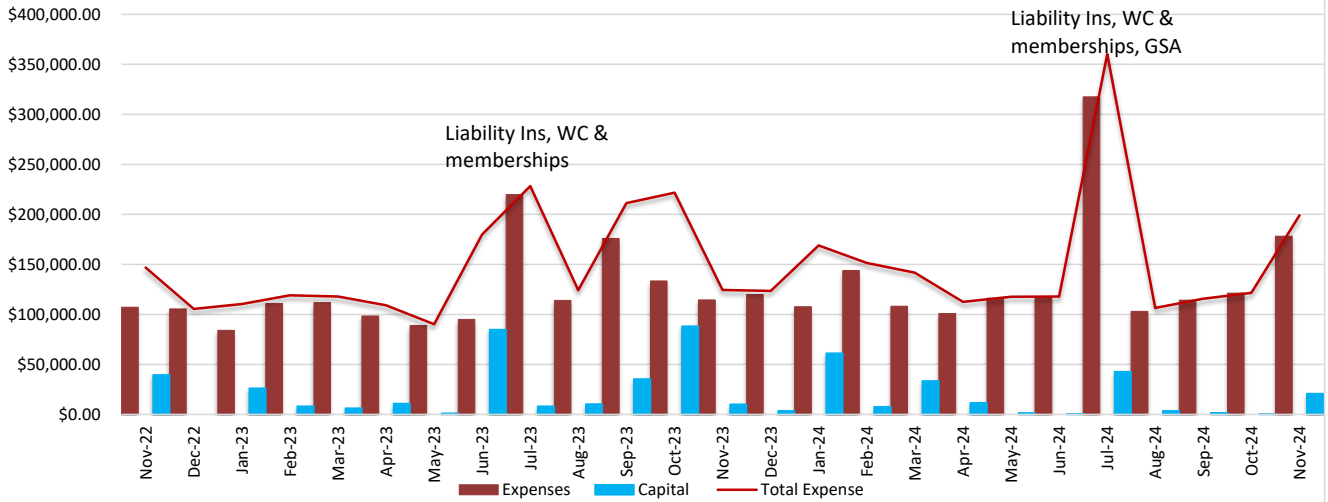
PR 6,248.92

Meiners Oaks Water District

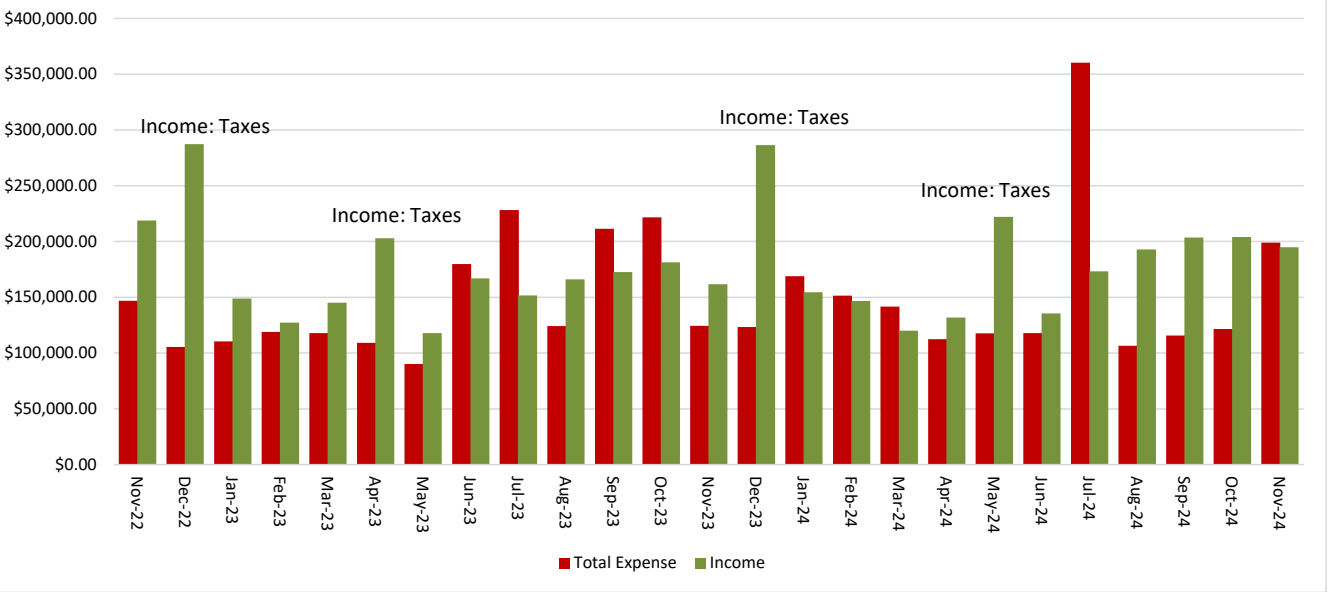
Report of Expenses and Budget Appropriations, Current Bills and Appropriations To Date

Expenditures	Month of November	Year To Date	Budget Approp	Approp Bal 11/30/24	Current December	Approp FY Bal To Date
Salaries	67,632.37	301,582.08	675,000.00	373,417.92	-	373,417.92
Payroll Taxes	5,254.45	23,722.45	54,000.00	30,277.55	-	30,277.55
Retirement Contributions	7,532.60	42,139.97	90,000.00	47,860.03	-	47,860.03
Group Insurance	9,047.82	45,269.06	96,000.00	50,730.94	-	50,730.94
Company Uniforms	303.12	1,025.39	3,500.00	2,474.61	-	2,474.61
Phone Office	353.34	1,767.95	4,000.00	2,232.05	-	2,232.05
Janitorial Service	598.09	3,075.45	6,000.00	2,924.55	258.09	2,666.46
Refuse Disposal	447.73	2,238.65	5,000.00	2,761.35	-	2,761.35
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	-	1,657.30	8,000.00	6,342.70	-	6,342.70
Truck Maintenance	2,015.78	3,268.72	5,000.00	1,731.28	-	1,731.28
Office Equipment Maintenance	1,129.76	2,694.46	5,500.00	2,805.54	-	2,805.54
Security System	98.85	277.69	2,000.00	1,722.31	-	1,722.31
Cell Phones	376.29	1,870.94	4,500.00	2,629.06	-	2,629.06
System Maintenance	3,489.56	19,794.01	60,000.00	40,205.99	-	40,205.99
Safety Equipment	-	1,049.95	6,000.00	4,950.05	-	4,950.05
Laboratory Services	1,111.00	6,062.00	14,500.00	8,438.00	336.00	8,102.00
Membership and Dues	-	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	1,620.18	3,230.65	6,000.00	2,769.35	5.00	2,764.35
Postage and Express	1,977.37	6,138.82	13,000.00	6,861.18	-	6,861.18
B.O.D. Fees	2,250.00	13,000.00	25,000.00	12,000.00	-	12,000.00
Engineering & Technical Services	8,943.75	8,943.75	15,000.00	6,056.25	-	6,056.25
Computer Services	2,117.28	8,211.28	28,000.00	19,788.72	954.82	18,833.90
Other Prof. & Regulatory Fees	45.15	3,084.63	40,000.00	36,915.37	37.75	36,877.62
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	1,937.50	5,437.50	30,000.00	24,562.50	-	24,562.50
GSA Fees	-	72,210.00	75,000.00	2,790.00	-	2,790.00
VR/SBC/City of VTA Law Suit	5,731.60	14,594.64	30,000.00	15,405.36	-	15,405.36
Rental Equipment	-	1,927.29	10,000.00	8,072.71	-	8,072.71
Audit Fees	10,000.00	10,000.00	30,000.00	20,000.00	-	20,000.00
Small Tools	-	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	-	3,535.99	10,000.00	6,464.01	-	6,464.01
Fuel	1,828.03	9,737.17	20,000.00	10,262.83	-	10,262.83
Travel Exp./Seminars	101.22	1,211.21	2,000.00	788.79	-	788.79
Utilities	233.54	1,697.65	4,000.00	2,302.35	-	2,302.35
Power and Pumping	34,543.24	48,649.43	97,000.00	48,350.57	-	48,350.57
Meters	4,118.03	5,835.46	50,000.00	44,164.54	-	44,164.54
CMWD Standby	3,431.09	10,293.27	10,293.27	-	-	-
Online AutoPay Transactions Fees	-	2,280.75	8,000.00	5,719.25	-	5,719.25
Total Expenditures	178,268.74	834,207.40	1,699,793.27	865,585.87	1,591.66	863,994.21
Water Distribution System	-	-	-	-	-	-
<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
Structures and Improvements	-	-	-	-	-	-
<i>Trmnt. Plant 100% Eng. Design & Grant Asst.</i>	1,238.06	1,499.68	30,000.00	28,500.32	2,633.71	25,866.61
<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
Field Equipment	-	-	-	-	-	-
<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	1,200.00	339.08	-	339.08
Appropriations for Contingencies	19,517.77	63,476.75	100,000.00	36,523.25	-	36,523.25
Total CIP Spending	20,755.83	68,930.59	502,200.00	433,269.41	2,633.71	430,635.70
GRAND TOTAL	199,024.57	903,137.99	2,201,993.27	1,298,855.28	4,225.37	1,294,629.91

Monthly Expenditures Past 24 Months



Monthly Income & Total Expenses Past 24 Months





District Summary/Update

- **Wells:** MOWD on Wells 4A & 7 4/17/24
- **Hwy 33 Slide:** MOWD 12" main has been reinstalled by Staff and Union Engineering
- **Treatment Plant Project:** MKN grant assistance (In Progress)
- **Tank Cleaning:** MOWD's Two Bolted Steel Tanks are scheduled to be cleaned 1-6-2025
- **Ziptility:** Creation of a Hydrant Maintenance Page, Pending
- **DDW Inspection:** Sanitary Survey Inspection, Report Pending
- **Well #4A Redevelopment Project:** Waiting on Cascade to review and sign a Construction Agreement prepared by Stuart Nielson
- **Service Truck:** SOLD on GovDeals for \$5,100; Sale covers the cost for new meters at Wells # 1&2
- **Regal Chlorinator:** Pilot Project; Testing a new high-pressure injector, Received a basic overview on rebuilding Regal Gas Chlorinators

- **Rain Fall Totals (Season):**

Casitas Dam	0.38"
Matilija Dam	0.37"
12/10/24 M.O. Fire Station	0.43"
Stewart Canyon	0.41"
Nordhoff Ridge	0.63"

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'	28.4'	27.9'
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	OFF	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	OFF	OFF
WELL #2	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	24.3'	18.8'	19.8	20.7'	21.6'	22.18	24.2'	24.3'	25.2'	27.3'	28.1'	27.8'
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	OFF	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	OFF	OFF
WELL #4A	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	35.6'	28'	26.1	28.5'	29'	30.7'	31.4'	31.9'	33.6'	34.6'	34.9'	34.8'
RUNNING (ft)	57.25'	OFF	OFF	OFF	51.5'	53.4'	57.21'	57.3'	58.7'	57.6'	56.3'	56'
DRAW DOWN (ft)	21.65'	OFF	OFF	OFF	22.5'	23'	25.81	25.4'	25.1'	23.8'	21.4'	21.2'
Gallons Per Minute (GPM)	384	OFF	OFF	OFF	397	385	366	365	351	360	354	352
Specific Capacity (gal/ft DD)	17.7	OFF	OFF	OFF	17.64	16.7	13.01	10.4	14	15.3	16.54	16.6
WELL #7	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	32'	17.5'	14.3	18.5	20.1'	37.7'	38.3'	25.7	29.1'	39.8'	31.3'	30.9'
RUNNING (ft)	33.8'	OFF	OFF	OFF	23.2'	38.6'	40'	28.9'	30.9'	32.4'	34.5'	34.1'
DRAW DOWN (ft)	1.8'	OFF	OFF	OFF	3.1'	1.1'	1.7	3.2'	1.8'	2.4'	3.2'	3.2'
Gallons Per Minute (GPM)	323	OFF	OFF	OFF	340	327	333	331	328	325	319	318
Specific Capacity (gal/ft DD)	179	OFF	OFF	OFF	109.67	297	195.88	103.4	182	135	99.68	99.37
WELL #8	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	61.4	45.8'	36.6'	43.8'	47'	N/A	58.4'	57.4	59.5	61.8	62.4'	64.4'
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
Gallons Per Minute (GPM)	OFF	OFF	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	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	10.6	
Ranchitos	14.4	13.4	12.4	13	14.4	15.4	15.9	16.4	16.3	17.1	17.0	

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	67.76	0.10	5%	2 service leaks S.Rice & S La Luna
NOV	54.55	0	58.97	0.13	0%	
DEC						
YTD 2024	520.56	48.09	532.09	0.15	6.4%	*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	\$ 1,389,328.19
Total Taxes	\$ 0.00
Total Interest from reserve account#	\$ 8,659.71

Fiscal Year Total Revenues

July 1 st – November 30th	2023	\$ 833,621.46
July 1st – November 30th	2024	\$ 968,727.95

Bank Balances

* LAIF Balance	\$ 217,387.16
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$ 0.00
* Money Market (Mechanics Bank)	\$ 7,627.33
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	\$.12
General Fund Balance	\$ 280,911.60
Trust Fund Balance	\$ 6,081.39
* Capital Improvement Fund	\$ 22,100.10
(#) Quarterly Interest from Capital Account	\$ 0.18
Total Interest accrued	\$ 0.30



Board Secretary Report – December 2024

Administrative

- Biennial pumping and well-level interval data were submitted to the UVRGA on December 6, 2024.
- Quarterly PCI control scan for online bill payment and credit card processing passed on November 26, 2024.

Financial (any items not covered in separate Financials Report)

- The Financial Auditing Services Agreement was executed, and staff is currently working on the required documentation for the FY23-24 audit.

Billing/Customer Service

Month	#Total Service Orders	# Account Owner Changes	Total HCF Billed	Monthly Customer Bill Total
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
Nov 24	69	7	27,161	\$170,218.85

- 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	2026	Short Term (Appointed 2024)
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)

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.
- Pending – Enrollment in CalARP for chlorine gas, waiting on documents from the inspector.
- Staff will be developing a policy management structure along with identifying controlled, unclassified information for policies and procedures.

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

Attachments: None.