

**SOMIS CITIZENS' ADVISORY COMMITTEE  
VENTURA COUNTY WATERWORKS DISTRICT NO. 19  
MINUTES OF THE APRIL 10, 2025, MEETING**

COMMITTEE MEMBERS IN ATTENDANCE: Michael Mishler-Chair,  
Keith Huss, Tyler Cobb

COMMITTEE MEMBERS ABSENT: Dave Hutter

COMMITTEE VACANCY: One

STAFF: Jeff Palmer, Assistant Director  
Sean Hanley, WWS Superintendent  
Lourdes Handlin, Senior Accountant  
Art Aseo, Deputy Director  
Brendan Gonzales, Staff Services Mgr- Zoom  
Lourdes Handlin, Accountant II  
Maryann Ranallo, Mgmt. Asst III

GUESTS: Lynette Buchanan-Roth  
Esper A. Petersen

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1. CALL TO ORDER

2. APPROVAL OF THE MINUTES OF THE DECEMBER 12, 2024, MEETING  
One suggestion from February minutes; under Call to Order instead of David Hutter has expired, should say David Hutter's CAC term has expired.  
Motion to adopt the minutes was made by Michael Mishler.  
Vote: Nay 0, Yea 3. Minutes adopted.

3. PUBLIC COMMENTS  
None

4. DISTRICT STAFF REPORT  
A. BUDGET AND FINANCIAL REVIEW –

- Jeff wanted to have a conversation about the Budget. In a municipal budget we must have a Revenue side and Expense side. One of the things that is not in the budget is, what are we not doing? I would like to do a Facilities Management Plan, which looks at all the projects. If we are doing a project and it's only replacing something and it doesn't add any capacity, and it doesn't turn into a depreciative asset, I refer to that as a maintenance project, because we are not building something. We can't put anything into our Capital Improvement Program, if we don't have the money to do it, because the money must be balanced. What kind of Capital Projects would we like to do? And what do we need to do? I think this is one of our work efforts. Governmental agencies are not for profit. It is also not wise to under trajectory your rates and revenue and then have to raise them real

quick. The Capital Improvements need to be put into buckets, and we need to think about when we put these items into action. Now or these items will take about 2 to 3 years to become established. We need to plan and build it out for about 10 years.

- We have reserve policies that we do need to build up the reserves for emergencies. The money doesn't sit idle. We have several different ways to get money. We can do interdistrict transfers, borrowing from another district that we need to pay back. Instead of talking about where the money is, we need to build it out. Duct tape is the first category to be fixed now. Medium category is 3-18 months out, and then Low is next 2-10 years. Valleys and peaks with cash flow, we can use other resources. It looks like we're working hard trying to keep expenses down.

#### B. CAPITAL PROJECTS REVIEW

- We awarded the Rehabilitation Well No. 4 to General Pump Company. The contractor will assess the pipe and repair it. Will be done about 2-3 weeks.
- Caltrans Pipe Relocation, we have the location where they are going to replace a 60-year-old pipe, and they are getting ready to award that contract. 832,000 dollars for our portion of the work. We are looking at the contractor. More details at the next meeting. We will be monitoring the budget and when we see more actuals.
- Pump Station at 571 Reservoir North of Worth Way-Pumping capacity is not where it needs to be. Needs to be replaced. To get the pumping station operational, the old tank must go out. Build a new pump station. We just poured the concrete, and we are making way for the new pump and generator. We need to finish the design on the first pump station, then we will look at the reserves for the second pump station. It will take a year or so to begin the new pump station.

#### C. O&M UPDATE

- January was very warm and dry. We are just under 300 Acre Feet.
- 2025 Wells Production, Well 2 pumping at 38%, Well 3 pumping at 34%, Well 4 pumping at 24%
- Well Water Produced vs allocation; we have plenty of allocation for the remaining of the year.
- No pressure complaints, 2 color complaints.
- One mainline leak.
- Service leak, no service leaks this year.
- AMI people who registered for the customer portal. Slight rise.

5. DIRECTOR'S INFORMATIONAL ITEMS

Jeff said we've hired a new Water & Sanitation Director. His name is Michael Fritschi and he will start in the middle of May. He started as a treatment plant operator and finished schooling as a Civil Engineer. He has a grade 5 Water Treatment Plant Certificate. His career has been from small districts, lots of hats and get your hands dirty. He's coming from Sacramento/Placerville area.

We have also hired a Public Works PIO, someone who can help all of us, get the message out. How do we reach more customers? Who do we talk to about certain items.

A. LAS POSAS VALLEY WATERMASTER

B. CALLEGUAS MUNICIPAL WATER DISTRICT/ METROPOLITAN WATER

C. BOARD LETTER TRACKER – AN UPDATE ON VENTURA COUNTY  
BOARD OF SUPERVISORS AGENDA ITEMS RELATED TO THE  
DISTRICT

D. AVENUES OF PUBLIC OUTREACH

6. COMMITTEE MEMBERS' COMMENTS/FUTURE AGENDA ITEMS

- Michael Michler said he would like to talk about the field trip, infrastructure viewing. May 6 from 2-4. Well #2, we would like to see where our money is going. I could give a 10-minute overview of the geology of ground water and how it relates to what we are doing. Down the road we can also do another tour.
  - The financial sub-committee will be established when the finance department is finished with the budget. Jeff will get back to Michael Michler.
- Tylor Cobb said Is it too unreasonable to come up with an idea at the next meeting? We need to get geared up to build up small rate increases over a period of time. Jeff said we will have a serious discussion at the July meeting. Tylor said it would be nice to digest before talking about the following meeting rates.

7. ADJOURNMENT

The meeting is adjourned at 4:25 PM

The next meeting is July 10, 2025.