

MEINERS OAKS WATER DISTRICT

BOARD OF DIRECTORS REGULAR MEETING AGENDA

Meeting Location: 202 W. El Roblar Drive, Ojai, CA 93023

Members of the public may attend and participate in person at the District Office or by using the remote access information listed below. The physical meeting location is open and accessible to the public.

HYBRID MEETING PARTICIPATION INFORMATION:

JOIN BY COMPUTER: <https://meet.goto.com/946993293>

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

ACCESS CODE: 946-993-293

In compliance with the Americans with Disabilities Act and the Ralph M. Brown Act, any person who requires a disability-related accommodation to attend or participate in this meeting should contact the District office at least 24 hours before the meeting at (805) 646-2114 ext. 3 or agenda@meinersoakswater.com to allow the District reasonable time to arrange accommodation. Gov. Code § 54954.2(a)(1)(C))

October 20, 2026, at 6:00 p.m.

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- a) Regular Board Meeting, September 15, 2026.

Recommended Action: Approve the minutes as presented or amended.

4. FINANCIAL MATTERS

- a) Approval of Payroll and Payables from September 16, 2026, to October 15, 2026, in the following amounts:

Payables: \$ 149,689.08

Payroll: \$ 67,999.70

Total: \$217,688.78

Recommended Action: Approve payroll and payables as presented.

5. PUBLIC COMMENT ON NON-AGENDA ITEMS

Members of the public may address the Board on any matter within the subject matter jurisdiction of the District that is not listed on this agenda. The Board may briefly respond, ask clarifying questions, or refer the matter to staff, but may not discuss or take action on non-agenda items except as authorized by Government Code section 54954.2(b). Public comment on agenda items will be received before or during the Board's consideration of each item.

Members of the public wishing to speak should notify the Board Secretary if attending in person, or use the meeting chat or another platform function if attending remotely. The Board President will call on speakers at the appropriate time and may establish reasonable time limits for public comments consistent with applicable law. Written comments received before the meeting will be provided to the Board and, as appropriate, included in the meeting record.

Closed Session Agenda - Adjourn to Closed Session (Estimated 6:05 p.m.): *The Board may recess to closed session to consider the following item:*

6. CLOSED SESSION

- 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 (formerly San Francisco County Superior Court Case No. CPF-14-513875) case update.

Regular Agenda (Reconvene Open Session, Estimated Time 6:15 p.m.)

Upon reconvening in open session, the Board will report any reportable action taken in Closed Session as required by the Brown Act.

7. ACTION AND DISCUSSION ITEMS

- a) Consider authorization to add one full-time equivalent Utility Helper position to provide supplemental field staffing and maintain operational coverage during current and anticipated military leaves of absence. (Martinez) – Attachments.

Recommended Action: Authorize adding one full-time equivalent Utility Helper position and approve any necessary budget adjustment.

- b) Consider Approval of Customer Meter Downsizing Requests and Revisions to the Meter Size Change Trial Process. (Martinez/Kentosh) – Attachments

Recommended Action: Approve three meter downsizing requests and revise the trial process to apply a \$100 Administrative Fee in place of material charges.

- c) Consider selecting one candidate for a four-year term as a regular Ventura LAFCo member and one candidate for a four-year term as an alternate member, with terms beginning January 1, 2027, and ending December 31, 2030, and authorizing the Board President to cast the MOWD ballot. (Ward) – Attachments

Recommended Action: Select one candidate for regular membership and one candidate for alternate membership on Ventura LAFCo, and authorize the Board President to cast the MOWD ballot.

8. GENERAL MANAGER’S DISTRICT OPERATIONS REPORT

The Board will receive an informational update from the General Manager on District operations and maintenance. No action will be taken except to provide direction to staff, if appropriate.

9. BOARD SECRETARY’S ADMINISTRATIVE REPORT

The Board will receive an informational update from the Board Secretary on District administrative and related matters. No action will be taken except to provide direction to staff, if appropriate.

10. BOARD COMMITTEE REPORTS

The Board may receive brief informational updates from standing and ad hoc committees. The Board will take no action except to provide direction to staff, if appropriate.

- Upper Ventura River Groundwater Agency – Met 10/8
- Executive & Personnel Committee – Met 10/16
- Allocation, New Meters & Expansion of Services Committee – Met 10/9
- Budget & Rate Committee – *no meeting*
- Grants Committee – *no meeting*
- Safety & Emergency Management Committee – *no meeting*.
- Treatment Plant Design Ad Hoc Committee – Met 10/7

11. OLD BUSINESS

- State Water Project update.
- Matilija Dam Removal Project update.

12. DIRECTOR ANNOUNCEMENTS/REPORTS

13. ADJOURNMENT

The Board's next regular meeting is scheduled for November 17, 2026, at 6:00 p.m. at the District Office.

MEINERS OAKS WATER DISTRICT

BOARD OF DIRECTORS REGULAR MEETING MINUTES

Meeting Location: 202 W. El Roblar Drive, Ojai, CA 93023

SEPTEMBER 15, 2026, at 6:00 PM

1. **CALL TO ORDER**

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 Christine Cooper. Staff Present: General Manager, Justin Martinez; Board Secretary, Summer Ward. Attorney Present: Stuart Nielson

Absent: None.

3. **APPROVAL OF MINUTES**

Approval of the August 18, 2026, Regular Board Meeting minutes.

Director Kentosh moved to approve the minutes of the August 18, 2026, meeting. Director Pangea seconded the motion.

No Public Comment.

Kentosh/Pangea

(5) Ayes – M/S/C

4. **FINANCIAL MATTERS**

Approval of Payroll and Payables from August 16, 2026, to September 15, 2026, in the amount of:

Payables:	\$ 90,453.96
Payroll:	\$ <u>75,004.13</u>
Total:	\$ 165,458.09

Director Cooper moved to approve Payroll and Payables for August 16, 2026, through September 15, 2026. Director Oakland seconded the motion.

No Public Comment.

Cooper/Oakland

(5) Ayes – M/S/C

5. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

No comments.

***The Board went into CLOSED SESSION at 6:06 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

- Discuss threats to critical infrastructure controls, cybersecurity information, and security of essential public drinking water systems.
(Gov. Code §54957(a))

Title: Cybersecurity & Billing Data Security Policies

The Board ended CLOSED SESSION at 6:18 PM

Attorney Nielson reported that the Board discussed closed-session agenda items and had no actions to report.

7. BOARD DISCUSSION/ACTIONS

- a) **Authorize the General Manager to execute a service agreement with HydroCorp for Cross-Connection Control Hazard Assessment surveys, approve Year 1 expenses of \$16,455.12, and acknowledge the total five-year cost of \$89,123.77.**

Mr. Martinez provided an overview of the backflow program transition from Ventura County to Meiners Oaks Water District last year. In addition to the annual testing requirement for existing cross-connection/backflow devices, state regulations require ongoing hazard assessments. The District contracted with BSI Online in June 2025 to manage device owner notifications, track and verify qualified testers, and ensure compliance with annual testing. The District received three quotes from companies with licensed backflow specialists who can perform the required assessments. Mr. Martinez reviewed the three proposals, including So Cal Water Pros (\$163,195), HydroCorp (\$89,123.77), and Toro Enterprises (\$194,883.00).

Mr. Martinez recommended the Board approve entering into a 5-year contract with HydroCorp to complete the required parcel-specific hazard assessments, with a total 5-year cost of \$89,123.77.

Director Cooper moved to approve the HydroCorp proposal not to exceed \$90,000 and authorize the GM to sign the 5-year service contract. Director Oakland seconded the motion.

No Public Comment.

Cooper/Oakland

(5) Ayes – M/S/C

- b) **Approve the purchase of 84 x 5/8", 15 x 1", 1 x 1.5" AMI meters, 100 endpoints, and associated subscription fees for a total of \$43,843.68, within the approved FY26/27 budget of \$50,000.**

Mr. Martinez presented the quote for purchasing 84 5/8", 15 1", and 1 1.5" AMI meters and 100 endpoints with associated subscription fees for \$43,843.68. This purchase is within the FY26/27 budget of \$50,000 but exceeds the GM purchase threshold. These meters will be installed on the south portion of Route 4, including Maricopa Hwy, Fairview, Rice Rd, El Camino Corto, Pala, and Tico.

Director Cooper asked for an update on the AMI meter grant timeline. Ms. Ward responded that award announcements are expected around December 2026–January 2027, with funding around FY27/28.

Director Pangea moved to approve the purchase of the AMI meters, endpoints, and subscriptions for \$43,843.68. Director Cooper seconded the motion.

No Public Comment.

Pangea/Cooper

(5) Ayes – M/S/C

- c) **Second reading and consideration of adoption of Resolution 20260915: Adopting the Administrative Policies and Procedures Manual, including new and updated Financial, Administrative, Cybersecurity, Records, Grant, Debt, Payroll, Accounts Payable, Accounts Receivable, Surplus Property, Billing Data Security, Fixed Assets, and Unbilled Receivables Policies and Procedures.**

Ms. Ward presented the second reading and requested consideration for adopting Resolution 20260915: Administrative Policies and Procedures Manual. Ms. Ward noted no updates or edits to the policies and procedures since the first reading at the August 18 regular meeting, except for the updated adoption date.

Director Cooper asked for clarification on unbilled receivables and the collections process. Ms. Ward explained that the previous financial auditor developed this procedure to account for receivables incurred in one fiscal year and billed to customers in the following fiscal year. Specifically, the July 31 billing cycle runs from June 20–July 19, so the June portion needs to be adjusted to reflect the correct fiscal year. Director Cooper asked whether the District pursues bad debt. Ms. Ward stated that the District has historically not pursued liens or third-party collections for bad debt.

Director Kentosh moved to adopt Resolution 20260915: Adopting the Administrative Policies and Procedures Manual, including new and updated Financial, Administrative, Cybersecurity, Records, Grants, Debt, Payroll, Accounts Payable, Accounts Receivable, Surplus Property, Billing Data Security, Fixed Assets, and Unbilled Receivables. Director Oakland seconded the motion.

No Public Comment.

Kentosh/Oakland

(5) Ayes – M/S/C

d) **Receive an update on adoption of the District's new Safety Programs for an Automated External Defibrillator and Nasal Naloxone (Narcan) Spray availability.**

Ms. Ward reported that Management developed two new safety programs to strengthen emergency preparedness: the Automated External Defibrillator (AED) Program and the Nasal Naloxone (Narcan) Program. The AED Program formalizes the District's ability to provide prompt response support for suspected sudden cardiac arrest by maintaining an AED at the District Office for emergency use by employees, customers, visitors, and emergency responders. The Nasal Naloxone Program establishes guidelines for maintaining and administering intranasal Naloxone for suspected opioid overdose emergencies, with emphasis that Naloxone is an emergency measure and not a substitute for calling 911. Ms. Ward noted that staff recently completed CPR/AED/First Aid training and that these safety programs are voluntary; staff are not required to perform emergency intervention, but staff must call 911. The AED & Naloxone programs require registration with the Ventura County Emergency Medical Services agency and the PulsePoint National AED registry.

Ms. Ward stated the AED and Naloxone will be co-located in a storage cabinet in the office front lobby.

No Public Comment.

No Motion.

e) **Consider adoption of Resolution 20260915-1: Nomination to fill the regular/alternate Special District member term on the Ventura Local Agency Formation Commission from January 1, 2027, through December 31, 2030.**

Director Etchart presented Resolution 20260915-1 for consideration. No Directors expressed interest in being nominated to fill the regular or alternate special district term on the Ventura Local Agency Formation Commission.

No Public Comment.

No Motion.

8. GENERAL MANAGER'S DISTRICT OPERATIONS REPORT

Mr. Martinez reported that the Casitas Lake level is at 95.8% as of September 9. The Well 1 pump, motor, and wellhead have been ordered. Well 2 is offline due to a drop in production; crews will pull the equipment to assess the cause. The Riverview Trailhead culvert has no repair date set; however, the County distributed an acknowledgment letter. Zone 2 Hydro Tank: The property owner coordinated with Mr. Martinez to cover the old tank site with compacted decomposed granite; the area looks very nice. Progress continues on Chlorine Safety program compliance, with staff completing several trainings, including Chlorine Safety Procedure, Chlorine Cylinder Changeout Procedure, GASCO Chlorine Kit Bump Test Procedure, and the SC-04 Personal Monitor Bump Test Procedure. All staff completed biennial CPR training. Annual employee reviews have been completed. Annual fire hydrant maintenance is in progress. In November 2025, a fire hydrant was hit on E. El Roblar; the Ventura County DA's office contacted the District about the District's cost of damages, the responsible driver is being prosecuted, and the District may receive compensation for repair costs. A sample port leak occurred at the Roth Apartments; staff replaced the concrete pad and service line. Staff completed 4 Fire Flow verification tests, and Management issued 2 Will-Serve letters. Staff completed a new service connection at 124/130N. Encinal for a lot split.

No Public Comment.

9. BOARD SECRETARY'S ADMINISTRATIVE REPORT

Ms. Ward summarized key activities completed or underway in September 2026. Ms. Ward noted that the job posting for the Administrative Coordinator position was open from August 21–September 11, 2026, with over 200 applicants; the Board will interview selected candidates in the coming weeks. The EyeOnWater app is fully functional for customers with AMI meters; currently, 47 of 382 have signed up. Progress continues on the District's cybersecurity measures. The District website and email addresses have been migrated to the official ca.gov extension. The 2017 Canon imageRUNNER was sold at public auction on GovDeals for \$350. Grant applications are pending award. The initial draft of MOWD's annex to the Ventura County Multijurisdictional Hazard Mitigation Plan was submitted on July 30th and the 2nd update is in progress. The new rate structure and amounts were implemented on the August 30 billing statements; staff is fielding questions and feedback. The Administrative and Safety Policies and Procedures have already been discussed. The District received one public records request from DataBranch regarding vendor invoices; staff responded within one day. Ms. Ward reminded Directors that the new Fiscal and Financial training module is available on the Target Solutions web portal.

Directors asked Ms. Ward to resend links and reset logins for the Target Solutions portal.

No Public Comment.

10. BOARD COMMITTEE REPORTS

- Upper Ventura River Groundwater Agency: Met 9/10, periodic GSP review.
- Executive & Personnel Committee: No report.
- Allocations, New Meters & Expansion of Services Committee: No report.
- Budget/Rate Committee: No report.
- Grants: No report.
- Emergency Management Committee: Met 9/11, El Niño Prep, AED & Narcan program review.
- Treatment Plant Design Ad Hoc Committee: No report. Schedule meeting to discuss plant options and grant status.

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. ADJOURNMENT

The next meeting will be held on October 20, 2026, at 6:00 PM, at the District Office. With no further business to conduct, Board President Mike Etchart adjourned the meeting at 7:10 PM.

Board Secretary

Board President

Report of Income as of 9/30/2026

Income	Month of September	Year To Date	Budget Appropriation	Appropriation Balance
Interest	0.38	7,713.02	60,000.00	52,286.98
Taxes	--	9,177.35	230,000.00	220,822.65
Pumping Charges	612.39	1,754.73	--	1,754.73
Fire Protection	184.42	533.08	--	533.08
	--	--	--	
Water Sales	145,657.03	374,869.31	1,231,400.00	856,530.69
	--	--	--	
MMC (Monthly Meter Charge)	74,624.53	213,147.54	994,234.00	781,086.46
	--	--	--	--
² Misc. Income	512.97	2,904.99	--	2,904.99
Late & Delinquent Chgs.	1,668.69	4,758.49	25,000.00	20,241.51
	--	--	--	
Capital Improvement	--	4,334.12	--	4,334.12
	--	--	--	
Fire Flow/Will Serve Letters	800.00	1,700.00	6,000.00	4,300.00
		--	--	
		--	--	
TOTAL INCOME	224,060.41	620,892.63	2,546,634.00	1,925,741.37

Note:

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

² Hartmann Allocation, US Bank NASPO Contract

Payment

Meiners Oaks Water District

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

Expenditures	Month of September	Year To Date	Budget Approp	Approp Bal 09/30/26	Current October	Approp FY Bal To Date
Salaries	62,831.65	198,049.00	740,000.00	541,951.00	-	541,951.00
Payroll Taxes	5,033.94	15,808.66	60,000.00	44,191.34	-	44,191.34
Retirement Contributions	10,358.97	30,188.50	115,000.00	84,811.50	-	84,811.50
Group Insurance	10,741.64	33,257.60	116,000.00	82,742.40	-	82,742.40
Company Uniforms	964.23	1,774.78	2,500.00	725.22	-	725.22
Phone Office	237.11	711.33	3,000.00	2,288.67	-	2,288.67
Janitorial Service	557.16	1,973.64	7,700.00	5,726.36	-	5,726.36
Refuse Disposal	515.67	1,496.91	5,000.00	3,503.09	-	3,503.09
Liability Insurance	-	83,714.43	85,000.00	1,285.57	-	1,285.57
Workers Compensation	-	16,932.36	17,000.00	67.64	-	67.64
Wells	-	185.20	10,000.00	9,814.80	-	9,814.80
Truck Maintenance	1,142.09	2,942.29	5,000.00	2,057.71	-	2,057.71
Office Equipment Maintenance	332.25	1,887.06	5,500.00	3,612.94	-	3,612.94
Security System	-	101.85	1,500.00	1,398.15	-	1,398.15
Cell Phones	351.18	1,052.34	4,500.00	3,447.66	-	3,447.66
System Maintenance	1,358.26	12,555.33	60,000.00	47,444.67	-	47,444.67
Safety Equipment	67.40	2,947.31	10,000.00	7,052.69	-	7,052.69
Laboratory Services	2,057.00	4,302.00	14,500.00	10,198.00	-	10,198.00
Membership and Dues	-	2,086.00	11,000.00	8,914.00	-	8,914.00
Printing and Binding	-	-	500.00	500.00	-	500.00
Office Supplies	738.25	2,474.12	7,000.00	4,525.88	-	4,525.88
Postage and Express	1,333.81	4,771.32	15,500.00	10,728.68	-	10,728.68
B.O.D. Fees	3,500.00	10,250.00	20,000.00	9,750.00	-	9,750.00
Engineering & Technical Services	1,736.00	1,736.00	60,000.00	58,264.00	-	58,264.00
Computer Services	4,946.68	15,150.02	33,000.00	17,849.98	2,171.20	15,678.78
Other Prof. & Regulatory Fees	2,003.34	4,644.44	60,000.00	55,355.56	1,301.15	54,054.41
Public and Legal Notices	-	-	1,000.00	1,000.00	-	1,000.00
Attorney Fees	3,835.00	5,037.50	15,000.00	9,962.50	1,332.50	8,630.00
GSA Fees	-	73,080.00	80,000.00	6,920.00	-	6,920.00
VR/SBC/City of VTA Law Suit	6,538.66	21,385.73	35,000.00	13,614.27	-	13,614.27
Rental Equipment	-	-	10,000.00	10,000.00	-	10,000.00
Audit Fees	-	10,500.00	22,000.00	11,500.00	-	11,500.00
Small Tools	100.63	321.31	5,000.00	4,678.69	-	4,678.69
Election Supplies	-	-	1,500.00	1,500.00	-	1,500.00
Treatment Plant	440.01	3,429.52	8,000.00	4,570.48	-	4,570.48
Fuel	2,561.13	8,015.34	20,000.00	11,984.66	-	11,984.66
Travel Exp./Seminars	-	550.61	2,000.00	1,449.39	-	1,449.39
Utilities	6.34	693.26	3,500.00	2,806.74	-	2,806.74
Power and Pumping	13,843.27	42,480.16	90,000.00	47,519.84	-	47,519.84
Purchased Water	-	-	100,000.00	100,000.00	-	100,000.00
CMWD Standby Passthrough Fees	5,228.19	15,684.57	52,000.00	36,315.43	-	36,315.43
Meters	422.10	1,235.07	50,000.00	48,764.93	42,885.38	5,879.55
BackFlow Program	-	-	27,000.00	27,000.00	16,455.12	10,544.88
Online AutoPay Transactions Fees	-	-	8,000.00	8,000.00	-	8,000.00
Total Expenditures	143,781.96	633,405.56	1,999,200.00	1,365,794.44	64,145.35	1,301,649.09
Water Distribution System	-	-	-	-	-	-
<i>Tank 2 Engineering & Soils</i>	-	-	30,000.00	30,000.00	-	30,000.00
<i>Wells 1 & 2 Rehab</i>	-	-	150,000.00	150,000.00	-	150,000.00
<i>Chlorine Analyzers @ Well 4a & 7</i>	-	-	36,000.00	36,000.00	-	36,000.00
<i>Valve Replacements</i>	-	779.92	75,000.00	74,220.08	-	74,220.08
Structures and Improvements	-	-	-	-	-	-
<i>Tico Booster Electricity Relocation</i>	13,703.61	13,703.61	15,000.00	1,296.39	-	1,296.39
<i>District Office Rehab</i>	-	-	60,000.00	60,000.00	-	60,000.00
Field Equipment	-	-	-	-	-	-
<i>Replace 2009 Ford Ranger (CA CARB Required)</i>	-	-	60,000.00	60,000.00	-	60,000.00
Appropriations for Contingencies	-	5,798.48	100,000.00	94,201.52	-	94,201.52
Total CIP Spending	13,703.61	20,282.01	346,000.00	505,717.99	-	505,717.99
GRAND TOTAL	157,485.57	653,687.57	2,345,200.00	1,871,512.43	64,145.35	1,807,367.08



Meiner's Oaks County Water District, CA

Check Report

By Vendor Name

Date Range: 09/16/2026 - 10/15/2026

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	Aqua-Flo Supply	10/13/2026	Regular	0.00	146.05	12383
SI2824709	Invoice	09/01/2026	Mesh,Trench Shovel, Electrical Sch 40 PVC	0.00	46.34	
SI2833861	Invoice	09/15/2026	Pipe Repair Clamp,Pressure Guage, Seal T	0.00	85.35	
SI2842598	Invoice	09/25/2026	Coupling, Bushing, Nipple	0.00	14.36	
AUTOSU	Automotive Supply - Ojai	10/13/2026	Regular	0.00	811.61	12384
649225	Invoice	09/01/2026	Air Filters	0.00	121.06	
649226	Invoice	09/01/2026	Booster Cables	0.00	61.04	
649353	Invoice	09/08/2026	Fuel Filter	0.00	110.46	
650840	Invoice	09/28/2026	Batteries, Air Filters	0.00	500.83	
650854	Invoice	09/28/2026	Battery Terminal	0.00	18.22	
BADGER	Badger Meter	10/13/2026	Regular	0.00	407.74	12385
80252221	Invoice	09/28/2026	ORION Cellular, Beacon Hosting	0.00	407.74	
CALPERS	California Public Employees' Retirement	09/30/2026	Bank Draft	0.00	5,896.20	DFT0002748
INV0003279	Invoice	09/15/2026	Health	0.00	5,896.20	
CALPERS	California Public Employees' Retirement	09/24/2026	Bank Draft	0.00	-9.43	DFT0002758
CALPERS	California Public Employees' Retirement	09/24/2026	Bank Draft	0.00	9.43	DFT0002758
091426	Invoice	09/14/2026	Health Insurance	0.00	9.43	
CALPERS	California Public Employees' Retirement	09/30/2026	Bank Draft	0.00	5,896.18	DFT0002760
INV0003291	Invoice	09/30/2026	Health	0.00	5,896.18	
CALPERS	California Public Employees' Retirement	09/28/2026	Bank Draft	0.00	9.41	DFT0002772
091526	Invoice	09/14/2026	Active Premium	0.00	9.41	
CALPERS	California Public Employees' Retirement	10/07/2026	Bank Draft	0.00	4,616.17	DFT0002773
10000001844893	Invoice	10/01/2026	Unfunded Accrued Liability	0.00	4,616.17	
CANON	Canon Financial Services, Inc.	09/28/2026	Regular	0.00	118.19	12367
43891804	Invoice	09/11/2026	Copier Contract Charge	0.00	118.19	
CASH	CASH	09/28/2026	Regular	0.00	18.00	12368
072426	Invoice	09/01/2026	Water for Office	0.00	6.00	
081826	Invoice	09/01/2026	Water for Office	0.00	6.00	
091726	Invoice	09/17/2026	Water for Office	0.00	6.00	
CMWD	Casitas Municipal Water District	10/13/2026	Regular	0.00	5,228.19	12386
261150926	Invoice	09/30/2026	Fairview Standby	0.00	2,166.28	
261150926-A	Invoice	09/30/2026	Adjudication Fee	0.00	281.77	
262000926	Invoice	09/30/2026	Hartmann Allocation	0.00	332.09	
300650926	Invoice	09/30/2026	Tico/La Luna Standby	0.00	2,166.28	
300650926-A	Invoice	09/30/2026	Adjudication Fee	0.00	281.77	
CLEANCO	Cleancoast Janitorial	10/13/2026	Regular	0.00	340.00	12387
21	Invoice	09/27/2026	September Janitorial	0.00	340.00	
C I T	Coastal Instrumentation & Telemetry	09/28/2026	Regular	0.00	1,736.00	12369
26-019	Invoice	09/01/2026	Submersible Transducer	0.00	1,236.00	
26-021	Invoice	09/01/2026	SCADA Programming	0.00	500.00	
DATAP	Dataprose LLC	10/13/2026	Regular	0.00	1,238.81	12388
DP2604638	Invoice	09/30/2026	Billing & Postage	0.00	1,238.81	

Check Report

Date Range: 09/16/2026 - 10/15/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
EJHAR	E. J. Harrison Roloffs, Inc.	09/28/2026	Regular	0.00	515.67	12370
281300926	Invoice	09/16/2026	Office Trash	0.00	192.78	
994260926	Invoice	09/16/2026	2680 Maricopa Hwy.	0.00	322.89	
E H D	Environmental Health Division	10/13/2026	Regular	0.00	776.09	12389
IN0284480	Invoice	09/28/2026	HMBP for Tank Farm	0.00	776.09	
FAMCON	Famcon Pipe and Supply, Inc	10/13/2026	Regular	0.00	160.88	12390
S100191354.001	Invoice	09/24/2026	Concrete Covers	0.00	160.88	
FGLENV	FGL Environmental	09/28/2026	Regular	0.00	1,682.00	12371
616946A	Invoice	09/21/2026	Samples	0.00	154.00	
616947A	Invoice	09/22/2026	Samples	0.00	125.00	
616948A	Invoice	09/16/2026	Samples	0.00	44.00	
616949A	Invoice	09/22/2026	Samples	0.00	1,148.00	
617307A	Invoice	09/18/2026	Samples	0.00	125.00	
617308A	Invoice	09/16/2026	Samples	0.00	86.00	
FGLENV	FGL Environmental	10/13/2026	Regular	0.00	250.00	12391
617757A	Invoice	09/28/2026	Samples	0.00	125.00	
618197A	Invoice	09/30/2026	Samples	0.00	125.00	
FH PUMPS	FH Pumps	10/13/2026	Regular	0.00	85.12	12392
00096662	Invoice	09/01/2026	Bearings	0.00	85.12	
HLTHNE	Health Net Life Insurance Company	09/28/2026	Regular	0.00	68.40	12372
61790926	Invoice	09/03/2026	Life Insurance	0.00	68.40	
HCS	Herum/Crabtree/Suntag	10/13/2026	Regular	0.00	6,538.66	12393
118966	Invoice	09/25/2026	SBCK vs VTA	0.00	6,538.66	
HYDRO	HydroCorp, LLC	10/13/2026	Regular	0.00	16,455.12	12394
CI-16430	Invoice	10/01/2026	CCC Program Inspection & Reporting	0.00	16,455.12	
JEFFREY	Jeffrey Groves	09/28/2026	Regular	0.00	59.97	12373
98535911	Invoice	09/10/2026	Work Jeans	0.00	59.97	
LEVI	Levi Maxwell	09/28/2026	Regular	0.00	-250.00	12374
LEVI	Levi Maxwell	09/28/2026	Regular	0.00	250.00	12374
31706853	Invoice	09/12/2026	Work Jeans	0.00	250.00	
LEVI	Levi Maxwell	10/13/2026	Regular	0.00	250.00	12395
31706853-2	Invoice	10/13/2026	Replacement Check	0.00	250.00	
LYTWAVE	Lytwave	09/28/2026	Regular	0.00	237.11	12375
25245	Invoice	09/15/2026	VoIP/Elevate Communications	0.00	237.11	

Check Report

Date Range: 09/16/2026 - 10/15/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
MOHARD	Meiners Oaks Hardware	10/13/2026	Regular	0.00	866.99	12396
159013	Invoice	09/01/2026	Pipe Wrap, Marking Paint, Cloth Plumber,	0.00	74.61	
159057	Invoice	09/01/2026	Tow Strap, Recovery Strap	0.00	47.17	
159074	Invoice	09/01/2026	Bolts & Screws	0.00	1.81	
159132	Invoice	09/01/2026	Narrow Wheel Hub,Dolly	0.00	175.86	
159548	Invoice	09/01/2026	Nut & Sleeve	0.00	4.87	
159553	Invoice	09/01/2026	Form Boards	0.00	8.65	
159592	Invoice	09/02/2026	Bushing, Bolts & Screws, Concrete Mix	0.00	54.98	
159713	Invoice	09/03/2026	Knife, Terry Towels, Cleaner	0.00	55.31	
159862	Invoice	09/04/2026	Ball Valve, Drill Set	0.00	62.43	
160143	Invoice	09/08/2026	Fastenings, Bolts & Screws	0.00	11.31	
160147	Invoice	09/08/2026	Flat Washer, Shop Towels, Black Paint	0.00	35.63	
160176	Invoice	09/09/2026	Weed Killer	0.00	175.65	
160299	Invoice	09/10/2026	Folding Saw	0.00	36.10	
160441	Invoice	09/11/2026	Key Ring, Glue Singles, Epoxy, etc.	0.00	25.90	
160814	Invoice	09/15/2026	Scrub Brush, Cable Tie	0.00	16.43	
160908	Invoice	09/16/2026	Hose Clamps, Adapters	0.00	9.14	
160954	Invoice	09/17/2026	Socket Adapter, Rust Remover, Nipple	0.00	20.96	
160998	Invoice	09/17/2026	Socket Adapter	0.00	9.75	
161010	Invoice	09/17/2026	Corner Brace, Bolts & Screws	0.00	2.06	
161018	Invoice	09/17/2026	Color Sample, Coupling	0.00	10.30	
161744	Invoice	09/25/2026	Windshield Wash,Respirator	0.00	28.07	
MITEC	MiTec Solutions LLC	09/28/2026	Regular	0.00	2,941.73	12376
1076660	Invoice	09/10/2026	Remote Labor	0.00	30.00	
1076710	Invoice	09/17/2026	Migrate Current Domain to .gov Domain	0.00	2,400.00	
1076750	Invoice	09/22/2026	Remote Labor	0.00	60.00	
QB5848	Invoice	09/15/2026	O365 Business/X360 Cloud	0.00	451.73	
MITEC	MiTec Solutions LLC	10/13/2026	Regular	0.00	2,171.20	12398
1076867	Invoice	10/06/2026	Set Up New iPads	0.00	326.25	
1076871	Invoice	10/06/2026	Remote Labor - Setting Up Email	0.00	60.00	
1076905	Invoice	10/13/2026	Monthly Maintenance	0.00	360.00	
QB5915	Invoice	10/01/2026	Web Hosting,ShareSync	0.00	74.95	
QB6042	Invoice	10/05/2026	MSP+, MSP Server	0.00	1,350.00	
NCK&K	Nelson Comis Kettle & Kinney, LLP	10/13/2026	Regular	0.00	1,332.50	12399
19026	Invoice	10/01/2026	Attorney Fees	0.00	1,332.50	
NCR	Nightly Cinnamon Roll LLC	09/28/2026	Regular	0.00	100.00	12377
1349	Invoice	09/14/2026	General Web Labor	0.00	100.00	
OFFDEP	Office Depot	09/28/2026	Regular	0.00	46.33	12378
480933553001	Invoice	09/04/2026	Paper	0.00	46.33	
OILELE	Oilfield Electric Company, Inc.	10/13/2026	Regular	0.00	13,703.61	12400
2040946	Invoice	09/24/2026	Utility Pole Relocation	0.00	13,703.61	
OTVHARD	Ojai True Value Hardware	09/28/2026	Regular	0.00	15.65	12379
1007	Invoice	09/08/2026	Zip Ties, Nuts & Bolts	0.00	15.65	
PACE	PACE Supply Corp.	10/13/2026	Regular	0.00	42,885.38	12401
3811784562	Invoice	10/05/2026	5/8" X 3/4", 1", 1 1/2" Meters, EndPoints	0.00	42,885.38	
PATHIAN	Pathian Administrators	09/28/2026	Regular	0.00	114.47	12365
INV0003282	Invoice	09/15/2026	HSBS	0.00	57.24	
INV0003294	Invoice	09/30/2026	HSBS	0.00	57.23	
PRINCIPAL	Principal	09/28/2026	Regular	0.00	430.56	12366
INV0003280	Invoice	09/15/2026	Dental	0.00	215.31	
INV0003292	Invoice	09/30/2026	Dental	0.00	215.25	

Check Report

Date Range: 09/16/2026 - 10/15/2026

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payable #	Payable Type	Post Date	Payable Description	Discount Amount	Payable Amount	
PERS	Public Employees' Retirement System	09/30/2026	Bank Draft	0.00	600.00	DFT0002747
INV0003278	Invoice	09/15/2026	457 Withholdings	0.00	600.00	
PERS	Public Employees' Retirement System	09/30/2026	Bank Draft	0.00	4,915.76	DFT0002749
INV0003281	Invoice	09/15/2026	PERS	0.00	4,915.76	
PERS	Public Employees' Retirement System	09/30/2026	Bank Draft	0.00	600.00	DFT0002759
INV0003290	Invoice	09/30/2026	457 Withholdings	0.00	600.00	
PERS	Public Employees' Retirement System	09/30/2026	Bank Draft	0.00	4,915.76	DFT0002761
INV0003293	Invoice	09/30/2026	PERS	0.00	4,915.76	
RESCOMP	Resource Compliance Inc.	10/13/2026	Regular	0.00	1,165.00	12402
INV8696	Invoice	10/01/2026	Chlorine Safety Agreement	0.00	1,165.00	
SCE	Southern California Edison Co.	09/28/2026	Regular	0.00	13,843.27	12380
OFFELE-0926	Invoice	09/24/2026	Office Electricity	0.00	369.55	
TNKFRM0926	Invoice	09/24/2026	Tank Farm	0.00	36.45	
WELL1-0926	Invoice	09/24/2026	Well 1	0.00	282.64	
WELL2-0926	Invoice	09/24/2026	Well 2	0.00	1,163.16	
WELL4&70926	Invoice	09/24/2026	Wells 4 & 7	0.00	10,722.79	
WELL8-0926	Invoice	09/24/2026	Well 8	0.00	377.49	
Z-1-0926	Invoice	09/24/2026	Zone 1	0.00	148.13	
Z-2FIRE0926	Invoice	09/24/2026	Zone 2 Fire	0.00	158.29	
Z-2PWR0926	Invoice	09/24/2026	Zone 2 Power	0.00	566.56	
Z-3FIRE0926	Invoice	09/24/2026	Zone 3 Fire	0.00	18.21	
SWRCB-DWOC	State Water Resources Control Board DWOC	10/13/2026	Regular	0.00	75.00	12403
D2GL2026	Invoice	10/07/2026	D2 Cert. - G. Lockwood	0.00	75.00	
WHARF	The Wharf	10/13/2026	Regular	0.00	242.39	12404
130596	Invoice	09/03/2026	Work Boots - J. Martinez	0.00	242.39	
UAOFSC	Underground Service Alert of So.Ca.	10/13/2026	Regular	0.00	61.15	12405
920260465	Invoice	10/01/2026	Digalerts	0.00	61.15	
USBANK	US Bank Corporate Pmt. System	10/13/2026	Regular	0.00	2,795.76	12406
AAS090326	Invoice	09/03/2026	Stamps	0.00	95.00	
AMAZON090926	Invoice	09/09/2026	Welding Helmet/Steering Wheel Cover	0.00	67.40	
AMAZON091026	Invoice	09/10/2026	Expansion Anchors	0.00	27.30	
AMAZON091126	Invoice	09/11/2026	Steering Wheel Cover	0.00	28.95	
AMAZON091526	Invoice	09/15/2026	Paper Towels/Toilet Paper	0.00	85.67	
AMAZON092126	Invoice	09/21/2026	Candy	0.00	40.25	
ANDYS090326	Invoice	09/03/2026	Ice for Samples	0.00	9.70	
GRAMMAR09152	Invoice	09/15/2026	Grammarly Program	0.00	139.95	
HARBOR091826	Invoice	09/18/2026	Separator & Puller Set	0.00	73.33	
JNDESIGNS09012	Invoice	09/01/2026	Logo Embroidery	0.00	170.43	
JNDESIGNS09022	Invoice	09/01/2026	Garment Logo Printing	0.00	241.44	
JWENT091826	Invoice	09/18/2026	Portable Toilets	0.00	217.16	
MOTION091726	Invoice	09/17/2026	1 New Tire	0.00	209.96	
OAUTOS091726	Invoice	09/17/2026	Fuel Filter	0.00	91.57	
OSS091026	Invoice	09/10/2026	Storage Unit	0.00	212.00	
PRIME090426	Invoice	09/04/2026	Membership	0.00	138.35	
SHELL090726	Invoice	09/07/2026	Fuel	0.00	98.82	
SHELL090826	Invoice	09/07/2026	Fuel	0.00	159.46	
SHELL091026	Invoice	09/10/2026	Fuel	0.00	99.35	
SHELL091126	Invoice	09/11/2026	Fuel	0.00	136.12	
SHELL091426	Invoice	09/14/2026	Fuel	0.00	93.56	
SPAYER091126	Invoice	09/11/2026	Sprayer Supplies	0.00	99.99	
SPECTRUM09162	Invoice	09/16/2026	Internet	0.00	130.00	
STARLINK090426	Invoice	09/04/2026	Internet	0.00	130.00	

Check Report

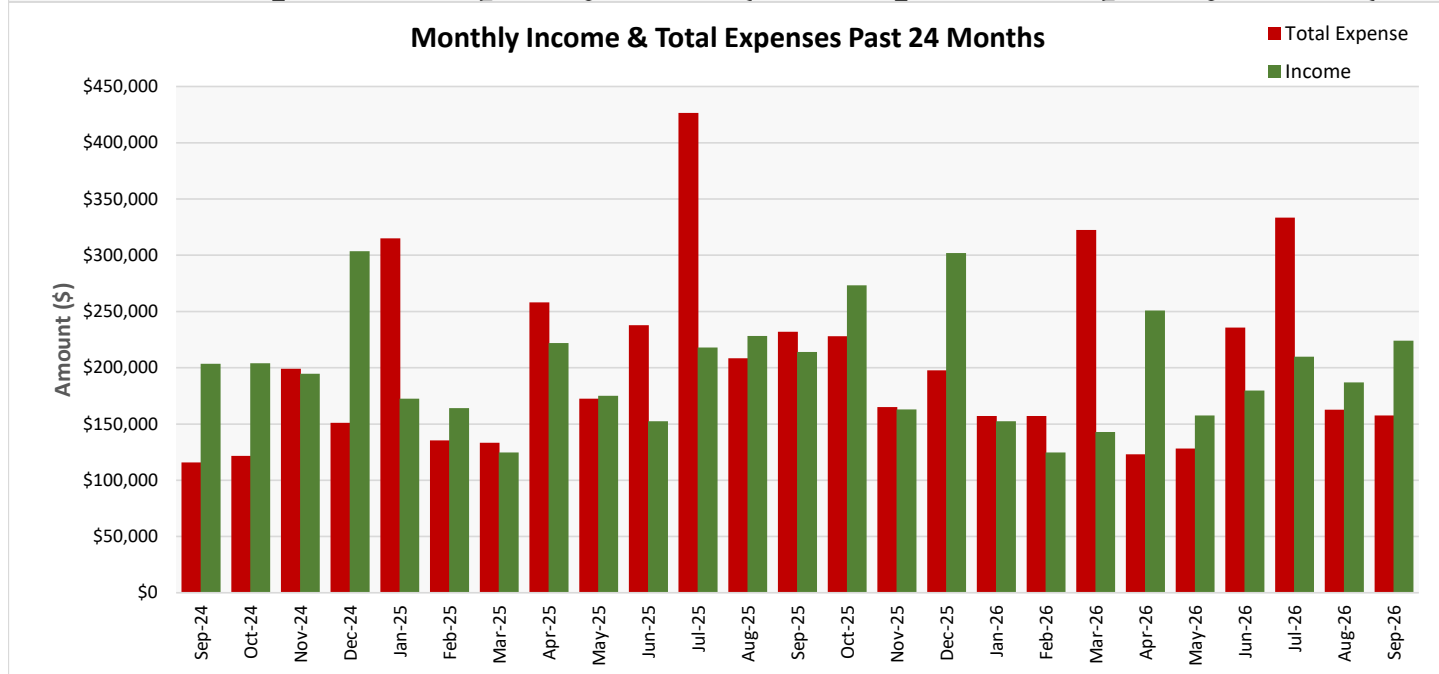
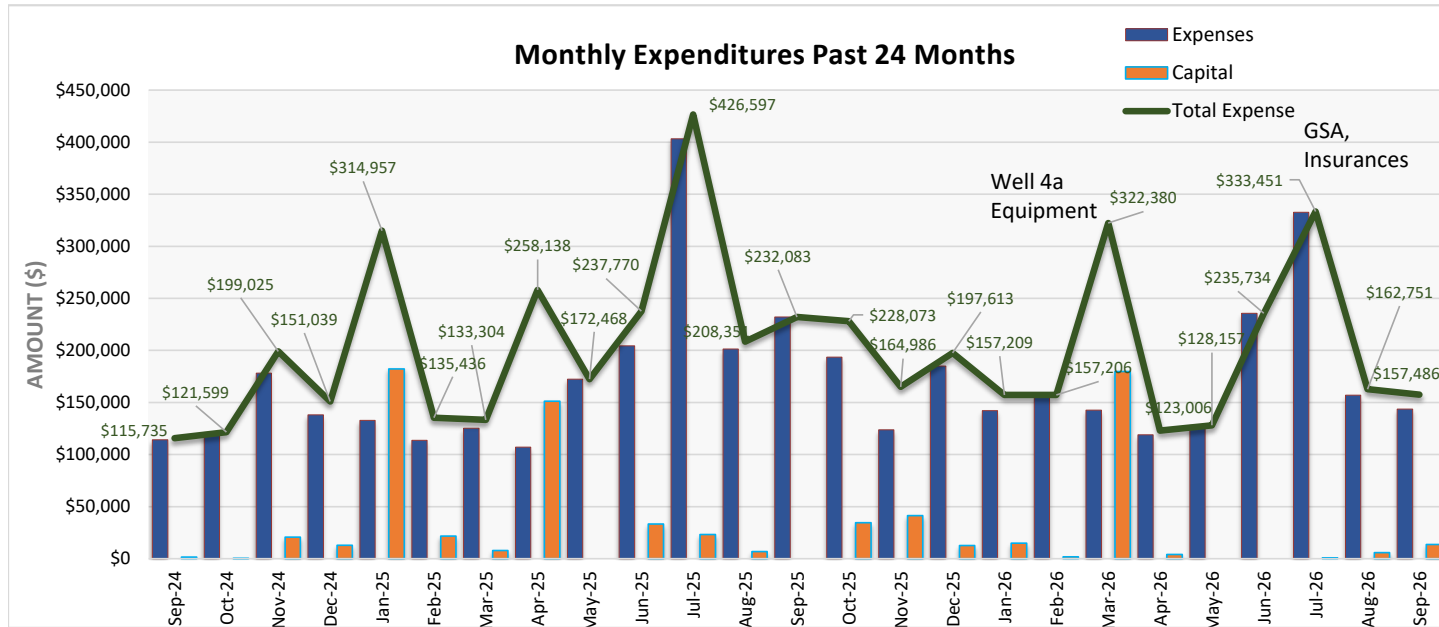
Date Range: 09/16/2026 - 10/15/2026

Vendor Number Payable #	Vendor Name Payable Type	Payment Date Post Date	Payment Type Payable Description	Discount Amount Discount Amount	Payment Amount Payable Amount	Number
VERIZON 6154436569	Verizon Wireless Invoice	10/13/2026 09/26/2026	Regular Cell Phones	0.00 0.00	351.18 351.18	12408
WEX 115155605	WEX BANK Invoice	09/28/2026 09/15/2026	Regular Fuel	0.00 0.00	1,973.82 1,973.82	12381

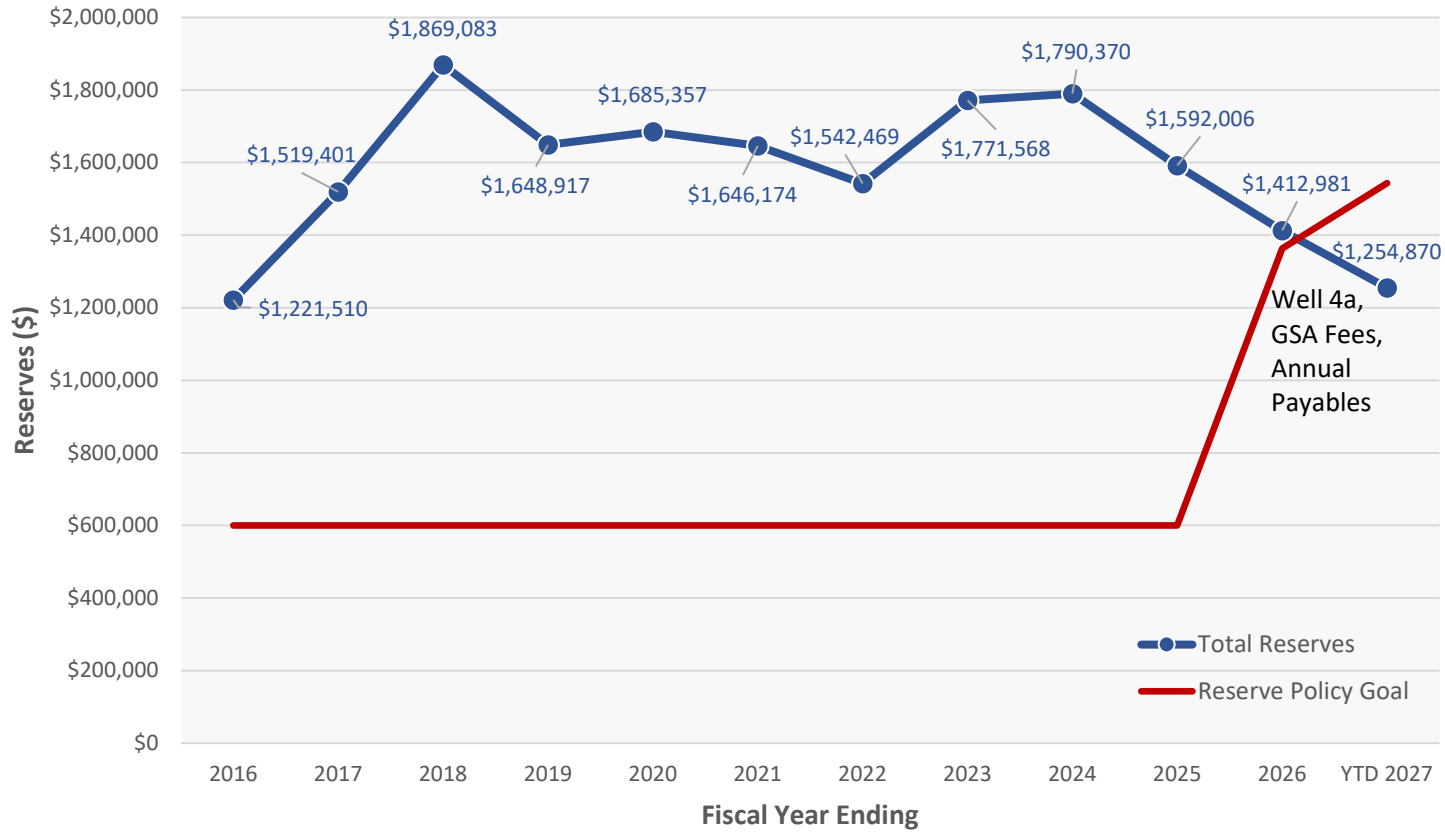
Bank Code AP Bank Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	122	41	0.00	122,489.60
Manual Checks	0	0	0.00	0.00
Voided Checks	0	1	0.00	-250.00
Bank Drafts	9	10	0.00	27,449.48
EFT's	0	0	0.00	0.00
	131	52	0.00	149,689.08

PR 67,999.70



Total District Reserves & Reserve Goal by Fiscal Year





Authorization to Add One Full-Time Equivalent Utility Helper Position

Recommendation of Executive Committee & Management

Authorize adding one full-time equivalent (FTE) Utility Helper position to provide supplemental field staffing and maintain operational coverage during current and anticipated military leaves of absence.

Background

The District's field staff operates and maintains the water distribution system and related facilities. These responsibilities include meter reading and maintenance, leak repair, equipment operation, facility and grounds maintenance, pump and valve support, emergency response, and participation in on-call and standby assignments.

Current and anticipated military leaves of absence will temporarily reduce the number of employees available to perform these essential functions. Because the timing and duration of military leave may vary, existing staff may not be able to consistently absorb the additional workload without affecting routine maintenance, response capacity, scheduling flexibility, and on-call coverage.

Discussion

Staff recommends adding one Utility Helper FTE to strengthen field staffing and provide continuity during current and future military leaves. The position would report to the Field Supervisor and/or General Manager and assist with routine and emergency field operations.

The additional employee would help:

- Maintain adequate staffing for daily field operations;
- Fill scheduling and operational gaps created by military leaves of absence;
- Support meter reading, meter maintenance, and meter installation;
- Assist with water leak repairs and maintenance of the distribution system;
- Support maintenance of pumps, motors, valves, vehicles, equipment, grounds, and District facilities;
- Improve the District's ability to maintain on-call, standby, overtime, weekend, and holiday coverage;
- Reduce the operational strain and overtime demands placed on remaining field staff; and
- Preserve continuity of service and timely response to customer and system needs.

Although the immediate need is related to military leave coverage, the position would also improve the District's ability to respond to future staffing vacancies, employee absences, emergencies, planned maintenance, and increased operational demands. Adding a regular FTE



would allow the District to recruit, train, and retain an employee who is familiar with District facilities, procedures, safety requirements, and service expectations.

The Utility Helper position is classified as non-exempt and has an annual salary range of \$41,600 to \$50,565, with the starting rate dependent upon qualifications. The position normally works Monday through Friday from 8:00 a.m. to 5:00 p.m., with potential on-call, standby, overtime, night, weekend, and holiday assignments.

Fiscal Impact

The annual salary for the position is expected to range from \$41,600 to \$50,565, plus applicable benefits, payroll costs, uniforms, safety equipment, training, and other employment-related expenses. The estimated total annual cost is \$70,000 (60% of salary), depending on starting salary and employee benefit selection.

The prorated cost for the remainder of Fiscal Year 26/27 is estimated at \$44,000. Funding would come from the Salaries, Payroll Taxes, Retirement Contributions, Group Insurance, and Company Uniforms budgets, respectively. The Board would approve any necessary budget adjustment or incorporate it into the applicable operating budget.

The additional position may offset some of its cost by reducing overtime, limiting the need for temporary staffing or contracted field support, reducing salary and related expenses during leaves of absence, and helping prevent deferred maintenance.

Alternatives

The Board may:

1. Authorize the addition of one Utility Helper FTE as recommended;
2. Direct staff to use temporary or contracted personnel during military leaves;
3. Defer the request and continue covering staffing gaps through overtime and reassignment of existing employees; or
4. Provide other direction to staff.

Conclusion

Adding one Utility Helper FTE will give the Field Department the staffing flexibility needed during current and anticipated military leaves of absence. The position will help the District maintain safe, reliable operations; meet routine and emergency workload demands; support on-call coverage; and continue providing responsive service to District customers.

Attachment

Utility Helper Job Description



Utility Helper Job Description

FLSA Status: Non-exempt

Annual Salary Range: \$41,600 - \$50,565

1. General Job Description

The Utility Helper works under the direction of the Field Supervisor and/or the General Manager. A Water Utility Helper participates in, but is not limited to, the operation and maintenance of water storage, distribution, and service facilities. Duties also include vehicle and ground maintenance and related activities.

2. Qualifications/ Possession of the following

- Must have a valid Class "C" California driver's license and a driving record acceptable to the district's insurance carrier.
- High School Diploma or GED
- The ability to pass a fit-for-duty test and drug/alcohol screen

3. Basic Work Hours

- Monday through Friday, 8 AM to 5 PM
- Compensation hourly
- Potential for on-call or standby time

4. Essential Job Duties

- Performs water meter readings and maintenance, including installing new meters.
- Operates and maintains vehicles and a variety of light, medium, and heavy equipment related to the construction, maintenance, and repair of water utility systems and facilities.
- Operates and maintains a variety of hand and power tools and equipment related to work assignments as instructed.
- Assists in repairing any water leaks in the water district distribution system.
- Weed abatement around district facilities
- Assist in the maintenance, repair, and replacement of pumps, motors, and valves within the district.
- Observe safe work methods and utilize related safety equipment as required.



- Maintain work areas in a clean and orderly condition, including securing equipment at the end of the workday.
- Record facilities data.
- Willingness to work on-call shifts, nights, weekends, holidays, and overtime as assigned
- Performs related duties as assigned.

5. Physical Demand, Work Environment or Elements

The physical demands described here are representative of those that an employee must meet to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions. Must possess mobility to work in the field, in District buildings and facilities; strength, stamina, and mobility to perform light to medium physical work, to work in confined spaces, around machines, to walk on uneven terrain, and to climb and descend ladders. Operate varied hand and power tools and construction equipment. This job requires close vision, distance vision, depth perception, and color vision, as well as the ability to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. The employee is required to have sufficient manual dexterity to operate a District vehicle, computers, and standard office machines, such as fax machines, calculators, telephones, and copiers. This classification requires bending, stooping, kneeling, reaching, and climbing to perform and inspect work. Employees must be able to lift, carry, push, and pull materials and objects weighing up to 150 pounds.

Employees work indoors and outdoors and may be exposed to cold and hot temperatures, inclement weather, loud noise levels, vibration, confined workspaces, chemicals, mechanical and electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff, public representatives, and contractors in interpreting and enforcing departmental policies and procedures.

6. Personal Protective Equipment

Field employees must at times wear safety and welding glasses, gloves, a welding mask, a full-face mask, and earplugs. When required, they must be able to use and be fitted for a respirator and/or Self-Contained Breathing Apparatus (SCBA), which requires being cleanly shaven at all times.



7. Performance Evaluation

Performance evaluations will be conducted at least annually, based on the established performance goals and elements outlined in the *Performance Management & Incentive Pay Policy*. Performance Element Categories listed each include various individual benchmarks:

- Technical Competence/Mission Accomplishment (TM)
- Collaboration (CO)
- Customer Care (CC)
- Resource Management (RM)
- Leadership (L)
- Continuous Improvement (CI)

8. Exempt /Non - Exempt

- This is a non-exempt position pursuant to the Fair Labor Standards Act.
- 12-month probation period
- Rate of pay increases will vary upon merit/ cost of living allowances
- The beginning pay rate will be DOQ

Employee Signature

Date

Employee Name Print

Revised 10/2026



Request for Meter Size Change Update

Committee & Management Recommendation

Approve the three (3) customer requests to downsize meters, as recommended by the New Meters & Expansion of Services Committee, and revise the trial process to eliminate the customer charge for meter and endpoint materials and instead apply the District's current \$100 Administrative Fee. Fixture-count and historical-consumption data support the requested meter sizes, and the revised fee structure will more accurately reflect the District's recoverable costs while keeping the process equitable and administratively practical.

Background

The Board approved implementation of a trial process for meter size change requests at the August 15, 2026 Regular meeting.

The trial process allows an existing customer to submit a written request using the Meiners Oaks Water District Water Meter Sizing Worksheet. The request identifies the property address, Assessor's Parcel Number, account number, existing meter size, proposed meter size, and reason for the request. Staff reviews the request and supporting information to determine whether the proposed meter size would adequately serve the property's existing and reasonably anticipated water service needs. Staff recommendations and documents are presented to the Committee for consideration.

Discussion

On October 9, 2026, the New Meters & Expansion of Services Committee reviewed the first three customer requests, including each property's fixture count, meter technology, and historical water use. Based on this review, the Committee determined that the requested 5/8-inch meters can reasonably serve the properties' demonstrated water needs and recommended approval of all three requests.

- 218 S. Lomita: Requests downsize from 1" to 5/8", currently AMI, meets threshold for fixture count, historical consumption below median 5/8" customer usage.
- 923 S. La Luna: Requests downsize from 1" to 5/8", currently AMI, meets threshold for fixture count, historical consumption at median 5/8" customer usage.



- 741 Oso: Requests downsize from 1” to 5/8”, currently analog, just above threshold for fixture count, historical consumption well below median 5/8” customer usage.

Approving the requests aligns with the purpose of the trial process: allowing customer-specific adjustments when documented demand shows a smaller meter is adequate, without increasing water allocation or creating an entitlement to future capacity.

Fiscal Impact

The fiscal impact is expected to be limited and manageable. AMI meters removed through the downsizing process remain District property and can be placed in inventory for reuse elsewhere in the system; analog meters in serviceable condition may also be reused when appropriate. Because the District plans to replace all meters with AMI technology over the next two years, charging an applicant the full cost of a new meter and endpoint may recover costs that the District can avoid through inventory reuse and planned systemwide replacement. Eliminating the material charge therefore better aligns customer charges with the District’s actual incremental cost. Applying the District’s current \$100 Administrative Fee—the same fee charged for Will-Serve Letters—provides a clear, consistent way to offset staff time for intake, technical review, verification, customer communication, approval, and meter changeouts. This approach avoids over-recovering reusable material costs while ensuring the general customer base does not bear the administrative cost of individual requests.



New Meters & Expansion of Services Policy

Proposed Trial Process for an addition to the existing Policy – Update 10/9/2026

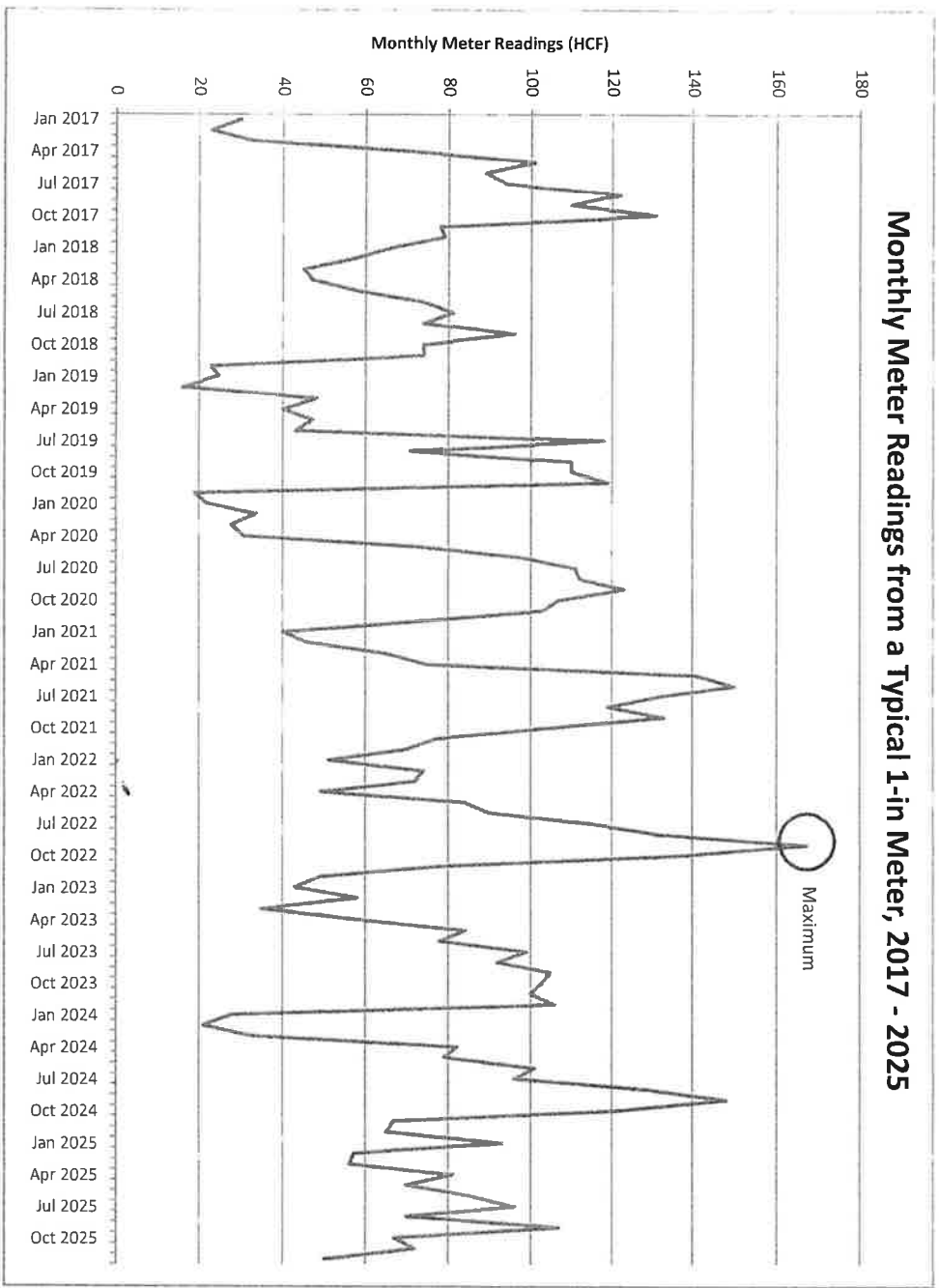
Meter Size Change Request

An existing customer may request a change in the size of their water meter. This meter size change process is a trial process and is subject to change at the District's discretion as operational, administrative, or policy needs are identified.

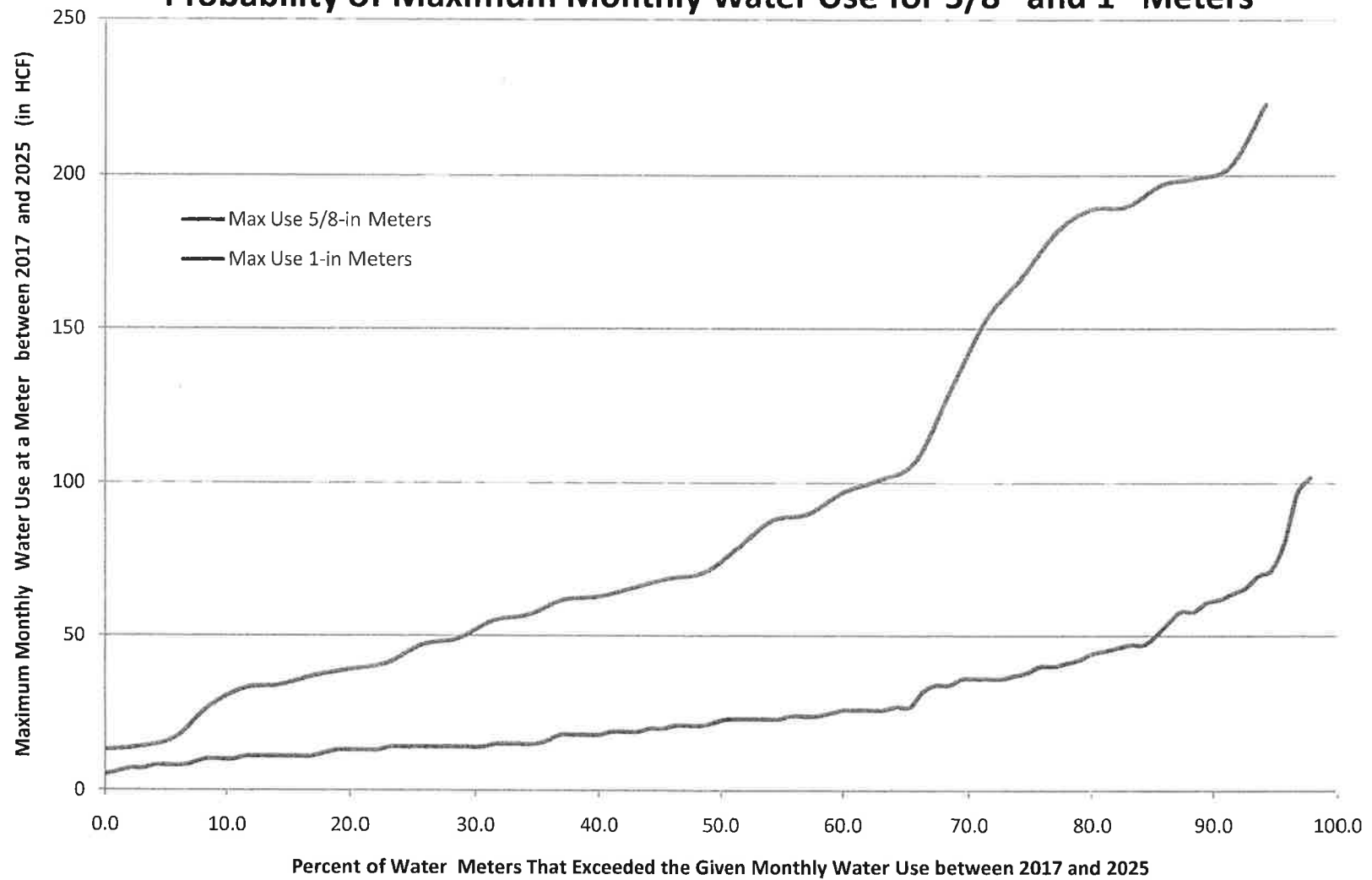
A request to change the meter size shall be submitted to MOWD in writing using the "Meiners Oaks Water District Water Meter Sizing Worksheet" and shall identify the property address, Assessor's Parcel Number, MOWD account number, existing meter size, proposed meter size, and the reason for the request. The customer shall provide sufficient information for MOWD to determine that the proposed meter will adequately serve the existing and proposed uses on the property, including any changes in land use, fixture demand, irrigation demand, fire protection requirements, or other water service needs. Meiners Oaks Water District may verify the information provided by the customer, including review of meter consumption history, meter size calculations, site conditions, fire sprinkler requirements, water pressure, service line length, current and reasonably anticipated water demands, and other applicable factors. MOWD staff shall review the request and may require supporting plans, fixture counts, or other documentation. If MOWD determines that the request is feasible and consistent with District and Plumbing Code standards, the change may be approved administratively unless Board approval is otherwise required by this Policy or by unusual project circumstances.

A meter size change request shall not entitle the customer to any additional water allocation, credit, or refund of previously paid connection, allocation, or capacity-related charges. The District's current administrative application fee shall be charged for a request to change meter size. If a request to reduce the meter size is approved and the meter is installed, future changes in water demand may require installation of a larger meter,.

Monthly Meter Readings from a Typical 1-in Meter, 2017 - 2025



Probability of Maximum Monthly Water Use for 5/8" and 1" Meters





Meiners Oaks Water District Water Meter Sizing Worksheet

Applicant and Property Information	
Property Owner: [REDACTED]	Date: 9/22/2026
Service Address: 218 S. Lomita	APN: 017-0-210-46
Email: [REDACTED]@gmail.com	Phone: 805-[REDACTED]
Current Meter Size: 1"	Requested Meter Size: 5/8"
Type of Service (<i>check all that apply</i>) ☒ Single-family residential ☐ Commercial ☐ Agriculture ☐ Fire sprinkler system ☐ Separate fire system ☐ Booster pump or private well	

Purpose and Instructions: This worksheet helps Meiners Oaks Water District estimate the minimum water meter size needed for the property. Please complete each section as accurately as possible. Enter the number of each fixture served by the meter, multiply by the listed fixture value, and enter the subtotal in the last column. Add all subtotals to calculate the Combined Fixture Value Total. District staff will review the information and may request additional details if needed.

Additional Evaluation Information: In addition to the fixture count and other information provided on this worksheet, Meiners Oaks Water District will review the property's past water use, including meter consumption history, to help determine whether the requested meter size is appropriate. Approval is subject to District review and confirmation that the requested meter size is adequate for the property's current and reasonably anticipated water demands.

Customer Cost Responsibility: If your meter size change is approved, you will be responsible for the District's current material cost for the new meter, endpoint, and any related materials needed for the change. These costs may vary based on the meter size, endpoint type, materials needed, and vendor pricing at the time the materials are ordered or installed.



Future Water Demand: If a reduced-size meter is approved and installed, future changes in water demand, property use, fixtures, irrigation, fire protection requirements, or other site conditions may require a larger meter. If a larger meter is required later, the customer must pay the applicable cost of that meter.

Fixture Count Worksheet			
Fixture Type	Fixture Value	Number of Fixtures	Subtotal
Bathtub/shower combination	4	× 2 _____	= 8 _____
Drinking fountain or water cooler	0.5	× _____	= _____
Kitchen sink, 1/2-inch connection	1.5	× 1 _____	= 1.5 _____
Lavatory / bathroom sink, 1/2-inch connection	1	× 2 _____	= 2 _____
Laundry sink, 1/2-inch connection	1.5	× _____	= _____
Lawn sprinkler, each head	1	× 3 _____	= 3 _____
Mobile home, each unit	12	× _____	= _____
Shower head only	2	× _____	= _____
Service sink, 1/2-inch connection	3	× _____	= _____
Urinal, 1.0 GPF	4	× _____	= _____
Wash sink, each set of valves	2	× _____	= _____
Water closet / toilet, 1.6 GPF flush valve	2.5	× 2 _____	= 5 _____
Water closet / toilet, 3.5 GPF tank type	3	× _____	= _____
Dishwasher, 1/2-inch connection	1.5	× 1 _____	= 1.5 _____
Washing machine, 1/2-inch connection	4	× 1 _____	= 4 _____
Hose connection, first 1/2-inch connection	2.5	× 1 _____	= 2.5 _____
Hose connection, each additional 1/2-inch connection	1	× 2 _____	= 2 _____
Combined Fixture Value Total			= 29.5 _____

How to Determine the Meter Size: After calculating the Combined Fixture Value Total, compare the total to the chart below. The meter sizes shown are based on a service line of 100 feet or less and water pressure of 46 to 60 psi. Longer service lines, lower pressure, fire sprinkler systems, or other site-specific conditions may require additional review or a different meter size.



Combined Fixture Value Total	Minimum Meter Size
0-30	5/8" x 3/4"
31-62	1"
63-100	1.5"
101-260	2"
261-560	3"
561-1100	4"

Fire Sprinkler and Cross-Connection Requirements: If this meter will serve a residential fire sprinkler system, the system must comply with the California State Cross-Connection Control Policy and applicable local requirements. The system must include one of the following approved methods to protect the public water system:

- ☐ Looped system that maintains continuous water flow and helps prevent stagnant water.
- ☐ Backflow prevention assembly, such as a Double Check Valve Assembly (DCVA) or Reduced Pressure Principle Assembly (RPPA), as determined by system design and potential contamination risk. If a backflow prevention assembly is required, it must be installed, maintained, and tested as required by applicable regulations.

Fire Sprinkler Contractor Certification *(complete if applicable)*: I certify that the fire sprinkler system installed or proposed for the property includes the cross-connection prevention method checked below and will be installed in accordance with applicable California State and local requirements.

☐ Looped system ☐ Backflow prevention assembly ☐ Other: _____

Fire Sprinkler Contractor Name: _____

License Number: _____

Representative Name: _____

Signature: _____ Date: _____



Applicant Certification: I certify that the information provided on this worksheet is true and correct to the best of my knowledge. I understand that Meiners Oaks Water District may verify the information provided, review meter consumption history, and adjust the required meter size based on final calculations, actual site conditions, fire sprinkler requirements, water pressure, service line length, current and reasonably anticipated water demands, or other applicable factors.

If a fire sprinkler system or backflow prevention assembly is required, I understand that the system must be installed, maintained, and tested in accordance with applicable California State and local requirements. Any changes to the approved system must be submitted to and approved by the District before construction begins.

I understand that, if my meter size change is approved, I will be responsible for paying the District's current material cost for the new meter, endpoint, and any related materials needed for the change. I also understand that these costs may vary based on the meter size, endpoint type, materials needed, and vendor pricing. If a smaller meter is approved and installed, and my property later needs a larger meter due to future water demand, I understand that I will be responsible for the applicable cost of that meter, endpoint, and related materials.

Meiners Oaks Water District reserves the right to verify and adjust the meter size based on final calculations and all applicable water demands.

Property Address: 218 S. Lomita Ave

Owner Name: [REDACTED]

Applicant Signature [REDACTED] Date: 9/22/2026



Consumption History Report

Meiner's Oaks County Water District, CA

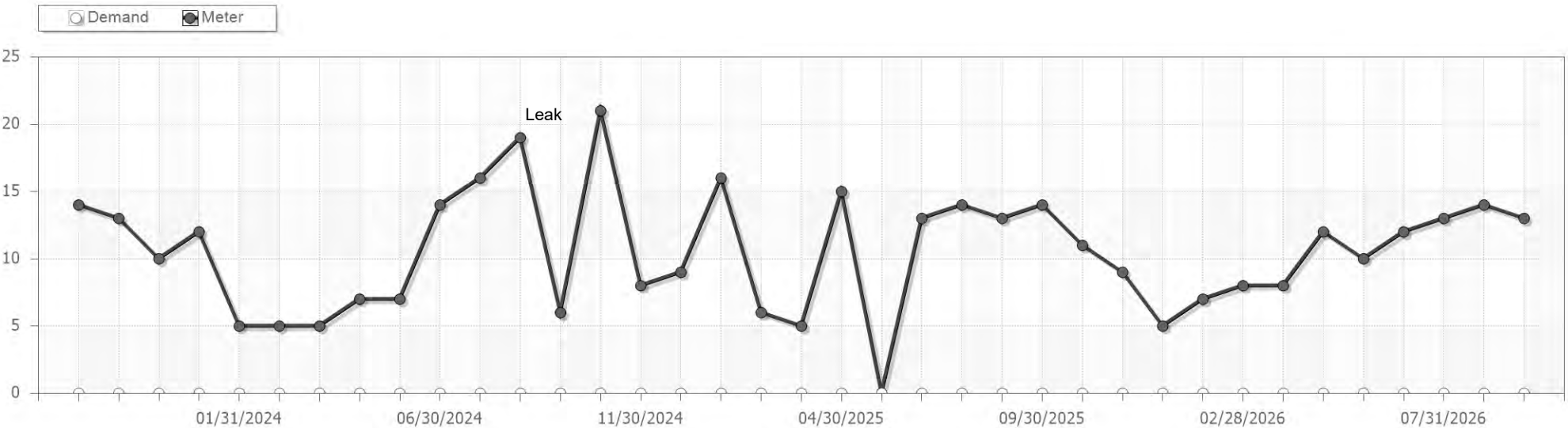
Account: 03- [REDACTED]

Service Address: 218 S LOMITA

Service Category: WAT - WATER

Meter Number: 240533606

Name: [REDACTED]



Year	Month	Bill Date	Begin Read	End Read	Billed Consumption	Metered Consumption	Demand
2026	9	9/30/2026	260	273	13	13	0
	8	8/31/2026	246	260	14	14	0
	7	7/31/2026	233	246	13	13	0
	6	6/30/2026	221	233	12	12	0
	5	5/31/2026	211	221	10	10	0
	4	4/30/2026	199	211	12	12	0
	3	3/31/2026	191	199	8	8	0
	2	2/28/2026	183	191	8	8	0
	1	1/31/2026	176	183	7	7	0
2025	12	12/31/2025	171	176	5	5	0
	11	11/30/2025	162	171	9	9	0
	10	10/31/2025	151	162	11	11	0
	9	9/30/2025	137	151	14	14	0
	8	8/31/2025	124	137	13	13	0
	7	7/31/2025	110	124	14	14	0

2025	6	6/30/2025	97	110	13	13	0
	5	5/31/2025	86	97	0.011	0.011	0
	4	4/30/2025	71	86	15	15	0
	3	3/31/2025	66	71	5	5	0
	2	2/28/2025	60	66	6	6	0
2024	1	1/31/2025	44	60	16	16	0
	12	12/31/2024	35	44	9	9	0
	11	11/30/2024	27	35	8	8	0
	10	10/31/2024	6	27	21	21	0
	9	9/30/2024	0	6	16	6	0
	8	8/31/2024	2,924	2,943	19	19	0
	7	7/31/2024	2,908	2,924	16	16	0
	6	6/30/2024	2,894	2,908	14	14	0
	5	5/31/2024	2,887	2,894	7	7	0
	4	4/30/2024	2,880	2,887	7	7	0
	3	3/31/2024	2,875	2,880	5	5	0
	2	2/29/2024	2,870	2,875	5	5	0
	1	1/31/2024	2,865	2,870	5	5	0
2023	12	12/31/2023	2,853	2,865	12	12	0
	11	11/30/2023	2,843	2,853	10	10	0
	10	10/31/2023	2,830	2,843	13	13	0
	9	9/30/2023	2,816	2,830	14	14	0

September 22, 2026

Meiners Oaks Water District
202 W. El Roblar Drive
Ojai, CA 93023

Re: Request to Downsize Water Meter and Waive Material Costs

Service Address: 218 S. Lomita Ave

Account Number: 03- [REDACTED]

Dear General Manager & Board of Directors:

I am submitting this letter in support of the enclosed downsized water meter request form. The property's historical water use and anticipated future needs demonstrate that a 5/8-inch AMI meter is sufficient. I respectfully request that the District approve replacement of the existing 1-inch AMI meter with a 5/8-inch AMI meter.

Approval would provide necessary financial relief. The fixed monthly charge for the 1-inch meter is approximately \$50 more than the previous combined fixed monthly costs and \$63.15 more than the current 5/8-inch monthly meter charge. This recurring expense is not financially sustainable for me, and an additional estimated \$500 for the replacement meter and endpoint would create a further barrier to a change warranted by the property's actual water needs.

I respectfully request that the District waive the material cost of the 5/8-inch meter and endpoint. This is a reasonable accommodation because the existing 1-inch AMI meter can be returned to inventory and reused elsewhere, preserving its value. The request also aligns with the District's plan to replace and upgrade all meters over the next two years within its existing annual budget.

I ask the District to approve the meter downsizing request and waive the associated material costs. Approval would appropriately align the meter size with the property's actual water needs, allow the District to recover and reuse the existing AMI equipment, and provide essential relief from an ongoing financial burden. Thank you for your careful consideration of this request. I am available to provide any additional information or documentation that may assist in your review.

Sincerely,

[REDACTED]
[REDACTED]
218 S. Lomita Ave
Ojai, CA 93023

Received 9/29/20 80



Meiners Oaks Water District Water Meter Sizing Worksheet

Applicant and Property Information	
Property Owner: [REDACTED]	Date: 9/28/20
Service Address: 923 S. La Luna Ave	APN: 018-0-061-19
Email: [REDACTED]@aol.com	Phone: 805-[REDACTED]
Current Meter Size: 1 inch	Requested Meter Size: 5/8 inch
Type of Service (check all that apply) ☒ Single-family residential ☐ Commercial ☐ Agriculture ☐ Fire sprinkler system ☐ Separate fire system ☐ Booster pump or private well	

Purpose and Instructions: This worksheet helps Meiners Oaks Water District estimate the minimum water meter size needed for the property. Please complete each section as accurately as possible. Enter the number of each fixture served by the meter, multiply by the listed fixture value, and enter the subtotal in the last column. Add all subtotals to calculate the Combined Fixture Value Total. District staff will review the information and may request additional details if needed.

Additional Evaluation Information: In addition to the fixture count and other information provided on this worksheet, Meiners Oaks Water District will review the property's past water use, including meter consumption history, to help determine whether the requested meter size is appropriate. Approval is subject to District review and confirmation that the requested meter size is adequate for the property's current and reasonably anticipated water demands.

Customer Cost Responsibility: If your meter size change is approved, you will be responsible for the District's current material cost for the new meter, endpoint, and any related materials needed for the change. These costs may vary based on the meter size, endpoint type, materials needed, and vendor pricing at the time the materials are ordered or installed.



Future Water Demand: If a reduced-size meter is approved and installed, future changes in water demand, property use, fixtures, irrigation, fire protection requirements, or other site conditions may require a larger meter. If a larger meter is required later, the customer must pay the applicable cost of that meter.

Fixture Count Worksheet			
Fixture Type	Fixture Value	Number of Fixtures	Subtotal
Bathtub/shower combination	4	x <u>0</u>	= <u>4</u>
Drinking fountain or water cooler	0.5	x <u>0</u>	= <u>0</u>
Kitchen sink, 1/2-inch connection	1.5	x <u>1</u>	= <u>1.5</u>
Lavatory / bathroom sink, 1/2-inch connection	1	x <u>2</u>	= <u>2</u>
Laundry sink, 1/2-inch connection	1.5	x <u>0</u>	= <u>0</u>
Lawn sprinkler, each head	1	x <u>4</u>	= <u>4</u>
Mobile home, each unit	12	x <u>0</u>	= <u>0</u>
Shower head only	2	x <u>2</u>	= <u>4</u>
Service sink, 1/2-inch connection	3	x <u>0</u>	= <u>0</u>
Urinal, 1.0 GPF	4	x <u>0</u>	= <u>0</u>
Wash sink, each set of valves	2	x <u>0</u>	= <u>0</u>
Water closet / toilet, 1.6 GPF flush valve	2.5	x <u>2</u>	= <u>2.5</u>
Water closet / toilet, 3.5 GPF tank type	3	x <u>0</u>	= <u>0</u>
Dishwasher, 1/2-inch connection	1.5	x <u>0</u>	= <u>0</u>
Washing machine, 1/2-inch connection	4	x <u>1</u>	= <u>4</u>
Hose connection, first 1/2-inch connection	2.5	x <u>4</u>	= <u>2.5</u>
Hose connection, each additional 1/2-inch connection	1	x <u>3</u>	= <u>3</u>
Combined Fixture Value Total			= <u>27.5</u>

How to Determine the Meter Size: After calculating the Combined Fixture Value Total, compare the total to the chart below. The meter sizes shown are based on a service line of 100 feet or less and water pressure of 46 to 60 psi. Longer service lines, lower pressure, fire sprinkler systems, or other site-specific conditions may require additional review or a different meter size.



Combined Fixture Value Total	Minimum Meter Size
0-30	5/8" x 3/4"
31-62	1"
63-100	1.5"
101-260	2"
261-560	3"
561-1100	4"

Fire Sprinkler and Cross-Connection Requirements: If this meter will serve a residential fire sprinkler system, the system must comply with the California State Cross-Connection Control Policy and applicable local requirements. The system must include one of the following approved methods to protect the public water system:

- ☐ Looped system that maintains continuous water flow and helps prevent stagnant water.
- ☐ Backflow prevention assembly, such as a Double Check Valve Assembly (DCVA) or Reduced Pressure Principle Assembly (RPPA), as determined by system design and potential contamination risk. If a backflow prevention assembly is required, it must be installed, maintained, and tested as required by applicable regulations.

Fire Sprinkler Contractor Certification *(complete if applicable):* I certify that the fire sprinkler system installed or proposed for the property includes the cross-connection prevention method checked below and will be installed in accordance with applicable California State and local requirements.

☐ Looped system ☐ Backflow prevention assembly ☐ Other: _____

Fire Sprinkler Contractor Name: _____

License Number: _____

Representative Name: _____

Signature: _____ Date: _____



Applicant Certification: I certify that the information provided on this worksheet is true and correct to the best of my knowledge. I understand that Meiners Oaks Water District may verify the information provided, review meter consumption history, and adjust the required meter size based on final calculations, actual site conditions, fire sprinkler requirements, water pressure, service line length, current and reasonably anticipated water demands, or other applicable factors.

If a fire sprinkler system or backflow prevention assembly is required, I understand that the system must be installed, maintained, and tested in accordance with applicable California State and local requirements. Any changes to the approved system must be submitted to and approved by the District before construction begins.

I understand that, if my meter size change is approved, I will be responsible for paying the District's current material cost for the new meter, endpoint, and any related materials needed for the change. I also understand that these costs may vary based on the meter size, endpoint type, materials needed, and vendor pricing. If a smaller meter is approved and installed, and my property later needs a larger meter due to future water demand, I understand that I will be responsible for the applicable cost of that meter, endpoint, and related materials.

Meiners Oaks Water District reserves the right to verify and adjust the meter size based on final calculations and all applicable water demands.

Property Address: 923 S La Luna Avenue

Owner Name: [REDACTED]

Applicant Signature: [REDACTED] Date: 9/28/26

To whom it may concern,
I am a retired teacher, and cannot afford the added \$50⁰⁰ per month on my fixed retirement income. I can't imagine having, and being able to, pay for a meter that I don't own. Please take this into consideration.
202 W. El Roblar Drive, Ojai, California 93023
Tel: (805) 646-2114 Web: www.meinersoakswater.com
Thank, you
[REDACTED]



Meiner's Oaks County Water District, CA

Consumption History Report

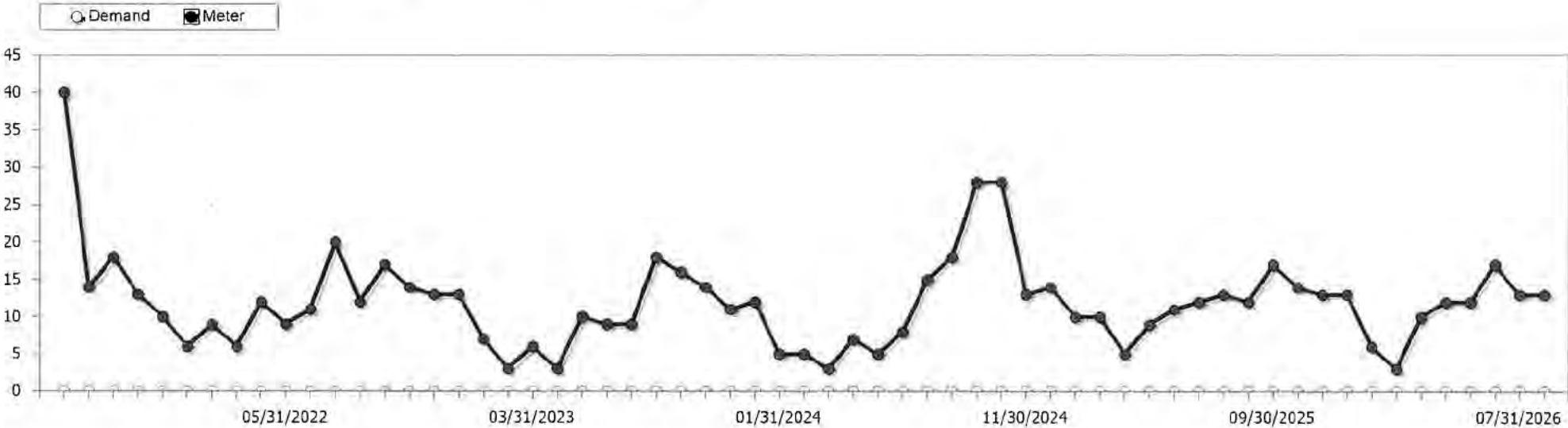
Account: 05-

Service Address: 923 S LA LUNA

Service Category: WAT - WATER

Meter Number: 240533625

Name:



Year	Month	Bill Date	Begin Read	End Read	Billed Consumption	Metered Consumption	Demand
2026	8	8/31/2026	328	341	13	13	0
	7	7/31/2026	315	328	13	13	0
	6	6/30/2026	298	315	17	17	0
	5	5/31/2026	286	298	12	12	0
	4	4/30/2026	274	286	12	12	0
	3	3/31/2026	264	274	10	10	0
	2	2/28/2026	261	264	3	3	0
	1	1/31/2026	255	261	6	6	0
2025	12	12/31/2025	242	255	13	13	0
	11	11/30/2025	229	242	13	13	0
	10	10/31/2025	215	229	14	14	0
	9	9/30/2025	198	215	17	17	0
	8	8/31/2025	186	198	12	12	0
	7	7/31/2025	173	186	13	13	0
	6	6/30/2025	161	173	12	12	0

2025	5	5/31/2025	150	161	11	11	0
	4	4/30/2025	141	150	9	9	0
	3	3/31/2025	136	141	5	5	0
	2	2/28/2025	126	136	10	10	0
	1	1/31/2025	116	126	10	10	0
2024	12	12/31/2024	102	116	14	14	0
	11	11/30/2024	89	102	13	13	0
	10	10/31/2024	61	89	28	28	0
	9	9/30/2024	33	61	28	28	0
	8	8/31/2024	15	33	18	18	0
	7	7/31/2024	0	15	29	15	0
	6	6/30/2024	4,094	4,102	8	8	0
	5	5/31/2024	4,089	4,094	5	5	0
	4	4/30/2024	4,082	4,089	7	7	0
	3	3/31/2024	4,079	4,082	3	3	0
2023	2	2/29/2024	4,074	4,079	5	5	0
	1	1/31/2024	4,069	4,074	5	5	0
	12	12/31/2023	4,057	4,069	12	12	0
	11	11/30/2023	4,046	4,057	11	11	0
	10	10/31/2023	4,032	4,046	14	14	0
	9	9/30/2023	4,016	4,032	16	16	0
	8	8/31/2023	3,998	4,016	18	18	0
	7	7/31/2023	3,989	3,998	9	9	0
	6	6/30/2023	3,980	3,989	9	9	0
	5	5/31/2023	3,970	3,980	10	10	0
	4	4/30/2023	3,967	3,970	3	3	0
	3	3/31/2023	3,961	3,967	6	6	0
	2	2/28/2023	3,958	3,961	3	3	0
	1	1/31/2023	3,951	3,958	7	7	0
2022	12	12/31/2022	3,938	3,951	13	13	0
	11	11/30/2022	3,925	3,938	13	13	0
	10	10/31/2022	3,911	3,925	14	14	0
	9	9/30/2022	3,894	3,911	17	17	0
	8	8/31/2022	3,882	3,894	12	12	0
	7	7/31/2022	3,862	3,882	20	20	0
	6	6/30/2022	3,851	3,862	11	11	0
	5	5/31/2022	3,842	3,851	9	9	0
	4	4/30/2022	3,830	3,842	12	12	0
	3	3/31/2022	3,824	3,830	6	6	0
2021	2	2/28/2022	3,815	3,824	9	9	0
	1	1/31/2022	3,809	3,815	6	6	0
	12	12/31/2021	3,799	3,809	10	10	0
	11	11/30/2021	3,786	3,799	13	13	0
	10	10/31/2021	3,768	3,786	18	18	0
	9	9/30/2021	3,754	3,768	14	14	0
	8	8/31/2021	3,714	3,754	40	40	0



Meiners Oaks Water District Water Meter Sizing Worksheet

Applicant and Property Information	
Property Owner: [REDACTED]	Date: 10-7-26
Service Address: 741 OSO ROAD	APN: 010-0-192-17
Email:	Phone: 805- [REDACTED]
Current Meter Size: 1"	Requested Meter Size: 5/8"
Type of Service (check all that apply) ☐ Single-family residential ☐ Commercial ☐ Agriculture ☐ Fire sprinkler system ☐ Separate fire system ☐ Booster pump or private well	

Purpose and Instructions: This worksheet helps Meiners Oaks Water District estimate the minimum water meter size needed for the property. Please complete each section as accurately as possible. Enter the number of each fixture served by the meter, multiply by the listed fixture value, and enter the subtotal in the last column. Add all subtotals to calculate the Combined Fixture Value Total. District staff will review the information and may request additional details if needed.

Additional Evaluation Information: In addition to the fixture count and other information provided on this worksheet, Meiners Oaks Water District will review the property's past water use, including meter consumption history, to help determine whether the requested meter size is appropriate. Approval is subject to District review and confirmation that the requested meter size is adequate for the property's current and reasonably anticipated water demands.

Customer Cost Responsibility: If your meter size change is approved, you will be responsible for the District's current material cost for the new meter, endpoint, and any related materials needed for the change. These costs may vary based on the meter size, endpoint type, materials needed, and vendor pricing at the time the materials are ordered or installed.



Future Water Demand: If a reduced-size meter is approved and installed, future changes in water demand, property use, fixtures, irrigation, fire protection requirements, or other site conditions may require a larger meter. If a larger meter is required later, the customer must pay the applicable cost of that meter.

Fixture Count Worksheet			
Fixture Type	Fixture Value	Number of Fixtures	Subtotal
Bathtub/shower combination	4	x <u>1</u>	= <u>4</u>
Drinking fountain or water cooler	0.5	x <u>N/A</u>	= <u>1</u>
Kitchen sink, 1/2-inch connection	1.5	x <u>1</u>	= <u>1.5</u>
Lavatory / bathroom sink, 1/2-inch connection	1	x <u>3</u>	= <u>3</u>
Laundry sink, 1/2-inch connection	1.5	x <u>N/A</u>	= <u>1</u>
Lawn sprinkler, each head	1	x <u>0</u>	= <u>1</u>
Mobile home, each unit	12	x <u>0</u>	= <u>1</u>
Shower head only	2	x <u>2</u>	= <u>4</u>
Service sink, 1/2-inch connection	3	x <u>0</u>	= <u>1</u>
Urinal, 1.0 GPF	4	x <u>0</u>	= <u>1</u>
Wash sink, each set of valves	2	x <u>1</u>	= <u>2</u>
Water closet / toilet, 1.6 GPF flush valve	2.5	x <u>2</u>	= <u>5</u>
Water closet / toilet, 3.5 GPF tank type	3	x <u>0</u>	= <u>1</u>
Dishwasher, 1/2-inch connection	1.5	x <u>0</u>	= <u>1</u>
Washing machine, 1/2-inch connection	4	x <u>1</u>	= <u>4</u>
Hose connection, first 1/2-inch connection	2.5	x <u>1</u>	= <u>2.5</u>
Hose connection, each additional 1/2-inch connection	1	x <u>7</u>	= <u>7</u>
Combined Fixture Value Total			= <u>31</u>

How to Determine the Meter Size: After calculating the Combined Fixture Value Total, compare the total to the chart below. The meter sizes shown are based on a service line of 100 feet or less and water pressure of 46 to 60 psi. Longer service lines, lower pressure, fire sprinkler systems, or other site-specific conditions may require additional review or a different meter size.



Applicant Certification: I certify that the information provided on this worksheet is true and correct to the best of my knowledge. I understand that Meiners Oaks Water District may verify the information provided, review meter consumption history, and adjust the required meter size based on final calculations, actual site conditions, fire sprinkler requirements, water pressure, service line length, current and reasonably anticipated water demands, or other applicable factors.

If a fire sprinkler system or backflow prevention assembly is required, I understand that the system must be installed, maintained, and tested in accordance with applicable California State and local requirements. Any changes to the approved system must be submitted to and approved by the District before construction begins.

I understand that, if my meter size change is approved, I will be responsible for paying the District's current material cost for the new meter, endpoint, and any related materials needed for the change. I also understand that these costs may vary based on the meter size, endpoint type, materials needed, and vendor pricing. If a smaller meter is approved and installed, and my property later needs a larger meter due to future water demand, I understand that I will be responsible for the applicable cost of that meter, endpoint, and related materials.

Meiners Oaks Water District reserves the right to verify and adjust the meter size based on final calculations and all applicable water demands.

Property Address: 741 OSO ROAD

Owner Name: [REDACTED]

Applicant Signature: [REDACTED] Date: 10/7/26

Meter been here over 42 yrs.

should not have to pay \$500⁰⁰



Combined Fixture Value Total	Minimum Meter Size
0-30	5/8" x 3/4"
31-62	1"
63-100	1.5"
101-260	2"
261-560	3"
561-1100	4"

Fire Sprinkler and Cross-Connection Requirements: If this meter will serve a residential fire sprinkler system, the system must comply with the California State Cross-Connection Control Policy and applicable local requirements. The system must include one of the following approved methods to protect the public water system:

- ☐ Looped system that maintains continuous water flow and helps prevent stagnant water.
- ☐ Backflow prevention assembly, such as a Double Check Valve Assembly (DCVA) or Reduced Pressure Principle Assembly (RPPA), as determined by system design and potential contamination risk. If a backflow prevention assembly is required, it must be installed, maintained, and tested as required by applicable regulations.

Fire Sprinkler Contractor Certification (*complete if applicable*): I certify that the fire sprinkler system installed or proposed for the property includes the cross-connection prevention method checked below and will be installed in accordance with applicable California State and local requirements.

☐ Looped system ☐ Backflow prevention assembly ☐ Other: _____

Fire Sprinkler Contractor Name: _____

License Number: _____

Representative Name: _____

Signature: _____ Date: _____



Consumption History Report

Meiner's Oaks County Water District, CA

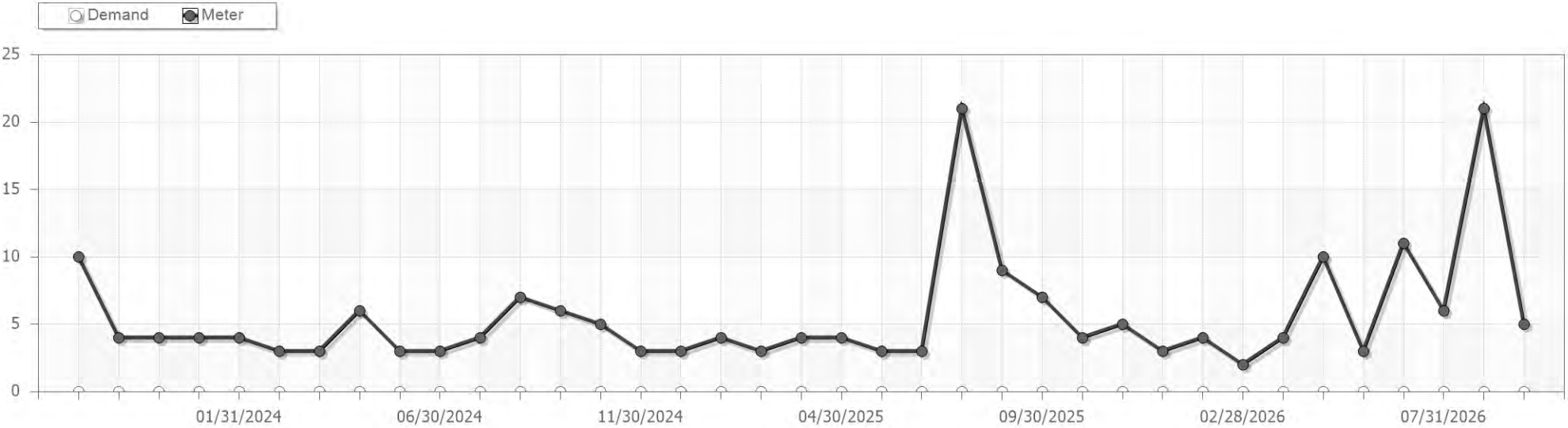
Account: 04[REDACTED]

Service Address: 741 OSO ROAD

Service Category: WAT - WATER

Meter Number: 51685744

Name: [REDACTED]



Year	Month	Bill Date	Begin Read	End Read	Billed Consumption	Metered Consumption	Demand
2026	9	9/30/2026	1,930	1,935	5	5	0
	8	8/31/2026	1,909	1,930	21	21	0
	7	7/31/2026	1,903	1,909	6	6	0
	6	6/30/2026	1,892	1,903	11	11	0
	5	5/31/2026	1,889	1,892	3	3	0
	4	4/30/2026	1,879	1,889	10	10	0
	3	3/31/2026	1,875	1,879	4	4	0
	2	2/28/2026	1,873	1,875	2	2	0
	1	1/31/2026	1,869	1,873	4	4	0
2025	12	12/31/2025	1,866	1,869	3	3	0
	11	11/30/2025	1,861	1,866	5	5	0
	10	10/31/2025	1,857	1,861	4	4	0
	9	9/30/2025	1,850	1,857	7	7	0
	8	8/31/2025	1,841	1,850	9	9	0
	7	7/31/2025	1,820	1,841	21	21	0

2025	6	6/30/2025	1,817	1,820	3	3	0
	5	5/31/2025	1,814	1,817	3	3	0
	4	4/30/2025	1,810	1,814	4	4	0
	3	3/31/2025	1,806	1,810	4	4	0
	2	2/28/2025	1,803	1,806	3	3	0
2024	1	1/31/2025	1,799	1,803	4	4	0
	12	12/31/2024	1,796	1,799	3	3	0
	11	11/30/2024	1,793	1,796	3	3	0
	10	10/31/2024	1,788	1,793	5	5	0
	9	9/30/2024	1,782	1,788	6	6	0
	8	8/31/2024	1,775	1,782	7	7	0
	7	7/31/2024	1,771	1,775	4	4	0
	6	6/30/2024	1,768	1,771	3	3	0
	5	5/31/2024	1,765	1,768	3	3	0
	4	4/30/2024	1,759	1,765	6	6	0
	3	3/31/2024	1,756	1,759	3	3	0
	2	2/29/2024	1,753	1,756	3	3	0
	1	1/31/2024	1,749	1,753	4	4	0
2023	12	12/31/2023	1,745	1,749	4	4	0
	11	11/30/2023	1,741	1,745	4	4	0
	10	10/31/2023	1,737	1,741	4	4	0
	9	9/30/2023	1,727	1,737	10	10	0



VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. VICTORIA AVENUE, SUITE 301 • VENTURA, CA 93003
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October 12, 2026

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

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

Dear President/Chair of the Board:

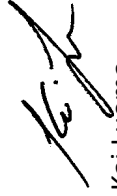
Enclosed please find your Official Ballot for the election of a special district regular member and an alternate member to the Ventura LAFCo for new, four-year terms beginning January 1, 2027, and ending December 31, 2030. This election is being conducted by mail pursuant to California Government Code Section 56332 (or by email, if consent has been provided by your District - see enclosed list of those districts which have consented to email). A total of two candidates have been nominated for the regular member position, and four candidates have been nominated for the alternate member position. The candidates are listed alphabetically on the Official Ballot and a copy of each candidate's statement is enclosed.

INSTRUCTIONS

- **Use the enclosed Official Ballot to vote for only one candidate for each position.**
- **The ballot must be signed and dated by the district president/chair or presiding officer.**
- **All ballots being returned via US Mail must be returned to the Ventura LAFCo at the address listed above. Districts that have previously consented to conduct elections via email can email a copy of the signed ballot to: kai.luoma@venturacounty.gov.**
- **BALLOTS MUST BE RECEIVED BY 5:00 p.m. FRIDAY, DECEMBER 4, 2026. (Ballots received after 5:00 p.m. Friday, December 4, 2026, will not be counted.)**

There are 29 independent special districts eligible to vote in this election. At least 15 districts must return completed/signed ballots to achieve a quorum. If a quorum is achieved, the candidate receiving the most votes for each position will be considered elected. In the event of a tie for the most votes, the outcome will be determined by lot. The election results will be mailed (or emailed) to each district no later than Friday, December 11, 2026. Please let us know if you have questions.

Sincerely,



Kai Luoma

Executive Officer

Enclosures

c: General Manager



OFFICIAL BALLOT - 2026

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

Meiners Oaks Water District

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

1. One special district regular member for a four-year term beginning January 1, 2027, and ending December 31, 2030; and
2. One special district alternate member for a four-year term beginning January 1, 2027, and ending December 31, 2030.

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

Please return this signed ballot to the Ventura LAFCo, 801 S. Victoria Avenue, Suite 301, Ventura, CA 93003, or if previous consent has been given to conduct elections via e-mail, send your signed ballot to kai.luoma@venturacounty.gov. All ballots **MUST** be signed and dated by the district president/chair or presiding officer of the board and received by LAFCo by 5:00 p.m. **Friday, December 4, 2026**, to be counted.

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

Regular Special District Member (vote for one)

- ☐ Raul Avila – Calleguas Municipal Water District
- ☐ Maisha Cole Perri – Blanchard/Santa Paula Library District

Alternate Special District Member (vote for one)

- ☐ Mohammed A. Hasan – United Water Conservation District
- ☐ Cris Loughridge – Camarillo Healthcare District
- ☐ Andrew Nelson – Camrosa Water District
- ☐ Doug Nickles – Conejo Recreation and Park District

Board President/Chair/Presiding Officer (print name)

Board President/Chair/Presiding Officer (Signature)

Date: _____



PROFILE

Director Avila is a Navy Veteran and currently works as a civilian in the Naval Surface Warfare Center, Port Hueneme Division.

His experience includes managing the inspection and testing of components necessary for Naval reconnaissance and combat systems.

CONTACT

PHONE:
818-798-8745

WEBSITE:
www.calleguas.com

EMAIL:
ravila@calleguas.com



RAUL AVILA

Nomination: Special District Member of the Local Agency Formation Commission (LAFCo) 1/1/2027-12/31/2030 Term

Six years as a water district board member, representing Division 1, which encompasses the City of Simi Valley.

LAFCO

- Regular Special District Member 1/1/2023-12/31/2026 Term

CALLEGUAS BOARD OFFICER ROLES

- First elected, 2020
- Board President, 1/8/25-Current
- Secretary, 1/6/21 to 1/8/25

CALLEGUAS COMMITTEES

- Chair, Public Engagement, Communication, & Legislative Affairs
- Alternate Member, Development of Water Supply, Storage, & Partnerships
- Member, Employee Housing Ad Hoc

OTHER ORGANIZATIONS

- Chair, Association of California Water Agencies (ACWA) Local Government Committee
- Board Member, ACWA
- Vice Chair, Simi Valley Chamber of Commerce-Legislative Advocacy
- Past Chair, Calleguas-Las Virgenes Public Financing Authority

Candidate Statement – Maisha Cole Perri

I am proud to serve as President of the Blanchard Community Library for the second year in a row. I am seeking the opportunity to serve as a regular independent special district representative on the Ventura Local Agency Formation Commission.

Special districts are where government meets real life. We deliver essential services, steward public trust, and respond directly to the needs of our communities. I am seeking this position because I believe LAFCo plays an important role in ensuring that local government is thoughtfully organized, responsive to community needs, and sustainable over the long term.

In my role as Board President, I have led strategic planning efforts, supported community-driven initiatives, and prioritized transparency and accountability. I understand firsthand the challenges districts face, from funding constraints to growing service demands, and I bring a practical, solutions-oriented approach to governance.

My background in entertainment, non-profit leadership and entrepreneurship has trained me to manage complexity, align stakeholders, and deliver results under pressure. I approach leadership with clarity, organization, and a strong sense of responsibility to the communities we serve.

I am particularly passionate about responsible local governance, ensuring equitable access to essential services, and helping communities and special districts remain resilient and forward-thinking in a rapidly changing environment.

I am fully prepared to meet the commitments of LAFCo service and to actively contribute to its work on behalf of Ventura County's communities and independent special districts.

I would be honored to earn your support and to serve as a strong, thoughtful voice for independent special districts and the communities they serve.

Candidate for re-election, Ventura LAFCo commissioner, Alt.

Mohammed A. Hasan,

dual MS, P.E., Fellow ASCE, Fellow APWA, BC.WRE

Qualifications

- Owner, civil and environmental engineering/planning firm in Ventura since 1984
- Graduate degrees, Univ. of Iowa; City of Oxnard utilities head in the 80's
- Elected board member, United Water Conservation District since 2020
- President of non-profit organization, El Concilio Family Services
- Professional engineer, surveyor, adjunct professor/instructor, CA community colleges, author of water book *Drought is not a four-letter word*
- Cofounder of OceanForesters which provides help on coastal resilience
- Community leader in business, environment, and youth development for decades
- Paul Harris Fellow, Rotary International
- Served as President/Board member of various professional, charitable and community organizations throughout southern California since the 80's
- Recognitions: US congress, CA assembly and senate, Cities and Ventura County

Experience

- Collaborated with Ventura LAFCo executive officers on governmental matters, the environment, and regional planning since 1979
- Decades of experience building consensus across jurisdictions
- Participated and contributed to all Ventura LAFCo commission meetings since 2022
- Used my extensive knowledge of water and wastewater to help LAFCo on MSR's
- Familiarity with LAFCo law, policies, rules and regulations; and of CALAFCO
- Experience in working with neighboring county governments
- Experience of working as a private consultant in land use matters with cities, county, and special districts

Personal

- 52 years resident of Ventura County; Married, two adult daughters
- Offer free community classes in leadership, longevity, conversational Spanish and financial freedom; Fluent in six languages

Your vote and support will allow me to serve another four years to contribute my knowledge and experience to promote **smart, sustainable** and **equitable** growth in all of Ventura County. Thanks!

Cris Loughridge

I am excited to have been nominated for an alternate position on the Ventura County Local Agency Formation Commission. My passion for public service comes from a deep belief that strong local governance and thoughtful stewardship of resources help communities thrive.

I currently serve on the Board of Directors for the Camarillo Health Care District and on its Finance Committee, where I help oversee the responsible use of public resources and support decisions that serve our community's long-term needs. As a longtime health advocate with a background in Human Resources and Business Management, I bring practical leadership, financial perspective, and a collaborative approach to problem-solving.

In my current work as a 21|64 Certified Advisor, I help business-owning families navigate financial, governance, and legacy planning conversations, building alignment and cohesion across generations. This experience has strengthened my ability to listen carefully, balance diverse perspectives, and make thoughtful decisions that support sustainable outcomes.

Through California Special Districts Association training and executive coursework at Harvard and Wharton, I have further developed my understanding of governance, finance, and strategic leadership. I would be honored to bring my experience, curiosity, and commitment to service to LAFCo on behalf of the residents of Ventura County.

Thank you for your consideration,

Cris Loughridge

A handwritten signature in black ink, appearing to read 'Cris Loughridge', with a stylized, cursive script.

Candidate Statement

Andrew Nelson

Candidate for Independent Special District Alternate Member

Ventura Local Agency Formation Commission (LAFCo)



I am honored to be considered for appointment as an Independent Special District Alternate Member of the Ventura Local Agency Formation Commission for the 2027–2030 term.

I have served as a member of the Board of Directors of the Camrosa Water District and Arroyo Santa Rosa Valley Basin GSA since 2022, representing Division 1. During my tenure, I have gained a strong understanding of the responsibilities of independent special districts and the important role they play in providing essential public services throughout Ventura County.

My experience includes a 40-year career in public health service, founding and leading regional and national public health and medical research associations, and served as the lead, co-lead or contributing investigator on scores of public health research / education projects and publications. Recent experience includes service as past Vice President of Camrosa Water District, current Vice President of the Ventura County Special Districts Association, past Board member of the Ventura Regional Sanitation District and multiple governance roles related strategic planning, finance and utilities for Leisure Village, a large homeowners association in Camarillo.

I believe effective LAFCo governance requires a careful balance between local control, responsible growth, efficient delivery of public services, fiscal sustainability, and the long-term interests of Ventura County communities. Independent special districts bring important expertise and a unique perspective to these decisions because they are directly responsible for planning, financing, maintaining, and delivering many of the services upon which our communities depend.

If selected, I would bring an objective, collaborative, and informed leadership approach to the Commission. I would work to understand the perspectives of affected agencies and communities, evaluate proposals based on sound information and long-term consequences, and support decisions that promote efficient and sustainable public services while respecting the appropriate role of local government. Ventura County is entering a new era requiring a more proactive partnership approach as the demands of infrastructure will require all to lean in.

I would be particularly interested in contributing my experience in deepening the collaborative convening functions of LAFCo as well as my perspective as a locally elected special district representative. I believe lifetime of leadership experience in public health would allow me to make a constructive contribution to LAFCo and to represent the interests and responsibilities of Ventura County's independent special districts.

I respectfully ask for the support of my fellow independent special district representatives and would be honored to serve as the Alternate Special District Member on Ventura LAFCo.



Doug Nickles is a Board member of the Conejo Recreation and Park District in Thousand Oaks. He has been on the Board since 2018 (served as Chair twice) along with the Board for the Conejo Open Space Conservation Agency (JPA between the Park District and the City of Thousand Oaks). In addition, he has been a Board member of the California Association of Recreation and Park Districts since 2020, an organization representing special recreation and park districts throughout California.

Doug's affiliation with the Ventura County Special Districts Association prompted him to get more involved in a broader regional and statewide level. As a Board member for the California Association of Recreation and Park Districts (previously served as President; currently Secretary), he has worked alongside the California Special Districts Association on legislative matters. He is actively monitoring statewide legislation affecting Special Districts on the Association's Legislative Committee and has testified at a state legislative committee hearing (in support of Senator Henry Stern). He also participated in the State Water Project and Colorado River Aqueduct tours offered by the Municipal Water District courtesy of the Calleguas Municipal Water

District to learn more about the region's water delivery system.

With over 30 years of experience working for local municipal government (including land use planning and development entitlements), and six years' experience as a Planning Commissioner for the City of Thousand Oaks, Doug has a good working knowledge of the challenges faced by local governmental agencies including Special Districts. He retired from the City of Glendale Fire Department, as the Assistant Fire Marshal, where he managed all activities of the Fire Prevention Bureau.

Doug is interested in LAFCo because he cares deeply about the effective delivery of public services and making Ventura County the best place to live, work and visit. With his education, professional training and experience, he is attuned to the issues facing the County, local governmental agencies and their residents and is adept at anticipating challenges in order to resolve them efficiently and successfully.

For 42 years Doug has lived in Ventura County with his wife and family; his two adult children and six grandchildren also reside in the County. He enjoys spending time with his family, which includes supporting youth sports and hiking the local trails. He has a vested interest in the successful future of Ventura County.

Related Professional Experience

- City of Glendale Fire Department, Fire Prevention Bureau
- City of Thousand Oaks, Planning Department

Education

- M.B.A. Business Administration, California Lutheran University, Thousand Oaks, CA
- B.S. Forestry, Humboldt State University, Arcata, CA

Professional Activity

- Director/Board Member, Conejo Recreation and Park District (2018-present)
- Director/Board Member, Conejo Open Space Conservation Agency (2019-present)
- Director/Board Member, California Association of Recreation and Park Districts (2020-present)
- Director/Board Member, Community Action of Ventura County (2023-2025)
- Member, Ventura County Parks Advisory Commission (2025–present)
- Planning Commissioner, City of Thousand Oaks (2013-2018)



VENTURA LOCAL AGENCY FORMATION COMMISSION

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INDEPENDENT SPECIAL DISTRICTS IN VENTURA COUNTY

As of October 12, 2026

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

* Special Districts that have provided written consent to conduct the election via email as of October 12, 2026.



District Summary/Update

- Lake Level: Casitas Dam is at 94.7% as of 10/15/26
- Wells: Wells #1 Pump rehab; estimated start date 10/19/2026
- River View Trailhead: Status update has been requested; Response Pending
- Chlorine Safety: VC Environmental Health/CalARP inspection (Complete)
- Annual Hydrant Maintenance: (Complete)
- Well #7: Offline due to loss in production; Removal and Inspection, Proposals Pending
- Fire Hydrant Replacement: 3424 Maricopa Hwy (Staff)
- Annual Fire Hydrant Maintenance: (complete, Field Staff)
- Tico Power pole replacement: Pole was replaced and wrapped with fire-resistant mesh by Oilfield Electric. Back-up power controls were located from the pump panel to the power pole, allowing EMS access to the neighborhood in the event of an emergency while back-up power is in use.
- Fire Flows: 5 Fire Flows completed by Field Staff
- HydroCorp Contract: CCC Hazard Assessment contract (signed)
- Will Serve Letters: 1 Will Serve Letter issued by Management.
- Staff: Jeff Groves 10/14/2026 (last day)
Leslie McCleary 10/15/2026 (last day)
Levi Maxwell 10/16/2026 – 9/2027 Military Leave (official orders pending)
- Water Utility Worker I Interviews: (complete)
- Southern California Edison PSPS: Emergency backup generators have been strategically placed across the district to mitigate outages during recent high wind events.
- Rainfall Totals (Season): No updates

Current Well Levels and Specific Capacity

WELL #1	JAN 25'	FEB 25'	MAR 25'	APR 25'	MAY 25'	JUN 25'	JUL 25'	AUG 25'	SEP 25'	OCT 25'	NOV 25'	Dec 25'
STATIC (ft)	20.6'	20.9'	21.7'	23.7'	23.5'	24.3'	25.7'	26'	27'	27.3'		
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Specific Capacity (gal/ft DD)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
WELL #2	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	21.1'	21.9'	22'	23.4'	23.5'	23.9'	25.4'	26.1'	27'	28.1'		
RUNNING (ft)	27.8'	28.2'	27.9'	27.7'	OFF	OFF	31.2'	31.7'	OFF	OFF		
DRAW DOWN (ft)	6.7'	6.3'	5.9'	4.3'	OFF	OFF	5.8'	5.6'	OFF	OFF		
Gallons Per Minute (GPM)	155	130	120	110	OFF	OFF	87	86	OFF	OFF		
Specific Capacity (gal/ft DD)	23.1	20.63	20.33	25.58	OFF	OFF	15	15.35	OFF	OFF		
WELL #4A	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	Nov	DEC
STATIC (ft)	40.9'	25.3'	17.4'	22.9'	23.3'	24.6'	32.3'	34.5'	43.5'	46.3'		
RUNNING (ft)	52.9'	32.6'	43.7'	53.8'	55.4'	57.6'	63.8'	66.1'	68.3'	73.8'		
DRAW DOWN (ft)	11'	7.3'	26.3'	30.9'	32.1'	33'	31.5'	31.6'	24.8'	27.5'		
Gallons Per Minute (GPM)	495	480	655	630	622	630	619	618	548	559		
Specific Capacity (gal/ft DD)	45	65.73	24.9	19.14	19.37	19.09	19.65	19.5	22.09	20.3		
WELL #7	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	14.9'	17.9'	18.8'	24.2'	24.6'	25.9'	32.1'	35.7'	44.7'	48.7'		
RUNNING (ft)	16.4'	19.5'	22.5'	26.3'	27'	28.4'	35'	37.7'	47.5'	OFF		
DRAW DOWN (ft)	2.5'	1.6'	3.7'	2.1'	2.4'	2.5'	2.9'	2	2.8'	OFF		
Gallons Per Minute (GPM)	262	245	215	204	195	206	218	183	145	OFF		
Specific Capacity (gal/ft DD)	104.8	153.12	58.1	97.14	81.25	82.4	75.17	91.55	51.78	OFF		
WELL #8	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
STATIC (ft)	48.1'	45.8'	45.66'	54.5'	55.8	57.4	61.4	67.4'	64.1	64.7'		
RUNNING (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
DRAW DOWN (ft)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Gallons Per Minute (GPM)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		
Specific Capacity (gal/ft DD)	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF		

Non-Reportable Nitrate Levels 2025												
	January	February	March	April	May	June	July	August	September	October	November	December
Well #8	2.1	2.1	2.0	2.4	3.5	4.9	5.5	8	9.8	10.2		

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

MONTH	PUMPED (AF)	PURCHASED (AF)	TOTAL SUPPLY (AF)	FLUSHED (AF)	SOLD (AF)	% DIFFERENCE	NOTES
2026 JAN	15.03	16.01	31.04	0.70	32.84	(5%)	Well 4a & 7, dead-end flushing, Wharf head
FEB	33.97	3.29	37.26	1.24	32.49	14%	Well 4a & 7, dead-end flushing, main leak
MAR	44.79	0.00	44.79	0.01	42.46	5%	
APR	49.84	0.00	49.84	0.01	47.21	5%	
MAY	57.45	0.00	57.45	0.01	54.98	4%	*5/25 Leak will reflect on June bill cycle data
JUN	68.81	0.93	69.74	0.82	67.71	3%	Bridge Leak
JUL	66.64	0.00	66.64	0.06	64.52	3%	
AUG	76.06	0.00	76.06	0.04	70.88	7%	Hydrant & Wells 1&2 flushing, S La Luna Leak
SEP	86.23	0.00	86.23	0.04	83.57	3%	
OCT							
NOV							
DEC							
YTD 2026	498.82	20.23	519.05	2.87	496.66	4.5%	
TOTAL 2025	161.77	391.17	652.94	3.29	624.64	4%	*Well 4a Rehab
TOTAL 2024	589.17	48.58	637.76	0.78	584.54	8%	*Flushing 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	\$ 1,166,144.74
Total Taxes	\$ 0.00
Total Interest from reserve account#	\$ 0.00

Fiscal Year Total Revenues

July 1 st – September 30 th	2025	\$ 660,288.82
July 1st – September 30 th	2026	\$ 620,892.63

Bank Balances

* LAIF Balance	\$ 81,095.50
Transferred from L.A.I.F. to General	\$ 0.00
(#) Quarterly Interest from LAIF	\$ 0.00
* Money Market (Mechanics Bank)	\$ 7,630.15
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	\$ 0.13
General Fund Balance	\$ 118,038.02
Trust Fund Balance	\$ 7,768.72
* Capital Improvement Fund	\$ 30,460.60
(#) Quarterly Interest from Capital Account	\$ 0.25
Total Interest accrued	\$ 0.38



Board Secretary & Assistant General Manager's Report

October 2026

Executive Summary

This report summarizes key District activities through October 2026. Highlights include recruitment progress for the Administrative Coordinator and Utility Worker I positions; completion and continuation of required compliance reporting; expanded EyeOnWater enrollment and leak monitoring; replacement of end-of-life field devices; pending WaterSMART and Drought Resiliency grant applications; submission of the District's draft hazard mitigation annex; near-completion of the FY 2025–2026 financial audit; September billing and customer service activity; and upcoming Board actions related to a vacant director seat and required director training.

Recommended Action: Receive and file the Board Secretary's report regarding miscellaneous matters and District correspondence and provide directions to staff as appropriate.

Administrative

Recruitment:

- o The Administrative Coordinator position was posted August 21, 2026, on Indeed, the District website, and the District's Facebook. The job posting ended September 11, 2026, and received over 200 resumes. Staff interviewed 6 candidates, and the selected candidate accepted the job offer on 10/8 with a start date of 11/2. Leslie's last day with the District was October 15, 2026.
- o The Utility Worker I position was posted on September 30, 2026, on Indeed, the District website, and the District's Facebook. The job posting was paused on October 5, 2026, after the District received over 50 resumes. Staff interviewed 7 candidates scheduled and extended a job offer, pending acceptance. Jeff's last day with the District was Wednesday, October 14, 2026.

Compliance & Reporting:

- o Quarterly SWRCB Drought Reporting for July – September 2026.
- o Annual CalWATRS Water Use Reporting in progress.
- o Annual CERS and Initial CalARP inspections conducted on 10/14/2026.

Customer Service:

- o EyeOnWater App is fully functional and available for all MOWD customers with an AMI smart meter. Currently, 52 out of 382 customers are signed up for EyeOnWater. District-side alerts are now set to notify Ms. Ward for investigation. So far, one of these alert investigations resolved a significant 171 gallon/hr continuous flow incident.

Cybersecurity & Records Management:

- o Cybersecurity work is ongoing.
- o New District iPads were purchased and implemented 10/9 to replace the end-of-life toughpads that no longer supported software updates.

Grants & Funding:

- o The Bureau of Reclamation WaterSMART Grant application for 520 5/8” AMI smart meters was submitted on June 1, 2026, and is pending an award decision.
- o The U.S. Bureau of Reclamation Drought Resiliency Grant application for the proposed Tank 2 replacement project was submitted on July 27, 2026, and is pending an award decision.

Hazard Mitigation Planning:

- o The second phase draft of the MOWD annex section of the Ventura County Multi-Jurisdictional Hazard Mitigation Plan was submitted on September 30, 2026. The Board of Directors will approve the final annex.

Policies & Procedures:

- o None to report.

Public Records Requests:

- o None to report.

Financial

- The FY 2025–2026 financial audit is nearly complete and will be presented to the Board.

Billing

The table below summarizes monthly customer service activity, billed water use, and customer billing totals. Staff performed 79 re-reads during September meter reading due to abnormal consumption.

Month	Total Service Orders	# Account Owner Changes	Total HCF Billed	Monthly Customer Bill Total
September 25	137	10	33,789	\$238,778.08
October 25	72	7	23,552	\$160,259.56
November 25	96	4	20,089	\$147,343.47
December 25	134	15	15,756	\$131,663.49
January 26	102	12	14,573	\$127,309.38
February 26	44	4	14,430	\$127,058.18
March 26	118	14	19,250	\$145,178.63
April 26	82	12	20,491	\$153,054.27
May 26	83	8	23,793	\$166,522.20
June 26	136	14	29,332	\$188,553.57
July 26	93	6	28,026	\$183,561.62
August 26	82	9	30,850	\$227,548.90
September 26	131	11	36,364	\$253,886.16

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)

Notice of General Election: The (1) 2-year Director seat previously held by Christian Oakland did not have a candidate file; a Director appointment at the November regular board meeting will be required.

Biennial Director Trainings – Vector (Target) Solutions Web-based Platform:

- o ***New for 2026: Fiscal and Financial Training (SB827)– extended to October 31, 2026.***

Items Requiring Board Direction

No specific Board direction is requested at this time; staff will continue implementation and return with updates as needed.

Attachments

None.