

Board Meeting Agenda

Russ Baggerly, Director
Mary Bergen, Director
Bill Hicks, Director

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT

December 9, 2015

3:00 P.M.

1055 Ventura Avenue

Oak View, CA 93022

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.

1. Public Comments (items not on the agenda – three minute limit).
2. General Manager comments.
3. Board of Director comments.
4. Board of Director Verbal Reports on Meetings Attended.
5. Consent Agenda
 - a. Minutes of November 24, 2015 Meeting.
RECOMMENDED ACTION: Adopt Consent Agenda
6. Bills
7. Presentation by Jack Oehmke of Morgan Stanley regarding Investments of District Funds.
8. Lake Casitas Improvement Foundation Meeting
 - a. Review of the Treasurer's report.
 - b. Discussion regarding any approval of projects and expenditures for the coming year.

Reconvene Casitas Board Meeting

9. Recommend approval of a purchase order to NR Development Inc. in the amount of \$33,550 for the construction of removable awning covers at multiple pump plants.

RECOMMENDED ACTION: Motion approving recommendation

10. Discussion regarding scheduling a board planning meeting.

RECOMMENDED ACTION: Direction to staff

11. Information Items:

- a. Notice to State Water Contractors regarding 2016 initial allocation – 10%.
- b. Letter to State Water Resources Control Board.
- c. Lake Casitas Recreation Report for September and October, 2015.
- d. Water Resources Committee Minutes.
- e. Water Consumption Report.
- f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- g. Investment Report.

12. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)

13. Adjournment

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).

Minutes of the Casitas Municipal Water District
Board Meeting Held
November 24, 2015

A meeting of the Board of Directors was held November 24, 2015 at the District office in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Bergen, Baggerly, Word and Hicks were present. Director Kaiser was absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were two staff members and no members of the public in attendance. President Bergen led the group in the flag salute.

1. Public Comments (items not on the agenda – three minute limit).

None

2. General Manager comments.

Mr. Wickstrum informed the board that the Lake Casitas Recreation Area is challenged with lack of boat ramps and are using the matting we purchased to try to get boats in and out. We will keep you informed if we have to back off from launching boats.

3. Board of Director comments.

None

4. Board of Director Verbal Reports on Meetings Attended.

Director Hicks informed the board of his meeting at the City of Ventura regarding their toilet to tap process which is impressive. The maximum capacity will be between 4,000 – 8,000 acre feet per year. Director Word added that right now it is a testing facility with testing to be conducted through January. They are using tests to get permits to treat recycled water and the projected timeline is ten years. They have to put in the infrastructure along with building the plant. It is expensive water and there are conflicting environmental concerns.

Director Word mentioned the special issues meeting where there was discussion and an exchange of ideas for the AWA work plan for coming year. The board discussed the possibility of alternating the GM update meeting one year with an update from the cities the following year.

President Bergen reported that she attended the upper Ventura River sub basin GSA meeting. The consultant shared the results of the outreach. Surface groundwater interactions are high on the list of things people want to know about. They want to have a water budget for the plan and they want to be involved. The group is proposing two outside seats; one for Ag and mutual water together, and one for environmental groups. The regional board is getting some money in the budget to do flow studies in five rivers and one of those is the Ventura River. Staff at the regional board was not aware of it. They will have a briefing at the

next regional board mtg. OBGMA is going thru a boundary change. If OBGMA changes, the other boundary automatically changes. The group was in support of the change but they wanted to see more technical information. Barring anything unknown in the technical information they were supportive.

5. Consent Agenda ADOPTED

- a. Minutes of November 13, 2015 Meeting.

The Consent Agenda was offered by Director Word, seconded by Director Baggerly and adopted by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	Kaiser

6. Bills APPROVED

Director Hicks questioned the payment to Fred Pryor Seminars. Mr. Wickstrum explained this was for employee training.

Director Word mentioned he noticed a payment to Bruce Hull Associates and assumes that work is progressing on the appraisal. Mr. Wickstrum replied yes. Director Word then asked if there could be an update to the board every other month on the progress. Mr. Wickstrum explained that we hope to have the appraisal at the beginning of the year. We are scheduled to meet with Golden State personnel in the field December 7 – 9.

On the motion of Director Hicks, seconded by Director Word, the bills were approved by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	Kaiser

7. Recommend approval of a purchase order to Bunnin Chevrolet Cadillac for the purchase of a 2016 Chevrolet Colorado for the Fisheries department in the amount of \$25,313.60. APPROVED

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

AYES:	Directors:	Hicks, Word, Baggerly, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	Kaiser

8. Information Items:

- a. Extension of California Drought Emergency.
- b. Finance Committee Minutes.

- c. Personnel Committee Minutes.
- d. Investment Report.

Director Hicks remarked that there is less money in investments this year. Ms. Collin explained that we have a big receivable in the grant on the aeration systems that we are waiting for and there have been a lot of capital projects that have been paid out.

On the motion of Director Hicks, seconded by Director Word, the information items were approved by the following roll call vote:

AYES:	Directors:	Hicks, Word, Baggerly, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	Kaiser

President Bergen moved the meeting to closed session at 3:19 p.m.

9. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)

President Bergen moved the meeting back into open session at 4:57 p.m., with Mr. Mathews stating the board discussed one potential litigation case and no reportable actions were taken.

10. Adjournment

President Bergen adjourned the meeting at 4:57 p.m.

Russ Baggerly, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 11/25/15-12/1/15
Presented to the Board of Directors For Approval December 9, 2015

Check	Payee			Description	Amount
000609	Payables Fund Account	#	9759651478	Accounts Payable Batch 112515	\$99,920.53
000610	Payables Fund Account	#	9759651478	Accounts Payable Batch 120115	\$721,427.56
					\$821,348.09
000611	Payroll Fund Account	#	9469730919	Estimated Payroll 12/23/15	\$140,000.00
000612	Payroll Fund Account	#	9469730919	Estimated Payroll 1/7/16	\$140,000.00
					\$280,000.00
				Total	\$1,101,348.09

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, 000609-000612 have been duly audited is hereby certified as correct.

Denise Collin *12/2/15*

 Denise Collin, Accounting Manager/Treasurer

 Signature

 Signature

 Signature

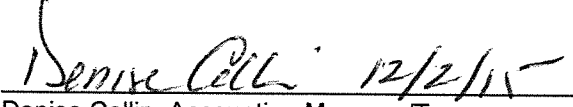
A/P Fund

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.

000609	A/P Checks:	022330-022347
	A/P Draft to P.E.R.S.	112553
	A/P Draft to State of CA	112552
	A/P Draft to I.R.S.	112551
	Voids:	

000610	A/P Checks:	022348-022443
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	022401-022403

The above numbered checks,
have been duly audited are hereby
certified as correct.



Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 11/21/15
Pay Date of 11/25/15
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 11/23/15
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

12/01/2015 2:31 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 11/25/2015 THRU 12/01/2015

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	12/01/2015			022401		
C-CHECK	VOID CHECK	V	12/01/2015			022402		
C-CHECK	VOID CHECK	V	12/01/2015			022403		

* * 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	

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
00055	CASITAS BOAT RENTALS I-Oct 15 Gas Gas for Boats at LCRA 10/15	R	11/25/2015	852.75		022330		852.75
00511	Centers for Family Health I-696116441 DOS 10/13/15 Claim#15-21637	R	11/25/2015	55.99		022331		55.99
01483	CORVEL CORPORATION I-695953881 Bill Review I-696116441 Bill Review	R R	11/25/2015 11/25/2015	15.17 10.87		022332 022332		26.04
01270	SCOTT LEWIS I-Oct & Nov 15 Reimburse Expenses 10/15,11/15	R	11/25/2015	2,255.21		022333		2,255.21
02225	Musick, Peeler & Garrett LLP I-287896 Flie #13477002 10/15	R	11/25/2015	48.00		022334		48.00
00625	OfficeTeam I-44347682 Temp for Admin	R	11/25/2015	833.33		022335		833.33
02804	Keith A Robertson, MD I-092915 DOS 9/29/15 Claim#15-19309	R	11/25/2015	146.13		022336		146.13
02643	Take Care by WageWorks I-3716901 Reimburse Medical	R	11/25/2015	299.00		022337		299.00
01122	Suzi Taylor I-Aug & Sep 15 Reimburse Expenses 8/15, 9/15	R	11/25/2015	89.53		022338		89.53
00498	BRIAN TAYLOR I-Oct 15 Reimburse Expenses 10/15	R	11/25/2015	1,425.17		022339		1,425.17
02583	WageWorks I-125AI0429768 FSA Admin Fee 10/15	R	11/25/2015	86.40		022340		86.40
00276	RON YOST I-Nov 15 Safety Boots	R	11/25/2015	160.18		022341		160.18
00124	ICMA RETIREMENT TRUST - 457 I-CUI201511231039 457 CATCH UP I-DCI201511231039 DEFERRED COMP FLAT I-DI%201511231039 DEFERRED COMP PERCENT	R R R	11/25/2015 11/25/2015 11/25/2015	295.99 1,632.12 224.51		022342 022342 022342		2,152.62
01960	Moringa Community I-MOR201511231039 PAYROLL CONTRIBUTIONS	R	11/25/2015	16.75		022343		16.75

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00985	NATIONWIDE RETIREMENT SOLUTION							
	I-CUN201511231039 457 CATCH UP	R	11/25/2015	864.53		022344		
	I-DCN201511231039 DEFERRED COMP FLAT	R	11/25/2015	4,647.85		022344		
	I-DN%201511231039 DEFERRED COMP PERCENT	R	11/25/2015	319.30		022344		5,831.68
00180	S.E.I.U. - LOCAL 721							
	I-COP201511231039 SEIU 721 COPE	R	11/25/2015	12.00		022345		
	I-UND201511231039 UNION DUES	R	11/25/2015	710.50		022345		722.50
01400	STATE DISBURSEMENT UNIT							
	I-CS4201511231039 Payroll Deduction 10-D000121	R	11/25/2015	818.57		022346		818.57
00230	UNITED WAY							
	I-UWY201511231039 PAYROLL CONTRIBUTIONS	R	11/25/2015	60.00		022347		60.00
02587	A&M LAWNMOWER SHOP							
	I-41502 Brushcutters, Leaf Blowers, DM	R	12/01/2015	2,555.60		022348		2,555.60
00004	ACWA/JPIA							
	I-0379366 Dec 2015 Health Insurance	R	12/01/2015	115,081.22		022349		115,081.22
01707	AIRGAS SPECIALTY PRODUCTS							
	I-131413424 Ammonium Hydroxide for TP	R	12/01/2015	3,142.00		022350		3,142.00
10179	ALL-CAL EQUIPMENT SERVICE, INC							
	I-45022 Eq#87 Annual Certification	R	12/01/2015	371.00		022351		371.00
00836	AMERICAN RED CROSS							
	I-10411736 First Aid Training-Waterpark	R	12/01/2015	54.00		022352		54.00
00014	AQUA-FLO SUPPLY							
	I-853668 Grass Seed, Dry Box for Maint	R	12/01/2015	414.14		022353		
	I-853789 PVC Parts for Waterpark	R	12/01/2015	1.83		022353		
	I-857141 Material for Erosion Control	R	12/01/2015	544.86		022353		
	I-857805 Valve Assembly for Waterpark	R	12/01/2015	49.59		022353		1,010.42
01703	ARNOLD LAROCHELLE MATTHEWS							
	I-45768 Matter #5088016, 10/15	R	12/01/2015	678.97		022354		
	I-45769 Matter # 5088015 10/15	R	12/01/2015	14,067.32		022354		
	I-45771 Matter #5088009 10/15	R	12/01/2015	51.00		022354		
	I-45772 Matter #5088012 10/15	R	12/01/2015	144.00		022354		
	I-45773 Matter #5088014 10/15	R	12/01/2015	288.00		022354		15,229.29

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00018	AT & T MOBILITY I-829434088X11142015 PT Wildlife Biol Monthly Cell	R	12/01/2015	11.53		022355		11.53
00021	AWA OF VENTURA COUNTY I-068511 Waterwise Breakfast 11/19	R	12/01/2015	125.00		022356		125.00
00679	BAKERSFIELD PIPE & SUPPLY INC I-S2220187001 Blind Flanges, Ammonia Tank	R	12/01/2015	38.59		022357		38.59
09065	ERIC BEHRENDT I-113015 Class & Manual	R	12/01/2015	115.68		022358		115.68
02059	Berkadia G I-112315 Mira Monte Loan Interest	R	12/01/2015	2,637.50		022359		2,637.50
01062	BP Medical Supplies C-E173159a Accrue Use Tax D-E173159a Accrue Use Tax I-E173159 AED Spare Battery, Waterpark	R R R	12/01/2015 12/01/2015 12/01/2015	9.38CR 9.38 125.00		022360 022360 022360		125.00
02796	Bruce W. Hull & Associates, In I-November 2015 GSWC Appraisal Report	R	12/01/2015	21,050.00		022361		21,050.00
02499	Cal-OSHA Reporter I-459941 1 Year Subscription, Safety	R	12/01/2015	395.00		022362		395.00
02788	California Centrifugal Pump I-11502281 Reconfigure Pump #4 Ave 1 PP I-11502282 Additional Parts/Labor Pump	R R	12/01/2015 12/01/2015	25,558.44 9,961.20		022363 022363		35,519.64
10271	CALIFORNIA CONSERVATION CORPS I-R39649 Clear Brush, Casitas Gravity I-R39695 Remove Vegetation, Robles	R R	12/01/2015 12/01/2015	13,445.31 22,600.00		022364 022364		36,045.31
09983	CALIFORNIA URBAN WATER I-PPD15111737 Smart Rebates Program Funding	R	12/01/2015	10,000.00		022365		10,000.00
01023	CARQUEST AUTO PARTS I-7294476522 Pliers for LCRA Maint	R	12/01/2015	33.98		022366		33.98
02811	Civic Construction Associates I-111815 Remove Vegetation, LCRA	R	12/01/2015	91,200.00		022367		91,200.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02339	Clark Engineering Construction							
I-37949	Intake Gate #8 Bonnet Repair	R	12/01/2015	47,880.00		022368		
I-37950	Repairs Intake Gate #8 Bonnet	R	12/01/2015	11,946.25		022368		59,826.25
02322	Coast Cart, Inc.							
I-8533	Tires & Wheels Club Car A	R	12/01/2015	132.39		022369		
I-8566	Fan for EZ Go Cart 2	R	12/01/2015	63.32		022369		195.71
00059	COASTAL PIPCO							
I-S1887459002	Ammonia Tank Plumbing Parts	R	12/01/2015	109.80		022370		109.80
00060	COASTLINE EQUIPMENT							
C-267017	Alternator Core Returned	R	12/01/2015	37.81CR		022371		
I-266750	Repairs to #114	R	12/01/2015	121.09		022371		
I-266888	Alternator for Eq#111	R	12/01/2015	351.13		022371		434.41
00062	CONSOLIDATED ELECTRICAL							
I-9009722155	VFD Training for TP	R	12/01/2015	149.00		022372		
I-9009722158	VFD Training for E&M	R	12/01/2015	298.00		022372		
I-9009725147	Repair Interface Board, PP	R	12/01/2015	1,412.23		022372		1,859.23
01001	CUSTOM PRINTING							
I-136507	Trailer Storage Forms, LCRA	R	12/01/2015	128.52		022373		128.52
02034	D.K. Mechanical							
I-3106	Elect, Exhaust Repair, #87	R	12/01/2015	712.39		022374		
I-3107	Radiator Repair, #114	R	12/01/2015	376.70		022374		
I-3108	Alternator Eq#111	R	12/01/2015	525.00		022374		1,614.09
00740	DELL MARKETING L.P.							
I-KJTK6DT86	Computer for LCRA Kiosk	R	12/01/2015	1,129.46		022375		1,129.46
00081	DELTA LIQUID ENERGY							
I-306978	Propane for Damtender	R	12/01/2015	70.18		022376		70.18
00798	DEPT. OF FORESTRY AND FIRE PRO							
I-3FC4Y00	Brush Removal. Dist Maint	R	12/01/2015	900.00		022377		
I-3FC4Y001	Brush Removal, Dist Maint	R	12/01/2015	450.00		022377		1,350.00
00662	Diamond A Equipment							
I-EX03594	2 Rear Tires for #281 Mower	R	12/01/2015	205.33		022378		205.33
00085	DON'S INDUSTRIAL SUPPLIES, INC							
I-358125	Parts for 4MPP Unit#1	R	12/01/2015	48.28		022379		48.28

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00086	E.J. Harrison & Sons Inc							
I-1319	Acct#500546088	R	12/01/2015	280.00		022380		
I-5862	Acct#1C00053370	R	12/01/2015	114.55		022380		
I-5886	Acct#1C00054230	R	12/01/2015	695.00		022380		
I-5887	Acct#1C00054240	R	12/01/2015	139.60		022380		1,229.15
00095	FAMCON PIPE & SUPPLY							
I-174680	Gate Valve for Pipelines	R	12/01/2015	424.63		022381		424.63
00013	FERGUSON ENTERPRISES INC #1083							
I-0533386	Meter Parts for Inventory	R	12/01/2015	4,404.17		022382		
I-0534121	Pipe Flange for WP	R	12/01/2015	226.89		022382		4,631.06
00099	FGL ENVIRONMENTAL							
I-512283A	Turbidity 110315	R	12/01/2015	16.00		022383		16.00
00101	FISHER SCIENTIFIC							
I-7715976	Lab Supplies for WQ	R	12/01/2015	272.08		022384		272.08
00104	FRED'S TIRE MAN							
I-86744	4 Tires for #42, PL Truck	R	12/01/2015	1,104.60		022385		
I-86804	Shocks & Brakes for #31 LCRA	R	12/01/2015	301.09		022385		
I-87105	4 Tires, Idler Arm for #20	R	12/01/2015	1,217.38		022385		2,623.07
00106	FRONTIER PAINT							
I-F0208873	Paint for Ammonia Tanks TP	R	12/01/2015	46.93		022386		46.93
00485	FRUIT GROWERS SUPPLY COMPANY							
I-91716213	Raingear for Dist Maint	R	12/01/2015	61.66		022387		61.66
01280	FRY'S ELECTRONICS, INC.							
C-6115065	2 Monitors Returned	R	12/01/2015	231.65CR		022388		
I-6111362	3 Monitors for Guest Services	R	12/01/2015	347.47		022388		
I-6115097	2 Monitors for Guest Services	R	12/01/2015	329.84		022388		
I-6130460	LCRA Cable & Keyboard	R	12/01/2015	86.37		022388		532.03
02629	Galvotec Alloys, Inc.							
C-1511083a	Accrue Use Tax	R	12/01/2015	55.13CR		022389		
D-1511083a	Accrue Use Tax	R	12/01/2015	55.13		022389		
I-1511083	Anodes for Dam Structure	R	12/01/2015	841.83		022389		841.83
00216	THE GAS COMPANY							
I-112515	Acct#00801443003	R	12/01/2015	348.08		022390		348.08

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01292	GEORGE YARDLEY CO							
I-22673	ASCO Rebuild Kits for Showers	R	12/01/2015	417.87		022391		417.87
02217	Greg Rents							
I-30651	Ditch Witch Trencher for Maint	R	12/01/2015	1,612.50		022392		1,612.50
00121	HACH COMPANY							
I-9665484	Reagents for Lab Testing	R	12/01/2015	182.96		022393		182.96
01052	HARBOR FREIGHT TOOLS USA, INC							
I-02284718	Work Gloves for Dist Maint	R	12/01/2015	75.10		022394		
I-03250495	Laser Thermometer for PP	R	12/01/2015	38.69		022394		113.79
00125	IDEXX DISTRIBUTION CORP							
I-295182946	Vessels for Lab Testing	R	12/01/2015	149.65		022395		149.65
00131	JCI JONES CHEMICALS, INC							
I-673796	Chlorine for TP, CM#673821	R	12/01/2015	1,770.00		022396		
I-673918	Chlorine for TP, CM#673969	R	12/01/2015	1,770.00		022396		
I-674624	Chlorine for TP, CM#674659	R	12/01/2015	1,770.00		022396		5,310.00
01022	KELLY CLEANING & SUPPLIES, INC							
I-2986391	Janitorial Services, LCRA	R	12/01/2015	280.00		022397		280.00
00497	SUSAN McMAHON							
I-Nov 15	Reimburse Expenses 11/15	R	12/01/2015	1,132.80		022398		1,132.80
00329	MCMaster-CARR SUPPLY CO.							
I-43910985	Hooks for Motor Mutes	R	12/01/2015	126.75		022399		126.75
00151	MEINERS OAKS ACE HARDWARE							
C-692368	Bolts Returned	R	12/01/2015	3.87CR		022400		
C-693825	Pallet Returned Inv#693018	R	12/01/2015	30.00CR		022400		
I-688854	Parts for Fisheries	R	12/01/2015	6.56		022400		
I-689526	Misc Hardware for LCRA Maint	R	12/01/2015	80.29		022400		
I-690426	Keys Made for LCRA	R	12/01/2015	11.21		022400		
I-690775	Supplies for Pool Tech	R	12/01/2015	80.66		022400		
I-691425	Digger, Broom for O&M CS	R	12/01/2015	62.19		022400		
I-691754	Water Heater Blankets, Maint	R	12/01/2015	64.12		022400		
I-691793	Gloves, Cable Ties for WP	R	12/01/2015	16.61		022400		
I-691808	Water Heater Blankets, WP	R	12/01/2015	51.91		022400		
I-692280	Concrete for Kicker, PL	R	12/01/2015	179.26		022400		
I-692312	Anchors, Screws, Washers, WP	R	12/01/2015	79.82		022400		
I-692327	Chlorine, Sprayer for PL	R	12/01/2015	20.87		022400		
I-692340	Lumber for Fisheries	R	12/01/2015	23.74		022400		
I-692363	Hammer Bit, Plug for WP	R	12/01/2015	12.71		022400		
I-692365	Insect Spray for LCRA Maint	R	12/01/2015	10.75		022400		
I-692498	Bolts & Screws for LCRA Maint	R	12/01/2015	4.47		022400		

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00912	OJAI BUSINESS CENTER, INC							
I-10768	Shipping E&M, Copies of LCRA	R	12/01/2015	47.11		022409		47.11
00165	OJAI LUMBER CO, INC							
I-1511747030	Fence Posts for LCRA Maint	R	12/01/2015	223.10		022410		
I-1511748815	Lumber for LCRA Maint	R	12/01/2015	12.97		022410		
I-1511749631	Lumber for Waterpark	R	12/01/2015	31.06		022410		
I-1511749708	Rebar, Caps for Garden Res	R	12/01/2015	30.69		022410		297.82
00473	OJAI VALLEY GLASS							
I-35847	Glass for Garage Building	R	12/01/2015	21.50		022411		21.50
00184	POWERSTRIDE BATTERY CO, INC							
I-V590198	Battery for #111	R	12/01/2015	111.37		022412		111.37
01439	PRECISION POWER EQUIPMENT							
I-2709	Service Machine, LCRA Maint	R	12/01/2015	70.23		022413		70.23
00619	PUMP CHECK							
I-6201	Pump Testing	R	12/01/2015	8,560.00		022414		8,560.00
00732	QUINN RENTAL SERVICES							
I-V6106801	Dozer Rental for Robles	R	12/01/2015	2,447.97		022415		2,447.97
00313	ROCK LONG'S AUTOMOTIVE							
I-16104	Repair Cust's Damaged Truck	R	12/01/2015	233.27		022416		
I-16205	Replace Headlight, #41	R	12/01/2015	81.67		022416		
I-16510	Smog Eq# 4	R	12/01/2015	35.00		022416		349.94
10246	RYDIN DECAL							
C-312730a	Accrue Use Tax	R	12/01/2015	76.50CR		022417		
D-312730a	Accrue Use Tax	R	12/01/2015	76.50		022417		
I-312730	2017 Annual Permits	R	12/01/2015	1,042.98		022417		1,042.98
01107	SAWYER PETROLEUM							
I-S104180	Oil for Pump Plant Motors	R	12/01/2015	223.50		022418		223.50
02756	SC Fuels							
I-0458844IN	Diesel for Main Yard	R	12/01/2015	672.80		022419		672.80
02003	Sostre Enterprises Inc.							
I-3002	CMS Fee/Website Hosting	R	12/01/2015	249.00		022420		249.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00215	SOUTHERN CALIFORNIA EDISON							
I-112315	Acct#2157697889	R	12/01/2015	945.35		022421		
I-112315a	Acct#2266156405	R	12/01/2015	113.38		022421		
I-112315b	Acct#2312811532	R	12/01/2015	61.52		022421		1,120.25
01392	SOUTHWEST VALVE & EQUIPMENT							
I-3576	Valve Gaskets for O&M CS	R	12/01/2015	1,221.10		022422		1,221.10
00048	STATE OF CALIFORNIA							
I-120115	State Water Plan Payment	R	12/01/2015	191,205.00		022423		191,205.00
00574	STATE OF CALIFORNIA							
I-2015	EPA Id Number Verification	R	12/01/2015	200.00		022424		200.00
00767	STATE WATER RESOURCES CONTROL							
I-WD0109707	Annual Permit Fee	R	12/01/2015	2,037.00		022425		2,037.00
02703	Sunbelt Rentals							
I-56558640001	Rent Mini-Excavator, Pipelines	R	12/01/2015	747.91		022426		747.91
00221	SWISHER HYGIENE							
I-6H02239645	Restroom Cleaning, LCRA	R	12/01/2015	266.60		022427		
I-6H02279634	Restroom Cleaning, LCRA	R	12/01/2015	266.60		022427		
I-6H02279635	Restroom Cleaning, LCRA	R	12/01/2015	360.00		022427		
I-6H02298427	Restroom Cleaning, LCRA	R	12/01/2015	360.00		022427		
I-6H02298428	Restroom Cleaning, LCRA	R	12/01/2015	240.80		022427		
I-6H02298429	Restroom Cleaning, LCRA	R	12/01/2015	266.60		022427		1,760.60
00398	T & T TRUCK & CRANE SERVICE							
I-0123098IN	Crane to Set Motor, Ave 1 PP	R	12/01/2015	780.00		022428		780.00
02643	Take Care by WageWorks							
I-3729483	Reimburse Medical	R	12/01/2015	424.47		022429		
I-3732085	Reimburse Medical	R	12/01/2015	307.30		022429		
I-3748250	Reimburse Medical	R	12/01/2015	408.77		022429		1,140.54
01954	Talley, Inc.							
I-10228626	Antenna Mounting Kits, Telemetry	R	12/01/2015	62.55		022430		62.55
09465	TRAVIS AGRICULTURAL CONSTRUCTI							
I-15690	Bore New Waterline Service	R	12/01/2015	7,020.42		022431		7,020.42
01662	TYLER TECHNOLOGIES, INC.							
I-025139071	Custom Programming, Allocation	R	12/01/2015	2,500.00		022432		
I-025140972	Monthly UB Online Fees	R	12/01/2015	153.00		022432		2,653.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01383	UNIFORM & ACCESSORIES WHSE							
I-511565	Warning Lights for Polaris	R	12/01/2015	217.96		022433		217.96
00247	County of Ventura							
I-111515	Encroachment Permits	R	12/01/2015	540.00		022434		540.00
00774	Ventura County Sheriff's Offic							
I-1515515	Security at LCRA 9/5-9/7	R	12/01/2015	10,956.85		022435		10,956.85
09955	VENTURA WHOLESALE ELECTRIC							
I-207872	Parts for Shelves, WP Galley	R	12/01/2015	686.58		022436		
I-207934	Wire for LCRA Maint	R	12/01/2015	17.74		022436		704.32
01362	WARREN DISTRIBUTING, INC							
I-206708	Filters, Oil for LCRA Carts	R	12/01/2015	234.01		022437		
I-907150	Air Filters for Carts at LCRA	R	12/01/2015	26.90		022437		260.91
00271	WEST COAST AIR CONDITIONING							
I-S70099	AC Repairs, LCRA Office	R	12/01/2015	739.41		022438		739.41
00826	STAN WHISENHUNT DBA							
I-5866	Print Camping Brochures	R	12/01/2015	1,472.18		022439		1,472.18
00274	JAMES WORD							
I-Nov 15	Reimburse Mileage 11/15	R	12/01/2015	96.60		022440		
I-Oct 15	Reimburse Mileage 10/15	R	12/01/2015	64.97		022440		
I-Sep 15	Reimburse Mileage 9/15	R	12/01/2015	41.40		022440		202.97
1	Michael Franz							
I-000201511301040	UB Refund	R	12/01/2015	6.66		022441		6.66
1	Megan Davis							
I-000201511301041	UB Refund	R	12/01/2015	1.17		022442		1.17
1	Fortune Real Estate							
I-000201511301042	UB Refund	R	12/01/2015	30.22		022443		30.22
00128	INTERNAL REVENUE SERVICE							
I-T1 201511231039	Federal Withholding	D	11/25/2015	25,787.05		112551		
I-T3 201511131038	FICA Withholding	D	11/25/2015	10.16		112551		
I-T3 201511231039	FICA Withholding	D	11/25/2015	20,465.26		112551		
I-T4 201511131038	Medicare Withholding	D	11/25/2015	2.38		112551		
I-T4 201511231039	Medicare Withholding	D	11/25/2015	5,844.78		112551		52,109.63

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 11/25/2015 THRU 12/01/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00049	STATE OF CALIFORNIA							
I-T2 201511231039	State Withholding	D	11/25/2015	8,620.33		112552		8,620.33
00187	CALPERS							
I-PBB201511231039	PERS BUY BACK	D	11/25/2015	66.87		112553		
I-PBP201511231039	PERS BUY BACK	D	11/25/2015	161.96		112553		
I-PEB201511231039	PEBRA EMPLOYEES PORTION	D	11/25/2015	1,386.72		112553		
I-PER201511231039	PERS EMPLOYEE PORTION	D	11/25/2015	9,950.21		112553		
I-PRB201511231039	PEBRA EMPLOYER PORTION	D	11/25/2015	1,383.82		112553		
I-PRR201511231039	PERS EMPLOYER PORTION	D	11/25/2015	10,361.14		112553		23,310.72

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	111	737,307.41	0.00	737,307.41
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	84,040.68	0.00	84,040.68
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: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			114	821,348.09	0.00	821,348.09
BANK: AP	TOTALS:		114	821,348.09	0.00	821,348.09
REPORT TOTALS:			117	821,348.09	0.00	821,348.09

**Casitas Municipal Water District
 Reimbursement Disclosure Report (1)
 Fiscal Year 2015/16
 July 1, 2015-October 31, 2015**

<u>Date paid</u>	<u>Board of Director/ Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/7/2015	Neil Cole	Lodging for AWWA Conference 6/8/15-6/10/15	273.76
7/7/2015	Neil Cole	Private Vehicle Mileage AWWA Conference	113.85
7/14/2015	Scott Lewis	Airfare to CMWD 6/21/15-6/27/15	569.20
7/14/2015	Scott Lewis	Lodging CMWD 6/21/15-6/27/15	490.50
7/14/2015	Scott Lewis	Car Rental CMWD 6/21/15-6/27/15	367.60
7/23/2015	Troy Garst	Safety Boots	155.88
7/23/2015	Rebekah Vieira	Private Vehicle Mileage to SHRM Conference 6/28/15	178.83
7/28/2015	Susan McMahon	Water TP Operation Course	119.68
8/13/2015	Vincent Godinez	Safety Boots	170.00
8/13/2015	Rebekah Vieira	Private Vehicle Mileage to SHRM Conference 7/1/15	178.83
8/19/2015	Ron Yost	Damtender Property Tax Bill	557.87
8/27/2015	Lindsay Cao	CWEA Renewal	164.00
8/27/2015	Larry Harris	Coffee/Food for Water Conservation Workshop 8/8/15	155.99
9/16/2015	Scott Lewis	Airfare to CMWD 8/26/15-9/1/15	259.20
9/16/2015	Scott Lewis	Lodging CMWD 8/26/15-9/1/15	565.44
9/16/2015	Scott Lewis	Car Rental CMWD 8/26/15-9/1/15	412.17
9/16/2015	Brian Taylor	Meal for Crews Working Overtime on Leak	113.63
9/16/2015	Robert Vasquez	2 Pairs of Safety Boots	261.44
9/22/2015	Suzi Taylor	Thermal Paper for Gate	177.32
10/7/2015	Vincent Godinez	Safety Boots	147.93
10/13/2015	Willis Hand	T5 Renewal	105.00
10/21/2015	Joel Cox	Safety Boots	160.18
10/21/2015	Scott MacDonald	Advance for AWWA Fall Conference	956.00
10/21/2015	Luke Soholt	Advance for AWWA Fall Conference	586.00
10/27/2015	Scott Lewis	Airfare to CMWD 10/25/15-11/5/15	279.20
11/3/2015	Todd Evans	Safety Boots	166.61
11/3/2015	Brian Taylor	Safety Boots	170.00
11/3/2015	Rebekah Vieira	Private Vehicle Mileage to CalPelra Conference	326.03
11/12/2015	Vincent Godinez	Water System Course	115.68
11/25/2015	Scott Lewis	Lodging CMWD 10/25/15-11/5/15	869.99
11/25/2015	Scott Lewis	Car Rental CMWD 10/25/15-11/5/15	614.53
11/25/2015	Scott Lewis	Airport Parking 10/25/15-11/5/15	110.00
11/25/2015	Scott Lewis	Hotel Parking 10/25/15-11/5/15	110.00
11/25/2015	Brian Taylor	Private Vehicle Mileage to AWWA Fall Conference	397.33
11/25/2015	Brian Taylor	Hotel AWWA Fall Conference 10/26/15-10/29/15	875.84
11/25/2015	Ron Yost	Safety Boots	160.18

Note:

1) Reimbursement Disclosure Report prepared pursuant to California Government Code 53065.5

LAKE IMPROVEMENT FOUNDATION

GL# 11-2-62-2410-00

DATE	FROM	DEPOSIT	PYMTS	BALANCE
10/01/1997	Tanaka Bait & Tackle	500.00		\$500.00
10/01/1998	Oak View Civic Council	50.00		\$550.00
10/01/1998	Tanaka Bait & Tackle	1,250.00		\$1,800.00
09/01/1999	Tanaka Bait & Tackle	1,700.00		\$3,500.00
09/01/1999	Rotary Club of Ojai West	500.00		\$4,000.00
12/01/1999	Suzi Lydick	250.00		\$4,250.00
01/01/2000	Bill Hicks	300.00		\$4,550.00
05/01/2000	Pat Weinberger		487.99	\$4,062.01
06/01/2000	Cash Contributions	34.00		\$4,096.01
06/01/2000	James Word	15.00		\$4,111.01
06/01/2000	Ronald Paul	45.00		\$4,156.01
06/01/2000	Doris Harbison	15.00		\$4,171.01
?????	Unknown Entry	212.54		\$4,383.55
08/14/2002	Secretary of State		20.00	\$4,363.55
04/21/2003	American Bass Association	1,155.00		\$5,518.55
06/26/2003	American Bass Association	1,025.00		\$6,543.55
06/30/2004	Interest Transfer for Year	127.08		\$6,670.63
06/30/2004	Memorial for Jim Loeble		177.04	\$6,493.59
12/23/2003	Elaine Paul	100.00		\$6,593.59
07/01/2003	Affinity Group	250.00		\$6,843.59
06/30/2005	Santa Barbara Monumental Co.		283.08	\$6,560.51
09/23/2005	Interest Transfer for Year	159.68		\$6,720.19
08/18/2005	Secretary of State		20.00	\$6,700.19
01/25/2006	The Tax Specialists		500.00	\$6,200.19
06/30/2006	Interest Transfer for Year	233.55		\$6,433.74
02/06/2007	Norm Smith / Family Fishing		500.00	\$5,933.74
09/12/2007	State of California		20.00	\$5,913.74
12/26/2007	Roger Snowbarger	100.00		\$6,013.74
03/14/2008	Kenneth Wayne McFeeters	50.00		\$6,063.74
03/14/2008	Wells Hall	100.00		\$6,163.74
03/14/2008	David C. Regan	100.00		\$6,263.74
03/19/2008	Ojai Electric	100.00		\$6,363.74
03/19/2008	Ventura Wholesale Electric Inc.	15.00		\$6,378.74
03/24/2008	Coordinated Wire Rope	200.00		\$6,578.74
07/18/2008	Night Fishing Tournament	1170.00		\$7,748.74
08/22/2008	Contest for Fair Booth LCRA	300.00		\$8,048.74
09/09/2008	Night Fishing Tournament	1305.00		\$9,353.74
09/09/2008	Night Fishing Tournament	1350.00		\$10,703.74
09/10/2008	Moonlight Fishing	990.00		\$11,693.74
10/09/2008	Visions in Time Foundation	500.00		\$12,193.74
10/21/2008	Night Fishing Tournament	1215.00		\$13,408.74
10/21/2008	Night Fishing Tournament	900.00		\$14,308.74
10/30/2008	Reclass to Revenue Re: Rob, Pirates Festival		500.00	\$13,808.74
12/18/2008	Moonlight Fishing	510.00		\$14,318.74
02/01/2009	Okuma Fishing Tackle		858.00	\$13,460.74
02/01/2009	Okuma Fishing Tackle		683.18	\$12,777.56
02/01/2009	Okuma Fishing Tackle		333.19	\$12,444.37
02/01/2009	Okuma Fishing Tackle		482.63	\$11,961.74
02/01/2009	Okuma Fishing Tackle		107.25	\$11,854.49
04/01/2009	Casitas Park Store		1250.00	\$10,604.49
04/01/2009	Casitas Park Store		1250.00	\$9,354.49
05/08/2009	State of California		20.00	\$9,334.49

06/17/2009	Night Fishing Tournament	1,440.00		\$10,774.49
06/17/2009	Night Fishing Tournament	1,035.00		\$11,809.49
07/28/2009	Donation	510.00		\$12,319.49
08/18/2009	Donation Shelly M. Reyes	990.00		\$13,309.49
08/27/2009	Donation West Coast Christian Anglers	420.00		\$13,729.49
09/22/2009	Donation Shelly M. Reyes	855.00		\$14,584.49
09/22/2009	Donation Shelly M. Reyes	810.00		\$15,394.49
09/29/2009	Donation West Coast Christian Anglers	570.00		\$15,964.49
02/22/2010	Donation Kiwanis Club	500.00		\$16,464.49
02/22/2010	Donation Firemans Assoc. Charity Fund	606.00		\$17,070.49
03/15/2010	Check 4569 Okuma Fishing Tackle		985.07	\$16,085.42
03/15/2010	Check 4717 Coordinated Wire Rope		374.19	\$15,711.23
03/19/2010	Check 4770 Sysco Food Services of LA		2249.63	\$13,461.60
03/20/2010	Check 4648 Harbor Freight		21.60	\$13,440.00
03/25/2010	Check 4725 Erics Tackle		593.99	\$12,846.01
03/25/2010	Petty Cash Family Fishing Day		43.11	\$12,802.90
06/29/2010	Donation Shelly M. Reyes	900.00		\$13,702.90
03/09/2011	Importation Permit / Fish Planting		45.25	\$13,657.65
03/23/2011	Rainbow Trout / Kids Fishing Day		7500.50	\$6,157.15
03/24/2011	Food for Kids Fishing Day / Water Spring Alpine		239.60	\$5,917.55
03/24/2011	Food for Kids Fishing Day / Hot Dog Buns		315.90	\$5,601.65
05/09/2011	State of California		20.00	\$5,581.65
05/10/2011	LCIF Night Fishing	400.00		\$5,981.65
06/15/2011	Jim Reyes	925.00		\$6,906.65
08/29/2011	Money Order	500.00		\$7,406.65
10/18/2011	Daniel & Megan Merchant	155.00		\$7,561.65
10/18/2011	Kevin Caruso	255.00		\$7,816.65
02/22/2012	Flora Gardens - Replace Lobal Oak Tree		80.43	\$7,736.22
02/24/2012	Harbor Freight - Ties for Kids Fishing Day		8.54	\$7,727.68
06/15/2012	Donation - Richard Tauber	494.00		\$8,221.68
08/06/2012	Donation - Richard Tauber	416.00		\$8,637.68
08/10/2012	Donation - Richard Tauber	338.00		\$8,975.68
08/10/2012	Donation - Richard Tauber	105.00		\$9,080.68
08/14/2012	Donation - Richard Tauber	494.00		\$9,574.68
09/04/2012	Donation - Richard Tauber	100.00		\$9,674.68
09/04/2012	Donation - Richard Tauber	338.00		\$10,012.68
09/04/2012	Donation - Richard Tauber	520.00		\$10,532.68
12/19/2012	Live Rainbow Trout		2101.80	\$8,430.88
12/01/2012	Live Rainbow Trout		2101.80	\$6,329.08
04/04/2013	State of California		20.00	\$6,309.08
05/02/2013	Donation - Richard Tauber	1,120.00		\$7,429.08
05/08/2013	Donation - Richard Tauber	1,120.00		\$8,549.08
06/27/2013	Donation - Richard Tauber	1,120.00		\$9,669.08
07/24/2013	Donation - Richard Tauber	1,120.00		\$10,789.08
09/09/2013	Donation - Richard Tauber	1,120.00		\$11,909.08
09/18/2013	Dockside Products - Rowing Dock for LCRA		4000.00	\$7,909.08
02/25/2014	LCIF Exemption form 1023		400.00	\$7,509.08
10/04/2014	Donation - Richard Tauber	7,952.00		\$15,461.08
04/08/2015	State of California		20.00	\$15,441.08
10/08/2015	PSP Matting for Ramp 10 x 16 feet		3406.03	\$12,035.05

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: ERIC BEHRENT, E & M SUPERVISOR
SUBJECT: AWARD PUMP PLANT AWNINGS PROJECT
DATE: DECEMBER 04, 2015

RECOMMENDATION:

It is recommended that the Board of Directors authorize the General Manager to issue a Purchase Order Contract to NR Development Inc. for an amount of \$33,550 to construct removable awning covers at multiple pump plants.

BACKGROUND AND DISCUSSION:

Casitas issued a Notice Inviting Bids to have removable awning covers constructed above the motor pump assemblies at several pump plants. The intent is to install covers that will protect the motor pump assemblies from sun & heat in the summer and wind & rain in the winter. The awning covers are constructed to be removable to provide for maintenance of the motor pump assemblies when needed.

The FY 2015-16 Capital Budget contains \$34,000 for the work.

All bids were over the budgeted amount. Per the specification a bid item was deleted and the bid amounts were recalculated to determine the lowest responsible and responsive bidder. One bidder, AAA Awning, was determined to be non-responsive and disqualified. The lowest responsible and responsive bidder was NR Development Inc. with a bid of \$33,550.00

Casitas received four bids for the for the Pump Plant Awning Covers project.
The bid results are

<u>FIRM</u>	<u>Original Bid</u>	<u>Adjusted Bid</u>
West Coast Welding	\$183,162.00	\$153,057.00
New Vision Construction	\$72,870.00	\$61,235.00
NR Development	\$39,500.00	\$33,550.00
AAA Awning	\$36,000.00	\$36,000.00

NOTICE TO STATE WATER PROJECT CONTRACTORS**Date:** DEC 01 2015**Number:** 15-07**Subject:** 2016 State Water Project Initial Allocation – 10 Percent**From:**

Carl A. Torgersen
Deputy Director
Department of Water Resources

The Department of Water Resources (DWR) is initially approving 422,848 acre-feet (AF) of Table A water for long-term State Water Project (SWP) contractors in 2016. SWP supplies are projected to meet 10 percent of most SWP contractors' requests for Table A water, which totals 4,172,786 AF. Attached is the initial 2016 SWP allocation table.

This initial allocation is made consistent with current and projected hydrological conditions. However, if severely dry conditions develop, the allocation may be reduced. Under extreme drought conditions, DWR may re-allocate based on human health and safety requirements.

In addition, DWR received requests for delivery of SWP contractors' allocated carryover water from previous years totaling 177,620 AF (as of October 2015). DWR approves all requested carryover water for delivery in 2016.

This allocation is made consistent with the long-term water supply contracts and public policy. DWR considered several factors, including California's persistent drought and resulting low storage in SWP conservation facilities, SWP operational constraints under its water right permits, the Biological Opinions for Delta Smelt and Salmon, the Longfin Smelt incidental take permit, and the 2016 Contractor demands.

If you have any questions or need additional information, please contact Robert Cooke, Chief, State Water Project Analysis Office, at (916) 653-4313.

Attachment

2016 STATE WATER PROJECT ALLOCATION
(ACRE-FEET)

SWP CONTRACTORS	TABLE A	INITIAL REQUEST	APPROVED ALLOCATION	PERCENT INITIAL REQUEST APPROVED (3)/(2) (4)
	(1)	(2)	(3)	(4)
<u>FEATHER RIVER</u>				
County of Butte	27,500	27,500	4,000	15%
Plumas County FC&WCD	2,700	2,700	270	10%
City of Yuba City	9,600	9,600	1,440	15%
Subtotal	39,800	39,800	5,710	
<u>NORTH BAY</u>				
Napa County FC&WCD	29,025	29,025	4,354	15%
Solano County WA	47,756	47,756	7,163	15%
Subtotal	76,781	76,781	11,517	
<u>SOUTH BAY</u>				
Alameda County FC&WCD, Zone 7	80,619	80,619	8,062	10%
Alameda County WD	42,000	42,000	4,200	10%
Santa Clara Valley WD	100,000	100,000	10,000	10%
Subtotal	222,619	222,619	22,262	
<u>SAN JOAQUIN VALLEY</u>				
Oak Flat WD	5,700	5,700	570	10%
County of Kings	9,305	9,305	931	10%
Dudley Ridge WD	45,350	45,350	4,535	10%
Empire West Side ID	3,000	3,000	300	10%
Kern County WA	982,730	982,730	98,273	10%
Tulare Lake Basin WSD	87,471	87,471	8,747	10%
Subtotal	1,133,556	1,133,556	113,356	
<u>CENTRAL COASTAL</u>				
San Luis Obispo County FC&WCD	25,000	25,000	2,500	10%
Santa Barbara County FC&WCD	45,486	45,486	4,549	10%
Subtotal	70,486	70,486	7,049	
<u>SOUTHERN CALIFORNIA</u>				
Antelope Valley-East Kern WA	144,844	144,844	14,484	10%
Castaic Lake WA	95,200	95,200	9,520	10%
Coachella Valley WD	138,350	138,350	13,835	10%
Crestline-Lake Arrowhead WA	5,800	5,800	580	10%
Desert WA	55,750	55,750	5,575	10%
Littlerock Creek ID	2,300	2,300	230	10%
Metropolitan WDSC	1,911,500	1,911,500	191,150	10%
Mojave WA	85,800	85,800	8,580	10%
Palmdale WD	21,300	21,300	2,130	10%
San Bernardino Valley MWD	102,600	102,600	10,260	10%
San Gabriel Valley MWD	28,800	28,800	2,880	10%
San Geronio Pass WA	17,300	17,300	1,730	10%
Ventura County WPD	20,000	20,000	2,000	10%
Subtotal	2,629,544	2,629,544	262,954	
TOTAL	4,172,786	4,172,786	422,848	



November 30, 2015

Ms. Jeanine Townsend
Clerk to the Board
State Water Resources Control Board
1001 I Street, 24th Floor
Sacramento, California 95814

Subject: Comment Letter – Urban Water Conservation Workshop

Dear Ms. Townsend,

Casitas Municipal Water District (Casitas) appreciates the opportunity to provide comments to the State Water Resources Control Board (SWRCB) regarding changes to the extension of the Emergency Regulation to conserve urban water supplies in 2016. Casitas respectfully requests the SWRCB adopt modifications to the Emergency Regulation to more clearly provide consideration to existing water code and local management efforts. The following recommendations are intended to better serve the public's interest and more effectively manage water supplies throughout the State:

Consider Local Water Supplies When Setting Tier Requirements

- When setting tier reduction requirements consider local water management plans, the agency's development of local sustainable water supply resources, and the non-reliance on the importation of water from either outside the local watershed or State Water Project. Where local management of water supplies is demonstrating sustainability, allow for local decision-making to implement local water demand reduction measures.

Change Water Supplier Definition.

- Recommend SWRCB consider the use of the "Urban retail water supplier", as defined under the California Water Code Section 10608.12 (p), rather than the definition of an "urban water supplier" (Section 10617) that is currently applied by the emergency drought regulations. These definitions are distinctly different and have differing effects. Section 865(a)(4) should be clarified for suppliers that serve both a retail and wholesale capacity, that only the retail capacity is that which are applicable to the regulations. An agency may fall under the 3,000 service connection threshold for direct customer, and actually be a small water supplier, but be moved to more than 3,000 customers by virtue of its wholesale capacity by the use of Section 10617.

Change the Requirement to Prepare an Agriculture Water Management Plan.

- Recommend SWRCB be consistent with California Water Code Section 10826 and with Governor Brown's Executive Order B-29-15, paragraph 12 & 13 in that the SWRCB not require Water Agencies that provide water to less than 10,000 acres of agriculture (1) to file for an agricultural exemption, (2) the prepare and submit an Agricultural Water

Management Plan, and (3) the reporting of agricultural water demand in combination with urban water usage reporting.

- Recommend SWRCB be consistent with California Water Code Section 10826 and with Governor Brown's Executive Order B-29-15, paragraph 13 stipulating the deadline for Water Agencies with more than 10,000 planted acres complete an Agriculture Water Management Plan by July 1, 2016, rather than the SWRCB deadline of February 2016.

Exempt Commercial, Institutional, and Industrial Water Reduction Targets from Urban Water Calculations.

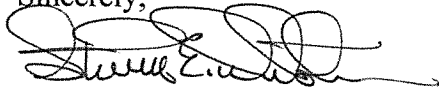
- Recommend SWRCB's tier setting only apply to residential customers.
- Tier setting for other than residential customers can create severe local economic consequences and is not recommended.
- Compel water demand reductions through the application of CII surveys and water use modifications where deemed practical.

On-going Data Collection/Reporting.

- Recommend extending the reporting deadline from the 15th of each month to the 28th of each month. The fifteen days from the end of the month to report is too short a period of time. The current reporting to the SWRCB within 15 days from the end of a month has caused agencies to report preliminary numbers and re-report when actual numbers are available. This additional time will allow agencies to gather meter readings at the end of the month, apply corrective action to metering anomalies, and summarize data in a final form. This action will avoid the SWRCB providing preliminary information to the media.
- Any monthly collection of data should include number of days within the reporting month so that it is more accurate.

If you have any question in this regard, please do not hesitate to contact me.

Sincerely,



Steven E. Wickstrum
General Manager

CC; Dave Bolland, Special Projects Manager - ACWA

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: October 22, 2015
 TO: Recreation Committee
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for September 2015

Visitation Numbers

The following is a comparison of visitations* for September 2015:

	Sept. 2015	Sept. 2014	August 2015
Visitor Days	44,478	34,260	70,376
Camps	5,757	4,083	9,015
Cars	11,121	8,655	17,594
Boats	127	142	209
Kayaks & Canoes	7	7	7

Fiscal Year to Date Visitation	
2014/2015	206,476
2015/2016	195,022
% Change	-5.547

*The formulas for calculating the above attendance figures derived from the daily cash reports are as follows:

Visitor Days = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles X 4

Camps = Campsites occupied + extra vehicles

Cars = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles

Boats = Daily boats + overnight boats + annual decals + replacement decals

Kayaks & Canoes = Daily kayaks and canoes + overnight kayaks and canoes + annual kayaks and canoes

Boating

There was one cable sold for new inspections, two vessels were re-inspected and a total of 368 vessels retagged. Three vessels failed the first inspection in September 2015.

Operations

The drought and historic low water level has created difficulty in boat launches due to limited launch ramp area, but on September 23, 2015 the Lake Casitas Improvement Foundation approved funds to purchase pierced steel planks to use as a temporary launch ramp at Santa Ana.

Staff distributed a request for proposal to purchase rainbow trout and no bids were received by the September 21st deadline. After the bid process ended, one hatchery offered to sell trout but has difficulty meeting our insurance requirements for delivery. Hatchery owners have communicated the drought has presented problems for them and fish are not abundant for purchase, therefore they are not

in a position to go out of their way to sell fish to Casitas. It was explained that plenty of private lakes want their fish and they do not have the strict requirements of a public agency such as Casitas. We are hopeful to negotiate a purchase and that the California Department of Fish and Wildlife will also plant trout before the end of the calendar year.

The Casitas Water Adventure playground structure has been closed since mid-August due to a leak. The season ended well even with the structure closed for use and the two added Saturdays in September had successful customer numbers. Now that the Casitas Water Adventure is closed for the season, staff are breaking into the concrete around the playground structure to try to find the source of the leak. Unfortunately, to date the source has not been identified.

The last Astronomy night of the season was held during the Blood Moon on September 27 and attracted between 30 and 40 visitors to the event.

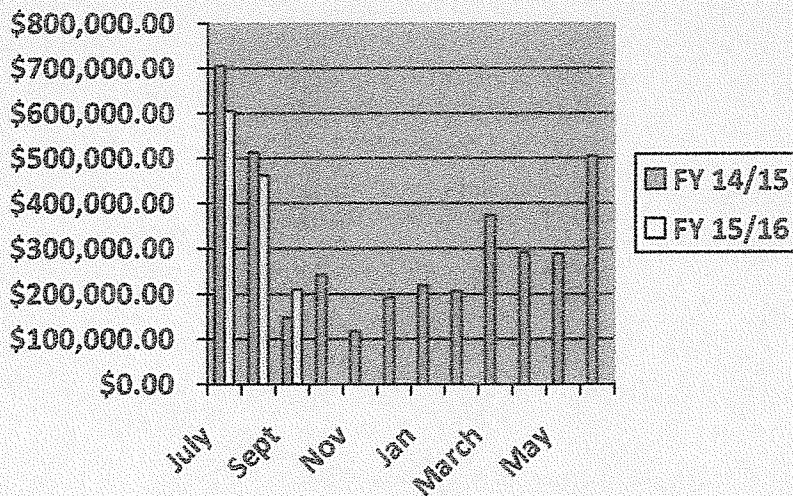
Incidents

Incidents in the Recreation Area for the month of September 2015 that include assistance from outside services: brush fire, medical with head injuries, behavioral emergency, report of domestic, domestic, noise disturbances (2), DUI arrest, suspicious person, and a report of a reckless boat operation.

Revenue Reporting

The September 2015 unaudited figures below illustrate all Lake Casitas Recreation Area's revenue collected in the respective month (operations, concessions, Water Adventure, etc.) per the District's Financial Summary generated by the Finance Manager.

LCRA TOTAL REVENUE



CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: November 24, 2015
 TO: Recreation Committee
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for October 2015

Visitation Numbers

The following is a comparison of visitations* for October 2015:

	October 2015	October 2014	Sept. 2015
Visitor Days	33,200	34,364	44,478
Camps	3,759	4,253	5,757
Cars	8,300	8,591	11,121
Boats	89	139	127
Kayaks & Canoes	4	7	7

Fiscal Year to Date Visitation	
2014/2015	241,200
2015/2016	228,222
% Change	-5.381

*The formulas for calculating the above attendance figures derived from the daily cash reports are as follows:

Visitor Days = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles X 4

Camps = Campsites occupied + extra vehicles

Cars = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles

Boats = Daily boats + overnight boats + annual decals + replacement decals

Kayaks & Canoes = Daily kayaks and canoes + overnight kayaks and canoes + annual kayaks and canoes

Boating

There were seven cables sold for new inspections, two vessels were re-inspected and a total of 356 vessels were retagged. Four vessels failed the first inspection in October 2015. With the historic drought and receding water levels, the launch ramp conditions are becoming seriously impacted and staff are coming up with solutions to keep the ramp open.

Operations

The Coyote Classic Disc Golf Tournament was held October 2-4. There were 180 registrants and 175 made it to play in the tournament. The estimated spectator number was 75-100 people who camped in the park to watch and take part in the weekend. The front gate entry project was completed with finishing touches to the paint and slurry seal of the area. The Ventura County Cross Country Championships were held October 30 attracting 1500 runners and an additional 1500-1700 spectators.

The Casitas Water Adventure playground structure has been closed since mid-August due to a leak. Now that the Casitas Water Adventure is closed for the season, staff are breaking into the concrete around the playground structure to try to find the source of the leak and have yet to determine the source.

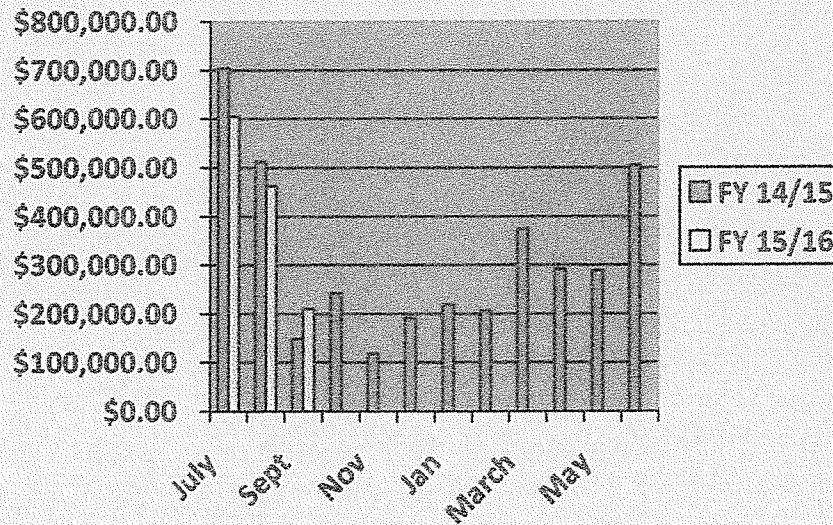
Incidents

Incidents in the Recreation Area for the month of October 2015 that include assistance from outside services: a behavioral emergency, medicals involving loss of consciousness (3), an arrest for being under the influence of methamphetamine, search and rescues (2), DUI arrest (2), and a medical due to a leg injury at the cross country event.

Revenue Reporting

The 2015 unaudited monthly figures below available to date illustrate all Lake Casitas Recreation Area's revenue collected in the respective month (operations, concessions, Water Adventure, etc.) per the District's Financial Summary generated by the Finance Manager.

LCRA TOTAL REVENUE



CASITAS MUNICIPAL WATER DISTRICT

MINUTES

Water Resources Committee

DATE: November 23, 2015
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Water Resources Committee Meeting of November 23, 2015, 9:30 AM

RECOMMENDATION:

It is recommended that the Board of Directors receive and file this report.

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Bill Hicks and Director Russ Baggerly
General Manager, Steve Wickstrum
Resources Manager, Ron Merckling

2. **Public Comments.**

None.

3. **Board Comments.**

Director Hicks asked several questions concerning the individual water allocation assignments and changes to the assignments over the year.

Director Baggerly asked about the status of the Mira Monte well.

4. **Manager Comments.**

The Committee was informed of:

- a. the status of the turf removal grant that is in cooperation with the City of Ventura. Ron Merckling stated that the program is not in place as of this date, awaiting the memorandum of understanding between Casitas and the City of Ventura;
- b. the hypolimnetic grant invoice filing by Ron Merckling;
- c. this week of November being the twenty year mark since the initial operation of the Marion R. Walker Pressure Filtration Plant, which has since processed approximately 355,000 acre-feet of water.

5. **Discussion regarding the State Water Resources Control Board December 7th meeting and draft comment letter regarding drought emergency regulations.**

The Committee was informed of the meeting purpose and read a draft letter that has been prepared by Ron Merckling. The letter content is directed toward the key issues and concerns that Casitas has had regarding the current regulations. The General Manager suggested that there be a request for more time to make the monthly reporting, and avoid providing preliminary numbers. The Committee had additional suggestions to the letter. The letter is to be submitted to the State prior to December 2nd, with copies to the Casitas Board.

6. **Update on the Resource Action Programs and increasing the coverage of the water education program.**

Ron Merckling presented the justification for an additional \$1,322.09 for the Resource Actions Program that will reach an additional 77 Cabrillo Middle School students this year. This program is a key element of the District's best management practices, engaging 572 students that results in 6.72 acre-feet of annual water savings. The General Manager will move forward with the additional expense for the program.

Director Baggerly suggested that the District formally acknowledge by the presentation of a certificate the total saving that each school has generated since the start of the program in 2005.



Consumption Report

Water Sales FY 2015-2016 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2015 / 2016	2014 / 2015	
													Total	Total	
AD Ag-Domestic	422	517	547	509	0	0	0	0	0	0	0	0	0	1995	2171
AG Ag	298	375	377	353	0	0	0	0	0	0	0	0	0	1403	1874
C Commercial	58	83	81	60	0	0	0	0	0	0	0	0	0	282	314
DI Interdepartmental	8	8	8	7	0	0	0	0	0	0	0	0	0	31	39
F fire	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I Industrial	1	2	2	1	0	0	0	0	0	0	0	0	0	6	12
OT Other	17	13	13	13	0	0	0	0	0	0	0	0	0	56	98
R Residential	106	122	127	103	0	0	0	0	0	0	0	0	0	458	652
RS - P Resale Pumped	50	81	172	150	0	0	0	0	0	0	0	0	0	453	613
RS - G Resale Gravity	456	487	453	363	0	0	0	0	0	0	0	0	0	1759	2289
TE Temporary	6	1	1	0	0	0	0	0	0	0	0	0	0	8	19
Total	1,421	1689	1781	1559	0	0	0	0	0	0	0	0	0	6,450	8,081
Total 2014 / 2015	2286	1972	2317	1506	1187	432	483	688	1410	1283	1483	1601		N/A	16648

** July 2015 was the first month when all customers were on monthly billing. July 2015 now reflects actual consumption for July.

Casitas Municipal Water District
CFD No. 2013-1 (Ojai) - Monthly Cost Analysis
2015 / 2016



12/02/2015

	Services & Suplies	Legal Fees	Labor Expense	Other Services	Total Expenses
2011 / 2012	-289.50	42,560.00	11,098.37	0.00	53,368.87
2012 / 2013	831.82	223,462.77	14,836.68	0.00	239,131.27
2013 / 2014	29.89	91,878.06	3,835.65	0.00	95,743.60
2014 / 2015	0.00	68,457.10	0.00	0.00	68,457.10
July	0.00	0.00	0.00	0.00	0.00
August	0.00	1,022.00	0.00	0.00	1,022.00
September	0.00	2,140.00	0.00	0.00	2,140.00
October	0.00	21,424.00	0.00	0.00	21,424.00
November	0.00	21,194.00	0.00	0.00	21,194.00
December	0.00	0.00	0.00	0.00	0.00
January	0.00	0.00	0.00	0.00	0.00
Feburary	0.00	0.00	0.00	0.00	0.00
March	0.00	0.00	0.00	0.00	0.00
April	0.00	0.00	0.00	0.00	0.00
May	0.00	0.00	0.00	0.00	0.00
June	0.00	0.00	0.00	0.00	0.00
Total Cost YTD	0.00	45,780.00	0.00	0.00	45,780.00
Total Project Cost	572.21	472,137.93	29,770.70	0.00	502,480.84

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
12/02/15**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	313379EE5	06/14/2019	\$1,373,302	\$1,360,557	1.625%	10/03/2012	7.03%	1272
*TB	Federal Home Loan Bank	313379RN1	12/27/2024	\$978,364	\$995,249	2.840%	06/18/2014	5.14%	3265
*TB	Federal Home Loan Bank	3133802D8	11/23/2022	\$1,477,575	\$1,485,386	2.400%	11/19/2014	7.68%	2511
*TB	Federal Home Loan Bank	313380A98	08/14/2024	\$126,966	\$130,849	2.500%	07/03/2014	0.68%	3132
*TB	Federal Home Loan Bank	313380S73	10/11/2022	\$378,227	\$378,481	2.430%	08/11/2014	1.96%	2469
*TB	Federal Home Loan Bank	313381TA3	01/17/2023	\$277,619	\$280,030	2.240%	09/08/2014	1.45%	2565
*TB	Federal Farm CR Bank	3133EAZM3	07/24/2023	\$1,658,682	\$1,722,362	2.380%	09/16/2014	8.90%	2752
*TB	Federal Farm CR Bank	3133EED31	04/28/2025	\$2,989,747	\$2,967,941	2.800%	06/02/2015	15.34%	3386
*TB	Federal Farm CR Bank	3133EEXPO	01/28/2021	\$735,778	\$735,154	1.990%	06/17/2015	3.80%	1856
*TB	Federal Farm CR Bank	33133EFHV2	10/13/2022	\$588,854	\$578,289	2.200%	10/23/2015	2.99%	2471
*TB	Federal Farm CR Bank	3133EFNR4	11/18/2024	\$809,495	\$801,064	2.870%	11/18/2015	4.14%	3226
*TB	Federal Home Loan Bank	3133XFKF2	06/11/2021	\$682,823	\$671,742	5.625%	01/16/2013	3.47%	1989
*TB	Federal Home Loan MTG Corp	3134G34R8	07/23/2021	\$513,841	\$516,731	2.000%	12/02/2014	2.67%	2031
*TB	Federal Home Loan MTG Corp	3134G43A4	10/30/2024	\$849,441	\$866,459	2.500%	07/03/2014	4.48%	3208
*TB	Federal National Assn	3135G0ES80	11/15/2016	\$685,840	\$686,996	1.375%	03/12/2012	3.55%	343
*TB	Federal National Assn	3136G0K67	04/09/2021	\$192,000	\$192,146	2.000%	12/02/2014	0.99%	1927
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,072,183	\$1,079,910	5.125%	01/03/2012	5.58%	705
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/2022	\$679,196	\$678,044	2.375%	09/08/2014	3.50%	2201
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/2018	\$1,151,440	\$1,147,522	1.375%	07/06/2010	5.93%	943
*TB	US Treasury Inflation Index NTS	912828MF4	01/15/2020	\$1,136,140	\$1,152,903	1.375%	11/18/2015	5.96%	1483
*TB	US Treasury Note	912828WE6	11/15/2023	\$769,149	\$806,509	2.750%	12/13/2013	4.17%	2863

Accrued Interest

\$111,525

Total in Gov't Sec. (11-00-1055-00&1065)

\$19,126,659

\$19,345,849

99.98%

Total Certificates of Deposit: (11.13506)

\$0

\$0

0.00%

** LAIF as of: (11-00-1050-00)

N/A

\$447

\$447

0.32%

Estimated

0.00%

*** COVI as of: (11-00-1060-00)

N/A

\$2,845

\$2,845

0.42%

Estimated

0.01%

TOTAL FUNDS INVESTED

\$19,129,951

\$19,349,140

100.00%

Total Funds Invested last report

\$19,131,290

\$19,266,605

Total Funds Invested 1 Yr. Ago

\$18,247,960

\$18,388,040

**** CASH IN BANK (11-00-1000-00) EST.

\$2,729,824

\$2,729,824

CASH IN Western Asset Money Market

\$936

\$936

0.01%

TOTAL CASH & INVESTMENTS

\$21,860,712

\$22,079,901

TOTAL CASH & INVESTMENTS 1 YR AGO

\$23,433,394

\$23,573,474

*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 (i) Section 53635 of the Government Code.

All investments were made in accordance with the Treasurer's annual statement of investment policy.