



BOARD OF DIRECTORS REGULAR MEETING AGENDA

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

JOIN BY COMPUTER: <https://meet.goto.com/190838253>

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

ACCESS CODE: 190-838-253

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))

January 21, 2025, at 6:00 pm.

- 1. Call meeting to order.**
- 2. Roll call**
- 3. Approval of the minutes:** December 17, 2024, Regular Meeting
- 4. Public comment for items not appearing on the agenda**

Right to be heard: Members of the public have a right to address the Board directly on any item of interest to the public that is within the subject matter jurisdiction of the Board, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2.

Please Note: If you have comments on a specific agenda item(s), please fill out a comment card or send a virtual “chat” note to the Board Secretary. The Board President will call on you for your comments at the appropriate time, either before or during the Board’s consideration of that item.

Closed Session Agenda - Adjourn to Closed Session (**Estimated 6:05 pm**): *It is the intention of the Board of Directors to meet in Closed Session to consider the following items:*

5. Closed Session Items

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

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

6. Financial matters

Approval of Payroll and Payables from December 16, 2024, to January 15, 2025, in the amount of:

Payables \$263,644.50

Payroll \$ 57,875.84

Total \$321,520.34

7. Board action and/or discussion

- a) Election of the Board Officers. (Etchart/Oakland) – No Attachment
 - a. Board President
 - b. Board Vice President
 - c. Recommended Action: Elect the President and Vice President of the Board.

- b) Review and nominate Board Committee Memberships and representatives. (President/VP) – Attachment
 - a. Recommended Action: Establish the 2024 Board Committee membership.

- c) Approve the emergency purchase of a Cat XQ230 Generator for \$174,268.14. (Martinez/Etchart) – Attachments
 - a. Recommended Action: Approve the emergency purchase of the Cat XQ230 generator for \$174,268.14, purchased 1/15/2025.

- d) Approve reallocating \$8,500 from the Valve Replacement budget to the Safety budget for purchasing Chlorine Safety Equipment. (Martinez) – Attachment
 - a. Recommended Action: Approve reallocating \$8,500 from the Valve Replacement budget to the Safety budget to purchase chlorine safety equipment.

- e) Discuss the District's late penalty rate and timing, consider adopting Resolution 20250121: Water Services Policy, reduce the late penalty from 25% to 10% of unpaid balances, and move the penalty date from the 26th to the 2nd to the last business day of each month. (Ward) – Attachment
 - a. Recommended Action: Approve late fee penalty rate reduction from 25% to 10% and change penalty date from the 26th to the 2nd to the last business day of each month, adopt Resolution 20250121: Water Service Policy, effective April 1, 2025.

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 February 18, 2025, at 6:00 pm.

Regular Meeting
December 17, 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. Oath of Office

Mr. Martinez performed the Oath of Office with Directors Cooper and Oakland, each of whom recited the Oath of Office on video; signed Oaths will be maintained at the District Office.

3. Roll Call

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

Absent: Director James Kentosh

4. Approval of the Minutes

Approval of the October 15, 2024, and November 19, 2024 Regular Board Meeting minutes.

Director Cooper made the motion to approve the October 15 and November 19, 2024 meeting minutes. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

(4) Ayes – M/S/C

(1) Absent - Kentosh

5. Public Comments

J. Kentosh joined by phone to listen to the discussion.

****The Board went into closed session at 6:17 pm.****

6. **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 6:32 pm.****

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

7. **Financial Matters**

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

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

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

No Public Comment.

Oakland/Cooper

(4) Ayes – M/S/C

(1) Absent- Kentosh

8. **Board Discussion/Actions**

No items.

9. **General Manager's Report**

Mr. Martinez reported that the Casitas Lake level is at 96%. The MOWD mainline on Hwy 33 has been installed and put back into service; staff will be working to bring the Treatment Plant back online in the coming weeks. The Treatment Plant grant application was

submitted to the state today. MOWD's two bolted tanks are scheduled to be cleaned on January 6, 2025. Director Oakland recommends assessing the contract performance of the tank cleaners and other contracted work. Mr. Martinez stated that the updated Ziptility Hydrant Maintenance page and the SWRCB Sanitary Survey Inspection are still pending. The Well 4a Rehabilitation project is on hold while the contract with Cascade is revised based on recommendations from Attorney Nielson. The Dodge Ram sold via auction on GovDeals for \$5,100. The funds from the sale will cover the cost of replacing the meters at Wells 1 & 2, which were due for replacement based on the most recent calibration testing results. As a pilot project, MOWD is testing a new high-pressure injector for Regal Chlorinators. Mr. Martinez reviewed rainfall totals for the season, which measured less than 1" at each local station. The wells are in good shape and keeping up with water demands. Director Cooper requested clarification on the water loss table and requested that the reserves and county balances be displayed over time rather than a current snapshot.

No Public Comment.

10. **Board Secretary's Report**

Ms. Ward presented the monthly Board Secretary report. The biennial pumping and well-level interval data were submitted to the UVRGA on December 6. MOWD's quarterly PCI compliance control scan for online bill payment and credit card processing passed on November 26. Service orders for the month of November were fewer than normal with only 69 total. Total billed units of water, 27,161, was higher than in November of 2023, which was 22,876. Staff continues working on several projects, including the newly added research of the CalARP requirements, the development of a policy management structure, and identifying controlled, unclassified information for policies and procedures.

No Public Comment.

11. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Mr. Martinez tried to join the meeting remotely, as Director Kentosh was unable to attend, but had technical difficulties.
- Budget/Rate Committee: Met, reviewed the Financial Management policy for the grant application.
- Emergency Management Committee: No report.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Grants: No report.
- Treatment Plant Design Ad Hoc Committee: No report.

12. Old Business

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

13. Director Announcements/Reports

- Director Kentosh: No report
- Director Oakland: Asked if there were any committee meetings scheduled between now and the next regular board meeting. Mr. Martinez replied, no, work is still being done on the Chlorine Safety guide.
- Director Pangea: No report
- Director Cooper: No report
- Director Etchart: No report

14. Meeting Adjournment

The next meeting will be held on January 21, 2025, at 6:00 pm. Since there was no further business to conduct, Board President Mike Etchart adjourned the meeting at 7:15 pm.

Board Secretary

Board President

Report of Income as of 12/31/2024

Income	Month of December	Year To Date	Budget Appropriation	Appropriation Balance
Interest	0.32	21,799.47	--	21,799.47
Taxes	123,299.44	135,474.11	--	135,474.11
Pumping Charges	374.18	2,440.38	--	2,440.38
Fire Protection	157.12	938.75	--	938.75
Meter & Inst. Fees	--	--	--	0.00
Water Sales	107,407.99	674,397.53	1,528,500.00	854,102.47
¹ Casitas Water/Standby	898.74	5,272.26	--	5,272.26
MWAC Charges	58,186.92	343,834.13	764,208.00	420,373.87
MCC Chg.	7,225.02	42,915.96	89,736.00	46,820.04
² Misc. Income	2,058.01	25,368.81	--	25,368.81
Late & Delinquent Chgs.	3,570.96	17,832.74	--	17,832.74
Conservation Penalty	--	--	--	0.00
Capital Improvement	--	--	--	0.00
Drought Surcharge	--	0.62	--	0.62
Fire Flow/Will Serve Letters	300.00	2,500.00	6,000.00	3,500.00
		--	--	0.00
		--	--	0.00
TOTAL INCOME	303,478.70	1,272,774.76	2,388,444.00	1,115,669.24

Note:

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

² Hartmann Allocation, Union Engineering Hydrant
Rental Invoice # 4, & US Bank NASPO Contract
Payment

Meiners Oaks Water District

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

Expenditures	Month of December	Year To Date	Budget Approp	Approp Bal 12/31/24	Current January	Approp FY Bal To Date
Salaries	59,087.99	360,670.07	675,000.00	314,329.93	-	314,329.93
Payroll Taxes	4,573.81	28,296.26	54,000.00	25,703.74	-	25,703.74
Retirement Contributions	8,355.70	50,495.67	90,000.00	39,504.33	-	39,504.33
Group Insurance	9,835.88	55,104.94	96,000.00	40,895.06	-	40,895.06
Company Uniforms	672.98	1,698.37	3,500.00	1,801.63	-	1,801.63
Phone Office	237.11	2,005.06	4,000.00	1,994.94	-	1,994.94
Janitorial Service	683.09	3,758.54	6,000.00	2,241.46	258.09	1,983.37
Refuse Disposal	447.73	2,686.38	5,000.00	2,313.62	-	2,313.62
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	285.00	3,553.72	5,000.00	1,446.28	-	1,446.28
Office Equipment Maintenance	208.82	2,903.28	5,500.00	2,596.72	-	2,596.72
Security System	-	277.69	2,000.00	1,722.31	-	1,722.31
Cell Phones	371.29	2,242.23	4,500.00	2,257.77	-	2,257.77
System Maintenance	7,190.05	26,984.06	60,000.00	33,015.94	-	33,015.94
Safety Equipment	21.55	1,071.50	6,000.00	4,928.50	-	4,928.50
Laboratory Services	1,182.00	7,244.00	14,500.00	7,256.00	302.00	6,954.00
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	1,269.44	4,500.09	6,000.00	1,499.91	-	1,499.91
Postage and Express	-	6,138.82	13,000.00	6,861.18	-	6,861.18
B.O.D. Fees	2,000.00	15,000.00	25,000.00	10,000.00	-	10,000.00
Engineering & Technical Services	-	8,943.75	15,000.00	6,056.25	-	6,056.25
Computer Services	1,326.27	9,537.55	28,000.00	18,462.45	1,195.68	17,266.77
Other Prof. & Regulatory Fees	13,244.45	16,329.08	40,000.00	23,670.92	93.25	23,577.67
Public and Legal Notices	-	-	2,000.00	2,000.00	-	2,000.00
Attorney Fees	2,242.50	7,680.00	30,000.00	22,320.00	140.00	22,180.00
GSA Fees	-	72,210.00	75,000.00	2,790.00	-	2,790.00
VR/SBC/City of VTA Law Suit	662.61	15,257.25	30,000.00	14,742.75	-	14,742.75
Rental Equipment	-	1,927.29	10,000.00	8,072.71	-	8,072.71
Audit Fees	-	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	279.98	3,815.97	10,000.00	6,184.03	-	6,184.03
Fuel	3,086.94	12,824.11	20,000.00	7,175.89	-	7,175.89
Travel Exp./Seminars	600.95	1,812.16	2,000.00	187.84	-	187.84
Utilities	314.81	2,012.46	4,000.00	1,987.54	-	1,987.54
Power and Pumping	8,194.73	56,844.16	97,000.00	40,155.84	-	40,155.84
Meters	8,242.62	14,078.08	50,000.00	35,921.92	884.80	35,037.12
CMWD Standby	3,431.09	13,724.36	13,724.36	-	-	-
Online AutoPay Transactions Fees	-	2,280.75	8,000.00	5,719.25	-	5,719.25
Total Expenditures	138,049.39	972,256.79	1,703,224.36	730,967.57	2,873.82	728,093.75

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>	2,633.71	4,133.39	30,000.00	25,866.61	-	25,866.61
<i>Emergency Generator</i>	-	-	140,000.00	140,000.00	174,268.14	(34,268.14)
	-	-	-	-	-	-
	-	-	-	-	-	-
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	10,355.49	73,832.24	100,000.00	26,167.76	-	26,167.76
Total CIP Spending	12,989.20	81,919.79	502,200.00	420,280.21	174,268.14	246,012.07
GRAND TOTAL	151,038.59	1,054,176.58	2,205,424.36	1,151,247.78	177,141.96	974,105.82



Meiners Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 12/16/2024 - 01/15/2025

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						
ADAMSO	Adamson's Automotive Repair & Tow	12/27/2024	Regular	0.00	110.00	11550
005103	Invoice	12/18/2024	District Truck (Ford) Tow	0.00	110.00	
BADGER	Badger Meter	12/27/2024	Regular	0.00	8,242.62	11551
1701892	Invoice	12/12/2024	4" Meters	0.00	5,563.40	
1704101	Invoice	12/23/2024	5/8" x 3/4" Meters	0.00	2,372.05	
1704415	Invoice	12/26/2024	EndPoints	0.00	307.17	
BADGER	Badger Meter	01/13/2025	Regular	0.00	90.37	11566
80182090	Invoice	12/28/2024	Beacon Hosting	0.00	90.37	
CALPERS	California Public Employees' Retirement	12/31/2024	Bank Draft	0.00	5,311.76	DFT0002268
INV0002777	Invoice	12/13/2024	Health	0.00	5,311.76	
CALPERS	California Public Employees' Retirement	12/20/2024	Bank Draft	0.00	25.52	DFT0002277
121624	Invoice	12/16/2024	Active Premium	0.00	25.52	
CALPERS	California Public Employees' Retirement	12/31/2024	Bank Draft	0.00	5,311.76	DFT0002279
INV0002789	Invoice	12/31/2024	Health	0.00	5,311.76	
CAL-STATE	Cal-State	01/13/2025	Regular	0.00	258.09	11567
294211	Invoice	01/02/2025	Portable Restroom	0.00	126.23	
294519	Invoice	01/07/2025	Portable Restroom	0.00	131.86	
CMWD	Casitas Municipal Water District	01/13/2025	Regular	0.00	3,431.09	11568
261151224	Invoice	12/31/2024	Fairview Standby	0.00	1,585.02	
262001224	Invoice	12/31/2024	Hartmann Allocation	0.00	261.05	
300651224	Invoice	12/31/2024	Tico/La Luna Standby	0.00	1,585.02	
CLEANCO	Cleancoast Janitorial	12/27/2024	Regular	0.00	425.00	11552
3050	Invoice	12/31/2024	December Janitorial	0.00	425.00	
CVTDEP	County of Ventura Transport. Dept.	01/13/2025	Regular	0.00	1,840.00	11569
386188	Invoice	12/11/2024	Administrative Excavation Rider Permit	0.00	1,840.00	
EJHAR	E. J. Harrison Rolloffs, Inc.	12/27/2024	Regular	0.00	447.73	11553
281301224	Invoice	12/12/2024	Office Trash	0.00	185.40	
994261224	Invoice	12/12/2024	2680 Maricopa	0.00	262.33	
FAMCON	Famcon Pipe and Supply, Inc	01/13/2025	Regular	0.00	5,782.93	11570
S100141811.001	Invoice	12/04/2024	Pipe	0.00	508.37	
S100142663.001	Invoice	12/05/2024	Pipe for Hwy 33 Slide	0.00	1,160.45	
S100143404.001	Invoice	12/04/2024	Parts for Hwy 33 Slide	0.00	2,359.50	
S100143506.001	Invoice	12/05/2024	Parts for Meiners Rd Hydro Tank	0.00	536.25	
S100143749.001	Invoice	12/09/2024	Parts for Maricopa Hwy.	0.00	734.66	
S100143812.001	Invoice	12/09/2024	12" Fittings	0.00	660.66	
S100144138.001	Credit Memo	12/13/2024	Return Mega Lug & Fitting	0.00	-479.41	
S100144671.001	Invoice	12/20/2024	Couplings for Barnard Properties	0.00	302.45	
FGLENV	FGL Environmental	12/27/2024	Regular	0.00	846.00	11554
419027A	Invoice	12/10/2024	Samples	0.00	429.00	
419802A	Invoice	12/10/2024	Samples	0.00	113.00	
420241A	Invoice	12/23/2024	Samples	0.00	113.00	
420250A	Invoice	12/19/2024	Samples	0.00	79.00	
420251A	Invoice	12/16/2024	Samples	0.00	39.00	
420679A	Invoice	12/26/2024	Samples	0.00	73.00	

Check Report

Date Range: 12/16/2024 - 01/15/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
QB1052	Invoice	01/01/2025	X360Recover	0.00	240.00	
PATHIAN	Pathian Administrators	12/27/2024	Regular	0.00	114.47	11549
INV0002730	Invoice	12/13/2024	HSBS	0.00	57.24	
INV0002792	Invoice	12/31/2024	HSBS	0.00	57.23	
POLLARD	Pollard Water	01/13/2025	Regular	0.00	884.80	11577
0278605	Invoice	01/06/2025	Hydrant Rental Meter	0.00	884.80	
PERS	Public Employees' Retirement System	12/31/2024	Bank Draft	0.00	850.00	DFT0002267
INV0002776	Invoice	12/13/2024	457 Withholdings	0.00	850.00	
PERS	Public Employees' Retirement System	12/31/2024	Bank Draft	0.00	4,293.60	DFT0002269
INV0002779	Invoice	12/13/2024	PERS	0.00	4,293.60	
PERS	Public Employees' Retirement System	12/31/2024	Bank Draft	0.00	850.00	DFT0002278
INV0002788	Invoice	12/31/2024	457 Withholdings	0.00	850.00	
PERS	Public Employees' Retirement System	12/31/2024	Bank Draft	0.00	4,757.81	DFT0002280
INV0002791	Invoice	12/31/2024	PERS	0.00	4,757.81	
PERS	Public Employees' Retirement System	01/09/2025	Bank Draft	0.00	57.58	DFT0002288
10000001778297	Invoice	01/01/2025	Unfunded Accrued Liability	0.00	57.58	
PERS	Public Employees' Retirement System	01/09/2025	Bank Draft	0.00	3,393.67	DFT0002289
10000001778296	Invoice	01/01/2025	Unfunded Accrued Liability	0.00	3,393.67	
QUINNRTL	Quinn Rental Services	01/14/2025	Regular	0.00	174,268.14	11583
AWA15001	Invoice	01/14/2025	Emergency Generator	0.00	174,268.14	
SECORP	Secorp Industries	01/13/2025	Regular	0.00	21.55	11578
I0091447	Invoice	12/31/2024	Cylinder Refill	0.00	21.55	
SCE	Southern California Edison Co.	12/27/2024	Regular	0.00	8,369.56	11563
OFFELE1224	Invoice	12/23/2024	Office Electricity	0.00	174.83	
TNKFRM1224	Invoice	12/23/2024	Tank Farm	0.00	35.92	
WELL1-1224	Invoice	12/23/2024	Well 1	0.00	360.70	
WELL2-1224	Invoice	12/23/2024	Well 2	0.00	371.02	
WELL4&71224	Invoice	12/23/2024	Well 4&7	0.00	6,554.99	
WELL8-1224	Invoice	12/23/2024	Well 8	0.00	183.44	
Z-1-1224	Invoice	12/23/2024	Zone 1	0.00	122.31	
Z-2FIRE1224	Invoice	12/23/2024	Zone 2 Fire	0.00	119.58	
Z-2PWR1224	Invoice	12/23/2024	Zone 2 Power	0.00	429.35	
Z-3FIRE1224	Invoice	12/23/2024	Zone 3 Fire	0.00	17.42	
SCGAS	Southern California Gas Co.	01/13/2025	Regular	0.00	139.98	11579
0979	Invoice	12/31/2024	Office Heat	0.00	139.98	
SWRCB	State Water Resources Board	12/27/2024	Regular	0.00	13,206.70	11564
LW-1051459	Invoice	12/20/2024	Water System Annual Fees	0.00	13,206.70	
UAOFSC	Underground Service Alert of So.Ca.	01/13/2025	Regular	0.00	93.25	11580
1220240456	Invoice	01/01/2025	Digalerts	0.00	93.25	

Check Report

Date Range: 12/16/2024 - 01/15/2025

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
USBANK	US Bank Corporate Pmt. System	01/13/2025	Regular	0.00	3,894.01	11581
AMAZON121324	Invoice	12/13/2024	Conference Room WebCam	0.00	321.70	
AMAZON121424	Invoice	12/13/2024	Calendar	0.00	24.30	
AMAZON121824	Invoice	12/18/2024	Cell Phone Signal Booster	0.00	530.88	
D-LOE120124	Invoice	12/01/2024	2015 RAM-2500 Labor	0.00	175.00	
DROPBOX121324	Invoice	12/13/2024	DropBox	0.00	900.00	
HOMEDEPOT120	Invoice	12/01/2024	Shelving	0.00	500.37	
JNDESIGNS12182	Invoice	12/18/2024	Embroidery	0.00	672.98	
OBC122324	Invoice	12/23/2024	Holiday Dinner	0.00	524.27	
OSS121024	Invoice	12/10/2024	Storage Unit	0.00	202.00	
PAPA120924	Invoice	12/09/2024	Mediation	0.00	42.51	
VERIZON	Verizon Wireless	01/13/2025	Regular	0.00	371.29	11582
6102172178	Invoice	12/26/2024	Cell Phones	0.00	371.29	
WEX	WEX BANK	12/27/2024	Regular	0.00	3,086.94	11565
101565552	Invoice	12/15/2024	Fuel	0.00	3,086.94	

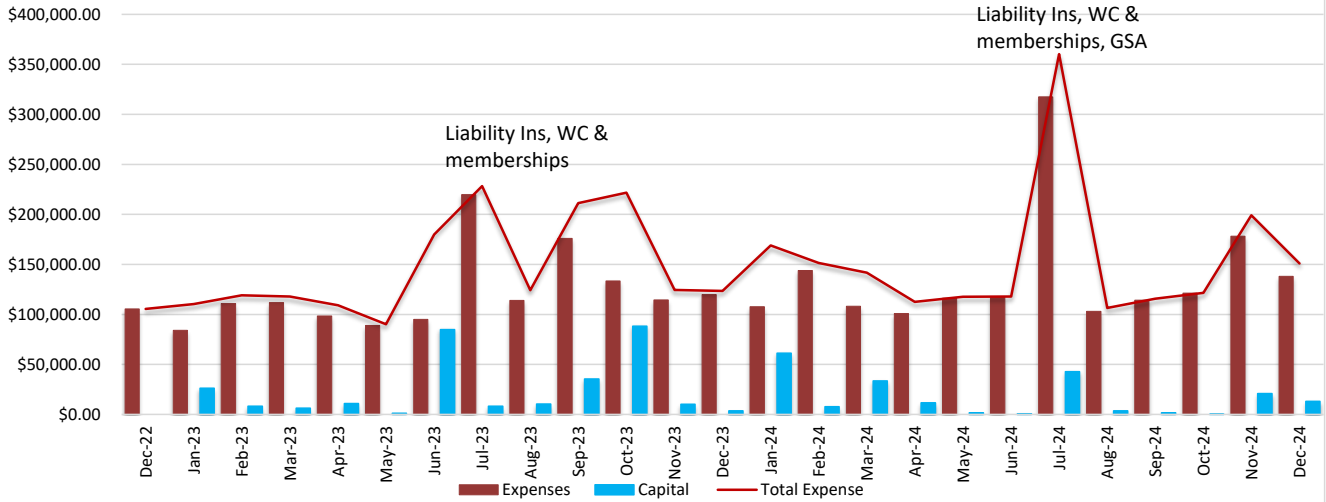
Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	96	35	0.00	238,792.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	9	9	0.00	24,851.70
EFT's	0	0	0.00	0.00
	105	44	0.00	263,644.50

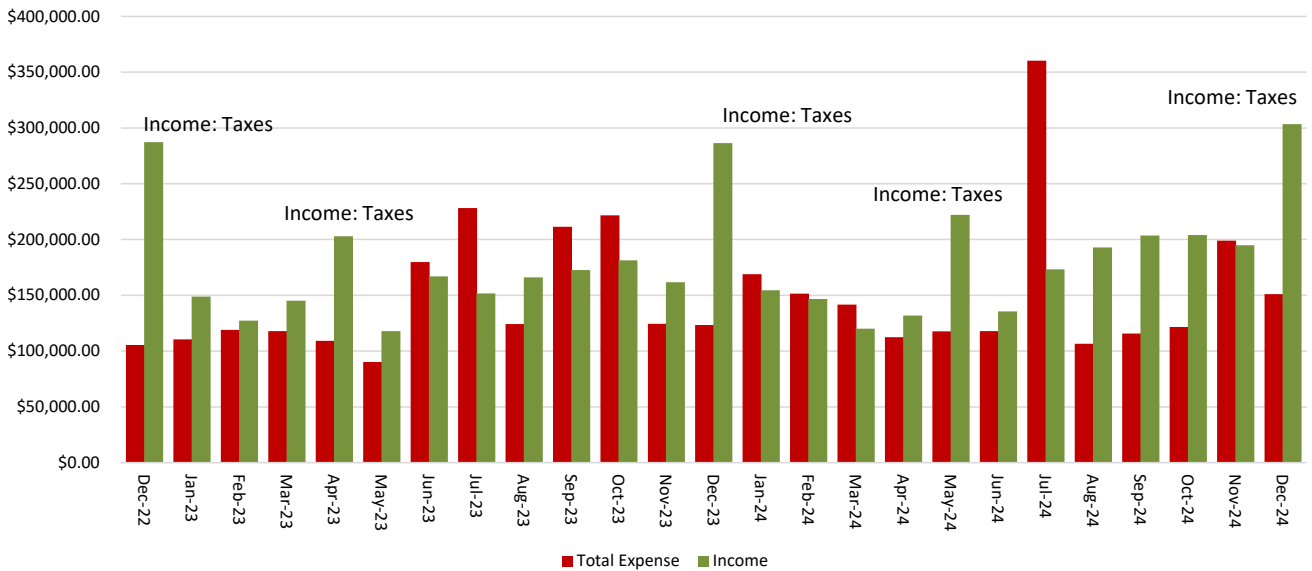
PR

57,875.84

Monthly Expenditures Past 24 Months



Monthly Income & Total Expenses Past 24 Months



Board Committee Membership 2024 2025

Executive Committee Mike Etchart Chris Oakland	The executive committee consists of the President and Vice-President of the Board; they will meet and make recommendations to the Board on legal matters, personnel matters with regard to the benefits, and major policy issues.
Budget & Rates Christy Cooper Chris Oakland	The budget committee will work with the General Manager to prepare and recommend the District's annual budget and proposed water rates. It will also oversee and ensure Prop 218 compliance.
Allocations, New Meters & Expansion of Services Jim Kentosh Joe Pangea	The Allocations, New Meters and Expansion of Services committee will work with the G.M. to develop and recommend policies to the Board to help the District and its customers manage issuance of new meters and services, in relation to current and future conditions, including water shortage emergency declarations. Additionally, the committee is responsible for the District's allocation program and waiver requests.
Emergency Preparedness & Safety Chris Oakland Joe Pangea	The Emergency Preparedness and Safety committee will work with the G.M. to develop and recommend policies and actions to the Board to help the District and its customers mitigate current and future safety risks.
Grants Mike Etchart Christy Cooper	The Grants committee will work with staff to identify grant funding opportunities, support the grant application process and grant activity monitoring and reporting.
Ad Hoc Treatment Plant Funding & Design Jim Kentosh Christy Cooper	The Ad Hoc Treatment Plant committee will work with staff and consultants to support the design completion process and help identify funding opportunities.

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Board Representatives:

UVRGA Jim Kentosh Alt: Justin Martinez	The GSA committee is responsible for MOWD's oversight of the policies, operations, budgets and fees, work products and implementation actions of the Upper Ventura River Groundwater Agency. The committee reviews work products, agreements and contracts; makes recommendations; attends meetings and workshops; and may participate in subcommittees of the UVRGA. One committee member will represent MOWD on the Board of Directors of UVRGA, and the other member will serve as alternate director.
Ventura River Watershed Council Christy Cooper Alt: Justin Martinez	The Ventura River Watershed Council is a stakeholder group for watershed planning in the Ventura River Watershed. It is an open group with active participation by government agencies, water and sanitation districts, environmental and educational non-profits, agricultural organizations, community volunteer groups, as well as engineers, biologists, businesses and private citizens.
Matilija Dam Removal Justin Martinez	The G.M. will participate in the Ventura County Matilija Dam Removal project and report to the Board any updates that would pertain to MOWD.
Mediation Principals Jim Kentosh Christy Cooper Alt: Mike Etchart Justin Martinez Summer Ward	The principals represent the District in the Ventura River Watershed Adjudication mediation. Representatives will participate in the confidential legal mediation sessions working toward a settlement.

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Back-up Generator Purchase for Emergency Preparedness

Summary:

In light of recent emergency events in southern California and escalating power outages by SCE, Meiners Oaks Water District recognizes the need to fortify its operations against potential disruptions. Currently, the District possesses one large generator (Caterpillar XQ230) capable of powering most facilities individually and a smaller generator (Multiquip) for the District office.

In the event of an emergency, management must choose between utilizing the larger generator to operate wells or deploying it to a booster site for fire protection, as both cannot be powered simultaneously. The surge in demand has exhausted generator supplies at rental and sale yards, but the local Caterpillar dealer has sourced a suitable solution, and only one is in stock. Further, vendors stated that due to the significant demand for generators in the areas directly affected by recent disasters, it is unlikely that generators will be in stock and available for at least 1-2 years.

After deliberations, Management and the Executive Committee have proactively acquired a Caterpillar XQ230 portable generator for \$174,268.14. This purchase significantly bolsters the District's resilience during natural disasters or fire emergencies.

Recommendations:

Management and the Executive Committee recommend that the MOWD Board of Directors retroactively vote to approve the purchase of the Caterpillar XQ230 Portable Generator.

Available Funds:

- Emergency Generator for Office: \$60,000
- Installation for Office Emergency Generator: \$80,000
- Reserve Account: \$34,268.14 (unbudgeted)

Total Purchase Amount: \$174,268.14



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To: Meiners Oaks Water District
202 West El Roblar Drive
Ojai, CA 93023
Attention: Justin Martinez
805-646-2114
Terms: Subject To Credit Approval

Special pricing under Sourcewell formally (NJPA) program

Sourcewell formally (NJPA) Member I.D. number
Caterpillar Contact Number 092222-CAT
Caterpillar trailer mounted generator set model XQ230

Model XQ230

Rated 200 kW Stand-by 182 Kw Prime with fan, 60 Hz, Switchable Voltage at 1800 RPM.
(480/277V) & (208/120V)

Generator includes standard equipment and accessories listed in the attached bill of material.

Emissions: EPA Tier 4 Final And CARB Emissions Certified

Pricing Caterpillar List: \$196,187.25 Plus Tax & Tires Fees
..... Non Caterpillar Items: \$10,113.63 Plus Tax
..... Total: \$206,300.88 Plus Tax & Tires Fees

Sourcewell (N.J.P.A.) Pricing: \$165,101.56 Plus Tax & Tire Fees

Special Pricing on stock generator set at Quinn Power Systems..... \$162,481.25
Sales Tax (7.25%) Please confirm rate of sales tax \$11,779.89
Tire Fees \$7.00
Total \$174,268.14

NOTE: Stock generator set at Quinn Power Systems (First Come/ First Serve)
Estimated delivery 3 to 5 working days



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Bill of Material

Engine

Caterpillar C7.1 ACERT heavy – duty diesel engine meets tier 4 emission standards

Generator and Attachments

Permanent magnet generator

UL 1446 recognized Class H insulation

12 – lead , 4 – pole, brushless generator (Sealed – for – life bearing)

Engine Control System

Electronic governor

Control Panel and Instrumentation

Auto-start control panel

Emergency stop on panel

Panel mounted voltage adjust potentiometer

Panel mounted audible alarm with mute

Contacts for common fault alarm signal

Contacts for generator set run signal

Asset Monitoring and Management

Cat Connect hardware provides remote equipment monitoring via cellular network

Provides operational status, alarms, and engine and generator set parameters

Flexible and customer – configurable user website

GPS provides asset location and geo - fencing

After treatment / Clean Emissions Equipment

Package – mounted after treatment module consists

Diesel Oxidation catalyst (DOC), Diesel

Particulate Filter (DPF), and Selective catalytic

Reduction (SCR)

Passive regeneration is transparent to operator

No requirement for ash servicing

Service free for life of the engine

DEF tank provides + 24 hours run time

Electrically heated DEF lines



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Standard Controls and Power Distribution

Three – position switch for easy selection of desired
Output voltage (480/277V 3 – phase, 208/120V 3 – phase, or 240/120V 1 – phase)
Controls, sockets, and power distribution all accessible via rear door access door
Hinged door over main buss bars with safety switch to trip door

Exhaust System

Internal exhaust system

Fuel / Emissions Strategy

Meets U.S. EPA Tier 4 Final emission standards and CARB certified for non – road mobile
Applications at all 60 Hz ratings
Requires Ultra Low Sulfur Diesel (ULSD) fuel

Fuel System

Provides 24 – hour runtime @ 75% prime
Meets UL 142, ULC 601, and UN31A

Ready Design Features

110% Spill containment of all engine fluids
Battery charger
Generator Anti – condensation heater
Engine Block Heater
Provides 43°C ambient capacity @ full load

Sound – Attenuated Enclosure

Provides excellent weather protection and allows for a quiet package operation
With less than 72 DBA sound level at full load, while offering excellent service access
Panels. (72 DBA at 23 feet)
Galvanized Sheet Steel Body Panels for improved corrosion resistance
Coolant and oil drains piped to exterior of enclosure along with auxiliary fuel connections are
all conveniently located on one side of the enclosure for easy access

Starting System

Lead acid starting batteries - 24 volt



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Cooling System

- Radiator
- Initial fill of coolant
- Low coolant temperature alarm
- Low coolant shutdown circuit

Lube System

- Initial fill of lube oil

Trailer

Trailer with Electric brake (Pintle hitch 3")

Electrical Connections

- 3 phase Nema Lock receptacle
- Optional Connection group

Documentation

- EPA & CARB Non – Road Emission Certified
- Factory test reports
- Operation and maintenance manual
- Standard warranty
- Shop Prep
- Start up inspection service & training (One trip) (Load bank test not included)
- Delivery to jobsite
- DMV registration for trailer (Not included in sale quotation)
- First CVA service (Included in sale quotation)
- Fuel & DEF (Not included in sale quotation)



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CLARIFICATION

- The equipment offered in this proposal is in accordance with your verbal request. No written details, plans, specifications, or drawings have been provided.
- No special equipment provided such as: emissions control devices.
- Permitting costs by others.
- Special consideration should be taken concerning prime, portable application. Please confirm with local air district for further guidance.

VERY IMPORTANT NOTE: As a supplier of equipment, Quinn Power Systems (QPS) disclaims responsibility for any and all permits or licenses necessary to design, install and operate the equipment due to zoning, air quality, building or construction codes or use permits pertaining to buyers or buyers' client's, particular application of such equipment or any similar type of permit.

Special attention should be given to the requirements of the local Air Quality Management District (AQMD) rules, regulations and permit process. As an equipment supplier, QPS is proposing equipment to specifications as indicated herein. If additional equipment or engine modifications are required beyond the specifications as required by AQMD and Best Available Control Technology (BACT) guidelines, those items are not included. For example, South Coast AQMD Rule 1470 requires controls and limits on particulate matter, especially when the engine installation is within 100-meters from a school. Unless specifically indicated in this proposal, compliance to this rule is the responsibility of others.

Ultra low sulfur fuel is required for particulate filters plus will be the required fuel starting in 2006.

When indicated in the bill of materials, the proposed equipment may be SCAQMD pre-approved as certified equipment. This certification does not eliminate the permit process or responsibility of others to obtain a permit. Procurement of certified equipment assures permitability, reduces the permit processing fees and reduces the time necessary to obtain the permit.

Only those items listed are included. Not included is any exhaust or fuel piping, main fuel tank, fuel, duct work, special tools, insulation, wiring, cable, bus duct, concrete, anchor bolts, rigging or any material or labor incidental to the installation itself.

If delivery is delayed by customer (Buyer) beyond original shipment date, purchase price is due 30 days after original shipment date and a hold charge of 1% per month (12% per annum) of the purchase price is due each month until delivery. Service charge of 1.5% per month (18% per annum) is applicable on any delinquent balance.

When included, delivery, startup assistance, field testing, training or any other services required on site will be provided during the normal weekday working hours of 7:00 am to 4:30 pm. Delivery or services occurring at any other time, weekends or holidays is subject to additional charges.

Terms and conditions of Caterpillar warranty apply. The Manufacturers' warranties are exclusive and in lieu of all other warranties either oral or written, express or implied, including but not limited to any warranty of merchantability or fitness for a particular purpose. QPSA is not a manufacturer and makes no warranty and shall not, under any circumstances, be liable for any indirect or special, incidental or consequential damages including but not limited to loss of production, loss of profit, loss of use or business interruption, or any other economic loss, whether arising from contract, tort, strict liability or any other theory of law.



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If construction of the facility or other delays are experienced or expected, which prohibit the initial startup of the equipment beyond one year from delivery, additional costs should be anticipated. Additional costs might include, but not be limited to long term storage preparation, inspection charges, parts, service etc.

Terms of payment are net 30 days, no retentions; subject to credit approval. Per Company procedure, QPSA will file a California "Preliminary 20-day notice" applicable per Section 3097 of the California Civil Code.

Important conditions for export transactions. This transaction is for the sale of equipment only, as requested and as detailed in this proposal. Not included is any startup assistance, field-testing, training or any other services that might be required on site. Also not included is the responsibility of proper application and installation, installation audits, sea trials (if applicable), installation materials and the installation itself. To ensure proper application, installation, and warranty integrity, you are encouraged to contact the receiving Caterpillar Dealer for these services. The costs of these services are not included in the sale price nor will QPSA be responsible for any such related costs.

TERMS AND CONDITIONS

Acceptance of Order.

This Quotation is for Buyer's information only and is not a valid offer to sell unless signed by an officer of Seller in the place provided on the face of this Quotation. Prices, terms and conditions in an order from Buyer which are inconsistent with the prices, terms and conditions of this Quotation will be rejected by Seller, and are of no force and effect unless accepted in writing by Seller. Prices, delivery schedules and the scope of work on this Quotation are subject to change at Seller's discretion.

Liability.

Seller's liability on any claim of any kind, including claims for negligence, or for any loss or damage arising out of or connected with the manufacture, sale, delivery, resale or use of any products covered by or furnished under any order shall be limited to those claims arising solely from the acts of Seller and Seller shall in no way be liable for any special or consequential damages.

Any claims against Seller for shortages in shipments shall be made in writing to Seller within fifteen (15) days of receipt of shipment by Buyer. Unless otherwise provided for in writing, Seller's responsibility for shipment ceases upon delivery to carrier, and any claims for shortage, delays or damage occurring thereafter shall be made direct to carrier by Buyer.

Fulfillment of any order accepted by Seller is subject to strikes, labor disputes, lockouts, accidents, fires, delays in manufacture or in transportation, delays in delivery of component materials, floods, severe weather, or Acts of God, embargoes, governmental actions, or any other cause beyond the reasonable control of Seller.

Shipments.

Unless otherwise specified, shipment dates are approximate. Shipment of goods under any order accepted by Seller shall be subject to the approval by Seller of Buyer's financial condition at the time of shipment. Whether or not terms of payment are specified elsewhere, Seller may, at its option, condition shipments under any order accepted by Seller upon receipt of satisfactory security or of cash prior to shipment.

If, at Buyer's request, shipment of goods under any order accepted by Seller is delayed more than thirty (30) days after the shipment date specified in the order, or the date the goods are ready for shipment, whichever is later, Seller may require immediate payment in full and/or assess additional charges for the expenses incident to such delay.



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Termination.

In the absence of a written agreement between Buyer and Seller expressing different terms and conditions as to termination, any order accepted by Seller may be terminated prior to completion by Buyer only upon written notice to Seller and payment of Seller's termination charges. If notice of termination is received by Seller after Seller has committed to buy the principal components for any order, termination charges shall include the total profit anticipated by Seller. Additionally, Buyer's instruction to Seller to stop work for thirty (30) days during the time specified for performance in any order may be construed by Seller as the equivalent of written notice of termination from Buyer.

Taxes.

Unless expressly stated, Seller's prices do not include sales, use, excise or similar taxes, which Seller may be required to pay in filling Buyer's order. The amount of any applicable tax shall be paid by Buyer as an additional charge unless specifically included in any order accepted by Seller, or in lieu thereof, the Buyer shall provide Seller with a tax exemption certificate acceptable to the taxing authorities.

Patents.

Seller shall, at its own expense, defend and save Buyer harmless from the expenses and consequences of any suit or procedure brought against Buyer, based on a claim that the use or sale of goods specified in any order accepted by Seller constitutes an infringement of any United States letters of patent in existence on the date of any such order; provided Buyer promptly notifies Seller in writing and gives the necessary authorization, information and assistance for the defense of such a claim.

Changes.

Seller, and Seller's suppliers, may, at any time, without notice to Buyer, make changes (whether in design, materials, the addition of improvements, or otherwise) in any goods specified in any order accepted by Seller without incurring any obligation of any kind as a result thereof, but only to the extent that such change does not cause the goods specified to fail to meet Buyer's requirements. Buyer may, in its order, provide for changes in its requirements with provision for a corresponding equitable change in the price, if any; but in no instance shall Buyer make changes, which are substantially different from the scope of the original order accepted by Seller.

Export Sales.

In the event the goods and services specified in any order accepted by Seller are for export, the Buyer shall be responsible for securing export, import and other licenses or authorizations as may be required



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The quotation provided herein is for information only, and is not a valid offer to sell unless signed by a Sales Representative of Quinn Power Systems and an officer of your Company in the space provided below. Any offer to sell or any offer accepted shall be subject to the Terms and Conditions page. Unless expressly stated on the face of this quotation, all prices, delivery schedules and product specifications are subject to change without notice. Quotation is good for 30 days, expires after that duration.

Signature: _____
Sales Representative: Allen Abramovitch
Cell: (805)431-3180 Office (805)278-8706
Submitted By: Allen Abramovitch



Quinn Power Systems
Allen Abramovitch
Sales Representative
Cell: 805-431-3180
Fax: 805-983-1643
Office: 805-485-2171 Ext. 8706
801 Del Norte Blvd. Oxnard, CA 93030
aabramovitch@quinnpower.com

ACCEPTED BY:

Company: _____

Signature: _____

Date: _____

Cat® XQ230 Rental Generator Set



Standby 200 kW, 250 kVA
Prime 182 kW, 228 kVA
U.S. EPA Tier 4 Final
60 Hz 1800 RPM



Image shown may not reflect actual configuration.

Specifications

Generator	Frequency	Voltage	Standby	Prime	Phase	Amp (A)
			kW (kVA)	kW (kVA)		
Standard	60 Hz	480/277V	200 (250)	182 (228)	3-phase	273.64
		208/120V	200 (250)	182 (228)	3-phase	631.48
		240/120V	150 (150)	136 (136)	1-phase	566.67
Optional	60 Hz	600V/349V	200 (250)	182 (228)	3-phase	218.91
		480V/277V	200 (250)	182 (228)	3-phase	273.64
		208/120V	TBD	163 (204)	3-phase	565.55
		240/120V	TBD	120 (120)	1-phase	500.00

Cat® C4.4 Diesel Engine	Metric	Imperial (English)
Configuration	Inline 6, 4-Stroke Diesel	
Bore	105 mm	4.13 in
Stroke	135 mm	5.3 in
Displacement	7.01 L	427.7 in ³
Aspiration	Turbocharged-Aftercooled	
Compression Ratio	16.5:1	
Engine rpm	1800	
Governor Type	Electronic	

Benefits & Features

Fuel/Emissions Strategy

- Meets U.S. EPA Tier 4 Final emission standards and CARB certified for non-road mobile applications at all 60 Hz ratings
- Requires Ultra Low Sulfur Diesel (ULSD) fuel

Quality

- Factory designed and production tested to assure customer satisfaction.
- Manufactured in ISO 9001:2000 certified facility

Cat C7.1 ACERT Diesel Engine

- Four-stroke diesel engine with ACERT offers consistent performance and excellent fuel economy
- Series turbocharged with smart wastegate for fast response, high power, and increased torque
- Low ownership costs enabled by multi-vee belts and service-free hydraulic tappets
- Oil and fuel filter change intervals: 500 hrs

Aftertreatment / Clean Emissions Equipment

- Package-mounted Aftertreatment module consists Diesel Oxidation Catalyst (DOC), Diesel Particulate Filter (DPF), and Selective Catalytic Reduction (SCR)
- Passive regeneration is transparent to operator
- No requirement for ash servicing
- Service free for life of the engine
- DEF tank provides > 24 hrs run time
- Electrically heated DEF lines

Cat LC Series Generator

- Matched to the performance and output characteristics of Cat engines
- UL 1446 Recognized Class H insulation

Cat EMCP 4.4 Control Panel

- Electronic control panel provides power metering, protective relaying, engine and generator parameter viewing, and expanded AC metering.
- Graphical display (5.5in.) denotes text alarm/ event descriptions, set points, engine and generator monitoring, and is visible in all lighting conditions.
- Simple, user-friendly interface and navigation
- Automatic set-point adjustment integrated with voltage and frequency selection.
- Integrates with the Cat Integrated Voltage Regulator (IVR) to provide precise control, excellent black loading, and constant voltage.
- PLC Functionality
- Load histogram (real power) – monitors utilization by tracking the amount of time generator %kW is within predefined ranges
- Enhanced overcurrent protection – generator thermal damage curve.
- Paralleling Package with EMCP 4.4 adds: automatic synchronizing, dead bus arbitration, load sharing (kW and kVAr), and load sense/load demand.(LSLD)

Standard Controls and Power Distribution

- Three-position switch for easy selection of desired output voltage (480/277V 3-phase, 208/120V 3phase, or 240/120V 1-phase)
- Controls, sockets, and power distribution all accessible via rear access door
- Hinged door over main buss bars with safety switch to trip breaker

Sound-attenuated Enclosure

- Provides excellent weather protection and allows for a quiet package operation with less than 72 dBA sound levels at full load, while offering excellent service access with multiple doors and access panels
- Galvanealed sheet steel body panels for improved corrosion resistance
- Coolant and oil drains piped to exterior of enclosure along with auxiliary fuel connections are all conveniently located on one side of the enclosure for easy access
- Single point lifting

Fuel System

- Provides 24-hour runtime @ 75% prime
- Meets UL 142, ULC 601, and UN31A (Transport Canada)

Rental-Ready Design Features

- 10% spill containment of all engine fluids
- Battery Charger
- Generator Anti-condensation Heater
- Engine Block Heater
- Provides 43°C ambient capability @ full rating

Asset Monitoring and Management

- Cat Connect hardware provides remote equipment monitoring via cellular network
- Provides operational status, alarms, and engine and generator set parameters
- Flexible and customer-configurable user website
- GPS provides asset location and geo-fencing

Options

- Battery Charger (10A, NFPA Complaint)
- Trailer (Electric or Hydraulic Brakes)
- 600 V Generator
- 208V 3-phase NEMA Sockets
- Camlock Distribution System
- Retail Version (with or without enclosure)

Standard Equipment

Engine

- Cat C7.1, heavy-duty, diesel engine meets U.S. EPA Tier 4 Final emissions standards
- CEM mounted off engine
- Block heater, 110-120 VAC, 1000 Watt
- Requires Ultra Low Sulfur Diesel (ULSD) fuel
- Engine electrical system:
 - o 24V, DC electrical system
 - o 115A, DC charging alternator
 - o Electronic governor and engine controls
 - o Oil pressure, coolant temperature, and coolant level shutdown sensors
- Engine filtration system:
 - o Cartridge-type air filter with service indicator
 - o Cartridge-type fuel filter with upstream pre-filter and water separator
 - o Spin-on, full-flow lube oil filter; requires API CJ-4lube oil

Generator and Voltage Regulation

- Screen protected and drip-proof (IP23), self-regulating, 12-lead, 4-pole, brushless generator
- Sealed-for-life bearing
- PMG Excitation
- Voltage selection switch mounted to generator terminal box. 3-position with 480V generator and 4-position with 600V generator.
- Anti-condensation, space heater, 250-Watt, 110-120 VAC
- Insulation system:
 - o Class H insulation system
 - o Windings impregnated in a thermo-setting moisture-, oil-, and acid-resisting varnish
 - o Heavy coat of anti-tracking varnish for additional protection against moisture or condensation
- IVR:
 - o EMCP provides voltage regulation
 - o Improved transient response performance capability using patented Transient Load Relief (TRL) feature

Generator Set Packaging

- Base frame with integral double-wall fuel tank and leak detection switch:
 - o Heavy-duty, fabricated steel base frame with specially-designed lifting points
 - o Integral containment tray atop base frame
- Canopy:
 - o Sound attenuated to 72 dBA at 7m (23 ft)
 - o Two doors on each side, two rear doors for power distribution and control panel access
- Cooling system:
 - o Cooling system provides 43°C (109°F) ambient capability at 500 m (1,640 ft) above sea level
- Electrical system:
 - o 24V, DC electrical system
 - o 2x 850 CCA, maintenance-free, wet batteries
 - o Battery disconnect switch, lockable
 - o Solar battery charger with solar array
 - o Resettable, switch-style circuit breakers (DC circuit)
 - o Battery charger 24V (10A for two isolated batteries; 5A for two batteries linked in series) constant voltage, UL Listed

- Engine and generator mounting:
 - o Engine and generator directly coupled by SAE flange
 - o Engine flywheel flexibly coupled to the generator rotor, with full torsional analysis completed to ensure no harmful vibration will occur in the assembly
 - o Anti-vibration pads between engine/generator feet and base frame
- Fuel system:
 - o 24 hour runtime @ 75% prime load
 - o 2-position valves and external ports (3/4-16 JIC) allow connection of an auxiliary fuel source
- CSA 22.2 Certified

Generator Controls and Power Distribution

- EMCP 4.4, digital generator set controller, mounted behind a hinged, lockable door with viewing window
- Manually-operated Circuit breaker: 3-pole molded case breaker, 800A, UL Listed and CSA with shunt trip and LSIG trip unit
- Safety switch on lower access door – trips breaker if door is opened
- Two-wire, remote start-stop terminals
- Customer auxiliary power connections:
 - o Three – 250V, 50A California-style, twist lock receptacles
 - o Two – 120V, 20A duplex receptacles with GFCI*
 - o Each receptacle protected by a miniature circuit breaker, which also acts as an on/off switch
- Main customer connections:
 - o Tin-plated copper bus bars with phase separators, located behind a protective door with shunt trip switch
 - o Bus bars sized for full load capacity of generator set at 0.8 power factor
- Cat Connect telematics including roof mounted antenna for cellular and GPS

Quality and Product Support

- Factory load-testing of complete generator set
- Factory test certificate available upon request
- Equipment meets the following standards: BS 4999, BS 5000, BS 5514, IEC 60034, EN 61000-6, NEMA MG 1-22 & CSA
- Full set of operation and maintenance manuals

Optional Equipment

- Paralleling Controls
 - o Electrically operated circuit breaker with undervoltage trip and LSIG trip unit
 - o MGDL (Ethernet comms) for paralleling interconnect with other units
- NEMA receptacles (2) 208V, 30A
- NFPA 110 complaint battery charger 10A
- Camlock distribution system ‡
- 600V Generator with 4-position voltage selector switch

* Voltage at receptacle is 120V when switch is in 240/120 and 208 positions, and 139V in 480V position

** All receptacles are switched off when voltage selector switch is in 600V position.

Technical Data

Cat Generator		
Frame size	LC5034H	
Pitch	2/3	
No. of poles	4	
Insulation	Class H	
Enclosure	Drip proof IP23	
Voltage regulator	3-phase sensing with volts-per-hertz	
Frequency regulation	0.5% at steady state from no load to full load	
Wave form deviation	THD <2%	
Overspeed limit	2250 rpm	
Available Voltages	Standard	Switchable voltage output: 480/277V, 3-phase; 208/120V, 3-phase; 240/120V, single-phase
	Optional	Switchable voltage output: 600/349V, 3-phase; 480/277V, 3-phase; 208/120V, 3-phase; 240/120V, single-phase

Cat Generator Set – 1800 rpm/60 Hz		
	Units	Prime
Power Rating	kW (kVA)	182 (227.5)
Performance Number		P4350C
Performance Specification		
Lubricating System Capacity oil	L (gal)	16 (4.3)
Fuel System Fuel consumption*** 100% Load 75% Load 50% Load Fuel tank capacity	L/hr (gal/hr) L/hr (gal/hr) L/hr (gal/hr) L (gal)	56 (14.7) 41 (10.8) 28 (7.4) 992 (262)
Fuel Run Time @ 75% Prime Load	Hours	>24
DEF System DEF consumption 100% Load 75% Load 50% Load DEF tank capacity	L/hr (gal/hr) L/hr (gal/hr) L/hr (gal/hr) L (gal)	1.42 (0.38) 1.11 (0.29) 0.68 (0.18) 46 (12.2)
DEF Run Time @ All Power Settings	Hours	>24
Cooling System Radiator system capacity including engine Heat rejected to coolant at rated power	L (U.S. gal) kW (Btu/min)	38.7 (10.2) 135 (7660)
Air Requirements @ 1800 rpm, 100% load Combustion air flow Maximum dirty air cleaner restriction	m3/min (cfm) kPa (inches H2O)	14 (494) 6.23 (25)
Noise Rating*** with enclosure at 7 meters (23 feet)	dB(A)	72

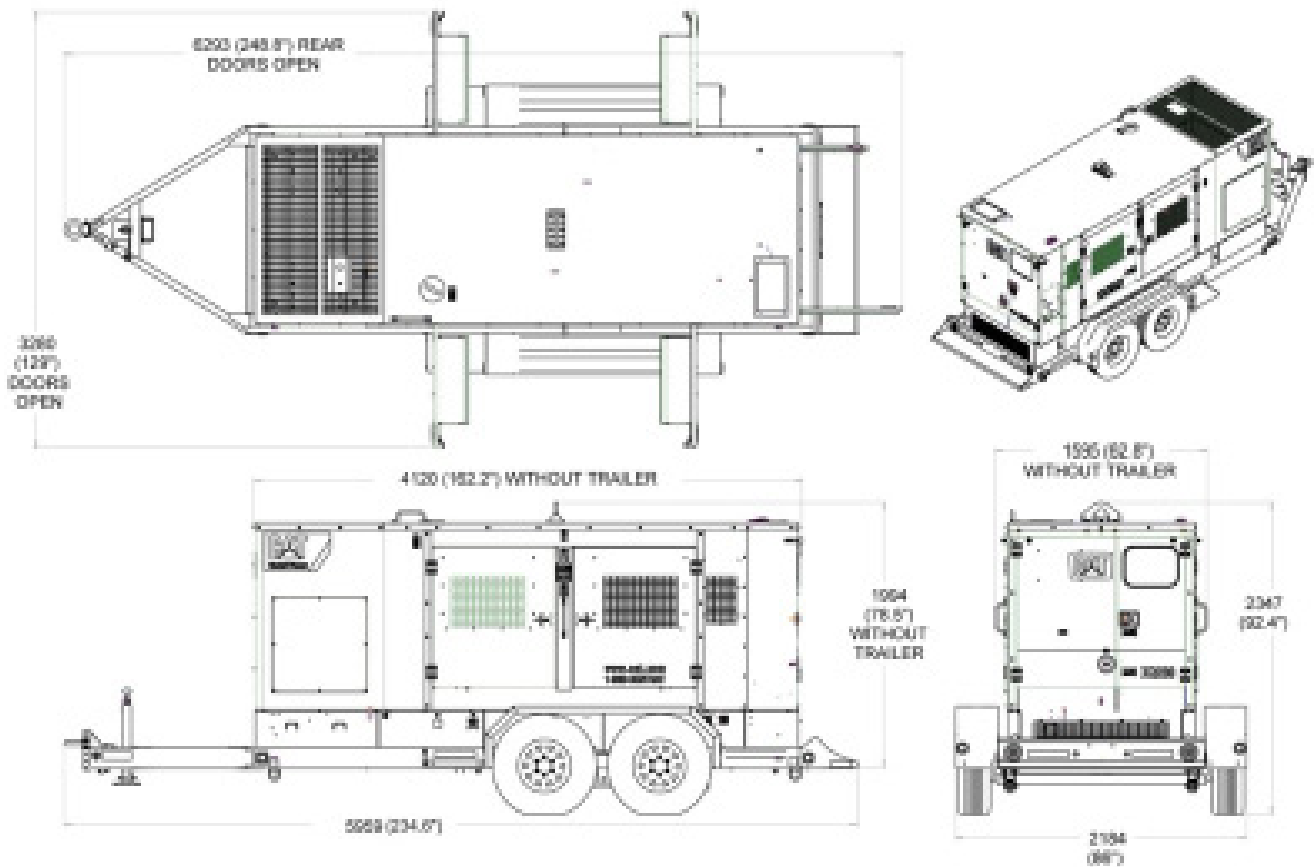
***Package fuel consumption and sound levels are for reference only.

Dimensions & Weights

Model	Length mm (in)	Width mm (in)	Height mm (in)	With Lube Oil & Coolant Kg (lb)	With Fuel, Lube Oil & Coolant Kg (lb)
XQ230	4,120 (162.2)	1,595 (62.8)	1,994 (78.5)	3,828 (8,432)	4,720 (10,405)
XQ230 with trailer (electric brakes)	5,959 (234.6)	2,184 (86)	2,347 (92.4)	4,501 (9,902)	5,386 (11,875)
XQ230 with trailer (hydraulic brakes)	5,959 (234.6)	2,184 (86)	2,347 (92.4)	4,510 (9,922)	5,395 (11,895)

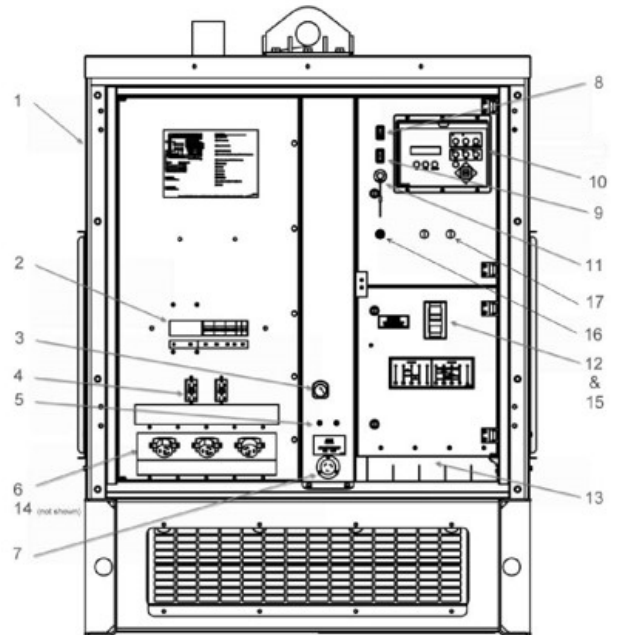
General Layout Dimensions

Dimensions in millimeters (inches)
Shown with optional trailer



Control Panel and Power Distribution Layout

Item	Description
1	Steel enclosure with hinged, lockable door (not shown)
2	Circuit breakers for receptacles
3	Emergency stop
4	Single-phase GFCI duplex receptacles (20A @ 120V)
5	Two-wire remote start terminals
6	Single-phase, California-style, twist-lock receptacles, 50A @ 208V phase-to-phase, 120V phase to neutral, or 240/120 single-phase when in that voltage position
7	Single-phase, NEMA locking input receptacle, (30A @ 120V) to power block heater, battery charger and generator space heater
8	HEST and DFP Lamp
9	Glow plug lamp
10	EMCP 4.4 digital generator set controller (provided with paralleling option)
11	Cat ET service tool connector
12	Manually operated circuit breaker, 3 pole, molded case, LSIG, 800A
13	Main bus connection (bus bars attached to breaker) behind door
14	3-phase NEMA locking receptacles, 208V (optional)
15	Electrically operated circuit breaker, 3 pole, molded case, LSIG, 800A (provided with paralleling option)
16	Alarm horn
17	Circuit breaker open and close pushbuttons (provided with paralleling option)



Ratings Definitions and Conditions

Meets or Exceeds International Specifications: AS1359, CSA, IEC60034-1, ISO3046, ISO8528, NEMA MG 1-33.

Prime — Output available with varying load for an unlimited time. Average power output is 70% of the prime power rating. Typical peak demand is 100% of prime rated kW with 10% overload capability for emergency use for a maximum of 1 hour in 12. Overload operation cannot exceed 25 hours per year. Prime power in accordance with ISO3046. Prime ambients shown indicate ambient temperature at 100% load which results in a coolant top tank temperature below the alarm temperature.

Standby — Output available with varying load for the duration of the interruption of the normal source power. Average power output is 70% of the standby power rating. Typical operation is 200 hours per year, with maximum expected usage of 500 hours per year.

Ratings are based on SAE J1349 standard conditions. These ratings also apply at ISO3046 standard conditions.

Fuel rates are based on fuel oil of 35° API [16°C (60°F)] gravity having an LHV of 42 780 kJ/kg (18,390 Btu/lb) when used at 29°C (85°F) and weighing 838.9 g/liter (7.001 lbs/U.S. gal).

Additional ratings may be available for specific customer requirements, contact your Cat representative for details. For information regarding low sulfur fuel and biodiesel capability, please consult your Cat dealer.



Chlorine Safety Equipment

Summary:

Meiners Oaks Water District (MOWD) has been enhancing its safety procedures regarding chlorine gas treatment. While effective, chlorine can be hazardous if not managed properly. MOWD has collaborated with local emergency services, Fire Station 22, and Jones Chemical Inc. to ensure staff readiness and safety during a chlorine emergency, emphasizing public safety.

Since 2021, MOWD has acquired a Self-Contained Breathing Apparatus (SCBA) for field staff handling chlorine gas equipment. Chlorine gas alarms are operational at each well, with plans to integrate them with SCADA.

Continued safety development is vital to the District. MOWD needs a Chlorine Emergency Kit A and five safety eye wash stations with showers for chlorine gas facility sites.

Recommendations:

The General Manager is authorized to purchase the \$8,500 chlorine safety equipment (five safety eye wash stations with showers and one Chlorine Emergency Kit A from PollardWater) per Board Policy F-002: Purchasing Goods & Services. The GM requests approval to reallocate \$8,500 from the Valve Replacement Fund (\$75,000) to the Safety budget to fund the purchase.



Late Penalty Adjustment Request

BACKGROUND AND ANALYSIS

MOWD Board of Directors implemented a 25% late penalty charge on unpaid customer bill balances in October 2017. Before the 25% late penalty, MOWD charged a flat \$35 fee, regardless of the unpaid balance. The fee was changed to a % of the balance so that it was proportionate to the customer bill. Due to COVID-19 moratoriums, the District did not charge late penalties from April 2020 through March 2022.

Recently, the office received customer concerns regarding the high late penalty fee and requested a rate review. Late penalties are applied to unpaid balances on the business day following payment due dates (25th of each month); late penalties are currently applied on the 26th of each month (26 days from the bill date).

Current Local Agency Late Penalty Policies:

Casitas MWD	10%	Applied 2 nd to last business day of each month
Ventura River WD	\$35	Applied 40 days from the bill date
City of Ventura Water	10%	Applied 30 days from the bill date
Carpenteria WD	\$34	Applied 35 days from the bill date
MOWD	25%	Applied 26 days from the bill date

Regulatory Review

Attorney Nielson reviewed pertinent regulations and cases regarding late penalties that govern MOWD. Late penalties are within the discretion of the Board and do not require a Prop 218. Water Code (Section 35470.5, attached) imposes a 10% cap on any late charges for delinquent payments while allowing for interest on the unpaid amount up to 1.5% per month. However, this code provision applies to districts formed under the California Water District Law. There is no comparable provision in the County Water District Law, which governs MOWD. Fees charged by the District should be reasonable and not excessive.

Fiscal Impact

The District received, on average, \$38,000 in late penalties for the past three fiscal years. A 25% to 10% reduction would result in approximately \$5,700 less income per fiscal year.



RECOMMENDATION:

1. Approve the requested late penalty rate adjustment from 25% to 10%, effective April 1, 2025.
2. Approve adjusting the date the penalty is applied to accounts from 26 days from the bill date to the 2nd to the last business day of each month.

ATTACHMENT:

Resolution 20220719-2: Policy for Water Service (Existing Policy)



Resolution No. 20220719-2

Policies for Water Service

WHEREAS, the Board of Directors of MOWD wishes to rescind Resolution No. 20200317 in favor of a new resolution on the issue of water service billing;

WHEREAS, in 2020, MOWD transitioned to new guidelines in compliance with Senate Bill 998, related to disconnection of water service for non-payment (Resolution 20200317).

WHEREAS, Meiners Oaks Water District water bills are sent out monthly and are to be paid in full by 5:00 pm on the 25th of each month (WHETHER IT FALLS ON A WEEKEND OR HOLIDAY) or be through the secure District Office drop-slot box or paid on the District's online payment portal before 8:00 am the first working day after the 25th. If this bill is still not paid in full by 5:00 pm on the 25th of the same month or before 8:00 am the first working day thereafter, a **Late Penalty of 25% of bill balance** will be added and your water may be turned off pending a letter of termination in accordance with Senate Bill 998.

The District has a secure payment drop-slot in the District Office door, as well as a secure online payment portal, available through the District website. If at anytime customers have trouble making the payment or will be out of the area, they are to contact the District Office ahead of time and make payment arrangements. If customers do not receive a bill by the 15th of each month, call the office and request a copy of the bill statement.

When customers receive a letter of termination by the District, it will include the total amount to be paid, including the 25% late penalty. No customer shall be shut off for non-payment less than 60 days after payment due date, in accordance with Senate Bill 998. If service has been shut-off for non-payment, a \$50/\$150 (normal hours/after-hours) reconnect fee will be added.

The District has personnel on-call 24 hours a day, 7 days a week. All valves on the District side of the meter are to be worked by District personnel **only**. If a customer needs the water shut-off, please call the District. (This service is at no cost to the customer).

The District has established fees (**See Appendix A**) related to administrative procedures, including but not limited to refundable service deposits, fines for

improper water use, penalties for delinquencies, returned checks, reconnection for non-payment, failures to test backflows, will-serve letter, new meters and expansion of services requests, temporary hydrant meter rental, customer valves, meter testing, lock cutting, meter tampering and fire flow testing.

The District Office is open 8:00 am – 5:00 pm, Monday through Friday, excluding weekends and holidays.

Board meetings are open to the public and are held every third Tuesday of each month at 6:00 pm at the District Office.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Meiners Oaks Water District that the Fee Schedule in Appendix A is hereby adopted and that this Resolution 20220719-2 take effect on August 1, 2022.

PASSED, APPROVED AND ADOPTED this 19th day of July 2022.

On File

Board President
Michel Etchart

ATTEST:

On File

Board Secretary
Summer Ward



Appendix A: Fees Schedule

New Service Refundable Deposits

Residential	Commercial	Agriculture
\$50.00	\$75.00	\$150.00

Fines for Improper Water Use

	Stage 1	Stages 2 & 3	Stages 4 & 5
First Violation	No Fine	Warning	Warning
Second Violation	No Fine	\$100	\$150
Third Violation	No Fine	\$100	\$250
Fourth Violation	No Fine	\$200	\$350
Fifth Violation	No Fine	\$300	\$450
>5 Violations	No Fine	\$500	\$550

Penalties

Delinquent Payment	25%
Returned Checks	\$12
Reconnect for Non-payment	\$50 (normal hours) \$150 (after hours)
Failure to Test Backflow	\$150

*Customers must provide test results within 14 days of the 3rd request or a fine may be applied and water service will be disconnected. Reconnection fees will apply

Administrative Fees

Will-Serve Letter Requests, New Meters or Expansion of Service Requests	\$100.00
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Temporary Hydrant Meter (6-month Rental Maximum)

Deposit	\$1,000
Administrative Fee	\$100
Usage Charge (per unit)	\$3.85
Monthly WAC	\$36.00



Appendix A: Fees Schedule

	5/8" & 3/4"	1"	1.5"	2"	3"	4"	6"
Customer Valves	\$95	\$130	\$238	\$238			
*Meter Testing	\$48	\$53	\$159	\$159	\$175	\$175	\$250

*Standard shipping rates will be applied

- Lock Cutting \$150
- Meter Tampering \$150 & up
- Fire Flow Testing \$300/hydrant



Resolution No. 20250121

Policies for Water Service

WHEREAS, the Board of Directors of MOWD wishes to rescind Resolution No. 20220719-2 in favor of a new resolution on the issue of water service billing;

WHEREAS, Meiners Oaks Water District water bills are sent out monthly and are to be paid in full by 5:00 pm on the 25th of each month (WHETHER IT FALLS ON A WEEKEND OR HOLIDAY) or be through the secure District Office drop-slot box or paid on the District's online payment portal before 8:00 am the first working day after the 25th. If this bill is still not paid in full by 5:00 pm on the 2nd to last business day of the same, a **Late Penalty of 10% of the bill balance** will be added, and your water may be turned off pending a letter of termination in accordance with Senate Bill 998.

The District has a secure payment drop-slot in the District Office door and a secure online payment portal available through the District website. If, at any time, customers have trouble making the payment or will be out of the area, they are to contact the District Office ahead of time and make payment arrangements. Monthly billing statements are issued on the 1st of each month. If customers do not receive a bill by the 15th of each month, call the office and request a copy of the billing statement.

When customers receive a termination letter from the District, it will include the total amount to be paid, including the 10% late penalty. No customer shall be shut off for non-payment less than 60 days after the payment due date, in accordance with Senate Bill 998. If service has been shut off for non-payment, a \$50/\$150 (normal hours/after-hours) reconnection fee will be added.

The District has personnel on-call 24 hours a day, 7 days a week. All valves on the District side of the meter are to be worked by District personnel **only**. If a customer needs the water shut off, please call the District. (This service is at no cost to the customer).

The District has established fees (**See Appendix A**) related to administrative procedures, including but not limited to refundable service deposits, fines for improper water use, penalties for delinquencies, returned checks, reconnection for non-payment, failures to test backflows, will-serve letters, new meters and

expansion of services requests, temporary hydrant meter rental, customer valves, meter testing, lock cutting, meter tampering, and fire flow testing.

The District Office is open 8:00 am – 5:00 pm, Monday through Friday, excluding weekends and holidays.

Board meetings are open to the public and are held every third Tuesday of each month at 6:00 pm at the District Office.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Meiners Oaks Water District that the Fee Schedule in Appendix A is hereby adopted and that this Resolution 20250121 take effect on April 1, 2025.

PASSED, APPROVED AND ADOPTED this 21st day of January 2025.

Board President
Michel Etchart

ATTEST:

Board Secretary
Summer Ward



District Summary/Update

- **Lake Level:** Casitas Dam is at 95.8%
- **Wells:** MOWD Wells 1 & 2 are being prepared to be put back in service.
- **Treatment Plant Project:** MKN grant assistance (In Progress)
The existing Plant is being prepared to be put back in On-Line
- **Tank Cleaning:** MOWD’s Two Bolted Steel Tanks have been cleaned, and reports have been submitted to the District
- **DDW Inspection:** Sanitary Survey Inspection (Report Pending)
- **Well #4A Redevelopment Project:** Waiting on Cascade Well to review edits to construction agreement
- **Emergency Preparation:** Emergency purchase of a standby generator for Fire Protection and backup power for wells and facilities
- **Service Leak:** 12/31 AMS Replacement (Field Staff)
- **Safety Signage:** Various safety signage was purchased for each facility.
- **Chlorine Gas Safety:** Met with Casitas MWD’s Treatment Staff to go over chlorine safety and documentation procedures

Working on scheduling training at District facilities with local Fire Station 22

Chlorine Gas Training for staff by Jones Chemical Inc (rescheduled)

• Rain Fall Totals (Season):	Casitas Dam	0.41”
	Matilija Dam	0.37”
	1/15/24 M.O. Fire Station	0.43”
	Stewart Canyon	0.42”
	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	11.2
Ranchitos	14.4	13.4	12.4	13	14.4	15.4	15.9	16.4	16.3	17.1	17.0	17.6

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

MONTH	PUMPED (AF)	PURCHASED (AF)	TOTAL SUPPLY (AF)	SOLD (AF)	FLUSHED (AF)	% WATER LOSS	NOTES
2024 JAN	36.16	0	36.16	27.69	*	30%	Hydrant S. LL; Leaks El Camino & S Pueblo, Valve Hwy 33
FEB	13.44	13.29	26.73	23.62	*	13%	
MAR	15.68	13.46	29.14	26.39	*	10%	Main removal Hwy 33 slide
APR	17.13	15.36	32.49	31.21	*	4%	
MAY	35.17	5.98	41.15	33.15	*	20%	Hit Hydrant Fairview
JUN	55.63	0	55.63	53.90	*	3%	
JUL	70.63	0	70.63	64.71	*	9%	Main breaks Meiners & S Rice
AUG	76.44	0	76.44	75.69	*	1%	Services Felix, Alvarado, S Lomita
SEP	74.54	0	74.54	77.78	0.15	-4%	*2 AF storage tank used
OCT	71.18	0	71.18	67.76	0.10	5%	2 service leaks S.Rice & S La Luna
NOV	54.55	0	54.55	59.91	0.13	-9%	Unknown pumped by VC Public Works
DEC	55.58	0	55.58	42.72	0.40	23%	Treatment Plant, VC Public Works
YTD 2024	589.17	48.58	637.76	584.54	0.78	8%	*Tracker started Sep 2024
TOTAL 2023	441.18	107.75	548.93	499.61		9%	
TOTAL 2022	451.43	216.43	667.86	615.38		9%	
TOTAL 2021	411.94	266.57	678.51	640.95		6%	
TOTAL 2020	485.71	197.26	682.97	635.47		7.5%	

Reserve Funds

* Balance at the County of Ventura	\$ 1,512,627.63
Total Taxes	\$ 123,299.44.00
Total Interest from reserve account#	\$ 0.00

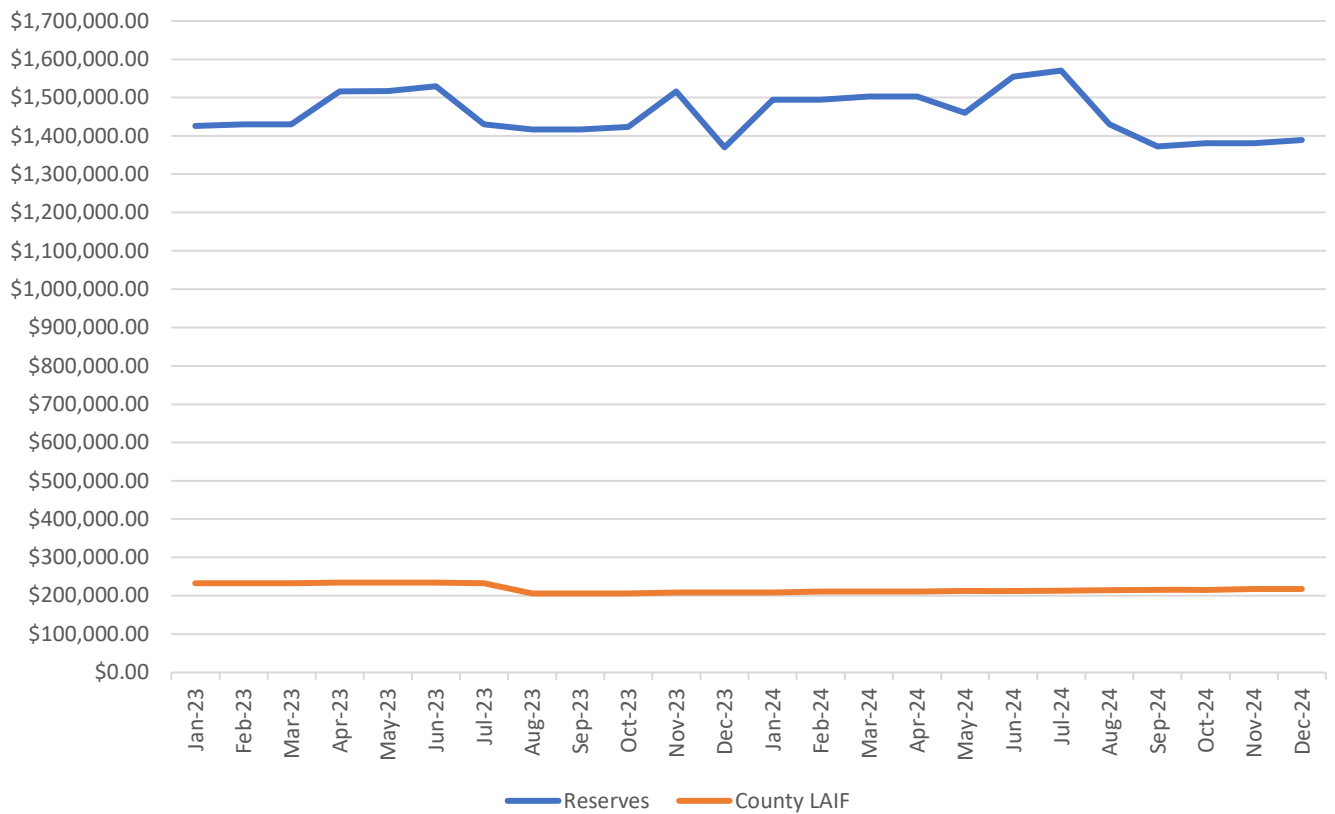
Fiscal Year Total Revenues

July 1 st – December 31st	2023	\$ 1,120,068.90
July 1st – December 31st	2024	\$ 1,272,206.65

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)	\$ 7,627.46
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	\$ 285,823.87
Trust Fund Balance	\$ 5,905.04
* Capital Improvement Fund	\$ 22,085.62
(#) Quarterly Interest from Capital Account	\$ 0.19
Total Interest accrued	\$ 0.32

MOWD Reserves





Board Secretary Report – January 2025

Administrative

- Annual SWRCB Electronic Annual Report will be released on Feb 1, 2025, and due by April 1, 2025.
- Quarterly SWRCB Drought Reports for Oct-Dec are in process and are due by January 30.
- Annual SWRCB Drought Report for 2024, due by January 30, will be completed following the 4th Quarter submission.

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
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
Dec 24	52	3	19,292	\$141,151.22

- 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)

- Reminder: Form 700 Conflict of Interest due to Ventura County by April 1.
- Biennial Director Trainings:
 - Antiharrassment Training for Supervisors & Managers, due by April 1.
 - CA Local Agency Ethics, due by April 1.

Projects

- Replacement Treatment Plant Upgrade Project grant application documents were submitted in December 2024, pending review by the state.
- 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 develop a policy management structure and identify 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.