



## Board of Directors

Brian Brennan, Director  
Richard Hajas, Director  
Neil Cole, Director

Mary Bergen, Director  
Pete Kaiser, Director

CASITAS MUNICIPAL WATER DISTRICT  
Meeting to be held at the

District Office  
1055 Ventura Ave. Oak View, CA 93022  
www.casitaswater.org

Join Zoom Meeting  
<https://us06web.zoom.us/j/91094478837?pwd=VnNOQTZyQVk4K2pnaWpjYVI1TkpRdz09>  
Meeting ID: 910 9447 8837 Passcode: 736519

To participate via telephone please call (888) 788-0099 or (877) 853-5247  
Enter Meeting ID 910 9447 8837# Passcode: 736519#

November 08, 2023 @ 5:00 PM

Right to be heard: Members of the public have a right to address the Board directly on any item of interest to the public which is within the subject matter jurisdiction of the Board. The request to be heard should be made immediately before the Board's consideration of the item. No action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of §54954.2 of the Government Code and except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under section 54954.3 of the Government Code.

Special Accommodations: If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 649-2251, ext. 113. (Govt. Code Section 54954.1 and 54954.2(a)).

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE

4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
  - 6.a. Accounts Payable Report.  
[Accounts Payable Report.pdf](#)
  - 6.b. Minutes of the October 25, 2023 Board Meeting.  
[10 25 2023 Min.pdf](#)
7. ACTION ITEMS
  - 7.a. Authorize the General Manager to issue Task Order 2023-08 to Kenny/Jenks Consultants for engineering design services related to DBP Control at the Marion R. Walker Water Treatment Plant (MWWTP) for a fee not to exceed \$92,250.  
[BoardMemo\\_DBP\\_20231108.pdf](#)  
[Casitas Draft DBP Control Design Proposal.pdf](#)
  - 7.b. Authorize the General Manager to issue a Purchase Order to the Gordian Group under EZIQC Contract No. CA-R7-PAV02-123021-JHE for the Robles Canal Panel Replacement, Specification No. 23-466 in the amount of \$102,276.81.  
[231108 Board Memo Award.pdf](#)  
[CWD - Robles Canal Panels Replacement WOP 11.1.23 \(1\).pdf](#)
  - 7.c. Approve an unbudgeted item in the amount of \$20,000 for costs related to the US Bureau of Reclamation's Reimbursable Account No. 19-WC-20-5506 - Robles Diversion O&M and BiOp Activities.  
[Board Memo USBR Deposit Request 110822 \(1\).pdf](#)
8. INFORMATION ITEMS
  - 8.a. State Water Project Intertie Report.  
[SWP Intertie Project Cost 10-31-23.pdf](#)
  - 8.b. CFD 2013 Report.  
[CFD 2013-1 Project Cost 10-31-2023.pdf](#)
  - 8.c. Investment Report.  
[Investment Report FY2024 October.pdf](#)
  - 8.d. Adjudication Charges Report.  
[Adjudication Charges YTD 10.31.23.pdf](#)

8.e. Consumption Report.  
[Consumption 2023-2024.pdf](#)

9. GENERAL MANAGER COMMENTS

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

11. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2(a).

12. CLOSED SESSION

12.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.

13. ADJOURNMENT

**CASITAS MUNICIPAL WATER DISTRICT**  
**General Fund Check Authorization**  
**Checks Dated 10/19/23 - 11/01/23**  
**Presented to the Board of Directors For Approval November 8, 2023**

<b>Check</b>	<b>Payee</b>		<b>Description</b>	<b>Amount</b>
001238	Payables Fund Account	# 9759651478	Accounts Payable Batch 102523	\$ 254,332.13
001239	Payables Fund Account	# 9759651478	Accounts Payable Batch 110123	\$ 299,405.63
				<u>\$ 553,737.76</u>
001240	Payroll Fund Account	# 9469730919	Estimated Payroll 11/30/23	\$ 250,000.00
001241	Payroll Fund Account	# 9469730919	Estimated Payroll 12/14/23	\$ 250,000.00
				<u>\$ 1,053,737.76</u>

Publication of check register is in compliance with Section 53065.6 of the Government Code which requires the District to disclose reimbursements to employees and/or directors.

The above numbered checks,  
001238-001241  
have been duly audited is hereby certified as correct.




---

Janyne Brown, Chief Financial Officer

## *A/P Fund*

Publication of check register is in compliance with Section 53065.6 of the Government Code which requires the District to disclose reimbursements to employees and/or directors.

001238    A/P Checks:                            051271-051326  
            A/P Draft                            000695  
            Voids:  
            051272 - Amazon Capital Service - Continuation of detail of check #051271  
            051295 - FGL Envionmental - Continuation of detail of check #051294  
            051305 - Meiners Oaks Ace Harware - Continuation of detail of check #051304

001239    A/P Checks:                            051327-051367  
            A/P Draft                            000696-000701  
            Voids:



---

Janyne Brown, Chief Financial Officer

CERTIFICATION

Payroll disbursements for the pay period ending 10/28/23  
Pay Date 11/02/23  
have been duly audited and are  
hereby certified as correct.

Signed: Jayne Brown

Jayne Brown

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	10/25/2023			051272		
C-CHECK	VOID CHECK	V	10/25/2023			051295		
C-CHECK	VOID CHECK	V	10/25/2023			051305		

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	3	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
		3	0.00	0.00	0.00
BANK:	TOTALS:	3	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01483	CORVEL CORPORATION							
I-102423-CMWD	Corvel Claims - 10/17-10/23/23	D	10/25/2023	857.56		000695		857.56
01483	CORVEL CORPORATION							
I-103123-CMWD	Corvel Claims - 10/24-10/30/23	D	11/01/2023	7,377.78		000696		7,377.78
00128	INTERNAL REVENUE SERVICE							
I-T1 202310302239	Federal Withholding	D	11/01/2023	44,018.41		000697		
I-T3 202310302239	SS Withholding	D	11/01/2023	39,629.16		000697		
I-T4 202310302239	Medicare Withholding	D	11/01/2023	11,216.61		000697		94,864.18
00187	CALPERS							
I-PBB202310302239	PERS BUY BACK	D	11/01/2023	130.46		000698		
I-PBP202310302239	PERS BUY BACK	D	11/01/2023	161.96		000698		
I-PEB202310302239	PEPRA EMPLOYEES PORTION	D	11/01/2023	11,951.47		000698		
I-PEM202310302239	PERS EMPLOYEE PORTION MGMT	D	11/01/2023	1,955.07		000698		
I-PER202310302239	PERS EMPLOYEE PORTION	D	11/01/2023	6,806.73		000698		
I-PRB202310302239	PEBRA EMPLOYER PORTION	D	11/01/2023	11,843.52		000698		
I-PRR202310302239	PERS EMPLOYER PORTION	D	11/01/2023	13,505.54		000698		46,354.75
00180	S.E.I.U. - LOCAL 721							
I-COP202310302239	SEIU 721 COPE	D	11/01/2023	2.50		000699		
I-UND202310302239	UNION DUES	D	11/01/2023	872.50		000699		875.00
00049	STATE OF CALIFORNIA							
I-SDI202310302239	CASDI Withholding	D	11/01/2023	1,922.61		000700		
I-T2 202310302239	STATE WITHHOLDING (CA)	D	11/01/2023	16,779.69		000700		18,702.30
05790	STATE OF OREGON							
I-OST202310302239	OR STATE TRANSIT TAX	D	11/01/2023	6.24		000701		
I-T2 202310302239	STATE WITHHOLDING (OR)	D	11/01/2023	462.49		000701		468.73
03044	Amazon Capital Services							
C-1RKN-N7C9-3N4L	Keys Return - MAINT	R	10/25/2023	86.76CR		051271		
I-11D6-FTW4-XVNY	Charger Adapter & Lens Cleanin	R	10/25/2023	56.33		051271		
I-11HR-GXHJ-FHP1	Light Bar - UT	R	10/25/2023	107.20		051271		
I-141H-37XJ-HY4Y	Golf Cart Wheels - Unit EZ6	R	10/25/2023	427.93		051271		
I-1493-DX6W-1GLF	Tools for Truck 15	R	10/25/2023	2,007.42		051271		
I-14KN-QY36-Y93G	Uniform Shirts - LCRA	R	10/25/2023	450.73		051271		
I-17CM-TWDQ-63D4	Stop Light - Unit E05	R	10/25/2023	60.05		051271		
I-19Y7-9HGR-6MLG	Terminal Ground Bar - LCRA	R	10/25/2023	7.50		051271		
I-1D6N-GJKV-6XXQ	Envelopes - LCRA	R	10/25/2023	35.40		051271		
I-1FNV-WY6V-VC4M	Laminating Plastic Paper - PR	R	10/25/2023	13.89		051271		
I-1FQ3-3QN1-4CWW	Light Bar - MAINT	R	10/25/2023	27.77		051271		
I-1HGX-3YXT-4LQ3	Mounting Tape - UT	R	10/25/2023	96.78		051271		
I-1HVW-NFNN-3FMV	Uniform Shirts - LCRA	R	10/25/2023	254.20		051271		
I-1JFQ-1FJ9-93KK	Rail Terminal Block - WP	R	10/25/2023	42.75		051271		
I-1JTQ-GTX7-1793	Tool Box - TP	R	10/25/2023	128.60		051271		



VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE:10/19/2023 THRU 11/01/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	I-1KFF-NT36-4F7G		Hydraulic Actuator Cartridge	R	10/25/2023	157.38		051271
	I-1LMH-ML69-1G61		Erase Market - PR	R	10/25/2023	10.63		051271
	I-1Q7V-NHPH-T61W		Disinfectant Wipes - PR	R	10/25/2023	25.73		051271
	I-1V73-Y3KV-XNM9		Light Bar - UT	R	10/25/2023	111.08		051271
	I-1WWX-FFD6-1GWL		Portable USB Modem - EM	R	10/25/2023	60.73		051271
	I-1WXH-4FR4-6JCK		Uniform Shirts - LCRA	R	10/25/2023	13.89		051271
								4,009.23
03429	AT&T							
	I-0341432805		Acct#8310009376972	R	10/25/2023	1,287.10		051273
								1,287.10
03429	AT&T							
	I-3250592801		Acct#8310011246015	R	10/25/2023	2,210.40		051274
								2,210.40
03429	AT&T							
	I-8212913805		Acct#8310009376326	R	10/25/2023	1,287.10		051275
								1,287.10
04202	AT&T							
	I-101323		Acct#0304847726001	R	10/25/2023	7.39		051276
								7.39
00030	B&R TOOL AND SUPPLY CO							
	I-1900993271		Diesel Light Tower - PL	R	10/25/2023	15,159.79		051277
								15,159.79
06090	Bartle Wells Associates							
	I-196I-1005		Water Rate Study - ADM	R	10/25/2023	29,000.00		051278
								29,000.00
04111	Roadpost, Inc.							
	I-BU01619959		Sat Phone Service - TP	R	10/25/2023	66.95		051279
								66.95
05995	Canon Financial Services							
	I-31416005		Copier Rental - ADM	R	10/25/2023	233.11		051280
								233.11
00055	CASITAS BOAT RENTALS							
	I-001655		Pontoon Rental - LAB	R	10/25/2023	625.00		051281
								625.00
00511	Centers for Family Health							
	I-113980a		Drug Screening - ENG/WP	R	10/25/2023	350.00		051282
								350.00
01843	COASTAL COPY							
	I-1083440		Copier Usage - LCRA	R	10/25/2023	161.52		051283
								161.52
03756	County Fire Protection							
	I-03756		Fire Extinguishers Service-SAF	R	10/25/2023	2,456.18		051284
	I-23-29640		Fire Extinguishers Services-SAF	R	10/25/2023	760.05		051284
								3,216.23

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02041	Custom Mailing Solutions, Inc							
I-10033	Postage 2023 Fall Newsletters	R	10/25/2023	7,385.59		051285		7,385.59
01001	CUSTOM PRINTING							
I-168233	2023 Fall Newsletters - PR	R	10/25/2023	4,544.18		051286		4,544.18
02480	David Taussig & Associates, In							
I-2309274	D22-00115 CFD Tax Admin	R	10/25/2023	412.00		051287		412.00
00076	DEKREEK TECHNICAL SERVICES							
I-7310-1	CMWD/OWS PLC & SCADA Mods	R	10/25/2023	7,951.00		051288		7,951.00
06127	Dion & Sons, Inc							
I-SP21503	Diesel - Portable Tank	R	10/25/2023	2,300.44		051289		2,300.44
00086	E.J. Harrison & Sons Inc							
I-28450	Acct#1C00054230	R	10/25/2023	2,507.81		051290		2,507.81
00086	E.J. Harrison & Sons Inc							
I-28451	Acct#1C00054240	R	10/25/2023	468.53		051291		468.53
00086	E.J. Harrison & Sons Inc							
I-3552	Acct#102258843	R	10/25/2023	307.85		051292		307.85
03425	Eagle Aerial Solutions							
I-20587	CII Compliance Pathway Proj	R	10/25/2023	7,250.00		051293		7,250.00
00099	FGL ENVIRONMENTAL							
I-314420A	Nitrate Monitoring 08/22/23	R	10/25/2023	64.00		051294		
I-314749A	Lab Water Quality 08/29/23	R	10/25/2023	62.00		051294		
I-314750A	CMWD - Leald & Copper Monitori	R	10/25/2023	97.00		051294		
I-314751A	Nitrate monitoring 08/29/23	R	10/25/2023	64.00		051294		
I-315015A	Casitas Municipal Water Distri	R	10/25/2023	191.00		051294		
I-315017A	Ojai Water System 08/831/23	R	10/25/2023	426.00		051294		
I-315020A	Nitrate Monitoring 09/05/23	R	10/25/2023	85.00		051294		
I-315021A	OWS-San Antonio TP 09/01/23	R	10/25/2023	39.00		051294		
I-315022A	OWS-San Antonio TP 09/01/23	R	10/25/2023	21.00		051294		
I-315464A	Ojai Water System 09/07/23	R	10/25/2023	285.00		051294		
I-315465A	Casitas Municipal Water Distri	R	10/25/2023	253.00		051294		
I-315466A	Nitrate Monitoring 09/12/23	R	10/25/2023	64.00		051294		
I-315469A	Casitas Municipal Water Distri	R	10/25/2023	708.00		051294		
I-315877A	Nitrate Monitoring 09/19/23	R	10/25/2023	64.00		051294		
I-315878A	Ojai Water System 09/13/23	R	10/25/2023	191.00		051294		
I-315879A	Casitas Municipal Water 09/14	R	10/25/2023	191.00		051294		
I-316299A	Nitrate Monitoring 09/26/23	R	10/25/2023	64.00		051294		
I-316301A	Lab Water Quality 09/20/23	R	10/25/2023	62.00		051294		
I-316444A	Ojai Water System 09/20/23	R	10/25/2023	97.00		051294		
I-316656A	Ojai Water System 10/03/23	R	10/25/2023	21.00		051294		3,049.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04634	GHD Inc							
I-380-0040117	Emergency Generator Design	R	10/25/2023	7,318.50		051296		7,318.50
00115	GRAINGER, INC							
I-9874559926	Turbine Oil - WP	R	10/25/2023	86.82		051297		86.82
02217	Greg Rents							
I-53980	Concrete for Cathodic Test Sta	R	10/25/2023	345.72		051298		
I-54317	Cart Mixer - LCRA	R	10/25/2023	895.92		051298		1,241.64
00369	HARRINGTON INDUSTRIAL PLASTICS							
I-013D0172	General Supplies - TP	R	10/25/2023	292.75		051299		292.75
05746	Hasa Inc.							
I-924663	Chlorine for Ojai Sys - TP	R	10/25/2023	4,074.03		051300		
I-925990	Chlorine for Ojai System - TP	R	10/25/2023	1,130.66		051300		5,204.69
00596	HOME DEPOT							
I-6124353	Tough Tote - WP	R	10/25/2023	273.89		051301		
I-6903279	Concrete Block - LCRA	R	10/25/2023	615.94		051301		
I-7124298	Bracket Corner - EM	R	10/25/2023	122.59		051301		1,012.42
00894	HOSE-MAN, INC.							
I-00045230	Clamp & Adapter - PL	R	10/25/2023	116.71		051302		116.71
00127	INDUSTRIAL BOLT & SUPPLY							
I-247393-1	Hex Tap Bolt - MAINT	R	10/25/2023	51.72		051303		51.72
00151	MEINERS OAKS ACE HARDWARE							
C-060216	Flat Boring Bit Return	R	10/25/2023	5.85CR		051304		
I-058532	Batteries - LCRA	R	10/25/2023	46.03		051304		
I-058607	Cement PVC & Couple - LCRA	R	10/25/2023	33.73		051304		
I-059197	Silver/Brown Tarp - WP	R	10/25/2023	76.44		051304		
I-059598	Rubber Mallet & Line Level	R	10/25/2023	50.91		051304		
I-059623	Bucket & Blue Trap - UT	R	10/25/2023	28.46		051304		
I-059626	Fender Wash & Flat Wash - MAIN	R	10/25/2023	83.16		051304		
I-059646	Spec Mix - LCRA	R	10/25/2023	68.55		051304		
I-059655	Cement - LCRA	R	10/25/2023	64.31		051304		
I-059749	Concrete Anchoring Epoxy - LCR	R	10/25/2023	143.24		051304		
I-059871	Spec Mix & Rebar - LCRA	R	10/25/2023	103.65		051304		
I-059917	Easy Slip Sewer - LCRA	R	10/25/2023	36.45		051304		
I-060153	Flat Boring Bit	R	10/25/2023	5.85		051304		734.93

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE:10/19/2023 THRU 11/01/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03444	Mission Linen Supply							
I-519987815	Uniform Pants - TP	R	10/25/2023	22.00		051306		
I-520261284	Uniform Pants - PL	R	10/25/2023	42.89		051306		
I-520261285	Uniform Pants - MAINT	R	10/25/2023	26.26		051306		
I-520261288	Uniform Pants - TP	R	10/25/2023	57.52		051306		148.67
01570	Ojai Auto Supply							
I-578765	NAPA Fleet - LCRA	R	10/25/2023	63.17		051307		63.17
00884	OJAI TERMITE & PEST CONTROL, I							
I-244638	Rodent Control 1890 Casitas Vi	R	10/25/2023	89.00		051308		
I-244688	Rodent Control - MAINT	R	10/25/2023	75.00		051308		164.00
00168	OJAI VALLEY NEWS							
I-7043	OVN - Special BOOV - PR	R	10/25/2023	375.00		051309		
I-7044	AD 10/20/23	R	10/25/2023	183.00		051309		558.00
00383	ON DUTY UNIFORMS INC.							
I-848	Enforcer Vest - LCRA	R	10/25/2023	1,481.56		051310		1,481.56
05713	Pops Auto Repair							
I-0468	Smog Check - Unit 38	R	10/25/2023	80.00		051311		
I-0471	Smog Check - Unit E06	R	10/25/2023	80.00		051311		160.00
03392	Pres Tech Equipment Company							
I-INV000885	Repair Valve Turner Eq 150	R	10/25/2023	838.13		051312		838.13
00790	PROFORMA							
I-BI85010672A	Work Shirt - O&M	R	10/25/2023	212.54		051313		
I-BI85010989A	Safety Vest - UT	R	10/25/2023	642.82		051313		855.36
00788	QUINN COMPANY							
I-24188209	Loader Rental FEMA proj 931	R	10/25/2023	6,627.93		051314		6,627.93
00306	Rincon Consultants, Inc.							
I-51849	Ojai Ave Pipe Environ Support	R	10/25/2023	14,479.32		051315		
I-51860	Robles Maintenance Support	R	10/25/2023	3,151.00		051315		17,630.32
10246	RYDIN DECAL							
I-PS-INV112900	Annual Decals - LCRA	R	10/25/2023	2,088.08		051316		2,088.08
06067	Scceswest, Inc							
I-0716202307312023	Heavy Equip Rental 931	R	10/25/2023	50,952.00		051317		50,952.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00215	SOUTHERN CALIFORNIA EDISON							
I-101923a	Acct#700625798978	R	10/25/2023	417.58		051318		
I-101923b	Acct#700533992421	R	10/25/2023	32,202.84		051318		
I-102323a	Acct#700237081885	R	10/25/2023	7,873.94		051318		
I-102323b	Acct#700356078152	R	10/25/2023	126.38		051318		40,620.74
00216	Southern California Gas Co.							
I-102523a	Acct#00801443003	R	10/25/2023	368.46		051319		
I-102523b	Acct#18231433006	R	10/25/2023	42.83		051319		411.29
02703	Sunbelt Rentals							
I-144722788-0001	Trench Roller Rental - 931	R	10/25/2023	4,153.40		051320		
I-145176030-0001	Emergency Standby Generators	R	10/25/2023	16,337.40		051320		20,490.80
00993	TRI-COUNTY RHINO							
I-13483	Liner & Headboard - Unit E14	R	10/25/2023	4,029.81		051321		4,029.81
00825	USA BLUEBOOK							
I-INV00164339	Lab pH Buffer - LAB	R	10/25/2023	200.27		051322		200.27
00254	VENTURA LOCKSMITHS							
I-HM100523-2	Double Sided Boat Key - LCRA	R	10/25/2023	129.30		051323		129.30
00250	COUNTY OF VENTURA							
I-IN0243928	CUPA Fees - Ojai East Reservoi	R	10/25/2023	946.20		051324		946.20
00663	WAXIE SANITARY SUPPLY							
I-81967634	Cleaning Supplies - LCRA	R	10/25/2023	179.97		051325		
I-81967786	Janitorial Supplies - LCRA	R	10/25/2023	2,348.19		051325		2,528.16
00277	ZEE MEDICAL SERVICE CO.							
I-34-173677	First Aid Kits - SAFE	R	10/25/2023	350.38		051326		350.38
04307	ALLIED INDUSTRIES INC.							
I-8691	3M Marker Balls - ENG	R	11/01/2023	1,732.09		051327		1,732.09
03044	Amazon Capital Services							
I-1J74-NRC4-4TP7	Desk Lamp - ADM	R	11/01/2023	20.37		051328		20.37
01666	AT & T							
I-000020147361	Acct#9391064013	R	11/01/2023	26.72		051329		
I-000020732096	Acct#9391062398	R	11/01/2023	395.98		051329		
I-000020734034	Acct#9391064013	R	11/01/2023	28.64		051329		451.34

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04254	Automation Services, LLC							
I-23-101	Robles Facility Programming	R	11/01/2023	5,156.42		051330		
I-23-102	Onsite/Offsite SCADA Service	R	11/01/2023	3,945.00		051330		9,101.42
00030	B&R TOOL AND SUPPLY CO							
I-1900993608	District #5 Master Pad Locks	R	11/01/2023	431.86		051331		431.86
00645	CA DEPARTMENT OF PUBLIC HEALTH							
I-110123	CDPH Water Hauler License	R	11/01/2023	619.00		051332		619.00
02983	Cal-Western Weed Control, Inc.							
I-17976	DownStream Spot Spray Dam	R	11/01/2023	2,200.00		051333		2,200.00
05964	Charter Communications Holding							
I-0232531102223	Acct#8448200220232531	R	11/01/2023	685.00		051334		685.00
04535	Container Alliance Co.							
I-I-117757	Cargo Container - MAINT	R	11/01/2023	3,717.19		051335		3,717.19
06127	Dion & Sons, Inc							
I-SP21594	Diesel - LCRA	R	11/01/2023	3,171.34		051336		
I-SP21595	Gasoline - LCRA	R	11/01/2023	2,241.53		051336		5,412.87
00095	FAMCON PIPE & SUPPLY							
I-S100108729.001	Pipe Fittings for River Filter	R	11/01/2023	13,655.12		051337		
I-S100108729.002	Pipe 12" Sch40PVC - WP	R	11/01/2023	849.42		051337		14,504.54
00714	FAST SIGNS							
I-264-6400	Logo Decals - GARAGE	R	11/01/2023	1,124.60		051338		1,124.60
00099	FGL ENVIRONMENTAL							
I-314737A	OWS Well Field 08/29/23	R	11/01/2023	243.00		051339		
I-316190A	Lake Nitrient Monitoring 09/22	R	11/01/2023	4,145.00		051339		
I-316300A	Casitas Municipal Water Distri	R	11/01/2023	379.00		051339		
I-316653A	Nitrate Monitoring 10/03/23	R	11/01/2023	85.00		051339		
I-316654A	OWS-Stage 2 DBP 10/03/23	R	11/01/2023	479.00		051339		
I-316655A	OWS-Mutual Well 7 10/03/23	R	11/01/2023	299.00		051339		
I-316657A	OWS-San Antonio TP 10/03/23	R	11/01/2023	39.00		051339		
I-316713A	Lab Water Quality 10/04/23	R	11/01/2023	606.00		051339		
I-317141A	Nitrate Monitoring 10/10/23	R	11/01/2023	64.00		051339		
I-317142A	OWS-Wells 10/10/23	R	11/01/2023	87.00		051339		6,426.00
02720	Garda CL West, Inc.							
I-10758659	Armored Truck Service - DO	R	11/01/2023	215.60		051340		215.60

VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE:10/19/2023 THRU 11/01/2023

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02755	Vincent Godinez							
I-Oct 23	Reimburse Expenses 10/23	R	11/01/2023	589.68		051341		589.68
02217	Greg Rents							
I-54599	Spy Cyrus Soft Matte - PL	R	11/01/2023	96.52		051342		96.52
00369	HARRINGTON INDUSTRIAL PLASTICS							
I-013D0191	1/2 Valve Ball Tubv - TP	R	11/01/2023	118.49		051343		
I-013D0279	Grab Ring & O-Ring Vit - TP	R	11/01/2023	465.24		051343		583.73
06071	Knock Out Catering							
I-102623	Employee Appreciation Lunch	R	11/01/2023	800.00		051344		800.00
00151	MEINERS OAKS ACE HARDWARE							
I-059039	Grease Syn & Hillman Bolts -TP	R	11/01/2023	23.41		051345		
I-059604	Plywood for Cones Box - MAINT	R	11/01/2023	454.54		051345		
I-059941	Adapter - UT	R	11/01/2023	14.99		051345		
I-059983	3/8 Brass 90 Ell - UT	R	11/01/2023	55.68		051345		
I-060266	Sealer Concrete & Blade - MAIN	R	11/01/2023	106.80		051345		
I-060886	Rope, Screws & Eye Bolt - MAIN	R	11/01/2023	221.40		051345		876.82
03444	Mission Linen Supply							
I-520308284	Uniform Pants - PL	R	11/01/2023	42.89		051346		
I-520308285	Uniform Pants - MAINT	R	11/01/2023	36.66		051346		
I-520308288	Uniform Pants - TP	R	11/01/2023	57.52		051346		
I-520330736	Gloves - LAB	R	11/01/2023	45.80		051346		
I-520330738	Gloves - UT	R	11/01/2023	45.80		051346		
I-520330739	Gloves - TP	R	11/01/2023	91.59		051346		320.26
00165	OJAI LUMBER CO, INC							
I-2310-758764	Lumber for Conex Box - MAINT	R	11/01/2023	159.67		051347		159.67
00169	OJAI VALLEY SANITARY DISTRICT							
I-25587	Cust #99991 04/23-06/23	R	11/01/2023	20,223.21		051348		20,223.21
00169	OJAI VALLEY SANITARY DISTRICT							
I-25588	Cust #99991 07/23-09/23	R	11/01/2023	14,220.95		051349		14,220.95
06162	Pacific Coast Sound and Commun							
I-21830	Reaterminated 4 LC Fiber Ends	R	11/01/2023	309.50		051350		309.50
05713	Pops Auto Repair							
I-0470	Airbag & Lights - E14	R	11/01/2023	3,829.91		051351		3,829.91

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00627	PORT SUPPLY							
C-Bal#48943	CR Return	R	11/01/2023	178.24CR		051352		
I-006459	Rain Gear - MAINT	R	11/01/2023	292.30		051352		114.06
00790	PROFORMA							
I-BI85011013A	Safety Vest - PL	R	11/01/2023	215.50		051353		215.50
00619	PUMP CHECK INC.							
I-163	Pump Check - Meter Testing	R	11/01/2023	3,050.00		051354		3,050.00
03979	Edgar Ramos Jr.							
I-Oct 23	Reimburse Expenses 10/23	R	11/01/2023	680.21		051355		680.21
05673	Jose Ruiz							
I-Oct 23	Reimburse Expenses 10/23	R	11/01/2023	134.00		051356		134.00
02756	SC Fuels							
I-2506120-IN	Gas - DO	R	11/01/2023	7,624.33		051357		7,624.33
02597	Shell							
I-92613746	Gas - Rental Car - O&M	R	11/01/2023	58.76		051358		58.76
02703	Sunbelt Rentals							
I-145682234-0001	Water Truck Rental - FEMA 931	R	11/01/2023	4,321.24		051359		
I-145687859-0001	Gas Concrete Mixer FEMA 931	R	11/01/2023	814.19		051359		
I-145731436-0001	Scissorlift Rental - EM	R	11/01/2023	917.56		051359		
I-146206892-0001	Generator Cabling - EM	R	11/01/2023	2,614.44		051359		8,667.43
00257	VENTURA RIVER WATER DISTRICT							
I-103123	Acct#5-37500A	R	11/01/2023	223.30		051360		223.30
02568	Win-911 Software							
I-2392008210	Win-911 Support - TP	R	11/01/2023	800.00		051361		800.00
06056	Ameriflex							
I-FSA202310302239	FSA Deduction	R	11/01/2023	1,159.59		051362		1,159.59
00102	FRANCHISE TAX BOARD							
I-G11202310302239	Payroll Deduction	R	11/01/2023	500.00		051363		500.00
00124	ICMA RETIREMENT TRUST - 457							
I-DCI202310302239	DEFERRED COMP FLAT	R	11/01/2023	1,765.83		051364		
I-DI%202310302239	DEFERRED COMP PERCENT	R	11/01/2023	120.68		051364		1,886.51



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN202310302239	457 CATCH UP	R	11/01/2023	1,184.90		051365		
I-DCN202310302239	DEFERRED COMP FLAT	R	11/01/2023	15,270.16		051365		
I-DN%202310302239	DEFERRED COMP PERCENT	R	11/01/2023	453.20		051365		16,908.26
1	DESAUTELS, KATIE							
I-000202310312240	US REFUND	R	11/01/2023	24.92		051366		24.92
1	SPURGEON, DONNA							
I-000202310312241	US REFUND	R	11/01/2023	90.61		051367		90.61

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	94	391,914.18	0.00	391,914.18
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	7	169,500.30	0.00	169,500.30
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
VOID DEBITS		0.00		
VOID CREDITS		0.00		

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			101	561,414.48	0.00	561,414.48
BANK: AP		TOTALS:	101	561,414.48	0.00	561,414.48
REPORT TOTALS:			101	561,414.48	0.00	561,414.48

Void Check #50916 (\$ 400.00)  
 Void Check #51089 (\$ 7,250.00)  
 Void Check #50280 (\$ 26.72)  
\$553,737.76

## *Adjudication Charge Fund Account*

Publication of check register is in compliance with Section 53065.6 of the Government Code which requires the District to disclose reimbursements to employees and/or directors.

Adj. Checks: 0100

Adj. Draft

Voids:



---

Janyne Brown, Chief Financial Officer

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02475	Rutan & Tucker, LLP							
I-969640	Adjudication Litigation	07/23	R 10/25/2023	2,281.19		000100		
I-973299	Adjudication Litigation	09/23	R 10/25/2023	2,005.19		000100		4,286.38

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	4,286.38	0.00	4,286.38
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: ADJ TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	1	4,286.38	0.00	4,286.38
BANK: ADJ TOTALS:	1	4,286.38	0.00	4,286.38
REPORT TOTALS:	1	4,286.38	0.00	4,286.38

**Casitas Municipal Water District**  
**Reimbursement Disclosure Report (1)**  
**Fiscal Year 2023/24**  
**July 1, 2023-June 30, 2024**

<u>Date paid</u>	<u>Board of Director/Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/13/2023	Michael Gibson	Cleaning Supplies & waterproof Suits	\$ 377.33
7/13/2023	Michael Gibson	Fisheries Supplies	\$ 553.93
7/26/2023	Ramiro Garcia	Safety Boot Stipend	\$ 205.00
7/26/2023	Eric Lara	Safety Boot Stipend	\$ 205.00
7/26/2023	Gustavo Muro	ESRI UC	\$ 2,301.48
7/26/2023	Edgar Ramos	Safety Boot Stipend	\$ 205.00
7/27/2023	David Pope	Work - T -Shirts	\$ 134.06
8/9/2023	Joe Evans	Timeclock Cards	\$ 235.10
8/10/2023	Michael Kenney	Safety Boot Stipend	\$ 205.00
8/10/2023	Cory Johnson	Safety Boot Stipend	\$ 205.00
8/10/2023	Spencer Hair	Safety Boot Stipend	\$ 205.00
8/10/2023	Jose Ruiz	Safety Boot Stipend	\$ 205.00
8/10/2023	Mike Robles	Safety Boot Stipend	\$ 205.00
8/10/2023	Jesus Garcia	Safety Boot Stipend	\$ 205.00
8/10/2023	Eduardo Lopez	Safety Boot Stipend	\$ 205.00
8/10/2023	David Pope	Safety Boot Stipend	\$ 205.00
8/10/2023	Brian Taylor	Safety Boot Stipend	\$ 205.00
8/10/2023	Luis Mejia	Safety Boot Stipend	\$ 205.00
8/10/2023	Vincent Godinez	Safety Boot Stipend	\$ 205.00
8/10/2023	Gerardo Herrera	Safety Boot Stipend	\$ 205.00
8/10/2023	Lisa Barbee	CalPERS Ed Forum Registration Fee	\$ 449.00
8/30/2023	Tim Lawson	Carports to House Cars	\$ 719.98
8/30/2023	Luke Soholt	Damtender's Unsecured Property tax	\$ 385.97
9/6/2023	Julia Aranda	Replace Engineering Drone	\$ 917.69
9/13/2023	Scott Lewis	Office Supplies	\$ 286.00
9/13/2023	Scott Lewis	Hotel 07/29/23-08/08/23	\$ 1,140.50
9/21/2023	Donnell Evans	Grade 2 Electrical & Instrumentation Technologist Certificate	\$ 103.00
9/21/2023	Alex Kelso	Motors & Pumps Maintenance & Operation Class	\$ 171.00
9/27/2023	Julia Aranda	Laptop Monitor and Docking Station	\$ 368.77
9/27/2023	Jesus Garcia	Water Treatment Course	\$ 199.99
9/27/2023	Tyrone LaFay	Advance for Water Smart Conference	\$ 609.10
9/27/2023	Marti Ortiz	Advance for Water Smart Conference	\$ 871.80
10/4/2023	Joe Martinez III	Casitas Water Adventure Certified Pool Operator	\$ 350.00
10/11/2023	Justin Burgess	Safety Boot Stipend	\$ 205.00
10/11/2023	Juan Pablo Hernandez	Safety Boot Stipend	\$ 205.00
10/18/2023	Mitch Tull	CPO Training	\$ 350.00
10/19/2023	Tyron LaFay	WSI Conference	\$ 112.55
10/19/2023	Lindsay Cao	CWEA Membership Renewal	\$ 210.00
11/1/2023	Vincent Godinez	AWWA Fall Conference Lodging	\$ 455.68
11/1/2023	Edgar Ramos	AWWA Fall Conference Lodging	\$ 546.21
11/2/2023	William Reeder	D4 Certificate	\$ 105.00

Minutes of the Board of Directors  
Meeting held October 25, 2023

1. CALL TO ORDER

President Hajas called the meeting to order at 5:00 p.m.

2. ROLL CALL

Directors Cole, Bergen, Kaiser and Hajas are present. Director Brennan is absent. Also present are GM Flood, AGM Dyer, EA Vieira, and Counsel McNulty.

3. PLEDGE OF ALLEGIANCE

President Hajas led the Pledge of Allegiance.

4. AGENDA CONFIRMATION

GM Flood reported that there is no need for a closed session.

5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three-minute limit.

None

6. CONSENT AGENDA

6.a. Accounts Payable Report.  
[Accounts Payable Report.pdf](#)

6.b. Minutes of the October 11, 2023, Board Meeting.  
[10 11 2023 Min.pdf](#)

On the motion of Director Cole, seconded by Director Kaiser, the consent agenda was adopted by the following roll call vote:

AYES:	Directors:	Cole, Bergen, Kaiser, Hajas
NOES:	Directors:	None
ABSENT:	Directors:	Brennan

7. ACTION ITEMS

7.a. Set Casitas MWD Reserve amounts for the 2023-2024 Fiscal Year as per the staff recommendation.  
[Board Memo for Setting of Reserves 102523.pdf](#)  
[Reserves ending Balance FY23 ATT1 102523.pdf](#)

On the motion of Director Cole, seconded by Director Bergen, the above recommendation was approved by the following roll call vote:

AYES:	Directors:	Cole, Bergen, Kaiser, Hajas
NOES:	Directors:	None
ABSENT:	Directors:	Brennan

- 7.b. Authorize a budget of \$200,000 for Ojai Avenue Connections at Fox Canyon Channel as part of the West and East Ojai Avenue Pipeline Replacement Project, Specification No. 19-411 and authorize the General Manager to issue a purchase order to the lowest responsible bidder.  
[Ojai Avenue Fox Canyon Channel\\_20231025.pdf](#)

On the motion of Director Kaiser, seconded by Director Cole, the above recommendation was approved by the following roll call vote:

AYES:	Directors:	Cole, Bergen, Kaiser, Hajas
NOES:	Directors:	None
ABSENT:	Directors:	Brennan

- 7.c. Assign a Casitas MWD Matilija Dam Removal Ad-Hoc Committee.

On the motion of Director Kaiser to appoint Directors Cole and Bergen to an Ad hoc committee, seconded by Director Bergen and adopted by the following roll call vote:

AYES:	Directors:	Cole, Bergen, Kaiser, Hajas
NOES:	Directors:	None
ABSENT:	Directors:	Brennan

## 8. INFORMATION ITEMS

- 8.a. Hydrology Report.  
[Hydrology Sept 2023.pdf](#)
- 8.b. Recreation Committee Minutes.  
[Rec Minutes 101023.pdf](#)
- 8.c. Comment letter to State Water Resources Control Board regarding the Proposed Making Conservation a California Way of Life Regulation.  
[FINAL\\_Casitas\\_Comment Letter\\_Mkg Wtr Consv Cal way Life\\_10.17.23.pdf](#)
- 8.d. ACWA Letter to State Water Resources Control Board regarding Making Water Conservation a CA Way of Life.  
[ACWA Coalition Comment Letter\\_Making Water Conservation a CA Way of Life\\_10.17.23.pdf](#)

- 8.e. State Water Project Intertie Report.  
[SWP Intertie Project Cost 9-30-23.pdf](#)
- 8.f. CFD 2013 Report.  
[CFD 2013-1 Project Cost 9-30-2023.pdf](#)
- 8.g. Investment Report.  
[Investment Report FY2024 September.pdf](#)
- 8.h. Adjudication Charges Report.  
[Adjudication Charges YTD 9.30.23.pdf](#)
- 8.i. Consumption Report for July and August 2023.  
[Consumption 2023-2024.pdf](#)
- 8.j. January Storm 2023 Accumulated Cost Summary.  
[Board Memo January 2023 Storms.pdf](#)

The information items were received.

9. GENERAL MANAGER COMMENTS

GM Flood reported that Ojai Day went well, and he reminded the board of the upcoming tours this Saturday and November 4<sup>th</sup>. He then informed the board that it is audit time again and it will go to committee in November and then to the Board meeting in December.

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

Director Kaiser attended the AWA meeting and ACWAJPIA training regarding harassment.

President Hajas attended the AWA meeting.

11. BOARD OF DIRECTOR COMMENTS PER GOVERNMENT CODE SECTION 54954.2(a).

None

12. CLOSED SESSION

- 12.a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.

The closed session was not held.

13. ADJOURNMENT

President Hajas adjourned the meeting at 5:18 p.m.

---

Mary Bergen, Secretary



---

---

**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

---

---

**TO:** BOARD OF DIRECTORS

**FROM:** MICHAEL L. FLOOD, GENERAL MANAGER

**SUBJECT:** AUTHORIZE THE GENERAL MANAGER TO ISSUE A TASK ORDER FOR ENGINEERING SERVICES FOR DISINFECTION BY-PRODUCT CONTROL IMPROVEMENTS AT THE MARION WALKER PRESSURE FILTRATION PLANT

**DATE:** NOVEMBER 8, 2023

---

**RECOMMENDATION:**

- Authorize the General Manager to issue Task Order 2023-08 to Kennedy Jenks Consultants for engineering design services related to Disinfection By-Product Control Improvements at the Marion Walker Pressure Filtration Plant (MWPFP) for a fee not to exceed \$92,250.

**BACKGROUND AND DISCUSSION:**

The District's primary source of potable water from Casitas Reservoir is treated at the Marion Walker Pressure Filtration Plant (MWPFP). Over the last few years, the District experienced a steady rise in the levels of disinfection by-products (DBPs) in the distribution system. In 2020, the District retained Kennedy/Jenks Consultants (Kennedy Jenks) to identify the primary cause of DBP level increase and options to reduce it. Of the three options presented in the Technical Memorandum (April 2020), "Option 1 – Convert the Fat Pipe to Chloramines for Winter Low Flows" to meet contact time requirements with a combination of free chlorine and chloramines, was selected.

Kennedy Jenks provided the attached proposal for engineering design services for an amount not to exceed \$92,950.

**BUDGET IMPACT:**

Funds in the amount of \$208,500 for this project are included in the budget for fiscal year 2023-24.

Attachment: Proposal from Kennedy Jenks dated October 30, 2023.

30 October 2023

Lindsay Cao, P.E.  
Senior Project Manager  
Casitas Municipal Water District  
1055 Ventura Avenue  
Oak View, CA 93022

Subject: DBP Control for the Marion R. Walker Treatment Plant  
Proposal for Design of New Meter and New Ammonia Injection Vault

Dear Lindsay:

Kennedy/Jenks Consultants (Kennedy Jenks) is pleased to submit this proposal for Mechanical, and Structural design services related to DBP Control at the Marion R. Walker Treatment Plant (MWWTP). We understand that the District will perform all related Electrical and Instrumentation work as highlighted herein. Programming of any SCADA screens and controls will be by others.

## Background

Of the three options presented in the Technical Memorandum (April 2020), “Option 1 – Convert the Fat Pipe to Chloramines for Winter Low Flows and meet CT with a Combination of Free Chlorine and Chloramines” was selected by the District for implementation. During high flow (non-winter) conditions, the current disinfection process would be used.

Converting the 1,300 linear feet (LF) of 144-inch diameter Fat Pipe to chloramines involves several modifications including addition of a 24-Inch Mag Meter on the 42-Inch Treatment Effluent pipeline and a New Ammonia Injector Vault.

We understand that the District will perform and manage all related Electrical and Instrumentation design and construction work related to these improvements. In general, this work will include electrical connections to the new 24-inch Mag Meter and new free chlorine monitoring system as well as tie-ins to the existing SCADA system. In addition to the Electrical and Instrumentation work, the District will design and install new free chlorine and total chlorine sample lines and respective free/total analyzers. The location of the free chlorine sample line will be from the upstream vault in the paved yard and the location of the total chlorine same line will be downstream of the new ammonia injector vault. Once the DBP Control work is complete, the District plans to add a shade cover or canopy over the new ammonia injector vault in the future.

## Scope of Work

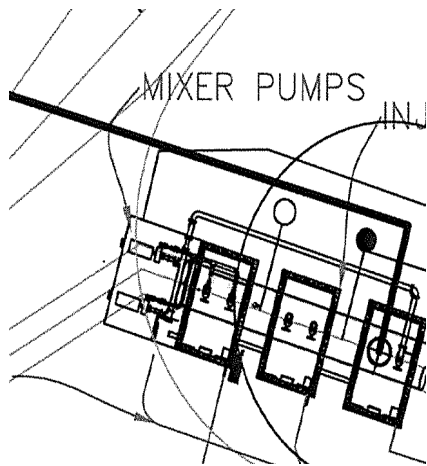
This scope of work is for the Design of a 24-Inch Mag Meter in the Existing 42-Inch Treatment Effluent pipeline and a New Ammonia Injection Vault for DBP Control at the MWWTP. The following scope of work is based on our understanding of the project and our experience with similar projects.

## Assumptions

It is assumed that Kennedy Jenks will prepare Mechanical and Structural Drawings at 30%, 90%, and 100% (final), Specifications and an opinion of probable construction costs at 90% and 100% design levels, and that the equipment and site improvements will be bid in one (1) construction package. We understand that the District will prepurchase a 24" AWWA Class D (150 psi), Flange/Flange, Full Bore, AC Power with battery backup, High Accuracy Flow Range 0.4 – 62 MGD, NSF 1 Approved, Ultra Mag Meter from McCrometer with Grounding Rings and an Ultra Mag Sensor, ProComm Converter, and associated hardware and software as well as training and startup support.

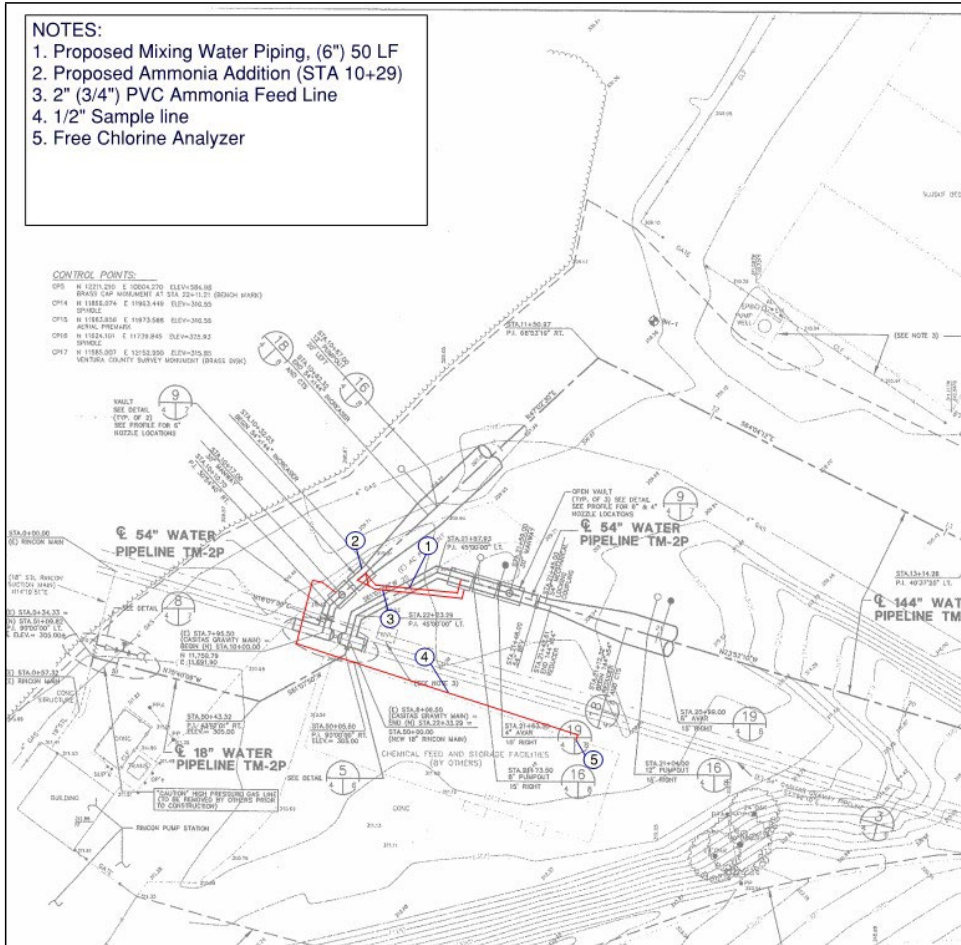
The major details of this scope of work include the following:

- New 24-Inch Mag Meter in the Existing 42-Inch Treatment Effluent Pipeline;
- Modified Ammonia Injector Vault to extend the height of the existing traffic loaded vault on the 54-inch diameter pipeline (STA 10+29) immediately upstream of the Fat Pipe (the second of two existing vaults in the paved yard);
- Prefabricated replacement concrete vault section with entrance notch, polypropylene ladder rungs, vault guardrails, and security chain(s);
- Approximately 50 LF of ¾" diameter PVC ammonia feed piping inside a 2-inch diameter PVC containment pipe from the existing Vault 1 at the end of the Fat Pipe to the two New Ammonia Injector points upstream of the Fat Pipe;
- 316SS ¾" piping inside the New Ammonia Injector Vault with:
  - One ¾" 316SS Tubing to Ball Valve
  - Two ¾" 316SS to:
    - Injector 1 with Tee Up
    - Injector 2 with Elbow Up
  - Each Injector including:
    - 90 Degree Elbows
    - SS Unions
    - Ball Valves with Handles
    - Pressure Sustaining Valve
    - Double Check Valve
    - Corp Stop with Handle
- Approximately 50 LF of 4-inch diameter mixing water steel piping (epoxy lined and epoxy/painted exterior) from the mixing water pump station that feeds Vault 1 to the New Ammonia Injector Vault:
  - During the seasonal switch over from free chlorine in the Fat Pipe to chloramines in the Fat Pipe, the suction supply to each of the 1 + 1 mixing water pumps needs to vary.
  - The easterly mixing water pump will temporarily be fed suction with a free chlorine residual from the 18-inch Rincon Bypass. This supply pipeline runs parallel to Vaults 1, 2, and 3 approximately 10 feet east of the existing vaults. See insert:



- Thus, a short 4-inch pipeline connection will be designed to surface and tie-in to the easterly mixing water pump with a 4-inch valved tee. A 3-inch valved tee will connect to the 3-inch pump discharge, then a 3-inch by 4-inch expansion joint, elbow down and travel the 40+/- horizontal LF from the pump station to the new ammonia injector vault.
- The second mixing water pump will be fed suction from Vault 3 which pulls its supply from the end of the Fat Pipe (free chlorine in the summer and chloramines in the winter). The second (westerly) mixing water pump will continue to use the existing 6-inch and 4-inch suction pipeline as well as the existing 3-inch discharge pipeline which increases to 4-inch as it enters Vault 1.
- After the short, one-day, switch over of the Fat Pipe from free chlorine to chloramines in the fall and vice versa in the spring, the Rincon Bypass free chlorine suction pipeline can be closed and both pumps returned to a 1 duty and 1 space operation.
- 316SS 4" piping inside the New Ammonia Injector Vault to duplicate both the No. 1 and No. 2 mixing water lines inside Vault 1; and
- Two 6" injectors to duplicate both the existing No. 1 and No. 2 Ammonia Injectors.

The design will essentially follow the conceptual design figure (below) taken from the April 2020 Technical Memorandum with the exceptions (1) that Note 4 – ½" sample line will now be two ½" sample lines, (2) Note 5 – Free Chlorine Analyzer should read Free Chlorine and Total Chlorine Analyzers will be installed at a different location with the multiple the sample lines and analyzers located, designed, and constructed by the District, and (3) the existing mixing water pumps will have separate suction pipelines and separate discharge pipelines for the seasonal switch over.



## Exclusions

This design scope of work includes preparation of plans and specifications submitted at 30%, 90%, and 100% (final) design levels, and an opinion of probable construction costs at 90% and 100% design levels, for the option described above. No additional design work is expected or included.

Site surveying/mapping, geotechnical investigation, bid assistance and engineering services during construction are excluded but can be added in the future if desired by the District.

## Task 1 - Project Administration and Coordination

### 1.1 Project Management

Kennedy Jenks will provide overall project management, which includes supervision of in-house staff, planning and monitoring contract budget and schedule, reviewing and submitting monthly invoices, and coordination with the District and Kennedy Jenks' project team. It is assumed that the overall project design schedule is 4 months which includes 2-week design submittal review periods for the District.

## 1.2 Kickoff Meeting and Project Updates

Upon receipt of a written Notice-to-Proceed, Kennedy Jenks will conduct a kick-off meeting to review the scope of the project, confirm the project schedule, and identify information needs. A data request list will be provided prior to the kickoff meeting with the intent that the meeting will be used to review and discuss the available data and advance the design during the meeting. The kickoff meeting will also be used to review and discuss regulatory permitting requirements. KJ will support the District as it prepares and submits an Operating Permit Amendment to DDW. It is assumed that the kick-off meeting will be conducted virtually using MS Teams, or similar.

Kennedy Jenks will provide periodic (approximately biweekly) project updates consisting of a call with the District's designated Project Manager. The updates will summarize the progress of the work, discuss critical data collection items, discuss items that may impact the project schedule, identify out of scope work, and cover any other relevant project issues. For scope purposes, it is assumed that six (6) updates will be provided.

### *Deliverables:*

- Provide electronic copies (PDF) of meeting agendas and minutes, including a list of action items. The Action Items List will be updated as needed, including after biweekly project calls.

## 1.3 Quality Assurance/Quality Control (QA/QC)

Kennedy Jenks will conduct and demonstrate an effective quality assurance and quality control program (QA/QC) throughout the course of the project in accordance with our established policy.

## Task 2 – Site Investigations

### 2.1 Site Measurements Jointly by KJ and District Staff

To support the Design, Kennedy Jenks will prepare and provide a sketch for measurements (distances) to be taken jointly by KJ and District staff during an in-person site visit. It will be specified that the Contractor will perform the necessary potholing to locate existing utilities at the project site in advance of pipeline installation and connections.

## Task 3 – Final Design

### 3.1 30%, 90%, and 100% (Final) Design

Kennedy Jenks will prepare and submit electronically 30%, 90%, and 100% (final) level design drawings using existing record drawings of related on-site facilities. The submittal will also include modifications to the District's Division 0 and 1 specifications as well as technical specifications, NSF-61 list of materials, and an engineer's construction cost estimate. Kennedy Jenks will review and incorporate the District's comments following the 30% and 90% design submittals.

Fees are based on utilizing KJ CAD Standards, KJ Front-End Drawings, Title Block, and drawing templates.

For budgetary purposes, an anticipated list of design drawings is provided below.

### List of Drawings

No.	Sheet No.	Sheet Title
1	G-001	Cover, Vicinity & Location Maps, and Drawing Index
2	G-002	General Abbreviations
3	G-003	General Notes and Legend
4	G-004	General Equipment Designations & Process Identification Codes
5	G-005	General Process Symbols
6	G-006	Process Flow Diagram
7	S-001	Structural General Notes, Testing Schedule, and Abbreviations
8	S-002	Structural Reinforced Concrete, Notes, Standard Details
9	S-003	Pre-Cast Vault Plan and Sections
10	S-004	Structural Details
11	M-001	Mechanical Abbreviations and Notes
12	M-002	Equipment and Valve Schedules
13	M-003	Existing Site Plan, Site Access, and Demolition Plan
14	M-004	Yard Piping Plan
15	M-005	Mag Meter Installation Details
16	M-006	Ammonia Injector Plan & Sections
17	M-007	Ammonia Injector Details

Final construction contract documents will be signed and stamped.

An NPDES Construction General Permit and Storm Water Pollution Prevention Plan (SWPPP) should not be required as less than 1 acre at the site is being disturbed, and thus is not included in our scope of services.

#### *Deliverables:*

- 30%, 90% and 100% design drawings as electronic files: MS Word File, MS Excel File, and Adobe Acrobat PDF for each design level submittal. AutoCAD v.2018 compatible files at 100%. The drawings shall be formatted on 22" x 34", stamped and signed, and shall be legible when printed half-size on 11" x 17".

### 3.2 Meetings

In addition to the Kickoff Meeting, Kennedy Jenks will facilitate and lead the following two (2) Project Review Meetings:

- Meeting/Workshop No. 1: Progress Meeting for review of the 30% design submittal

- Meeting/Workshop No. 2: Progress Meeting for review of the 90% design submittal

In addition to the Project Review Meetings, Kennedy Jenks will participate in the following meeting:

- One (1) site visit by Staff Engineer to take joint distance measurements with District Staff
- One (1) site visit by Project Manager to verify proposed 30% design is valid

Kennedy Jenks will lead the meetings listed above and prepare all meeting agendas, presentations, minutes (including documenting verbal comments and questions), and action items as necessary. It is assumed that all meetings, with the exception of site visits, will be conducted virtually using MS Teams, or similar.

*Deliverables:*

- Draft and Final Meeting Agenda, Presentation, Minutes, and Action List for each meeting (electronic files: MS Word file, PowerPoint, and Adobe Acrobat PDF files).

## **Fee Estimate**

Our fee estimate is based on time and materials per On-Call Engineering Services FY 23-24 agreement as shown on the attached fee spreadsheet with not-to-exceed fee of \$92,250.

## **Schedule**

Kennedy Jenks is prepared to begin work immediately upon a receipt of a written notice to proceed. We anticipate completing the work in 4 months which includes 2-week review of design submittals by the District. If you have any questions regarding this proposal, please feel free to call Jeff Savard at 805-973-5719 or David Ferguson at 626-568-4302.

Sincerely,



Jeff Savard, P.E.  
Vice President



David Ferguson, Ph.D., P.E., BCEE  
Project Manager



**Proposal Fee Estimate**

**Kennedy Jenks**

CLIENT Name: Casitas Municipal Water District  
 PROJECT Description: Design of 24" Meter & New Ammonia Injector Vault at MWWTP  
 Proposal/Job Number: \_\_\_\_\_ 10/2/2023

Classification: Hourly Rate:	Eng-Sc1-9	Eng-Sc1-8	Eng-Sc1-7	Eng-Sc1-6	Eng-Sc1-5	Eng-Sc1-4	Eng-Sc1-3	Eng-Sc1-2	Sr. CAD-Design	Sr. CAD-Tech	CAD-Tech	Project Administrator	Total Hours	KJ Labor Fees	KJ ODCs Fees	KJ ODCs Markup 10%	Total Labor	Total Subs	Total Expenses	Total Labor + Subs + Expenses	
	\$310	\$295	\$275	\$245	\$220	\$205	\$190	\$165	\$175	\$145	\$130	\$110									
<b>Task 1 - Project Administration and Coordination</b>																					
1.1 Project Management (16 weeks)	12						16					8	36	\$7,640		\$0	\$7,640	\$0	\$0	\$7,640	
1.2 Kickoff Meeting (1) and Project Design Updates (6)	8						8						16	\$4,000		\$0	\$4,000	\$0	\$0	\$4,000	
1.3 QA/QC	2	4		10									16	\$4,250		\$0	\$4,250	\$0	\$0	\$4,250	
<b>Task 1 - Subtotal</b>	<b>22</b>	<b>4</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>68</b>	<b>\$15,890</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,890</b>	<b>\$0</b>	<b>\$0</b>	<b>\$15,890</b>	
<b>Task 2 - Site Investigations</b>																					
2.1 Site Measurements Jointly by KJ and District Staff	2						4						6	\$1,380		\$0	\$1,380	\$0	\$0	\$1,380	
<b>Task 2 - Subtotal</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>\$1,380</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,380</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,380</b>	
<b>Task 3 - Final Design</b>																					
3.1 30%/90%/100% Design (17 drawings)	2	16	0	34	62	16	24	0	0	220	0	16	390	\$68,810		\$0	\$68,810	\$0	\$0	\$68,810	
3.2 Meetings (2) (plus two site visits)	12	2		4	4		4						22	\$5,950	\$200	\$20	\$5,950	\$0	\$220	\$6,170	
<b>Task 3 - Subtotal</b>	<b>14</b>	<b>18</b>	<b>0</b>	<b>34</b>	<b>66</b>	<b>16</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>220</b>	<b>0</b>	<b>16</b>	<b>412</b>	<b>\$74,760</b>	<b>\$200</b>	<b>\$20</b>	<b>\$74,760</b>	<b>\$0</b>	<b>\$220</b>	<b>\$74,980</b>	
<b>Total</b>	<b>38</b>	<b>22</b>	<b>0</b>	<b>44</b>	<b>66</b>	<b>16</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>220</b>	<b>0</b>	<b>24</b>	<b>486</b>	<b>\$92,030</b>	<b>\$200</b>	<b>\$20</b>	<b>\$92,030</b>	<b>\$0</b>	<b>\$220</b>	<b>\$92,250</b>	

---

---

**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

---

**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** AWARD OF CONTRACT FOR THE ROBLES CANAL PANELS REPLACEMENT, SPECIFICATION NO. 23-466  
**DATE:** NOVEMBER 8, 2023

---

**RECOMMENDATION:**

- Award a contract to J&H Engineering in the amount of \$102,276.81 for the Robles Canal Panels Replacement project (Specification No. 23-466) submitted through the Sourcewell ezIQC process.

**BACKGROUND:**

The Robles Diversion Canal provides water to Lake Casitas from the Ventura River and is mainly constructed of unreinforced concrete. After the heavy storms earlier this year, the Robles Diversion Canal was assessed to determine the condition and integrity of the concrete panels. One side panel washed away during the storms and two bottom panels lifted due to soil saturation underneath. Erosion and soil saturation, depending on the location, also compromised the integrity behind a number of side panels. The most severe were selected to be replaced before 2023-24 storm season. Panels scheduled for replacement will be installed with reinforced concrete.

The project includes:

- Hauling off and disposing of demolished concrete and excess soil;
- Installation of 2 bottom panels;
- Installation of 16 side panels; and
- Epoxy seal all new joints

Casitas is a member of Sourcewell, a public agency dedicated to serving education and government entities with solutions which are more efficiently delivered cooperatively than by an entity individually. This includes, but is not limited to, the bidding of public construction contracts and purchasing.

Casitas, through Sourcewell, advertised and noticed a bid for an indefinite quantity construction (IQC) for the project. The work tasks in the IQC agreement are bid at unit costs. This contract is administered by the Gordian Group (Gordian) on behalf of Sourcewell. Gordian created ezIQC to make its Job Order Contracting (JOC) Solutions easily available through cooperative purchasing. JOC is an indefinite delivery/indefinite quantity procurement process to help facility and infrastructure owners complete a large number of repair, renovation and straightforward new construction projects with a single, competitively-bid contract. Unlike traditional bidding where each project is identified, designed and then put out to bid, ezIQC establishes competitively-bid prices up front and eliminates the need to bid each project separately. The ezIQC process will expedite the completion of the canal improvements by reducing the time

necessary to bid the project. The eziQC process also saves Casitas money by reducing the staff time necessary during the bidding process.

The bidding process used by Sourcewell for the IQC agreement meets the requirements of Public Contract Code Section 20642. California Public Contract Code Section 20644 allows the Board to approve this type of procurement.

J&H Engineering, a licensed Class-B contractor, submitted the lowest pricing for this project through Gordian's eziQC program - Contract No.: CA-R7-PAV02-123021-JHE.

**FINANCIAL IMPACT:**

The budget for fiscal year 2023-24 is for the Robles Canal Panels Replacement, Specification No. 23-466 in the amount of \$104,000.

Attachments:

- Detailed Scope of Work dated 11/1/2023 – EZIQC Contract No.: CA-R7-PAV02-123021-JHE

**Work Order Signature Document**

**EZIQC Contract No.: CA-R7-PAV02-123021-JHE**

**New Work Order**       **Modify an Existing Work Order**

Work Order Number.: 120696.00      Work Order Date: 11/01/2023

Work Order Title: CWD - Robles Canal Panels Replacement

Owner Name: Casitas Water District      Contractor Name: J & H Engineering General Contractors, Inc.

Contact: Virgil Clary      Contact: Amy McMullen

Phone: (805) 649-2251 x109      Phone: 805-987-8414

**Work to be Performed**

Work to be performed as per the Final Detailed Scope of Work Attached and as per the terms and conditions of Sourcewell EZIQC Contract No CA-R7-PAV02-123021-JHE.

Brief Work Order Description:

**Time of Performance**      Estimated Start Date:  
Estimated Completion Date:

**Liquidated Damages**      Will apply:       Will not apply:

**Work Order Firm Fixed Price: \$102,276.81**

Owner Purchase Order Number:

**Approvals**

\_\_\_\_\_  
Casitas Water District      Date

\_\_\_\_\_  
J & H Engineering General Contractors, Inc.      Date

**Detailed Scope of Work**

---

**To:** Amy McMullen  
 J & H Engineering General Contractors, Inc.  
 4065 Mission Oaks Blvd  
 Camarillo, CA 93012  
 805-987-8414

**From:** Virgil Clary  
 Casitas Water District  
 1055 Ventura Avenue  
 Oak View, CA 93022  
 (805) 649-2251 x109

**Date Printed:** November 01, 2023

**Work Order Number:** 120696.00

**Work Order Title:** CWD - Robles Canal Panels Replacement

**Brief Scope:**

Preliminary

Revised

Final

---

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Concrete panel replacements for the Robles Canal Demo - 18 panels total

- Haul off and dispose of concrete at recycle facility.
- Bottom Panels - 2 ea of 15' long x 7' wide with 9" corners.
- Side panels - 16 ea of 15' long x 12'-3" wide.
- All panels to be 4" thick 3000 psi concrete with #3 rebar @ 12" OC.
- Epoxy saw cut joints to seal canal joints.
- Excess dirt spoils to remain onsite.
- Permits by Owner if required.
- Construction water by Owner.
- Regular weekday work hours M-F 7am-5pm

Subject to the terms and conditions of eziQC Contract **CA-R7-PAV02-123021-JHE**.

\_\_\_\_\_  
 J & H Engineering General Contractors, Inc. Date

\_\_\_\_\_  
 Casitas Water District Date

# Contractor's Price Proposal - Summary

---

**Date:** November 01, 2023

**Re:** IQC Master Contract #: CA-R7-PAV02-123021-JHE  
Work Order #: 120696.00  
Owner PO #:  
Title: CWD - Robles Canal Panels Replacement  
Contractor: J & H Engineering General Contractors, Inc.  
Proposal Value: \$102,276.81

---

---

<b>Section - 01</b>	<b>\$18,888.17</b>
<b>Section - 02</b>	<b>\$20,940.16</b>
<b>Section - 03</b>	<b>\$62,448.48</b>
<b>Proposal Total</b>	<b>\$102,276.81</b>

---

---

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

**The Percentage of NPP on this Proposal:**                      %

# Contractor's Price Proposal - Detail

Date: November 01, 2023

Re: IQC Master Contract #: CA-R7-PAV02-123021-JHE  
 Work Order #: 120696.00  
 Owner PO #:  
 Title: CWD - Robles Canal Panels Replacement  
 Contractor: J & H Engineering General Contractors, Inc.  
 Proposal Value: \$102,276.81

Sect.	Item	Mod.	UOM	Description	Line Total
Labor	Equip.	Material	(Excludes)		
<b>Section - 01</b>					
1	01 22 16 00 0002		EA	Reimbursable Fees Reimbursable Fees will be paid to the contractor for eligible costs as directed by Owner. Insert the appropriate quantity to adjust the base cost to the actual Reimbursable Fee. If there are multiple Reimbursable Fees, list each one separately and add a comment in the "note" block to identify the Reimbursable Fee (e.g. sidewalk closure, road cut, various permits, extended warranty, expedited shipping costs, etc.). A copy of each receipt shall be submitted with the Price Proposal.	\$2,201.65
			Installation	Quantity 2,001.50 x Unit Price 1.00 x Factor 1.1000 = Total 2,201.65	
				2% Bond fees on \$100,075.16 = \$2001.50	
2	01 22 23 00 0424		DAY	1/2 To 5/8 CY, 65 HP, Loader-Backhoe With Standard Bucket And Full-Time Operator	\$10,112.95
			Installation	Quantity 6.00 x Unit Price 1,210.32 x Factor 1.3926 = Total 10,112.95	
				For loading of broken concrete into dump trucks	
3	01 52 19 00 0002		WK	Portable Chemical Toilet	\$194.96
			Installation	Quantity 4.00 x Unit Price 35.00 x Factor 1.3926 = Total 194.96	
				Portable crew toilet	
4	01 71 13 00 0004		EA	First 25 Miles, Equipment Delivery, Pickup, Mobilization And Demobilization Using A Tractor Trailer With Up To 53' Bed Includes loading, tie-down of equipment, delivery of equipment, off loading on site, rigging, dismantling, loading for return and transporting away. For equipment such as bulldozers, motor scrapers, hydraulic excavators, gradalls, road graders, loader-backhoes, heavy duty construction loaders, tractors, pavers, rollers, bridge finishers, straight mast construction forklifts, telescoping boom rough terrain construction forklifts, telescoping and articulating boom man lifts with >40' boom lengths, etc.	\$2,600.71
			Installation	Quantity 2.00 x Unit Price 933.76 x Factor 1.3926 = Total 2,600.71	
				Mobilization of backhoe with hammer and loader	
5	01 74 19 00 0029		CY	Drop-Off Reinforced Concrete At Recycling Center	\$1,264.37
			Installation	Quantity 39.00 x Unit Price 23.28 x Factor 1.3926 = Total 1,264.37	
				Fees to dispose of broken concrete at Vulcan Saticoy recycle plant	
6	01 74 19 00 0040		CYM	Hauling On Paved Roads, First 15 Miles	\$2,513.53
			Installation	Quantity 2,028.00 x Unit Price 0.89 x Factor 1.3926 = Total 2,513.53	
				Haul of concrete to disposal site 26 miles x 39 CY - Vulcan Recycle Plant (round trip)	

**Subtotal for Section - 01** **\$18,888.17**

## Section - 02

**Contractor's Price Proposal - Detail Continues..**

**Work Order Number:** 120696.00  
**Work Order Title:** CWD - Robles Canal Panels Replacement

**Section - 02**

7	02 41 13 13 0033	SY	>3" To 6" By Machine, Break-up And Remove Rod Reinforced Concrete Paving						\$15,067.18	
			Installation	Quantity	Unit Price	Factor	=	Total		
				347.00	31.18	1.3926		15,067.18		
			Demo of 18 concrete side panels & 2 bottom panels							
8	02 41 19 13 0063	LF	Rod Reinforced Concrete Slab Up To 4" Depth, Saw Cut						\$5,872.98	
			Installation	Quantity	Unit Price	Factor	=	Total		
				764.00	5.52	1.3926		5,872.98		
			Sawcutting of panels							

**Subtotal for Section - 02** **\$20,940.16**

**Section - 03**

9	03 01 30 71 0062	LF	>1/4" To 1/2" Wide, Low Viscosity, High Strength Epoxy Resin, Gravity Fed Structural Crack Repair For Concrete, Surface Applied With Trowel (Sikadur® 35)						\$10,150.05	
			Installation	Quantity	Unit Price	Factor	=	Total		
				764.00	9.54	1.3926		10,150.05		
			To install epoxy at joints between 16 side panels and 2 bottom panels							
10	03 05 13 00 0003	CY	Set Retarding, Type B Concrete Admixture						\$203.12	
			Installation	Quantity	Unit Price	Factor	=	Total		
				39.00	3.74	1.3926		203.12		
			For concrete pour							
11	03 11 13 00 0009	LF	Up To 6" High Slab Edge and Block-Out Wood Formwork						\$1,855.64	
			Installation	Quantity	Unit Price	Factor	=	Total		
				250.00	5.33	1.3926		1,855.64		
			Wood forms for concrete panels							
12	03 21 11 00 0119	LF	#3, Grade 40, Slab On Grade, Steel Reinforcement Bar						\$4,422.58	
			Installation	Quantity	Unit Price	Factor	=	Total		
				6,227.00	0.51	1.3926		4,422.58		
			Place & tie rebar for 2 bottom panels & 16 side panels							
13	03 31 13 00 0003	SF	4" 3,000 PSI Slab On Grade Concrete Slabs Assembly						\$33,933.76	
			Installation	Quantity	Unit Price	Factor	=	Total		
				3,120.00	7.81	1.3926		33,933.76		
			For 16 side panels and 2 bottom panels							
14	03 31 13 00 0037	CY	Up To 6", By Concrete Pump, Place 3,000 PSI Concrete Slab On GradeExcludes pumping equipment.						\$11,883.33	
			Installation	Quantity	Unit Price	Factor	=	Total		
				39.00	218.80	1.3926		11,883.33		
			To place concrete for 2 bottom panels & 16 side panels							

**Subtotal for Section - 03** **\$62,448.48**

**Proposal Total** **\$102,276.81**

This total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding.

**The Percentage of NPP on this Proposal:** %



**CASITAS MUNICIPAL WATER DISTRICT  
Board of Directors Memo**

DATE: November 3, 2023

TO: Board of Directors

FROM: Michael Flood, General Manager

SUBJECT: Approve an unbudgeted item in the amount of \$20,000 for costs related to the US Bureau of Reclamation's Reimbursable Account No. 19-WC-20-5506 - Robles Diversion O&M and BiOp Activities.

RECOMMENDATION:

Approve the deposit request.

BACKGROUND:

The United States Bureau of Reclamation (USBR) is the owner of the Robles Fish Ladder and Diversion Facility (Robles) with Casitas MWD being responsible for Operation and Maintenance of the facility.

Robles has been operated under a federal non-jeopardy biological opinion (BiOp) since 2006.

The USBR provides oversight of the O&M and BiOp activities at Robles, with Casitas paying those costs on an annual basis.

DISCUSSION

Casitas MWD recently received a communication from the USBR indicating that the funds in their account associated with their oversight of Robles had been depleted.

They are requesting a deposit of \$20,000 from Casitas to replenish the account.

BUDGETARY IMPACT:

This unbudgeted cost of \$20,000 will be paid for from Casitas' operating funds.



**Casitas Municipal Water District**  
**State Water Project - Interconnect Project Costs**  
**As of 10/31/23**

Project No:	Project Name:	Costs paid to date	Encumbered	Total Encumbered & Cost To Date
378	State Water Interconnect - Calleguas to Casitas	123,668	-	123,668
527	State Water Interconnect - Carpinteria to Casitas	2,858,868	1,015,126	3,873,994
606	State Water Interconnect - Ventura to Casitas	249,242	-	<u>249,242</u>
Project(s) Cost To Date:				<u><u>4,246,904</u></u>



**Casitas Municipal Water District**  
**CFD 2013-1 Improvement Fund - Series B**

	Bonds Proceeds Received (1)	Interest Earned (2)	Expense (3)	Balance Series B (1)+(2)+(3)
2017 Subtotal	42,658,223.98	24,046.16	(36,886,093.06)	
TOTAL	42,658,223.98	24,046.16	(36,886,093.06)	5,796,177.08
2018 Subtotal	-	77,279.16	-	
TOTAL	42,658,223.98	101,325.32	(36,886,093.06)	5,873,456.24
2019 Subtotal	-	102,268.61	(1,486,814.43)	
TOTAL	42,658,223.98	203,593.93	(38,372,907.49)	4,488,910.42
2020 Subtotal	-	15,749.88	(4,404,999.69)	
TOTAL	42,658,223.98	219,343.81	(42,777,907.18)	99,660.61
2021 Subtotal	-	2.16	(99,662.60)	
TOTAL	42,658,223.98	219,345.97	(42,877,569.78)	0.17
2022 Subtotal	-	-	-	
TOTAL	42,658,223.98	219,345.97	(42,877,569.78)	0.17
2023 Subtotal	-	-	-	
TOTAL	42,658,223.98	219,345.97	(42,877,569.78)	0.17

**Casitas Municipal Water District**

**CFD 2013-1 Improvement Fund - Series C**

	Bonds Proceeds Received (1)	Interest Earned (2)	Expense (3)	Balance Series C (1)+(2)+(3)
2019 Subtotal	13,570,000	12,285	-	
TOTAL	13,570,000	12,285	-	13,582,285
2020 Subtotal	-	48,026	(1,362,972)	
TOTAL	13,570,000	60,311	(1,362,972)	12,267,339.65
2021 Subtotal	-	672	(4,812,723)	
TOTAL	13,570,000	60,983	(6,175,694)	7,455,288.89
2022 Subtotal	-	50,766	(3,708,377)	
TOTAL	13,570,000	111,749	(9,884,071)	3,797,677.12
2023 January		11,900	(404,632)	Project Reimbursement (Dec 2022)
February		11,091	(139,903)	Project Reimbursement (Jan 2023)
March		10,151	(221,789)	Project Reimbursement (Feb 2023)
April		10,928	(445,840)	Project Reimbursement (Mar 2023)
May		9,632	(24,771)	Project Reimbursement (Apr 2023)
June		10,271	(317,748)	Project Reimbursement (May 2023)
July		9,115	(229,283)	Project Reimbursement (June 2023)
August		8,784	(283,125)	Project Reimbursement (July 2023)
September		7,623	(273,887)	Project Reimbursement (August 2023)
October		6,645	(534,729)	Project Reimbursement (September & October 2023)
November				
December				
2023 Subtotal		96,141	(2,875,707)	
TOTAL	13,570,000	207,890	(12,759,778)	1,018,111

**Summary of Expenses**

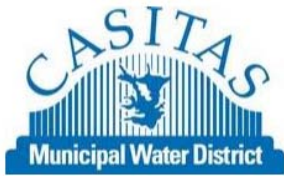
**CFD 2013-1 Improvement Fund - Series B&C**

Purchase of Ojai System	34,481,628
Extension Contract	366,372
Meter Cost	2,038,094
Received Project reimbursements:	18,751,255
	55,637,348
	-

Total funds remaining for improvement Series B:	0
Total funds remaining for improvement Series C:	1,018,111
Total Funds Remaining	1,018,112

Received Project reimbursements:	18,751,255
Projects Cost YTD:	18,751,255
Projects Pending Reimbursement:	-

Total Funds Remaining less pending Reimbursement:	1,018,112
---	-----------



**Casitas Municipal Water District**  
**CFD 2013 - 1 Projects to be reimbursed to CMWD To Date**  
**As of 10/31/2023**

Project No:	Project Name:	Costs
400	Ojai System Masterplan	375,336
420	Sunset Place Pipeline Replacement	785,031
421	Cuyama, Palomar and El Paseo Roads Pipeline Replacement	2,170,277
422	South San Antonio Street and Crestview Drive Pipeline	89,258
423	West and East Ojai Avenue Pipeline Replacement	4,400,842
424	Running Ridge Zone Hydraulic Improvement	451,282
425	Well Rehabilitation Replacement	1,614,203
426	Valve & Appurtenance Replacement	1,136,797
427	Fairview Pipeline Replacement	527,850
428	Mutual Wellfield Pipeline	167,657
429	Grand Ave Pipeline	56,651
430	Signal Booster Zone Hydraulic Improvements	165,699
431	Emily Street Pipeline Replacement	1,055,085
432	Casitas-Ojai System Interties	78,159
522	Ojai Arc Flash Study	119,839
611	Mutual Replacement Well	438,973
411	Replace San Antonio #3 Well	29,760
506	Ojai SCADA UPS Units	11,448
509	Hypochlorite Tanks OS	24,187
511	Ojai Wellfield Cla-Vals	4,274
512	Well Monitoring Upgrades 07/2018	1,521
514	Ojai Wellfield Mag Meters 07/2018	18,877
433	Ojai 12" pipeline replac	2,015,232
434	Heidelberger PP Ret. Wal	148,381
435	Plesant Ave/Daily Rd Pip	62,645
436	OWS Tank/Valt Fall Impro	23,274
437	Wellfield VFDs	436,715
438	Lion St PL/ Fairview Conn	762,333
646	OWS Arbolada Tank	64,982
673	Mutual Well #7	1,474,255
674	San Antonio Filter Upgrade	26,265
705	Heidelberger Pump Plant Fire Flow	0
706	Wellfield Eqpt & Hardware	4,995
746	Foothill Pipeline	9,172
<b>Project(s) Cost To Date:</b>		<b><u>18,751,255</u></b>

**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
10/31/23**

Type of Invest	Institution	CUSIP	Date of Maturity	Original Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$941,144	\$831,404	2.875%	8/2/2016	7.82%	224
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,025,110	\$958,810	2.700%	5/10/2017	9.02%	610
*TB	Federal National Assn	31315P2J7	5/1/2024	\$809,970	\$716,866	3.300%	5/25/2016	6.75%	181
*TB	Farmer MAC	31315PYF0	5/2/2028	\$512,355	\$457,400	2.925%	11/20/2017	4.30%	1622
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$940,311	\$720,363	5.400%	5/9/2016	6.78%	883
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,251	\$425,501	2.710%	11/20/2017	4.00%	1902
*TB	Federal National Assn	3135G0K36	4/24/2026	\$2,532,940	\$2,330,800	2.125%	7/6/2010	21.93%	894
*TB	Federal National Assn	3135G0ZR7	9/6/2024	\$1,488,050	\$1,362,287	2.625%	5/25/2016	12.82%	306
*TB	US Treasury Note	912828WE6	11/15/2023	\$723,061	\$664,328	2.750%	12/13/2013	6.25%	15
*TB	US Treasury Note	912797HM2	11/28/2023	\$983,581	\$996,030	5.320%	5/3/2023	9.37%	28
*TB	US Treasury Note	912797FJ1	11/9/2023	\$740,105	\$749,115	5.320%	5/10/2023	7.05%	9
*TB	US Treasury Note	912797FL6	11/24/2023	\$415,000	\$413,597	5.350%	11/24/2023	3.89%	24
<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>				<b>\$11,591,879</b>	<b>\$10,626,501</b>			<b>99.97%</b>	
<b>Total Certificates of Deposit:</b>				<b>\$0</b>	<b>\$0</b>			<b>0.00%</b>	
**	<b>LAIF as of 10/31/2023: (11-00-1050-00)</b>		N/A	<b>\$496</b>	<b>\$496</b>	3.36%	Estimated	<b>0.00%</b>	
***	<b>COVI as of 10/31/2023: (11-00-1060-00)</b>		N/A	<b>\$3,150</b>	<b>\$3,150</b>	3.59%	Estimated	<b>0.03%</b>	
<b>TOTAL FUNDS INVESTED</b>				<b>\$11,595,525</b>	<b>\$10,630,147</b>			<b>100.00%</b>	
Total Funds Invested last report				\$11,595,525	\$10,621,529				
Total Funds Invested 1 Yr. Ago				\$10,672,444	\$9,582,456				
****	<b>CASH IN BANK (11-00-1000-00) EST.</b>			<b>\$2,268,323</b>	<b>\$2,268,323</b>				
	<b>CASH IN Custody Money Market</b>			<b>\$57,634</b>	<b>\$57,634</b>				
<b>TOTAL CASH &amp; INVESTMENTS</b>				<b>\$13,921,481</b>	<b>\$12,956,103</b>				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$19,077,870	\$17,987,882				

- \*CD CD - Certificate of Deposit
- \*TB TB - Federal Treasury Bonds or Bills
- \*\* Local Agency Investment Fund
- \*\*\* County of Ventura Investment Fund
- Estimated interest rate, actual not due at present time.
- \*\*\*\* Cash in bank

No investments were made pursuant to subdivision (i) of Section 53601, Section 53601.1 and subdivision (j) Section 53635 of the Government Code.  
All investments were made in accordance with the Treasurer's annual statement of investment policy.



**Casitas Municipal Water District  
Adjudication Charge Summary Report**

	2020 July	2020 August	2020 September	2020 October	2020 November	2020 December	2021 January	2021 February	2021 March	2021 April	2021 May	2021 June	YTD
Revenue	(48,685)	(48,893)	(48,945)	(49,160)	(49,090)	(48,787)	(49,013)	(48,754)	(48,737)	(49,088)	(48,639)	(46,304)	(584,095)
Expenses													-
Legal	-	26,378	15,228	-	29,451	4,917	4,625	14,288	1,344	32,955	15,958	23,411	168,555
Other Pro Fees	-	-	-	-	-	-	20,322	14,782	-	-	7,813	82,257	125,175
Bank Fees/ Bad Debt	-	-	-	-	130	-	-	-	-	-	-	-	130
<b>Net Total</b>	<b>(48,685)</b>	<b>(22,515)</b>	<b>(33,717)</b>	<b>(49,160)</b>	<b>(19,509)</b>	<b>(43,870)</b>	<b>(24,066)</b>	<b>(19,684)</b>	<b>(47,393)</b>	<b>(16,133)</b>	<b>(24,868)</b>	<b>59,364</b>	<b>(290,234)</b>
Cash Collected	948	2,630	44,674	48,421	47,746	50,454	48,260	46,160	52,298	46,680	49,070	46,673	484,014
Cash Disbursed	-	(26,378)	(15,228)	(0)	(29,573)	(4,917)	(24,955)	(29,070)	(1,344)	(32,955)	(23,771)	(63,445)	(251,637)
Accounts Payable	-	-	-	-	(8)	-	8	-	-	-	(0)	(42,224)	(42,224)
Accounts Receivable	47,737	46,263	4,271	738	1,344	(1,667)	754	2,594	(3,561)	2,408	(431)	(369)	100,081
<b>Net Total</b>	<b>48,685</b>	<b>22,515</b>	<b>33,717</b>	<b>49,160</b>	<b>19,509</b>	<b>43,870</b>	<b>24,066</b>	<b>19,684</b>	<b>47,393</b>	<b>16,133</b>	<b>24,868</b>	<b>(59,364)</b>	<b>290,235</b>
	2021 July	2021 August	2021 September	2021 October	2021 November	2021 December	2022 January	2022 February	2022 March	2022 April	2022 May	2022 June	YTD
Revenue	(48,514)	(48,430)	(48,489)	(48,520)	(48,464)	(48,355)	(48,545)	(48,400)	(48,345)	(48,018)	(48,499)	(48,384)	(1,165,058)
Expenses													-
Legal	-	1,908	12,847	9,838	24,067	38,114	-	54,949	46,935	140,549	23,364	23,200	544,326
Other Pro Fees	-	10,122	5,718	13,835	22,554	27,345	45,786	20,995	14,643	32,509	3,525	40,547	362,753
Bank Fees/ Bad Debt	-	-	-	-	-	-	-	-	-	-	-	366	496
<b>Net Total</b>	<b>(48,514)</b>	<b>(36,400)</b>	<b>(29,925)</b>	<b>(24,847)</b>	<b>(1,843)</b>	<b>17,104</b>	<b>(2,759)</b>	<b>27,545</b>	<b>13,233</b>	<b>125,040</b>	<b>(21,610)</b>	<b>15,729</b>	<b>(257,482)</b>
Cash Collected	50,335	46,498	49,795	48,266	47,348	49,062	48,507	46,747	49,424	49,471	47,847	38,475	1,055,791
Cash Disbursed	(32,144)	(22,110)	(18,564)	(23,673)	(46,621)	(65,459)	(45,786)	(75,944)	(61,578)	(173,058)	(27,233)	(50,036)	(893,842)
Accounts Payable	32,144	10,079	-	-	-	(0)	(0)	-	-	0	(0)	(18,525)	(18,525)
Accounts Receivable	(1,821)	1,932	(1,306)	253.23	1,115	(707)	38	1,652	(1,079)	(1,453)	995	14,356	114,058
<b>Net Total</b>	<b>48,514</b>	<b>36,400</b>	<b>29,925</b>	<b>24,847</b>	<b>1,843</b>	<b>(17,104)</b>	<b>2,759</b>	<b>(27,545)</b>	<b>(13,233)</b>	<b>(125,040)</b>	<b>21,610</b>	<b>(15,729)</b>	<b>257,483</b>
	2022 July	2022 August	2022 September	2022 October	2022 November	2022 December	2023 January	2023 February	2023 March	2023 April	2023 May	2023 June	YTD
Revenue	(48,398)	(48,148)	(48,782)	(48,086)	(47,956)	(47,524)	(48,058)	(47,688)	(47,608)	(48,083)	(47,618)	(48,052)	(1,741,058)
Expenses													-
Legal	-	5,074	14,677	9,730	3,297	9,242	2,154	20,342	3,836	-	25,310	15,576	653,563
Other Pro Fees	-	-	-	-	-	-	-	-	-	25,034	8,364	5,042	401,193
Bank Fees/ Bad Debt	-	-	-	-	-	-	-	-	-	-	-	-	496
<b>Net Total</b>	<b>(48,398)</b>	<b>(43,074)</b>	<b>(34,104)</b>	<b>(38,356)</b>	<b>(44,659)</b>	<b>(38,282)</b>	<b>(45,904)</b>	<b>(27,347)</b>	<b>(43,771)</b>	<b>(23,049)</b>	<b>(13,945)</b>	<b>(27,434)</b>	<b>(685,806)</b>
Cash Collected	50,433	47,420	46,609	48,163	48,583	50,058	47,867	48,288	48,508	43,525	48,181	209	1,583,636
Cash Disbursed	(13,303)	(10,296)	(14,677)	(9,730)	(3,297)	(66,922)	(2,154)	(11,156)	(3,836)	(25,034)	(23,703)	45,033	(1,032,916)
Accounts Payable	13,303	5,221	-	-	-	0	-	-	-	-	-	(6,698)	(6,698)
Accounts Receivable	(2,035)	728	2,173	(77)	(627)	55,146	191	(9,785)	(900)	4,557	(10,533)	(11,110)	141,784
<b>Net Total</b>	<b>48,398</b>	<b>43,074</b>	<b>34,104</b>	<b>38,356</b>	<b>44,659</b>	<b>38,282</b>	<b>45,904</b>	<b>27,347</b>	<b>43,771</b>	<b>23,049</b>	<b>13,945</b>	<b>27,434</b>	<b>685,806</b>
	2023 July	2023 August	2023 September	2023 October	2023 November	2023 December	2024 January	2024 February	2024 March	2024 April	2024 May	2024 June	YTD
Revenue	(47,664)	(47,838)	(47,657)	21	-	-	-	-	-	-	-	-	(1,884,197)
Expenses													-
Legal	(0)	-	14,885	4,286	-	-	-	-	-	-	-	-	672,734
Other Pro Fees	-	-	3,762	-	-	-	-	-	-	-	-	-	404,955
Bank Fees/ Bad Debt	-	-	-	-	-	-	-	-	-	-	-	-	496
<b>Net Total</b>	<b>(47,664)</b>	<b>(47,838)</b>	<b>(29,011)</b>	<b>4,307</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(806,012)</b>
Cash Collected	70,201	58,274	47,448	46,777	148	-	-	-	-	-	-	-	1,806,485
Cash Disbursed	(6,698)	-	(18,647)	(4,286)	-	-	-	-	-	-	-	-	(1,062,547)
Accounts Payable	6,698	-	-	-	-	-	-	-	-	-	-	-	0
Accounts Receivable	(22,538)	(10,436)	209	(46,798)	(148)	-	-	-	-	-	-	-	62,074
<b>Net Total</b>	<b>47,664</b>	<b>47,838</b>	<b>29,011</b>	<b>(4,307)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>806,012</b>

Note: Data as of 11/01/2023



**Consumption Report**

**Water Sales FY 2023-2024 (Acre-Feet)**

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date	
													2023/ 2024	2022/ 2023
													Total	Total
AD Ag-Domestic	293	212	227	-	-	-	-	-	-	-	-	-	732	1,168
MAD Ag-Domestic Multi	9	9	7	-	-	-	-	-	-	-	-	-	25	46
AG Ag	181	120	134	-	-	-	-	-	-	-	-	-	435	714
C Commercial	103	78	68	-	-	-	-	-	-	-	-	-	249	351
DI Interdepartmental	20	19	20	-	-	-	-	-	-	-	-	-	58	35
F Fire	-	-	0	-	-	-	-	-	-	-	-	-	0	0
I Industrial	2	2	2	-	-	-	-	-	-	-	-	-	6	4
OT Other	26	21	23	-	-	-	-	-	-	-	-	-	70	85
R Residential	206	200	198	-	-	-	-	-	-	-	-	-	604	707
RM Residential Multi	28	29	29	-	-	-	-	-	-	-	-	-	86	98
RS - P Resale Pumped	6	5	7	-	-	-	-	-	-	-	-	-	18	222
RS - G Resale Gravity	50	46	37	-	-	-	-	-	-	-	-	-	134	403
TE Temporary	3	2	8	-	-	-	-	-	-	-	-	-	13	8
<b>Total</b>	<b>925</b>	<b>744</b>	<b>759</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,428</b>	<b>3,843</b>
<b>CMWD</b>	<b>766</b>	<b>586</b>	<b>600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,952</b>	<b>3,270</b>
<b>OJAI</b>	<b>160</b>	<b>158</b>	<b>159</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>476</b>	<b>573</b>
<b>Total 2022 / 2023</b>	<b>1,141</b>	<b>1,342</b>	<b>1,359</b>	<b>1,034</b>	<b>638</b>	<b>356</b>	<b>281</b>	<b>205</b>	<b>185</b>	<b>352</b>	<b>592</b>	<b>712</b>	<b>N/A</b>	<b>8,198</b>