

Regular Meeting

June 17, 2025

6:00 pm

Meiners Oaks Water District

202 W. El Roblar Drive

Ojai, CA 93023-2211

## **Minutes**

### **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, and Board Secretary, Summer Ward. Attorney Present: Stuart Nielson.

**Absent:** None.

### **3. Approval of the Minutes**

**Approval of the May 20, 2025, Regular Board Meeting minutes.**

Director Kentosh made the motion to approve the minutes from the May 20, 2025, meeting. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland

(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.**

Regular Meeting Minutes

June 17, 2025

- 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 6:29 pm.\*\***

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

6. **Financial Matters**

a) **Approval of Payroll and Payables from May 16, 2025, to June 15, 2025, in the amount of:**

Payables:	\$ 119,071.71
Payroll:	<u>\$ 49,503.33</u>
Total:	\$ 168,575.04

Director Cooper made the motion to approve the Payroll and Payables from May 16, 2025, to June 15, 2025. Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

(5) Ayes – M/S/C

7. **Board Discussion/Actions**

a) **Presentation of FY 25-26 Budget and Adoption of Resolution 20250617: FY 25-26 Budget.**

Mr. Martinez presented the proposed FY 25-26 Budget, prepared by staff and committee members. Mr. Martinez noted that the last Prop 218 hearing set out a scheduled rate increase over the past three years; there will be no rate change in FY 25-26. MOWD will publish a Water Rate Study RFP in FY 25-26. Projected Revenue of \$2,203,672 is based on the FY 25-26 water rates (unchanged from FY24-25) with a slight increase in water consumption. The District continues to seek grant funding for the Treatment Plant Replacement project. The operating expenses are budgeted at \$1,929,000, and capital expenditures are budgeted at \$215,000, totalling \$2,144,000. This represents a total budgeted expense reduction of \$84,200 from FY 24-25. The expenses include the new Backflow Program and CalARP Chlorine Safety Program, among other capital projects. Projected income minus expenses for FY 25-26 is \$59,672.

Director Oakland reported that the Budget & Rate Committee reviewed the draft budget and recommended approval.

Director Cooper made the motion to approve Resolution 20250617: FY25-26 Budget.  
Director Pangea seconded the motion.

No Public Comment.

Cooper/Pangea

Roll Call Vote: (5) Ayes – M/S/C

- b) **Authorize the GM and Board President to sign the Nigro & Nigro, PC FY 24-25 Financial Audit Engagement Letter for the pre-approved and budgeted expense of \$20,500.**

Ms. Ward presented the audit engagement letter from Nigro & Nigro, PC for FY 24-25, the same firm that had just conducted and presented the FY 23-24 audit. Ms. Ward noted this is a standard annual engagement letter, with no change in the scope of the audit or the expense.

The Board was in consensus regarding the authorization to sign the engagement letter.

No Public Comment.

No Motion.

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

Mr. Martinez reported that the Casitas Lake level is at 95.4%. All wells are offline due to the Well 4a rehab project. The Casitas connection was turned on April 10, 2025. CIT continues to work on the SCADA programming and reports. The District now has Starlink internet at the Treatment Plant. The District performed Asbestos sampling across the District, with none detected. The Well 4a downhole equipment was ordered following approval at the May board meeting. Equipment has begun arriving, and it is likely to take 4-6 weeks for all the equipment to be ready for installation. The District has received three proposals for the CalARP enrollment and will set up meetings to review each proposal with the respective companies, presenting them at the July regular meeting. Weed abatement is nearly complete, and all high-priority areas were completed first. The District has received the meters and endpoints to complete route 5 (S. La Luna & Rice Rd). Will-Serve letters were issued to 216 Carrizo and 528 N Rice Rd. There was a leak at Zone 2 Hydro Tank, which was repaired by staff. A broken valve was replaced at 982 Oso Rd by Gruber Grading & Ag.

No Public Comment.

9. **Board Secretary's Report**

Ms. Ward highlighted that the BSI backflow device tracking and customer notification system is being finalized. MOWD has updated its Backflow webpage and is actively working with the BSI consultant to create the MOWD Cross Connection Control Plan and Resolution. The Beacon AMI meter reading file issue has been resolved, and the District's billing and meter reading software can now communicate. Some fine-tuning is in progress. Staff are working on creating the instructions and personalized notifications for the EyeOnWater app. The Water Rate RFP will be published in July 2025. The FY 25-26 Budget has been reviewed and approved by the Budget Committee. Management is updating all job descriptions to ensure uniformity and inclusion of the performance management core benchmarks. The updated Employee Handbooks will also be printed and reviewed with staff; signature pages will be included in each employee's file. The Financial Audit FY 24-25 pre-work began on May 1, 2025, and is scheduled to resume in August. Ms. Ward reminded Directors to complete their required training. Staff is making good progress on building the centralized policy management network folder.

No Public Comment.

10. **Board Committee Reports**

- Executive & Personnel Committee: No report.
- UVRGA: Met, waiting on Ventura County to appoint replacement Director; Special Meeting June 26 to pass budget.
- Budget/Rate Committee: Met, passed FY25/26 budget, and reviewed Water Rate Study RFP.
- 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.

11. **Old Business**

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

12. **Director Announcements/Reports**

- Director Kentosh: He will be absent from the July regular meeting.
- 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 July 15, 2025, at 6:00 pm. Since there was no further business to conduct, Board President Mike Etchart adjourned the meeting at 7:08 pm.

---

**Board Secretary**

---

**Board President**