

**MINUTES OF THE QUARTERLY MEETING
OF
BOARD OF DIRECTORS OF
OXNARD DRAINAGE DISTRICT NO. 2**

May 17, 2022

A regular meeting of the Board of Directors of Oxnard Drainage District No. 2 (the "District") was held at 9:30 a.m. on May 17, 2022 at the offices of Ferguson Case Orr Paterson LLP, 1050 South Kimball Road, Ventura, California 93004. Present at the meeting were Directors Michael Naumann and Paul DeBusschere. Also present were District Counsel and Secretary, John C. Orr, and Chuy Sahagan from Anacapa Agro-Tech Supply.

Mr. Naumann presided at the meeting which began at 9:35 a.m.

The Directors heard a report from Chuy Sahagan regarding maintenance of the District system. Overall the system is performing well. The primary effort at this point is to keep the weeds down in the ditches. The squirrel population near the Point Magu Duck Club is high. The Directors are concerned that baiting in the vicinity of the Duck Club is problematic. It was noted that the ditch near the Duck Club is widening due to erosion from the water. The Directors and Mr. Sahagan also noted 300 gallon totes were found in the District ditch near the Laubacher property. The adjoining landowners will be alerted and asked to keep the ditches clear of debris and detritus. Mr. Sahagan then excused himself for the balance of the meeting.

The Directors next reviewed the Minutes of the previous quarterly meeting of the Board held January 24, 2022. The Directors, on motion duly made, seconded and unanimously carried, approved the Minutes of the January 24, 2022 meeting as written.

The Directors next considered the financial statements for the District prepared by Soares, Sandall, Bernacchi & Petrovich for the period ending March 31, 2022. On motion duly made, seconded and unanimously carried, the financial statements were approved as presented. The Directors ratified the issuance of the following checks:

<u>Check No.</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
5209	1/15/2022	Diener's Electric	Pump Repairs	\$350.87
5210	1/15/2022	Ferguson Case Orr Paterson	Legal	\$511.00
5211	1/15/2022	Southern California Edison	Electrical	\$334.84
5212	1/15/2022	Southern California Edison	Electrical	\$344.89
5213	1/15/2022	Soares, Sandall, et al	Accounting	\$1,956.79
5214	1/15/2022	Gradall Rental Co.	Ditch Repair	\$11,900.00
5215	2/15/2022	Gradall Rental Co.	Ditch Repair	\$12,260.00
5216	2/15/2022	Southern California Edison	Electrical	\$644.58

5217	2/15/2022	Southern California Edison	Electrical	\$205.00
5218	2/15/2022	Coastal Pipco	Major Repairs	\$491.73
5219	2/15/2022	Anacapa Agro-Tech	Management Fee (Dec.)	\$1,600.00
5219	2/15/2022	Anacapa Agro-Tech	Management Fee (Jan.)	\$1,600.00
5219	2/15/2022	Anacapa Agro-Tech	Manhole Cleaning	\$174.00
5220	2/15/2022	Travis Ag	Tile Line & Manhole Repair	\$3,704.87
5221	2/15/2022	Soares, Sandall, et al.	Accounting	\$2,228.48
5222	3/15/2022	Anacapa Agro-Tech	Management Fee (Feb.)	\$1,600.00
5222	3/15/2022	Anacapa Agro-Tech	Management Fee (Mar.)	\$1,600.00
5222	3/15/2022	Anacapa Agro-Tech	Weed Spraying	\$609.00
5223	3/15/2022	Southern California Edison	Electrical	\$839.98
5224	3/15/2022	Soares, Sandall, et al.	Accounting	\$1,183.56
5225	3/15/2022	Southern California Edison	Electrical	\$218.06
			TOTAL	\$44,357.65

The Directors next discussed engaging the firm of Fanning & Karrh to prepare Audit Reports for the District's years ending June 30, 2022 and 2023. On motion duly made, seconded and carried, the Directors approved engaging Fanning & Karrh. Secretary Orr will request an engagement letter from Fanning & Karrh.

The Directors next addressed the progress on the resumption of pipeline work by the City of Oxnard in connection with the GREAT Program Water Line Extension along Hueneme Road. The Directors noted the work has been completed by the contractor and no issues arose during construction affecting the District facilities.

The Directors next discussed surface drain issues on the Reiter property on Hueneme Road. Director Mike Naumann indicated he would follow up with Reiter through Luis Calderon, Reiter's point person on drainage matters.

The Directors next discussed the status of the fencing installed along the District's 60 foot easement north of the former Mission Avocado facility. The Directors will visit the site to see if the fence has been moved away from the ditch permitting the District and its contractors access on the District's easement.

Director Paul DeBusschere next reported regarding the potential ditch vegetation options to stabilize sloughing of the surface ditches. He has a meeting scheduled with NRCD (National Resource Conversation District) who are drawing up a plan for the District's considerations.

The Directors next considered the Budget for the 2022-2023 fiscal year and the Special Assessment to be made to all landowners for the 2022-2023 period. On motion duly made, seconded and carried, the Directors approved the attached Budget. The Budget calls for annual expenditures of \$194,750.00. To meet these expenses, on motion duly made, seconded and carried, the Directors levied a Special Assessment on every acre in the District of \$23.00 per acre. The Directors agreed to engage Jensen Design & Survey, Inc. to prepare the documents required

by the County of Ventura for the assessment of special taxes for the District; and, authorized the Secretary to sign all County of Ventura required assessment documents.

Secretary Orr then made a short report to the Directors regarding the purchase of General Liability Insurance from Glatfelter through Tolman and Wiker for the same coverage as the District had last year.

The Directors next discussed the work being undertaken by landowner Dan Naumann to install drain lines under his property. No action was necessary or taken regarding this work.

Next, the Directors once again deferred preparation of a letter to District landowners requiring prior approval from the District for any changes or improvements performed by the landowner to the District facilities.

There being no further business to come before the Directors, the meeting was adjourned at approximately 11:15 a.m.

JOHN C. ORR, Secretary

APPROVED:

MICHAEL J. NAUMANN, President

COUNTY OF VENTURA
BUDGET FOR YEAR 2022-23
COUNTY APPROPRIATIONS WORKSHEET

UNIT TITLE: Oxnard Drainage District No.2

FUND: 7415

CONTACT PERSON: Rick Heldwein, CPA

TEL: 805-485-7965

REVENUES	LINE ITEM	YE 06/30/2023 BUDGET
PROPERTY TAXES-CURR SECURED	8611	\$ 190,854
INTEREST EARNINGS	8911	2,100
	TOTAL REVENUE	192,954
EXPENSES		
MANAGEMENT FEE	2359	30,000
WEED SPRAYING	2290	8,500
DITCH REPAIR	2290	55,000
INSURANCE	2260	8,250
PUMP REPAIRS	2280	5,000
POWER - SUMP PUMPS	2280	7,000
ACCOUNTING	2350	20,000
AUDITING	2350	7,000
LEGAL & OTHER PROFESSIONAL FEES	2350	25,000
MANHOLE CLEANING	2290	10,000
TILE LINE & MANHOLE REPAIRS	2290	10,000
MAJOR REPAIRS		1,000
SPECIAL ASSESS FEES		5,000
REGULATORY		1,000
ELECTION COSTS		1,000
MISCELLANEOUS	2359	1,000
	TOTAL EXPENSES	\$ 194,750
	SURPLUS(DEFICIT)	(1,796)

2022/2023 Assessments

Total acerages	8,298
Assessment per acre	\$ 23
Total assessment	\$ 190,854