



Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
Casitas Board Room
1055 Ventura Ave.
Oak View, CA 93022
November 14, 2018 @ 3:00 P.M.

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. Roll Call
2. Public comments (Items not on the agenda – three minute limit).
3. General Manager comments.
4. Board of Director comments.
5. Board of Director Verbal Reports on Meetings Attended.
6. Consent Agenda.
 - a. Minutes of the October 24, 2018 Board Meeting.

RECOMMENDED ACTION: Adopt Consent Agenda
7. Review of District Accounts Payable Report for the Period of 10/18/18 - 11/07/18.

RECOMMENDED ACTION: Motion approving report.
8. Resolution scheduling a public hearing for December 12, 2018 for the consideration of declaring Stage 4 Water Supply Conditions at Lake Casitas.

RECOMMENDED ACTION: Adopt Resolution

9. Recommend approval of a Water Service Agreement with Meiners Oaks Water District.

RECOMMENDED ACTION: Motion approving recommendation

10. Authorize the Request for Qualifications for Electrical Contractors for Rincon Pump Plant Electrical Upgrade project.

RECOMMENDED ACTION: Motion approving recommendation

11. Presentation on the Ojai Water System Condition-Based Assessment and Water Master Plan.

12. Recommend authorizing the General Manager to sign Professional Services Agreement with WSC, Inc. in the not to exceed amount of \$89,000 for the Casitas Water System Hydraulic Model.

RECOMMENDED ACTION: Motion approving recommendation

13. Recommend authorizing the General Manager to sign Professional Services Agreement with Pueblo Water Resources, Inc. for On-Call Hydrogeologic Consulting Services.

RECOMMENDED ACTION: Motion approving recommendation

14. Information Items:

- a. Lake Casitas Monthly Status Report for October, 2018.
- b. Water Resources Committee Minutes.
- c. Recreation Committee Minutes
- d. Executive Committee Minutes.
- e. Recreation Area Reports for September and October 2018.
- f. Monthly Engineering Status Report.
- g. Water Consumption Report.
- h. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- i. Investment Report.

15. 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
October 24, 2018

A meeting of the Board of Directors was held October 24, 2018 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. President Word led the group in the flag salute.

1. Roll Call

Directors Baggerly, Kaiser, Bergen, Hicks and Word were present. Also present were Mike Flood, Interim General Manager, Rebekah Vieira, Clerk of the Board, and Attorney John Mathews. There were three staff members and eleven members of the public in attendance

2. Public comments (Items not on the agenda – three minute limit).

Robert Meyer suggested including current water security project status on the agenda. Show for the public benefit what is going on with the projects or items even if nothing happened. It helps the public be abreast of what is going on and feel that you are on top of things.

3. General Manager comments.

Mr. Flood informed the board of distribution system upgrades to the La Conchita area in front of a paving project. Staff worked in concert with contractor to get a lot of the project finished. The project is progressing and impact on customers minimized.

Tours will be held tomorrow and Saturday at 9:00. Another tour is scheduled for November 17th. A lot of these facilities have not been available for the public to see.

Additionally, we are recording this meeting. At this point we do not have the ability to stream the meeting but are working with Granicus next week. A recording of the meeting will be uploaded and we will have a link on the web page.

4. Board of Director comments.

Director Hicks asked about training on personnel files. Mr. Flood responded that we can talk about that after the meeting.

5. Board of Director Verbal Reports on Meetings Attended.

Director Baggerly met in Santa Barbara with Jordan Kear to begin work on the conjunctive use agreement between Casitas and OBGMA. When we have a draft prepared we will bring it to Casitas. We hope to have something done before the end of the year. We need to develop the outline of policy and implementation and agreement between Casitas and OBGMA.

Director Bergen reported on the Upper Ventura River Groundwater Sustainability Agency meeting explaining that they are setting up the agency and looking at staffing needs. A grant with the Department of Water Resources is coming down to the final agreements. Fortunately through negotiated they have changed the match from 50% to 25%. The grant plays a large part on the money you have to spend up front. Working to get the monitoring under way that is needed for the plan.

6. Consent Agenda.

ADOPTED

- a. Minutes of the October 10, 2018 Board Meeting.
- b. Recommend approval of a purchase order to Vista Ford in the amount of \$33,757.88 for the purchase of a F250 truck.
- c. Recommend approval of a purchase order to Winner Chevrolet in the amount of \$24,365.23 for the purchase of a Colorado truck.
- d. Resolution to award the Robles Diversion Canal Maintenance Project to Southwest General Engineering, Inc. in the amount of \$97,250 and adopt the Notice of Exemption.
- e. Recommend approval of a purchase order to AAA Awnings, Inc. in the amount of \$23,080 to construct a removable awning cover over the San Antonio Tank MCC panel.
- f. Resolution cancelling the December 26, 2018 Board Meeting.

President Word mentioned item the word eve is to be deleted from item f.

The consent agenda with the above modification was offered by Director Kaiser, seconded by Director Bergen and passed by the following roll call vote:

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

Resolution is numbered 18-26.

- 7. Review of District Accounts Payable Report for the Period of 10/04/18 - 10/17/18. APPROVED

Director Kaiser asked about the tractor rental and asked if it might make more sense to purchase a tractor. Mr. Flood explained that this will be evaluated and be part of the budget discussions as we look at the new budget year.

Director Kaiser asked about payment to Pueblo Water Resources Inc. and what was the receivable? Mr. Flood explained this is the water security project on the optimization of our well field. We did get a draft report from them.

Director Hicks questioned the flex storage and City of Ventura. Ms. Collin explained this is flexible storage where we are in contract with Castaic Lake. The State Water Project contract that allows water to be stored at Castaic so we bill them and then they pay us and we share that with the City and United. It is done annually until 2035.

The Accounts Payable report was offered by Director Hicks, seconded by Director Kaiser and approved by the following roll call vote:

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

- 8. Request of William Funk to reverse the allocation penalty. Denied

Ms. Collin explained that Mr. Funk wrote a letter requesting that we reverse his allocation penalty. He had a leak and he requested that it be considered for reversal. The Finance committee reviewed it and gave a recommendation to deny it.

Director Baggerly offered to support the Finance Committee finding and deny the request, this was seconded by Director Bergen and passed by the following roll call vote:

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

- 9. Update from Rincon Strategies regarding the Public Relations Action Plan.

Chris Collier provided an update on the Public Relations Action Plan and spoke about the Tours and the Ag Stakeholders meeting that was well attended. He showed a video of Mr. Flood that will be available on Facebook and the website. The how the diversion works script is currently being reviewed and we will get some videos and pictures and my goal is to get that story out to the public

in the next month. I met with Bob Daddi with the Ojai Valley News on getting some more column inches and am meeting with Engineering on all the projects being done around the district to show what the district is doing. Director Kaiser asked if there could be a drone overfly of the lake as well as the diversion. President Word asked about the work on the website and Mr. Flood explained that was a separate contract.

President Word suggested establishing an ad hoc committee to assist with the monitoring and review of the plans that unfold and find ways to get the message across. He asked for another board member to join me to meet a couple of times with Chris to keep on track and keep moving. Director Kaiser offered to do so. President Word said redoing the website is one thing to be worked on and Mr. Flood said there is an internal committee that is working on that. The PR committee could look at the content to make sure the board can weave in what they are intent on.

10. Presentation by Fisheries Biologist Scott Lewis on the Operation of Robles Diversion Facility in the Biological Opinion.

Scott Lewis provided an overview of the issues related to the Endangered Species Act and the Biologic Opinion for the operation at Robles including the critical drought protection measures.

11. Discussion regarding funding the Upper Ventura River Groundwater Agency in the amount of \$50,000 and possible expectation of reimbursement. APPROVED

Director Bergen discussed the process of starting the new agency and the member agencies contributions of \$50,000 for three years. The GSA hired a consultant and is developing their fee structure. Fees should be in place in early 2019 at that point Casitas' amount would be for their one small well in the basin. President Word added once fees start being collected any other seed money would be considered a loan. Director Bergen added we wanted to get clarification from the member agencies that they would not be expecting reimbursement so that the policy would be that when the fees are in place any contribution after that point would be a loan and would be charged interest.

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

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

12. Recommend approval of a Memorandum of Agreement with Ojai Land Conservancy regarding the Rice Road Bridge at the Robles Canal. APPROVED

The above recommendation was offered by Director Kaiser, seconded by Director Baggerly and approved by the following roll call vote:

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

13. Recommend authorizing the General Manager to sign Task Orders with Cannon Corporation for De La Garrigue Bridge and Rice Bridge Replacement Projects. APPROVED

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

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

14. Discussion regarding the ability to create a foundation to be able to receive private non-binding funds for Casitas Water Security Projects.

On the motion of Director Baggerly, seconded by Director Kaiser, the board directed District Counsel to start developing a skelton of a foundation we can use to accept private funds. This was approved by the following roll call vote:

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

15. Discussion regarding drafting a letter to Senators Feinstein and Harris requesting intervention with the USFS to assist with our VerBo and HoBo projects and the obtaining of the FS299 permit for environmental documentation needed for this water shortage emergency.

Direction was provided to staff.

16. Discussion regarding drafting a letter to Michael P. Jackson, U.S. Bureau of Reclamation requesting his assistance with the USFS to assist with our VerBo and HoBo projects and obtaining the FS299 permit for environmental documentation needed for this water shortage emergency.

Direction was provided to staff.

17. Information Items:

- a. Lake Casitas Monthly Status Report for September, 2018.
- b. Executive Committee Minutes.
- c. Quagga Committee Minutes.
- d. Finance Committee Minutes.
- e. Water Consumption Report.
- f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- g. Investment Report.

President Word mentioned that on item a, as of yesterday we were at 31%. I know we have a lot of people that are conserving water to stage 5 levels but there are some that are not.

The information items were offered by Director Kaiser, seconded by Director Bergen and approved for filing by the following roll call vote:

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

18. Adjournment.

President Word adjourned the meeting at 4:45 p.m.


Mary Bergen, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 10/18/18-11/07/18
Presented to the Board of Directors For Approval November 14, 2018

Check	Payee			Description	Amount
000842	Payables Fund Account	#	9759651478	Accounts Payable Batch 102418	\$128,761.11
000843	Payables Fund Account	#	9759651478	Accounts Payable Batch 103118	\$263,404.70
000844	Payables Fund Account	#	9759651478	Accounts Payable Batch 110718	\$252,336.37
					\$644,502.18
000845	Payroll Fund Account	#	9469730919	Estimated Payroll 11/21/18	\$190,000.00
				Total	\$834,502.18

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,
000842-000845
have been duly audited is hereby certified as correct.

 11/7/18

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.

000842 A/P Checks: 31789-31816
A/P Draft to P.E.R.S. 000000
A/P Draft to State of CA 000000
A/P Draft to I.R.S. 000000
Voids:

000843 A/P Checks: 31817-31928
A/P Draft to P.E.R.S.
A/P Draft to State of CA
A/P Draft to I.R.S.
Voids: 31879-31880

000844 A/P Checks: 31929-32019
A/P Draft to P.E.R.S. 000000
A/P Draft to State of CA 000000
A/P Draft to I.R.S. 000000
Voids:


Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 11/03/18
Pay Date of 11/08/18
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 11/5/18
Denise Collin

Signed: M. Alford 11/5/18
Signature

Signed: _____
Signature

Signed: _____
Signature

CERTIFICATION

Payroll disbursements for the pay period ending 10/20/18
Pay Date of 10/25/18
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 10/22/18
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

ENDOR SET: 01 Casitas Municipal Water D

ANK: * ALL BANKS

ATE RANGE:10/18/2018 THRU 11/07/2018

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	10/31/2018			031879		
C-CHECK	VOID CHECK	V	10/31/2018			031880		

* * 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:	2			
VOID DEBITS		0.00		
VOID CREDITS		0.00		
		0.00	0.00	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: TOTALS:	2	0.00	0.00	0.00
BANK: TOTALS:	2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0049	STATE OF CALIFORNIA State Withholding	D	10/24/2018	10,831.70		000000		10,831.70
0049	STATE OF CALIFORNIA State Withholding	D	11/07/2018	10,711.38		000000		10,711.38
0128	INTERNAL REVENUE SERVICE Federal Withholding	D	10/24/2018	28,479.57		000000		
	I-T1 201810241413 Federal Withholding	D	10/24/2018	28.60		000000		
	I-T3 201810221412 FICA Withholding	D	10/24/2018	28,666.76		000000		
	I-T3 201810241413 FICA Withholding	D	10/24/2018	120.00		000000		
	I-T4 201810221412 Medicare Withholding	D	10/24/2018	7,713.40		000000		
	I-T4 201810241413 Medicare Withholding	D	10/24/2018	28.06		000000		65,036.39
0128	INTERNAL REVENUE SERVICE Federal Withholding	D	11/07/2018	27,970.70		000000		
	I-T3 201811051426 FICA Withholding	D	11/07/2018	26,981.76		000000		
	I-T4 201810311425 Medicare Withholding	D	11/07/2018	391.27		000000		
	I-T4 201811051426 Medicare Withholding	D	11/07/2018	7,745.28		000000		63,089.01
0187	CALPERS PERS BUY BACK	D	10/24/2018	150.08		000000		
	I-PBP201810221412 PERS BUY BACK	D	10/24/2018	161.96		000000		
	I-PEB201810221412 PEPRA EMPLOYEES PORTION	D	10/24/2018	5,843.14		000000		
	I-PEB201810241413 PEPRA EMPLOYEES PORTION	D	10/24/2018	60.48		000000		
	I-PEM201810221412 PERS EMPLOYEE PORTION MGMT	D	10/24/2018	2,122.28		000000		
	I-PER201810221412 PERS EMPLOYEE PORTION	D	10/24/2018	6,257.65		000000		
	I-PRB201810221412 PEBRA EMPLOYER PORTION	D	10/24/2018	6,396.55		000000		
	I-PRB201810241413 PEBRA EMPLOYER PORTION	D	10/24/2018	66.21		000000		
	I-PRR201810221412 PERS EMPLOYER PORTION	D	10/24/2018	9,848.74		000000		30,907.09
0187	CALPERS PERS BUY BACK	D	11/07/2018	150.08		000000		
	I-PBP201811051426 PERS BUY BACK	D	11/07/2018	161.96		000000		
	I-PEB201811051426 PEPRA EMPLOYEES PORTION	D	11/07/2018	5,680.68		000000		
	I-PEM201811051426 PERS EMPLOYEE PORTION MGMT	D	11/07/2018	2,122.28		000000		
	I-PER201811051426 PERS EMPLOYEE PORTION	D	11/07/2018	6,373.47		000000		
	I-PRB201811051426 PEBRA EMPLOYER PORTION	D	11/07/2018	6,218.69		000000		
	I-PRR201811051426 PERS EMPLOYER PORTION	D	11/07/2018	9,982.72		000000		30,689.88
2026	Carol Belser Reimburse Expenses 10/18	R	10/24/2018	108.00		031789		108.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03830	Rosemary Brisco Camping Cancellation - LCRA	R	10/24/2018	55.00		031790		55.00
03831	Yadira Chavira Camping Cancellation - LCRA	R	10/24/2018	115.00		031791		115.00
00086	E.J. Harrison & Sons Inc Acct#1C00054240	R	10/24/2018	193.33		031792		193.33
02982	Joe Evans Reimburse Expenses 10/18	R	10/24/2018	79.98		031793		79.98
09836	FRED HALL & ASSOCIATES Fred Hall Show Entry Fees-LCRA	R	10/24/2018	1,800.00		031794		1,800.00
02720	Garda CL West, Inc. Excess Liability - DO	R	10/24/2018	261.72		031795		
	I-20283003 Excess Liability - LCRA	R	10/24/2018	5.76		031795		
	I-20306698a Excess Liability - DO	R	10/24/2018	8.40		031795		275.88
03541	Joe Gonzales Camping Cancellation - LCRA	R	10/24/2018	95.00		031796		95.00
03837	Jerry Gurley Camping Cancellation - LCRA	R	10/24/2018	235.00		031797		235.00
03832	Thomas Haas Camping Cancellation - LCRA	R	10/24/2018	115.00		031798		115.00
03833	Kevin Holmes Camping Cancellation - LCRA	R	10/24/2018	95.00		031799		95.00
03397	Nancy Hoopes Camping Cancellation - LCRA	R	10/24/2018	147.00		031800		147.00
03398	James Johnson Camping Cancellation - LCRA	R	10/24/2018	185.00		031801		185.00
03834	Mark Kozel Camping Cancellation - LCRA	R	10/24/2018	147.00		031802		147.00
03582	Maatson Trucking School Maatson Trucking School -MAINT	R	10/24/2018	1,990.00		031803		1,990.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03835	Leonard Martinez Camping Cancellation - LCRA	R	10/24/2018	165.00		031804		165.00
03815	Luis Mejia Class A License Fee	R	10/24/2018	76.00		031805		76.00
03836	Carlos Miranda Camping Cancellation - LCRA	R	10/24/2018	235.00		031806		235.00
0625	OfficeTeam Conservation Temp	R	10/24/2018	331.47		031807		
	I-52032774 Admin Temp	R	10/24/2018	1,020.00		031807		1,351.47
03838	Steven Parkis Camping Cancellation - LCRA	R	10/24/2018	147.00		031808		147.00
00188	PETTY CASH Replenish Safe - LCRA	R	10/24/2018	100.00		031809		100.00
00215	SOUTHERN CALIFORNIA EDISON Acct#2237011044	R	10/24/2018	26.21		031810		
	I-102018a Acct#2157697889	R	10/24/2018	3,805.45		031810		
	I-102018b Acct#2266156405	R	10/24/2018	120.61		031810		3,952.27
01283	Verizon Wireless Monthly Cell Charges - LCRA	R	10/24/2018	751.11		031811		751.11
0124	ICMA RETIREMENT TRUST - 457 DEFERRED COMP FLAT	R	10/24/2018	550.00		031812		
	I-DI%201810221412 DEFERRED COMP PERCENT	R	10/24/2018	141.44		031812		691.44
0985	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP	R	10/24/2018	230.77		031813		
	I-DCN201810221412 DEFERRED COMP FLAT	R	10/24/2018	5,265.39		031813		
	I-DN%201810221412 DEFERRED COMP PERCENT	R	10/24/2018	2,422.24		031813		7,918.40
0180	S.E.I.U. - LOCAL 721 SEIU 721 COPE	R	10/24/2018	42.00		031814		
	I-UND201810221412 UNION DUES	R	10/24/2018	791.75		031814		833.75
	ELFEGHALI, GEORGE J TS REFUND	R	10/24/2018	102.00		031815		102.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0000201810181411	HARWOOD, SARA J TS REFUND	R	10/24/2018	26.30		031816		26.30
03840	California Department of Fish Robles Timber Cut-off Repair	R	10/26/2018	3,185.25		031817		3,185.25
00793	LOS ANGELES REGIONAL WATER Robles Timber Cut-off Repair	R	10/26/2018	1,500.00		031818		1,500.00
00047	A-1 WATER Potable Water During Shutdown	R	10/31/2018	1,260.00		031819		1,260.00
00010	AIRGAS USA LLC Gas Cylinders - PL	R	10/31/2018	198.15		031820		198.15
03044	Amazon Capital Services Accrue Use Tax	R	10/31/2018	8.29	CR	031821		
	D-1Y9V-96YM-PH9Ka Accrue Use Tax	R	10/31/2018	8.29		031821		
	I-1GNP-16M6-WLG6 Graphics Card - WP	R	10/31/2018	51.72		031821		
	I-1H9N-Y43Y-7PFT Sure Vent - LCRA	R	10/31/2018	44.12		031821		
	I-1H9N-Y43Y-VY3Q Animal Repellent - LAB	R	10/31/2018	28.71		031821		
	I-1Y9V-96YM-PH9K Animal Repellent - LCRA	R	10/31/2018	114.30		031821		238.85
0836	AMERICAN RED CROSS CPR/AED Course - LCRA	R	10/31/2018	35.00		031822		35.00
1602	ANGELUS BLOCK CO., INC. Pallet Return - LCRA	R	10/31/2018	32.00	CR	031823		
	I-VT00207428 Split Faced Block - LCRA	R	10/31/2018	843.55		031823		
	I-VT00207556 Test Tubes - LCRA	R	10/31/2018	15.34		031823		
	I-VT00207870 Specmix - LCRA	R	10/31/2018	7.67		031823		834.56
0014	AQUA-FLO SUPPLY PVC Fittings - TP	R	10/31/2018	70.86		031824		
	I-SI1278277 PVC Fittings & Cement - PL	R	10/31/2018	94.43		031824		
	I-SI1279683 PVC Fittings & Adapters - PL	R	10/31/2018	134.10		031824		
	I-SI1281121 Seal, Fittings, Tubing - UT	R	10/31/2018	55.42		031824		
	I-SI1281632 PVC Adapters - EM	R	10/31/2018	1.48		031824		
	I-SI1285805 Test Plug - WP	R	10/31/2018	40.65		031824		396.94
1666	AT & T Acct#9391035541	R	10/31/2018	494.01		031825		494.01

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE: 10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0018	AT & T MOBILITY I-829434088X10142018 PT Wildlife Biol Monthly Cell	R	10/31/2018	39.27		031826		39.27
3429	AT&T I-7883324400 Acct#8310006908483	R	10/31/2018	1,075.73		031827		1,075.73
0021	AWA OF VENTURA COUNTY I-102418 CCWUC Luncheon 10/24/18 I-102518 Math Workshop - OM	R R	10/31/2018 10/31/2018	245.00 105.00		031828 031828		350.00
0030	B&R TOOL AND SUPPLY CO I-1900920670 Relief Valve - Unit 117	R	10/31/2018	55.92		031829		55.92
0679	BAKERSFIELD PIPE & SUPPLY INC I-S2515515.001 Valve & Gaskets - PL I-S2516979.001 Seal, Oil, & Tape - PL	R R	10/31/2018 10/31/2018	919.34 82.52		031830 031830		1,001.86
0036	BC TREE SERVICE, INC I-2825 Weed Eat Canal - MAINT	R	10/31/2018	6,400.00		031831		6,400.00
0032	BIOVIR LABORATORIES, INC I-181696 Giardia/Crypto Test 9/11/18	R	10/31/2018	365.00		031832		365.00
3207	BMI PacWest Inc. I-011239 AC Leak/Drain Repair - WP	R	10/31/2018	608.59		031833		608.59
3059	Brenntag Pacific Inc. I-BPI886019 Chlorine for Ojai Sys. - TP	R	10/31/2018	1,221.99		031834		1,221.99
0645	CA DEPARTMENT OF PUBLIC HEALTH I-101818 Water Hauler's License - LAB	R	10/31/2018	473.00		031835		473.00
0463	Cal-Coast Machinery I-509067 Fuel Pump - LCRA	R	10/31/2018	31.19		031836		31.19
3416	Clifford Cameron I-692327 Camping Cancellation - LCRA	R	10/31/2018	185.00		031837		185.00
1023	CARQUEST AUTO PARTS I-7294-595535 Rad Hoses - EM	R	10/31/2018	18.61		031838		18.61
0511	Centers for Family Health I-6/12967759-1 Patient#41715980 DOS 9/13/18	R	10/31/2018	71.83		031839		71.83

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1843	I-817902							
	COASTAL COPY Copier Usage - LCRA	R	10/31/2018	461.02		031840		461.02
0060	I-527792							
	COASTLINE EQUIPMENT Fittings, Assembly - Unit 114	R	10/31/2018	95.29		031841		95.29
0061	I-SB02091097							
	COMPUWAVE UPS Batteries - EM	R	10/31/2018	1,319.18		031842		1,319.18
0062	I-9009-780876 I-9009-780905							
	CONSOLIDATED ELECTRICAL Wire, Gaskets, Cover - EM	R	10/31/2018	786.31		031843		
	Super Vinyl Electrical Tape-EM	R	10/31/2018	144.82		031843		931.13
2115	I-S1406515.001							
	Consumers Pipe Supply Co. Valve Assembly - EM	R	10/31/2018	925.83		031844		925.83
3274	I-J560153 I-J572161							
	Core & Main Hydrant & Bolts - WHS	R	10/31/2018	4,257.17		031845		
	Gasket Rings - WHS	R	10/31/2018	180.96		031845		4,438.13
1483	I-6/12967759-1 I-6/12968446-1 I-6/12983712-1 I-6/13001635-1 I-6/13016107-1 I-C00205670130 I-C00205676510 I-C00205678688 I-M134007419567							
	CORVEL CORPORATION Bill Review	R	10/31/2018	11.55		031846		
	Bill Review	R	10/31/2018	20.05		031846		
	Bill Review	R	10/31/2018	9.50		031846		
	Patient#107828421 DOS 9/19/18	R	10/31/2018	9.50		031846		
	Patient# 107957101 DOS 9/26/18	R	10/31/2018	9.50		031846		
	Claim#1102WC180000001	R	10/31/2018	120.00		031846		
	Claim#1102WC170000001	R	10/31/2018	400.00		031846		
	Claim#1102WC170000001	R	10/31/2018	25.00		031846		
	Claim#1102WC180000001	R	10/31/2018	137.39		031846		742.49
3756	I-18-22340							
	County Fire Protection Extinguisher Service - DO/LCRA	R	10/31/2018	2,560.01		031847		2,560.01
0740	I-10274640907							
	DELL MARKETING L.P. Computer for 70" Monitor - OM	R	10/31/2018	1,045.12		031848		1,045.12
0081	I-8181 I-8664							
	DELTA LIQUID ENERGY Propane - LCRA	R	10/31/2018	409.82		031849		
	Propane - LCRA	R	10/31/2018	513.32		031849		923.14
3198	I-101518							
	Department of Toxic Substances Manifest & EPA ID Fees - SAF	R	10/31/2018	615.00		031850		615.00

ENDOR SET: 01 Casitas Municipal Water D
ANK: AP ACCOUNTS PAYABLE
ATE RANGE:10/18/2018 THRU 11/07/2018

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0106	I-RPI/64017079							
	DeZURIK/Apco							
	Valve Actuator - EM	R	10/31/2018	808.67		031851		808.67
0086	I-27782							
	E.J. Harrison & Sons Inc							
	Acct#1C00053370	R	10/31/2018	182.77		031852		182.77
0086	I-27802							
	E.J. Harrison & Sons Inc							
	Acct#1C00054230	R	10/31/2018	2,870.00		031853		2,870.00
0091	I-US0132152867							
	ERNST & YOUNG LLP							
	Client#60028334	R	10/31/2018	1,229.00		031854		1,229.00
0095	I-212201							
	FAMCON PIPE & SUPPLY							
	Valves & Accessory Kit - PL	R	10/31/2018	659.59		031855		
	I-212284							
	Flange, Valve, Tee - PL	R	10/31/2018	2,177.18		031855		
	I-212855							
	Shovel & Meter Lid - TP	R	10/31/2018	50.41		031855		
	I-212865							
	Meter Boxes & Lids - WHS	R	10/31/2018	2,445.30		031855		5,332.48
0099	I-813042A							
	FGL ENVIRONMENTAL							
	Manganese Monitoring 9/26/18	R	10/31/2018	130.00		031856		
	I-813043A							
	TOC Monitoring 9/26/18	R	10/31/2018	364.00		031856		
	I-813044A							
	Lake Nutrient Monitoring 9/26	R	10/31/2018	1,288.00		031856		
	I-813185A							
	Nitrate Monitoring 10/2/18	R	10/31/2018	61.00		031856		1,843.00
0101	I-1226898							
	FISHER SCIENTIFIC							
	Membrane Filters - LAB	R	10/31/2018	142.26		031857		
	I-3889285							
	Goggles & Lab Coat - LAB	R	10/31/2018	71.20		031857		
	I-3889290							
	Stopwatch - LAB	R	10/31/2018	52.34		031857		
	I-4600774							
	Buffer Solution - LAB	R	10/31/2018	111.37		031857		
	I-5050574							
	Bacteria Media - LAB	R	10/31/2018	261.38		031857		638.55
2310	I-207187							
	Flora Gardens							
	Plants - LCRA	R	10/31/2018	8.19		031858		8.19
0104	I-111569							
	FRED'S TIRE MAN							
	Flat Repair - Unit 51	R	10/31/2018	20.00		031859		
	I-111658							
	Tires & Balance - Unit 44	R	10/31/2018	837.54		031859		
	I-111786							
	Dismount Tires - Unit 100	R	10/31/2018	20.00		031859		
	I-111943							
	Flat Repair & Rotate - Unit 51	R	10/31/2018	20.00		031859		
	I-111993							
	Oil Service - Unit 68	R	10/31/2018	47.83		031859		
	I-112120							
	Oil Service - Unit 10	R	10/31/2018	41.40		031859		986.77
0106	I-F0240606							
	FRONTIER PAINT							
	Base Paint - WP	R	10/31/2018	158.14		031860		
	I-F0240812							
	Base Paint - WP	R	10/31/2018	159.86		031860		318.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01280	FRY'S ELECTRONICS, INC.							
I-7261708	Wall Mount - IT	R	10/31/2018	53.86		031861		
I-7261709	Brother Tape - IT	R	10/31/2018	41.99		031861		95.85
00115	GRAINGER, INC							
I-9928565796	Ear Plugs & Batteries-ADM/LCRA	R	10/31/2018	51.06		031862		
I-9928694307	Transport Drum - WP	R	10/31/2018	181.85		031862		232.91
02488	Graybar Electric							
I-9306855210	Exit Sign for Gate - LCRA	R	10/31/2018	2,031.70		031863		2,031.70
02217	Greg Rents							
I-3007	Cement Slurry - PL	R	10/31/2018	156.58		031864		
I-3106	Heater & Propane - TP	R	10/31/2018	61.80		031864		218.38
00121	HACH COMPANY							
I-11186115	pH Probe - TP	R	10/31/2018	860.70		031865		860.70
01838	WILLIS HAND							
I-102518	T5 Certification Renewal 10/18	R	10/31/2018	105.00		031866		105.00
1052	HARBOR FREIGHT TOOLS USA, INC							
I-01247249	Mobile Storage Cabinet - FISH	R	10/31/2018	269.36		031867		269.36
9895	HARBOR OFFSHORE INC							
I-2018-011-01	Dam Intake Cart Recovery - TP	R	10/31/2018	12,250.00		031868		12,250.00
3700	HDR Engineering, Inc.							
I-1200148051	Camp Chafee Pipeline Phase 1	R	10/31/2018	3,505.50		031869		3,505.50
0437	HERC RENTALS INC							
I-30239017-002	Tractor Rental - MAINT	R	10/31/2018	1,956.00		031870		1,956.00
2940	Holliday Rock Co, Inc.							
I-1022959	Concrete for RR - LCRA	R	10/31/2018	909.95		031871		909.95
0596	HOME DEPOT							
I-7302928	Restroom Doors - LCRA	R	10/31/2018	569.92		031872		
I-835594	Toilets - LCRA	R	10/31/2018	1,294.81		031872		1,864.73
2914	IE Safety Services, LLC							
I-1313	Traffic Zone Safety Training	R	10/31/2018	100.00		031873		100.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/18/2018 THRU 11/07/2018

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02344	Janitek Cleaning Solutions Carpet Service - ADM	R	10/31/2018	425.00		031874		425.00
00131	JCI JONES CHEMICALS, INC Chlorine - TP, CM 772539	R	10/31/2018	1,650.00		031875		1,650.00
03842	Ron Jones Camping Cancellation - LCRA	R	10/31/2018	115.00		031876		115.00
00328	LIGHTNING RIDGE Uniforms - TP	R	10/31/2018	700.74		031877		
	I-10041807 Shirts - WP	R	10/31/2018	156.39		031877		
	I-10151801 Shirts - UT	R	10/31/2018	205.29		031877		
	I-8251809 Lifeguard Shirts - WP	R	10/31/2018	1,156.76		031877		
	I-8261804 Shirts - UT	R	10/31/2018	69.24		031877		2,288.42
00151	MEINERS OAKS ACE HARDWARE Case of Water & Socket - PL	R	10/31/2018	18.23		031878		
	I-846840 Bolts & Screws - PL	R	10/31/2018	13.84		031878		
	I-847332 Cleaner, Dawn, Sharpies - PL	R	10/31/2018	66.67		031878		
	I-847388 Gloves - IT	R	10/31/2018	10.71		031878		
	I-848232 Drycrete- PL	R	10/31/2018	23.95		031878		
	I-848306 Magnetic Tape - PL	R	10/31/2018	26.34		031878		
	I-848319 Tarp - TP	R	10/31/2018	31.22		031878		
	I-848604 Concrete & Pliers - MAINT	R	10/31/2018	67.30		031878		
	I-848651 Bolts, Screws, Cord - TP	R	10/31/2018	38.13		031878		
	I-848759 Thermometer - LCRA	R	10/31/2018	48.79		031878		
	I-848769 Lumber & Nails - MAINT	R	10/31/2018	69.47		031878		
	I-848772 Fast Set - MAINT	R	10/31/2018	3.53		031878		
	I-848781 Shovel, Elbow, Adapters - LCRA	R	10/31/2018	216.14		031878		
	I-848782 Cement - LCRA	R	10/31/2018	19.71		031878		
	I-848784 Hose - LCRA	R	10/31/2018	22.44		031878		
	I-848929 Coated Sinkers & Drycrete -LCRA	R	10/31/2018	65.85		031878		
	I-848950 Blades, Glue, Caulk - LCRA	R	10/31/2018	41.22		031878		
	I-849040 Masterlocks - WHS/EM	R	10/31/2018	132.43		031878		
	I-849054 Comb, Bolts, Screws - LCRA	R	10/31/2018	11.21		031878		
	I-849096 Lumber - LCRA	R	10/31/2018	57.27		031878		
	I-849117 Bags & Soap - TP	R	10/31/2018	30.27		031878		
	I-849157 Fast Set - MAINT	R	10/31/2018	42.34		031878		
	I-849615 Nuts & Sleeves - TP	R	10/31/2018	13.08		031878		
	I-849763 Respirator&Sanding Mask -MAINT	R	10/31/2018	32.19		031878		
	I-849953 Straps, Bolts, WD40 - UT	R	10/31/2018	8.39		031878		
	I-849986 Batteries, Bolts, Screws - EM	R	10/31/2018	52.24		031878		
	I-850322 Glue, Rat Trap, Gloves - LCRA	R	10/31/2018	42.23		031878		
	I-850704 Connectors - WP	R	10/31/2018	16.96		031878		
	I-850798 Wheel Cutoff & Ring Wax - LCRA	R	10/31/2018	18.75		031878		
	I-850917 Sanitizer & Tape - LCRA	R	10/31/2018	32.75		031878		
	I-850942 Wood Shims & Ties - LCRA	R	10/31/2018	15.27		031878		
	I-K49084 Coated Sinkers & Lumber - LCRA	R	10/31/2018	71.24		031878		1,360.16

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03843	Robert Merrick Camping Cancellation - LCRA	R	10/31/2018	175.00		031881		175.00
00143	METTLER TOLEDO, INC. Re-Calibrate Weights - LAB	R	10/31/2018	241.01		031882		241.01
03444	Mission Linen Supply Uniform Pants - TP	R	10/31/2018	29.35		031883		
	I-508542094 Uniform Pants - TP	R	10/31/2018	29.35		031883		58.70
03701	MNS Engineers, Inc. Sunset Pipeline Replace - ENG	R	10/31/2018	8,262.50		031884		
	I-71282 Wellfield Pipe Replace - ENG	R	10/31/2018	1,852.50		031884		
	I-71295 Vegetation Removal Permits-ENG	R	10/31/2018	1,217.50		031884		11,332.50
03056	Municipal Maintenance Equipmen Backing, Washers, Nuts - LCRA	R	10/31/2018	4.46		031885		
	I-0131510-IN Spring Washer - LCRA	R	10/31/2018	0.73		031885		5.19
01876	NALCO COMPANY Anionic Polymer - TP	R	10/31/2018	889.59		031886		889.59
03455	Marilyn Nash Camping Cancellation - LCRA	R	10/31/2018	195.00		031887		195.00
02185	Oasis Technology Inc. Scada Support 10/8-10/14	R	10/31/2018	3,000.00		031888		
	I-102218-1 Scada Support 10/15-10/21	R	10/31/2018	3,125.00		031888		6,125.00
0163	OFFICE DEPOT Office Supplies - ADM	R	10/31/2018	187.07		031889		
	I-219096397001 Rulers - ADM	R	10/31/2018	16.26		031889		203.33
0625	OfficeTeam Conservation Temp	R	10/31/2018	440.06		031890		
	I-52084166 Conservation Temp	R	10/31/2018	588.65		031890		
	I-52084751 Admin Temp	R	10/31/2018	1,020.00		031890		2,048.71
1570	Ojai Auto Supply Grease Fitting - PL	R	10/31/2018	11.58		031891		
	I-446797 Battery Protector - Unit 100	R	10/31/2018	6.42		031891		
	I-447220 Hoses - EM	R	10/31/2018	41.25		031891		59.25

ENDOR SET: 01 Casitas Municipal Water D
ANK: AP ACCOUNTS PAYABLE
DATE RANGE:10/18/2018 THRU 11/07/2018

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3707	Ojai Valley Community Hospital							
I-032618	Patient#V006199601 11/10/17	R	10/31/2018	482.28		031892		
I-100118	Patient#V006198886 10/31/17	R	10/31/2018	2,868.45		031892		3,350.73
0947	CITY OF OJAI							
I-071818	Excavation Fee - ENG	R	10/31/2018	3,792.00		031893		3,792.00
2833	Praxair, Inc							
I-85642752	Liquid Oxygen - TP	R	10/31/2018	2,171.49		031894		2,171.49
1439	PRECISION POWER EQUIPMENT							
I-2431	Filter, Nuts, Oil - MAINT	R	10/31/2018	35.51		031895		35.51
0042	PSR ENVIRONMENTAL SERVICE, INC							
I-8947	Leak Detection Test - DO	R	10/31/2018	910.00		031896		910.00
2216	Purchase Power							
I-102118	Refill Postage Meter	R	10/31/2018	2,525.00		031897		2,525.00
0313	ROCK LONG'S AUTOMOTIVE							
I-24925	Oil Service & Labor - Unit 47	R	10/31/2018	104.67		031898		
I-24970	Seatbelt buckle Repair-Unit 15	R	10/31/2018	220.90		031898		
I-24991	Smog Inspection - Unit 35	R	10/31/2018	44.75		031898		
I-25051	Seat Belt Replacement -Unit 16	R	10/31/2018	434.83		031898		805.15
1109	SALVADOR LOERA TRANSPORTATION							
I-12020	Rock for Dam - TP	R	10/31/2018	725.00		031899		
I-15700	Base for Dam - TP	R	10/31/2018	506.12		031899		1,231.12
2756	SC Fuels							
I-1280463-In	Gas & Diesel - LCRA	R	10/31/2018	3,428.65		031900		
I-1282614-IN	Gas - DO	R	10/31/2018	4,991.42		031900		8,420.07
2993	Steven Sharp							
I-102318	Grade 4 Dist. Exam Fee 10/18	R	10/31/2018	130.00		031901		130.00
1345	MICHAEL SHIELDS							
I-102418	Grade 5 Dist. Exam Fee 10/18	R	10/31/2018	155.00		031902		155.00
0725	SMART & FINAL							
I-043583	Salt - TP	R	10/31/2018	9.99		031903		9.99
0215	SOUTHERN CALIFORNIA EDISON							
I-102618	Acct#2210507034	R	10/31/2018	2,181.46		031904		
I-102718	Acct#2210503702	R	10/31/2018	6,658.86		031904		
I-103118a	Acct#2237789169	R	10/31/2018	28.17		031904		
I-103118b	Acct#2210505426	R	10/31/2018	1,851.65		031904		
I-103118c	Acct#2210502480	R	10/31/2018	65,206.62		031904		75,926.76

VENDOR SET: 01 Casitas Municipal Water D

BANK: AP ACCOUNTS PAYABLE

DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0216	Southern California Gas Co.							
I-102518a	Acct#00801443003	R	10/31/2018	163.87		031905		
I-102518b	Acct#18231433006	R	10/31/2018	28.18		031905		192.05
03252	Spinitar							
I-933544	AV Equipment Board Room - ENG	R	10/31/2018	1,318.45		031906		1,318.45
0767	STATE WATER RESOURCES CONTROL							
I-101518	ELAP Annual Fee - LAB	R	10/31/2018	2,741.00		031907		2,741.00
03730	Hal Stone							
I-700555	Camping Cancellation - LCRA	R	10/31/2018	145.00		031908		145.00
11147	SUPERIOR GATE SYSTEMS							
I-4057	Lower Gate Repair - DO	R	10/31/2018	345.00		031909		345.00
02643	Take Care by WageWorks							
I-8073409	Reimburse Med/Dep Care	R	10/31/2018	192.31		031910		192.31
03844	Maryann Tejada							
I-752237	Camping Cancellation - LCRA	R	10/31/2018	145.00		031911		145.00
3776	Two Trees Physical Therapy & W							
I-6/13001635-1	Patient#107828421 DOS 9/19/18	R	10/31/2018	130.64		031912		
I-6/13016107-1	Patient# 107957101 DOS 9/26/18	R	10/31/2018	143.54		031912		274.18
1662	TYLER TECHNOLOGIES, INC.							
I-025-237519	Signature for MF - ADM	R	10/31/2018	138.00		031913		138.00
1569	ERNEST UNDERHAY							
I-842663	Astronomy Nights LCRA	R	10/31/2018	1,225.00		031914		1,225.00
2635	Ventura Emergency Physicians							
I-6/12983712-1	Patient#CMV00384018401 7/24/18	R	10/31/2018	81.68		031915		81.68
0254	VENTURA LOCKSMITHS							
I-S101718-5	Re-Key Lock - LCRA	R	10/31/2018	128.00		031916		128.00
9775	VENTURA ORTHOPEDICS MEDICAL GR							
I-6/12968446-1	Patient# 1214125 DOS 9/12/18	R	10/31/2018	331.07		031917		331.07
0257	VENTURA RIVER WATER DISTRICT							
I-103118a	Acct#03-50100A	R	10/31/2018	10.00		031918		
I-103118b	Acct#05-37500A	R	10/31/2018	179.78		031918		189.78

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
09955	VENTURA WHOLESALE ELECTRIC							
I-234312	Conduit, Clamps, Fittings - EM	R	10/31/2018	124.82		031919		
I-23466	Clamps & Conduit - EM	R	10/31/2018	89.32		031919		214.14
00245	CITY OF VENTURA							
I-3100032638	Turf Removal Program Extension	R	10/31/2018	23,000.00		031920		23,000.00
03758	County of Ventura - Fleet Serv							
I-91117-1809	BIT - Units 115,285,68,69,88	R	10/31/2018	4,714.93		031921		4,714.93
01101	REBEKAH VIEIRA							
I-102918	Tuition Reimbursement 10/18	R	10/31/2018	1,800.00		031922		1,800.00
02854	Water Works Engineers, LLC							
I-9143	WestEast Ojai Ave Pipeline-ENG	R	10/31/2018	24,523.75		031923		24,523.75
00663	WAXIE SANITARY SUPPLY							
I-77752928	Sanitizer - LCRA	R	10/31/2018	171.90		031924		
I-77762886	Hand Soap - LCRA	R	10/31/2018	73.66		031924		245.56
00270	Wells Fargo Bank							
I-101118a	SSL Renewals - PR	R	10/31/2018	348.48		031925		
I-101118b	Pressure Sensor - EM	R	10/31/2018	498.63		031925		
I-101118c	Fire Extinguisher Cabinet -GAR	R	10/31/2018	182.16		031925		
I-101118d	Bus for Tour 9/26/18 - PR	R	10/31/2018	632.50		031925		
I-101118e	Electrical Ref. App. - EM	R	10/31/2018	12.99		031925		
I-101118f	iBend Pipe App. - EM	R	10/31/2018	4.99		031925		
I-101118g	TNI Standard - LAB	R	10/31/2018	250.00		031925		
I-101118h	CWEA Workshop - LAB	R	10/31/2018	140.00		031925		2,069.75
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-50009064090	Concrete Form Tube - MAINT	R	10/31/2018	29.27		031926		29.27
I-000201810261414	MARKLEY, MELANIE TS REFUND	R	10/31/2018	6.50		031927		6.50
I-000201810261415	MARKLEY, MELANIE TS REFUND	R	10/31/2018	5.00		031928		5.00
3846	Suzette Allen							
I-694970	Camping Cancellation - LCRA	R	11/07/2018	85.00		031929		85.00
1817	ALLIED ELECTRONICS, INC.							
I-9010153939	Terminal Blocks - EM	R	11/07/2018	204.79		031930		204.79

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03044	Amazon Capital Services							
	C-1RC6-7WVN-HJQFb							
	D-1RC6-7WVN-HJQFa							
	I-1PWF-YR31-FD4D							
	I-1RC6-7WVN-HJQF							
	Accrue Use Tax	R	11/07/2018	4.71CR		031931		
	Accrue Use Tax	R	11/07/2018	4.71		031931		
	Batteries & Arm Rails - LCRA	R	11/07/2018	119.29		031931		
	Bulbs & Bike Handle - LCRA	R	11/07/2018	64.96		031931		184.25
00417	APPLIED INDUSTRIAL TECHNOLOGY							
	I-7014711910							
	Flex Sleeves - TP	R	11/07/2018	53.35		031932		53.35
00014	AQUA-FLO SUPPLY							
	I-SI1287934							
	PVC Fittings - LCRA	R	11/07/2018	57.20		031933		57.20
01323	ARGO CHEMICAL INC							
	I-1810134							
	Ammonia Solution - TP	R	11/07/2018	2,004.27		031934		2,004.27
01703	ARNOLD LAROCHELLE MATTHEWS							
	I-54168							
	I-54169							
	I-54170							
	I-54171							
	Matter # 5088-016 9/18	R	11/07/2018	888.00		031935		
	Matter # 5088-001 9/18	R	11/07/2018	2,760.00		031935		
	Matter # 5088-021 9/18	R	11/07/2018	10,968.00		031935		
	Matter # 5088-020 9/18	R	11/07/2018	2,105.00		031935		16,721.00
03847	David Arnold							
	I-694359							
	Camping Cancellation - LCRA	R	11/07/2018	109.00		031936		109.00
02179	Art Street Interactive							
	I-1540							
	Res. Sys. Web Hosting/Maint.	R	11/07/2018	542.15		031937		542.15
01666	AT & T							
	I-000012105124							
	Acct#9391062398	R	11/07/2018	107.77		031938		107.77
01666	AT & T							
	I-000012109700							
	Acct#9391064013	R	11/07/2018	20.59		031939		20.59
0021	AWA OF VENTURA COUNTY							
	I-06-11207							
	Waterwise Breakfast 10/18/18	R	11/07/2018	50.00		031940		50.00
3207	BMI PacWest Inc.							
	I-011573							
	Quarterly AC Maint. - LCRA	R	11/07/2018	1,149.00		031941		1,149.00
0463	Cal-Coast Machinery							
	C-507361							
	I-506618							
	I-509416							
	I-509417							
	Bolts Refund - Unit 112	R	11/07/2018	99.00CR		031942		
	Heat Shield & Panel - Unit 112	R	11/07/2018	646.25		031942		
	Generator Maintenance - EM	R	11/07/2018	913.18		031942		
	Generator Maintenance - EM	R	11/07/2018	912.01		031942		2,372.44

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00044	CALIFORNIA ELECTRIC SUPPLY Motor Overloads - EM	R	11/07/2018	466.52		031943		466.52
02787	Lindsay Cao PE License Renewal 11/18	R	11/07/2018	115.00		031944		115.00
01023	CARQUEST AUTO PARTS Antifreeze - Unit 51	R	11/07/2018	19.44		031945		19.44
00511	Centers for Family Health Drug Screening/Physicals - DO	R	11/07/2018	570.00		031946		570.00
03848	Joseph Chestnut Camping Cancellation - LCRA	R	11/07/2018	715.00		031947		715.00
03849	John Clarkson Camping Cancellation - LCRA	R	11/07/2018	175.00		031948		175.00
00060	COASTLINE EQUIPMENT Cylinder Kit Refund - Unit 114	R	11/07/2018	106.20CR		031949		
	I-532740 Box Scraper Repair - Unit 114	R	11/07/2018	531.48		031949		425.28
02041	Custom Mailing Solutions, Inc AG Town Hall Postcards - CONS	R	11/07/2018	343.05		031950		343.05
01856	DATA FLOW Tax Forms - ADM	R	11/07/2018	276.85		031951		276.85
01764	DataProse, LLC UB Mailing 9/18	R	11/07/2018	3,289.86		031952		3,289.86
3850	Tom Emerson Camping Cancellation - LCRA	R	11/07/2018	195.00		031953		195.00
2982	Joe Evans Reimburse Propeller 10/18 -289	R	11/07/2018	366.35		031954		366.35
0095	FAMCON PIPE & SUPPLY Valves, Gaskets, Bolts - ENG	R	11/07/2018	1,531.53		031955		1,531.53
0093	FEDERAL EXPRESS Overnight Shipping - MGMT	R	11/07/2018	10.03		031956		10.03

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00099	FGL ENVIRONMENTAL							
I-812859A	Nitrate Monitoring 9/25/18	R	11/07/2018	43.00		031957		
I-813814A	Nitrate Monitoring 10/16/18	R	11/07/2018	43.00		031957		86.00
00101	FISHER SCIENTIFIC							
I-6164075	Softcide - LAB	R	11/07/2018	37.54		031958		37.54
01047	FORESTRY SUPPLIERS, INC.							
I-434254-00	Clinometer - FISH	R	11/07/2018	135.80		031959		135.80
00104	FRED'S TIRE MAN							
I-112217	Flat Repair - Unit 69	R	11/07/2018	50.00		031960		50.00
00106	FRONTIER PAINT							
I-F0241113	Base Paint - WP	R	11/07/2018	37.75		031961		37.75
01280	FRY'S ELECTRONICS, INC.							
I-7256428	Hard Drive & Mount - IT/TP	R	11/07/2018	215.48		031962		
I-7271856	Batteries - IT	R	11/07/2018	48.99		031962		264.47
02720	Garda CL West, Inc.							
I-10439905	Armored Truck Service	R	11/07/2018	731.40		031963		731.40
02158	Google, Inc.							
I-3541897726	Google Apps 10/18	R	11/07/2018	536.77		031964		536.77
03851	Martha Hanisch							
I-692367	Camping Reduction - LCRA	R	11/07/2018	76.00		031965		76.00
03852	Scott Harris							
I-711184	Camping Reduction - LCRA	R	11/07/2018	50.00		031966		50.00
03700	HDR Engineering, Inc.							
I-1200148049	Ojai East Res. Repairs - ENG	R	11/07/2018	2,949.98		031967		2,949.98
02344	Janitek Cleaning Solutions							
I-32454A	Janitorial Services - DO	R	11/07/2018	1,787.50		031968		1,787.50
00131	JCI JONES CHEMICALS, INC							
I-773511	Chlorine - TP, CM 773533	R	11/07/2018	1,650.00		031969		1,650.00
01022	KELLY CLEANING & SUPPLIES, INC							
I-45288029	Janitorial Services - LCRA	R	11/07/2018	300.00		031970		300.00

ENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 10/18/2018 THRU 11/07/2018

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
2590	Koppl Pipeline Services, Inc. Hot Taps La Conchita - ENG	R	11/07/2018	1,265.00		031971		1,265.00
3581	Legend Pump & Well Service Inc Firmish & Install SA#3 Pump-TP	R	11/07/2018	29,759.77		031972		29,759.77
1270	SCOTT LEWIS Reimburse Expenses 10/18	R	11/07/2018	1,994.15		031973		1,994.15
0151	MEINERS OAKS ACE HARDWARE							
	C-850905 Batteries - PL	R	11/07/2018	6.57CR		031974		
	I-849809 Shelf & Fabric - WP	R	11/07/2018	68.22		031974		
	I-850165 Sand, Dowels, Bolts, Screws-TP	R	11/07/2018	19.56		031974		
	I-850908 Sprayer & Batteries - EM	R	11/07/2018	18.52		031974		
	I-851010 Bolts, Screws, Fittings - FISH	R	11/07/2018	18.35		031974		
	I-851227 Sprayer & Cleaner - FISH	R	11/07/2018	12.72		031974		
	I-851312 Drain, ABS, Fittings - LCRA	R	11/07/2018	29.37		031974		
	I-851340 Clorox, Sponges, Knife - LCRA	R	11/07/2018	13.23		031974		
	I-851356 Fittings & Joints - LCRA	R	11/07/2018	9.72		031974		
	I-851374 Tarp, Twine, Water - WP	R	11/07/2018	30.37		031974		
	I-851541 Paint - LCRA	R	11/07/2018	60.15		031974		273.64
3724	Michael K. Nunley & Associates Engineering Services -Proj 424	R	11/07/2018	13,962.28		031975		
	I-4935 Engineering Services -Proj 430	R	11/07/2018	11,780.50		031975		25,742.78
3444	Mission Linen Supply Uniform Pants - TP	R	11/07/2018	28.43		031976		28.43
3701	MNS Engineers, Inc. Upper Rincon Lateral - ENG	R	11/07/2018	2,680.00		031977		
	I-71283 Timber Cutoff Wall - ENG	R	11/07/2018	957.50		031977		3,637.50
3839	Mouser Electronics Terminal Blocks - EM	R	11/07/2018	256.47		031978		256.47
3508	NTT Industrial Supply, Inc. Gloves & O Rings - PL	R	11/07/2018	51.07		031979		51.07
0625	OfficeTeam Admin Temp	R	11/07/2018	1,020.00		031980		1,020.00
0160	OILFIELD ELECTRIC CO, INC Replace Pole on Sunset - EM	R	11/07/2018	3,240.00		031981		3,240.00

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0912	OJAI BUSINESS CENTER, INC							
I-13655a	Laminating & Binding - EM/LCRA	R	11/07/2018	39.47		031982		
I-13655b	Copies, Folding, Shipping - DO	R	11/07/2018	430.73		031982		470.20
0165	OJAI LUMBER CO, INC							
I-1810-897023	Lumber & Plywood - LCRA	R	11/07/2018	1,805.11		031983		
I-1810-898025	Lumber - LCRA	R	11/07/2018	48.26		031983		
I-1811-899522	Shingles - LCRA	R	11/07/2018	42.78		031983		1,896.15
0169	OJAI VALLEY SANITARY DISTRICT							
I-20673	Cust # 20594	R	11/07/2018	166.80		031984		166.80
0947	CITY OF OJAI							
I-103018	Excavation Fee - ENG	R	11/07/2018	2,370.00		031985		2,370.00
0039	OS SYSTEMS, INC.							
I-96395	Dry Suit Repair - FISH	R	11/07/2018	220.44		031986		220.44
0188	PETTY CASH							
I-110118	Replenish Petty Cash - DO	R	11/07/2018	716.28		031987		716.28
3829	PJKCPA							
I-2018-35	GASB 68&75 Consulting - ADM	R	11/07/2018	500.00		031988		500.00
1439	PRECISION POWER EQUIPMENT							
I-2435	Chain - PL	R	11/07/2018	71.47		031989		71.47
1848	PROCESS INSTRUMENTS & CONTROLS							
I-21060-55359	Capacitance Switches - TP	R	11/07/2018	4,010.23		031990		4,010.23
3853	Ashley Reeves							
I-748272	Camping Cancellation - LCRA	R	11/07/2018	55.00		031991		55.00
0306	Rincon Consultants, Inc.							
I-8087	Environmental Consulting - ENG	R	11/07/2018	5,283.20		031992		5,283.20
3854	Rick Rodgers							
I-693817	Camping Reduction - LCRA	R	11/07/2018	38.00		031993		38.00
1109	SALVADOR LOERA TRANSPORTATION							
I-15714	Base - LCRA	R	11/07/2018	1,520.64		031994		1,520.64
2003	Sostre Enterprises Inc.							
I-3641	Website/CMS Fee Hosting	R	11/07/2018	249.00		031995		249.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0215 I-110218	SOUTHERN CALIFORNIA EDISON Acct#2269631768	R	11/07/2018	23.50		031996		23.50
02845 I-72402235168	Stericycle Environmental Solut AC Pipe Disposal - SAF	R	11/07/2018	162.00		031997		162.00
02643 I-8088998 I-8121067	Take Care by WageWorks Reimburse Med/Dep Care Reimburse Med/Dep Care	R R	11/07/2018 11/07/2018	719.80 254.35		031998 031998		974.15
02527 I-29256	Traffic Technologies LLC Special Event Signs - LCRA	R	11/07/2018	1,458.07		031999		1,458.07
01662 I-025-239724	TYLER TECHNOLOGIES, INC. Monthly UB Online Fees	R	11/07/2018	153.00		032000		153.00
0225 I-1020180092	UNDERGROUND SERVICE ALERT 158 New Ticket Charges	R	11/07/2018	270.70		032001		270.70
0232 I-125805	UTILITY SERVICES ASSOCIATES Leak Detection Service 7/18	R	11/07/2018	6,656.00		032002		6,656.00
03798 I-692909a	Robert Vaughn Reduction in Stay - LCRA	R	11/07/2018	24.00		032003		24.00
0247 I-110118	County of Ventura Encroachment Permits	R	11/07/2018	1,575.00		032004		1,575.00
0663 I-77828269	WAXIE SANITARY SUPPLY Janitorial Supplies - LCRA	R	11/07/2018	361.21		032005		361.21
0274 I-Sept/Oct 18	JAMES WORD Reimburse Mileage 9/18-10/18	R	11/07/2018	134.82		032006		134.82
0124 I-DCI201811051426 I-DI%201811051426	ICMA RETIREMENT TRUST - 457 DEFERRED COMP FLAT DEFERRED COMP PERCENT	R R	11/07/2018 11/07/2018	550.00 188.59		032007 032007		738.59
0985 I-CUN201811051426 I-DCN201811051426 I-DN%201811051426	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP DEFERRED COMP FLAT DEFERRED COMP PERCENT	R R R	11/07/2018 11/07/2018 11/07/2018	230.77 5,265.39 2,735.19		032008 032008 032008		8,231.35

ENDOR SET: 01 Casitas Municipal Water D
 ANK: AP ACCOUNTS PAYABLE
 ATE RANGE:10/18/2018 THRU 11/07/2018

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0180	S.E.I.U. - LOCAL 721							
I-COP201811051426	SEIU 721 COPE	R	11/07/2018	42.00		032009		
I-UND201811051426	UNION DUES	R	11/07/2018	808.50		032009		850.50
I-000201810311416	ANDRA MEDICAL GROUP UB REFUND	R	11/07/2018	24.56		032010		24.56
I-000201810311417	KREMER, ALEX UB REFUND	R	11/07/2018	23.48		032011		23.48
I-000201810311418	LUBOFF, ANTHONY UB REFUND	R	11/07/2018	23.36		032012		23.36
I-000201810311419	WALTON, ALLISON UB REFUND	R	11/07/2018	38.63		032013		38.63
I-000201810311420	MCGINLEY, COLIN UB REFUND	R	11/07/2018	9.90		032014		9.90
I-000201810311421	TURN KEY CORPORATE H UB REFUND	R	11/07/2018	25.64		032015		25.64
I-000201810311422	WETMORE, JANICE UB REFUND	R	11/07/2018	253.68		032016		253.68
I-000201810311423	INNOVATIVE CONSTRUCT UB REFUND	R	11/07/2018	40.45		032017		40.45
I-000201810311424	MUNTER, CAROL UB REFUND	R	11/07/2018	20.36		032018		20.36
I-000201811071427	MORISON, ALEXANDER J TS REFUND	R	11/07/2018	84.00		032019		84.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	229	433,236.73	0.00	433,236.73
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	211,265.45	0.00	211,265.45
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	

TOTAL ERRORS: 0

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:10/18/2018 THRU 11/07/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS		CHECK AMOUNT	
			235	644,502.18	0.00		644,502.18	
BANK: AP	TOTALS:		235	644,502.18	0.00		644,502.18	
REPORT TOTALS:			235	644,502.18	0.00		644,502.18	

**Casitas Municipal Water District
 Reimbursement Disclosure Report (1)
 Fiscal Year 2017/18
 July 1, 2018-June 30, 2019**

<u>Date paid</u>	<u>Board of Director/Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/3/2018	Ken Grinnell	Reimburse Mileage	328.09
7/3/2018	Ken Grinnell	Conference Hotel	158.74
7/11/2018	Gerardo Herrera	English Composition Course Fee & Supplies	311.16
7/11/2018	Gerardo Herrera	Safety Boots	170.00
7/18/2018	Michael Gibson	PPE - Convertible Waders/Wading Boots	634.27
8/1/2018	Eric Grabowski	Water Management Course Fee	334.16
8/1/2018	Eric Grabowski	T3 Certification Exam Fee	100.00
8/1/2018	Mario Mariscal	Water/Wastewater Calculation Course Fee	138.00
8/22/2018	Stuart Birdsey	Trailer Storage Banners	152.89
8/22/2018	Stuart Birdsey	Ranger Training Course Fee	145.50
8/22/2018	Lindsay Cao	CWEA Membership Renewal Fee	188.00
8/29/2018	Luke Soholt	Ventura County Possessory Tax	391.47
9/5/2018	David Pope	Safety Boots	170.00
9/12/2018	Bill Hicks	Reimburse Mileage	106.28
9/19/2018	Vincent Godinez	Reimburse Mileage	115.54
9/19/2018	Vincent Godinez	Control Valve Course Hotel Fee	143.44
9/26/2018	Scott Lewis	Hotel 8/25-8/31	634.90
9/26/2018	Scott Lewis	Airfare to CMWD 8/25-9/1	431.60
9/26/2018	Scott Lewis	Airfare to CMWD 9/22-9/29	301.60
10/3/2018	Kyler Heath	Advanced Report Writing Course Fee	176.98
10/17/2018	Scott Lewis	Hotel 9/22-9/29	608.01
10/17/2018	Scott Lewis	Car Rental 9/22-9/29	417.59
10/24/2018	Carol Belser	Ranger Badge	108.00
10/31/2018	Steven Sharp	D4 Certification Exam Fee	130.00
10/31/2018	Michael Shields	D5 Certification Exam Fee	155.00
11/7/2018	Lindsay Cao	PE License Renewal	115.00
11/7/2018	Joe Evans	Propeller for Unit 289	366.35
11/7/2018	Scott Lewis	Hotel 10/23-10/28	406.15
11/7/2018	Scott Lewis	Airfare to CMWD 10/23-10/28	405.61
11/7/2018	Scott Lewis	Car Rental 10/23-10/28	452.49
11/7/2018	Scott Lewis	Airfare to CMWD 11/13-11/18	380.59
11/7/2018	James Word	Reimburse Mileage	134.82

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

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, Interim General Manager
RE: **Scheduling a Public Hearing to Consider Declaring a Stage 4 Water Supply Condition at Lake Casitas**
Date: November 9, 2018

RECOMMENDATION:

Board of Directors consider setting a hearing for the December 12, 2018 Board Meeting to consider the adoption of a resolution declaring that a Stage 4 Water Supply Condition exists for the Lake Casitas water supply.

BACKGROUND:

On April 27, 2016, the Board of Directors adopted a resolution declaring that a Stage 3 water supply condition existed for the Lake Casitas water supply. Three categories of specific actions were identified to be part of the declaration:

Category 1: Communication and Outreach – this included intensification of public outreach focused on alerting the public to the existence of a Stage 3 water supply condition and that mandatory water use reductions were in place. Budget development to support outreach efforts was also part of this category.

Category 2: New Service Connections & Allocations - Direction to staff to bring back a recommendation on either a moratorium or controlled issuance of new water service connections and allocations.

Category 3: Specific Actions to Support Conservation – This involved a list of specific actions involving allocation adjustments, landscape irrigation limitations and conservation penalties.

Since the adoption of the Stage 3 resolution, the level in Lake Casitas saw a minor recovery in early 2017 but a continued decline since that time. As of early November 2018, the level at Lake Casitas is nearing the 30% full threshold which is one criteria within the Casitas MWD Water Efficiency Allocation Program (Section 5.4, Table 5) that the Board of Directors can consider to declare a Stage 4 water supply condition.

DISCUSSION:

The Casitas MWD Water Efficiency Allocation Program provides the Board of Directors full discretion to determine what water supply condition Stage to declare in response to a drought emergency, which is contained primarily in Section 5.4. This includes (but is not limited to) the water level of Lake Casitas, the measured response to the call for conservation, and changes to water resource conditions.

State of California Water Code Section 375 indicates that a public hearing upon notice is required for this type of water conservation declaration.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC
HEARING FOR INPUT REGARDING DECLARATION OF A STAGE 4
WATER SUPPLY CONDITION

WHEREAS, Casitas is interested in public comments regarding the declaration of a Stage 4 Water Supply Condition;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water District as follows:

1. A public hearing will be conducted for the purpose of hearing all interested parties regarding the declaration of a Stage 4 Water Supply Condition.
2. The place of said hearing is hereby fixed at the Casitas Municipal Water District, 1055 Ventura Avenue, in the town of Oak View. The date and time for said hearing is hereby fixed as December 12, 2018, at 3:00 p.m.
3. The Clerk of the Board of Casitas is hereby directed to give notice of said hearing by publishing a notice of the time and place of the hearing in the local newspapers.

ADOPTED this 14th day of November, 2018.

James W. Word, President
Casitas Municipal Water District

ATTEST:

Mary Bergen, Secretary
Casitas Municipal Water District

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, Interim General Manager
RE: Water Service Agreement with Meiners Oaks Water District
Date: September 19, 2018

RECOMMENDATION:

Board of Directors approve the water service agreement with Meiners Oaks Water District as presented.

BACKGROUND:

CMWD Management recently completed the negotiation of a water service agreement with the Meiners Oaks Water District (MOWD) which a wholesale customer of CMWD. The intent of the agreement is to better reflect the water service relationship between the two districts especially as related to drought and specifically demand management through the Water Efficiency Allocation Program.

Summary of important aspects in the agreement:

- Identification of a specific Stage 1 allocation.
- Use of a July to June fiscal year as the annual term of the agreement.
- Annual adjustment to the allocation assignment in May of each year.
- Establishment of a conservation penalty for water use above the allocation.
- CMWD has sole discretion on allocation assignment and conservation penalty.
- MOWD notifies CMWD if their system experiences a significant failure and convene a meeting to adjust the allocation to adjust their allocation.
- No use of the allocation assignment for new water service connections in MOWD's service area.
- Exhibit A contains the FY2018-19 water allocation assignment and demand management targets.

CONCLUSION:

The expected impact of this agreement is better water management and planning between CMWD and MOWD.

WATER SERVICE AGREEMENT

This agreement is made this 18th day of September, 2018, between the Meiners Oaks Water District, a legally formed public water agency, hereafter called the “District,” and Casitas Municipal Water District, a public agency, hereinafter called “Casitas.” District and Casitas shall collectively be referred to herein as the “Parties.”

RECITALS

This Agreement is based on the following facts, understandings, and intentions of the Parties:

- A. Parties recognize the need to coordinate water supplies to lessen the impacts of drought and to implement water demand reductions by all water customers in an equitable manner.
- B. Parties recognize that the State of California, through the State Water Resources Control Board, has adopted drought emergency regulations to support water conservation and may in the future set additional water use standards that would further regulate water supply and demands.
- C. Casitas is a Municipal Water District formed pursuant to the Municipal Water District Act of 1911 codified as Division XX of the California Water Code (commencing with Section 71000) for the purpose of conserving, storing, distributing, and selling water.
- D. Casitas is responsible for the operation and maintenance of the Ventura River Project and the water supply that is diverted and stored in Lake Casitas for delivery to beneficial uses in consideration of the safe yield and the availability of water in Lake Casitas.
- E. Casitas provides water service in accordance with the Casitas Rates and Regulations for Water Service, as amended from time to time.
- F. Casitas has adopted a Water Efficiency and Allocation Program (WEAP) that provides the full discretion to the Casitas Board of Directors in managing Lake Casitas water supplies, to assign water allocations and demand reduction requirements for each classification of water customer, and establish a conservation penalty for customer water use that is in excess of the assigned water allocation.
- G. The District was duly incorporated under the provisions of Chapter 592, Acts of the 1913 Session of the Legislature of the State of California as a county water district that supplies water for beneficial use within its defined service area.
- H. The District provides groundwater as the primary water resource and purchases water from Casitas under the conditions of the Casitas Rates and Regulations for Water Service, under the classification of Resale.
- I. The District assesses the condition and reliability of its groundwater supply, water demands within the District’s service area, and may determine that during drought

conditions the District may need to acquire water from Casitas to meet the District's customers water demands and may need to cause a reduction in water demands.

- J. Parties seek to develop an agreement to coordinate water supply and demand actions that comply with orders of the State, lead to water supply sustainability, and implement water demand reductions and conservation penalties that are similar for the Parties respective customers.

NOW, THEREFORE, IT IS MUTUALLY COVENANTED AND AGREED by the Parties as follows:

1. General.

- a) This Agreement between Parties serves to coordinate water supply and demand actions, and is a condition of continued water service in compliance with the Casitas Rates and Regulations, as amended from time to time.

2. Water Allocation.

- a) Parties agree to determine and list in Exhibit A the Stage 1 water allocation that is assigned to each of the Casitas meters that serve the District, subject to the terms, actions, and requirements of the Casitas Water Efficiency and Allocation Program, as amended or revised from time to time.
- b) District agrees to set the maximum allocations for water service classification as prescribed in Section 4.3 and Table 5 (Resale) of the Casitas Water Efficiency and Allocation Program.
- c) Unless otherwise adopted by Casitas, the allocation assignment and subsequent water use will be based on a fiscal year, defined herein as July 1 through June 30.
- d) Parties agree that the Stage 1 allocation may be adjusted by mutual agreement of the Parties as a result of new requirements or restrictions placed on customer water demands by the State of California, new standards or best management practices, changes in land use, changes in water demand, changes imposed by the Upper Ventura River Groundwater Management Agency, changes brought about by legal action, by a purchase of additional water allocation, or changes in local water supply availability.
- e) Parties agree to meet during the month of May to determine an annual adjusted drought-related water allocation assignment for the following fiscal year and document the water allocation assignment in Exhibit A. The determination shall be based on, but not limited to, the projected stage of Lake Casitas and level of demand reduction required by Casitas, the District's projected water production, and the implementation of demand reduction measures within the District's service area.
- f) The volume of water purchased by the District from Casitas that is in excess of the assigned annual allocation, if any, will be subject to a Conservation Penalty. The

District shall promptly make payment to Casitas upon presentation of the invoice for the Conservation Penalty.

Casitas reserves the sole discretion to change the water allocation assignment and/or Conservation Penalty at any time deemed necessary by Casitas, upon thirty-day prior notification to the District, when Casitas deems there is further risk or change to the short and long-term reliability of water stored in Lake Casitas and/or lake water quality conditions, and/or due to changes in conservation requirements and regulations that are imposed by the State of California.

- g) If a significant event, such as the contamination of groundwater or the catastrophic failure of wells, disrupts the District's water well production and the District anticipates this will result in the exceedance of the annual allocation for specific water service accounts, the District shall immediately notify Casitas of this impending condition. Parties shall convene to consider an adjustment to the annual allocation assignment. Casitas shall retain sole discretion to adjust the annual allocation. The failure on the part of the District to mitigate the disruption or failure to immediately notify Casitas shall be grounds for the imposition of the Conservation Penalty.
- h) The allocation assignments, and any adjustment to the assigned allocation are not a guarantee of the amount of water that is to be purchased by the District or the amount of water to be provided by Casitas. Casitas shall notify the District at least 30-days in advance of a reduction to the assigned allocation. There shall not be any carry-over or transfer of the water allocation assignments.
- i) The Casitas water allocation assignment to the water meter serving the District shall not be used or expanded upon by the District for new water service connection(s) or expansion of water demand within the District service area unless District acquires additional water allocation from Casitas.

3. Water Supply and Demand Coordination.

- a) Parties agree to implement water conservation and best water management practices, orders and directives as prescribed by the State of California, in their respective service areas.
- b) District shall consider all information regarding District's water demands and reliability of District water resources, the application of water demand reductions that are consistent with Casitas' actions, and provide said information to Casitas for a determination of an appropriate water allocation of Casitas water supply for the following fiscal year.
- c) District shall take all reasonable and prudent actions necessary to maintain, protect, and beneficially use to the fullest extent possible their respective primary source water supplies, water rights, pump equipment, pipelines, laterals and metering of individual service connections.
- d) District shall take all reasonable, prudent and timely actions to implement water demand reduction measures in the District's service area, monitor and document customer use for

compliance with water demand reduction measures, implement customer water conservation measures and best management practices and enforce water waste prohibitions in District's service area. District may decide to implement measures that are best suited for their water system.

- e) District shall consider District's water resource availability when there is a request for additional property development and/or new meter service connections in the District system. When District has determined District's water resource will not support the request for new water or expansion of water service demand without additional supplemental water from the Lake Casitas supply, District will refer the request to Casitas for a determination of availability of Lake Casitas supply and the payment to Casitas' of all applicable fees for an additional assignment of water allocation, in accordance with the Casitas Rates and Regulations for Water Service. The purchase of an additional allocation will be added to the Stage 1 Allocation for the District in Exhibit A.

4. Modification

Either party to this agreement may request a modification of the agreement at any time. Modifications shall be approved in writing by the District and Casitas.

5. Termination.

- a) This agreement and the transactions contemplated herein may be terminated and abandoned under the following circumstances:
 - (i) Upon the mutual consent, in writing, by both Casitas and District; or
 - (ii) Casitas or District may provide written Notice to Terminate for:
 - a. Violation by the other party of any of the terms of this agreement.
 - b. Violation of appropriate provisions of California Law.
- b) The power of termination provided for in this Agreement may only be exercised:
 - (i) During the next fiscal year, but not less than twelve months, following service of the Notice to Terminate, with the completion of all terms and payment of all invoices attributed to the performance of the Agreement during the remaining year; or
 - (ii) By written agreement signed on behalf of District and Casitas by designated decision-makers.

6. Reference Documents.

- a) Water Efficiency and Allocation Program. Casitas Municipal Water District.
- b) Rates and Regulations for Water Service. Casitas Municipal Water District.
- c) Water Waste Prohibition Ordinance. Casitas Municipal Water District.
- d) Best Management Practices. State of California.


7. Effective Date and Signature.

This Agreement shall be effective upon the signature of all the Parties authorized officials.

Casitas Municipal Water District

Meiners Oaks Water District

By: _____
President

By:  _____
President

Date: _____

Date: 10/31/18 _____

By: _____
Vice President

By:  _____
Vice President

Date: _____

Date: 10/29/2018 _____

Approved as to Form:

Attorney

Exhibit A – Water Allocation Assignment

Meiners Oaks Water District

Based on the Meiners Oaks Water District’s determination and concurrence by Casitas Municipal Water District, the following shall be the assigned water allocation for the following meter service accounts:

Table 1- Annual Allocation Assignment for Fiscal Year 2018-2019

Service Account No. Service Area Name (Casitas Location)	Stage 1 Allocation for DISTRICT Service Area Demand	Stage Demand Reduction Target at 10%	DISTRICT Water Availability to Service Area	Supplemental Allocation Requested by DISTRICT	Casitas Allocation Assigned to DISTRICT for Fiscal Year 2018-19	
	(AF ¹)	(AF)	(AF)	(AF)	(AF)	(HCF ²)
41-26115-00 Fairview Rd Sta. 1+65 4"	819.27	737.34	0	737.34	737.34	321,255
97-91132-00 La Luna-Tico Sta 65+45 4"	200	180	0	180	180	78,425
41-26200-00 Hartmann 2"	.27		0	0	0	0
Total	1019.27	917.34	0	917.34	917.34	399,680

1 – AF is defined as an acre-foot of water or 435.6 HCF

2 – HCF is defined as one hundred cubic feet of water

An annual aggregation of the Casitas Allocation and actual water meter readings for account numbers 41-26115-00, and 97-91132-00, and 41-26200-00 will be performed during the month of July following this fiscal year.

The Conservation Penalty assigned by Casitas is **\$ 5.00** per HCF to be applied in accordance with the Casitas Water Allocation and Efficiency Program.

The undersigned agree to the allocations assigned individually to each water service account and the Conservation Penalty:

By:  Date: 10/29/18
General Manager, Meiners Oaks Water District

By: _____ Date: _____
General Manager, Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MIKE FLOOD, INTERIM GENERAL MANAGER
FROM: LINDSAY CAO, CIVIL ENGINEER
SUBJECT: REQUEST FOR QUALIFICATIONS FOR ELECTRICAL CONTRACTOR
FOR RINCON PUMP PLANT ELECTRICAL UPGRADE
DATE: NOVEMBER 14, 2018

RECOMMENDATION:

It is recommended the Board of Directors:

- Determine all bidders on Rincon Pump Plant Electrical Upgrade undertaken by the District must be pre-qualified prior to submitting bids.

BACKGROUND AND DISCUSSION:

In 1999 the California State Legislature passed Assembly Bill 574 authorizing cities, counties, and special districts the ability to pre-qualify construction contractors for specific projects or for a specific duration. Public Contracts Code Section 21101 codifies the requirements for contractor prequalification and the Department of Industrial Relations (DIR) prepared model forms for use by public agencies in the solicitation of pre-qualified contractors.

The Rincon Pump Plant is in need of electrical upgrades to improve the efficiency of the facility and bring the facility into current code compliance. This project includes: expansion of the existing Rincon Pump Plant control room; installation of new switchgear and connecting it to the existing systems; installation of new underground conduits from the transformer to the new switchgear per Southern California Edison requirements; and installation of a low voltage panel.

The attached Request for Qualifications (RFQ) was prepared using the DIR forms as a guide. The anticipated schedule milestones are:

Issue RFQ	November 15, 2018
Pre-Qualification Meeting	December 5, 2018
Deadline for Questions	December 12, 2018
Qualifications Due	December 20, 2018
Review Complete	January 10, 2019
Board Action	January 23, 2019

BUDGET IMPACT:

There is no budget impact to this action.

Attachment: Request for Qualifications (RFQ) for Electrical and Building Contractors



CASITAS MUNICIPAL WATER DISTRICT
REQUEST FOR QUALIFICATIONS (RFQ)
FOR ELECTRICAL CONTRACTORS
FOR RINCON PUMP PLANT ELECTRICAL UPGRADE

Issued November 15, 2018

*Statements of Qualification will be received at the office of the
Casitas Municipal Water District,
1055 Ventura Avenue, Oak View, California 93022
until **Thursday, December 20, 2018 @ 4:00 p.m.***



NOTICE INVITING PREQUALIFICATION
Electrical Contractors for Rincon Pump Plant Electrical Upgrade

Notice is hereby given that Casitas Municipal Water District (Casitas or District) has determined that all bidders on the Rincon Pump Plant Electrical Upgrade project to be undertaken by the District must be pre-qualified prior to submitting bids for the project. It is mandatory that all licensed Contractors who intend to submit a bid, fully complete the prequalification questionnaire, provide all materials requested herein, and be approved by the District to be on the final qualified Bidders list. No bid will be accepted from a Contractor who has failed to comply with these requirements. If two or more business entities submit a bid on a project as a Joint Venture, or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid. The last date to submit a fully completed questionnaire is **December 20, 2018**.

The project includes the following general categories of work:

- Expand control building by 770 square feet to house the new switch gear
- Replace aging 2.4 kV-3 ϕ service switchgear and primary service with new 2.4 kV-3 ϕ service switchgear and primary service
- Coordinate work with Southern California Edison
- Implement the above with minimal disruption to water service

The anticipated bid due date is March 15, 2019 and will be completed in phases. **The expected project schedule: 1) Control building expansion will required to be rain-proofed before October 1, 2019 and 2) New switchgear will be required to be connected to existing system before March 1, 2020.**

An optional pre-qualification meeting will be held at the District office on **Wednesday, December 5, 2018 at 9:00 a.m.** Questions regarding this RFQ must be submitted in writing no later than **Wednesday, December 12, 2018 at 4:30 p.m.**

Answers to questions contained in the attached questionnaire, information about current bonding capacity on an aggregate and per project limit, notarized statement from surety, and the most recent reviewed or audited financial statements, with accompanying notes and supplemental information, are required. Casitas will use these documents as the basis of rating Contractors in respect to the size and scope of contracts upon which each Contractor is qualified to bid. Casitas reserves the right to check other sources available. Casitas' decision will be based on objective evaluation criteria.

Casitas reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification ratings based on subsequently learned information. Contractor whose rating changes sufficient to disqualify them will be notified, and given an opportunity for a hearing consistent with the hearing procedures described below for appealing a pre-qualification rating.

While it is the intent of the pre-qualification questionnaire and documents required therewith to assist Casitas in determining bidder responsibility prior to the submission of bids and to aid Casitas in selecting the lowest responsible bidder, neither the fact of pre-qualification, nor any pre-qualification rating, will preclude Casitas from a post-bid consideration and determination on a specific project of whether a bidder has the quality, fitness, capacity, and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness. Contractors are encouraged to submit pre-qualification packages no later than **Thursday,**



REQUEST FOR QUALIFICATIONS
FOR ELECTRICAL CONTRACTORS FOR
RINCON PUMP PLANT ELECTRICAL UPGRADE
November 15, 2018

December 20, 2018, so they may be notified of pre-qualification status well in advance of the subjective project.

Contractors seeking pre-qualification shall have a C-10 Electrical Contractor license within the State of California and shall demonstrate the minimum requirements as follows:

- Contractor shall have successfully completed installation of high voltage switchgear equipment for at least 2 similar projects in the past six years. Contractor shall submit sufficient references with current contact information so the quality and quantity of the work can be determined. Contractor shall list the voltage of switchgears on each referenced project; or
- Contractor shall have successfully completed electrical installation work for Casitas Municipal Water District within the last ten (10) years. "Successful" shall mean the work was completed within a reasonable amount of time with minimal Contractor-originated change orders to the satisfaction of Casitas Municipal Water District. The work may have been completed as either a general contractor or as a subcontractor.

To contractors who are using subcontractors, please be advised Casitas **may** require, as to subcontractors, the qualification of subcontractors in the following crafts or trades, following acceptance of your bid, but before the award is made:

- Building Contractor

The pre-qualification packages should be submitted under seal and marked "CONFIDENTIAL" to:

Lindsay Cao, PE, Civil Engineer
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, California 93022

The pre-qualification packages (questionnaire answers and financial statements) submitted by Contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law, although the contents may be disclosed to third parties for the purpose of verification, investigation of substantial allegations, and in the process of an appeal hearing. State law requires the names of contractors applying for pre-qualification status shall be public records subject to disclosure, and the first page of the questionnaire will be used for that purpose.

Each questionnaire must be signed under penalty of perjury in the manner designated at the end of the form, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing. If any information provided by a Contractor becomes inaccurate, the Contractor must immediately notify Casitas and provide updated accurate information in writing, under penalty of perjury.

Casitas reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time the pre-qualification procedures will not be applied to a future public works project.



REQUEST FOR QUALIFICATIONS
FOR ELECTRICAL CONTRACTORS FOR
RINCON PUMP PLANT ELECTRICAL UPGRADE
November 15, 2018

A Contractor who has submitted a completed application form, and who receives a rating of "not qualified" from Casitas may appeal that determination. There is no appeal from a finding that a Contractor is not pre-qualified because of a failure to submit required information, but re-application during one of the designated time periods is permitted. A Contractor may appeal Casitas' decision with respect to its request for pre-qualification, and request a hearing, by giving notice to Casitas no later than ten business days after receipt of notice of its qualification status. Unless a Contractor files a timely appeal, the Contractor waives any and all rights to challenge the qualification decision of Casitas, whether by administrative process, judicial process or any other legal process or proceeding.

If the Contractor gives the required notice of appeal and requests a hearing, the hearing shall be conducted so that it is concluded no later than ten business days after Casitas' receipt of its Notice of Appeal. The hearing so provided shall be an informal process conducted by a panel to whom the Board of Directors of Casitas has delegated responsibility to hear such appeals (the "Appeals Panel"). At or prior to the hearing, the Contractor will be advised of the basis for Casitas' pre-qualification determination. The Contractor will be given the opportunity to present information and present reasons in opposition to the pre-qualification determination. At the conclusion of the hearing or no later than one day after completion of the hearing, the Appeals Panel will render its decision. The date for submission and opening of bids for a specific project will not be delayed or postponed to allow for completion of an appeal process.

A Contractor may be found not pre-qualified for bidding on a specific public works contract to be let by Casitas, or on all contracts to be let by Casitas until the Contractor meets Casitas' requirements. In addition, a Contractor may be found not pre-qualified for either: (1) Omission of requested information or (2) Falsification of information.

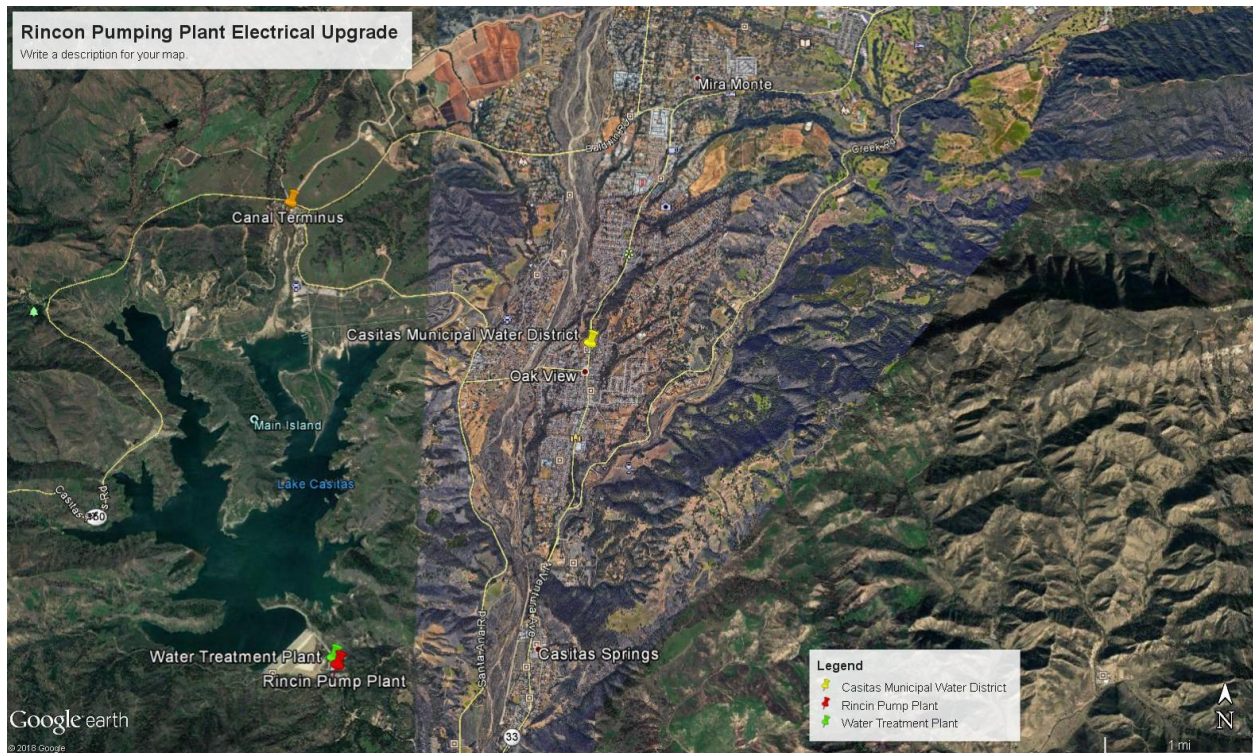
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1. INTRODUCTION

The Rincon Pump Plant, situated just below the Casitas Dam, lifts water from the Casitas Main to the Rincon Main. The plant is in need of electrical upgrades to improve the efficiency of the facility and bring the facility into current code compliance.

The Rincon Pump Plant provides water to customers along Casitas Pass Road (Highway 150) and to all of the beach communities.





PREQUALIFICATION QUESTIONNAIRE

INSTRUCTIONS

Accurately and completely fill in and answer all questions in the Contact Information Sheet, Parts I, II, and III. Inaccurate and incomplete responses may be grounds for disqualification.

Contractors must receive a passing score in each of the five categories to be considered prequalified.

For Part III, the District will interview two project owners, randomly selected from information provided in Part III. During these interviews, the project owners will be asked a series of questions regarding the management of the project, adherence to schedule, claims by the Contractor, claims against the Contractor, and the quality of the work.

Scoring of each question is based upon criteria established in advance. After this package is approved for distribution, the District cannot influence how questions are scored.

The point system is as follows:

Part No.	Description	Points Possible	Passing Score
I	Essential Requirements for Qualification	N/A	Must pass all
II	Organization, History, Organizational Performance, Compliance with Civil and Criminal Law	129	90
III	Project Experience Based on Interviews	120 each	84 each



CONTACT INFORMATION

Firm Name: _____ Check One: Corporation
(as it appears on license) Partnership
 Sole Proprietor

Contact Person: _____

Address: _____

Phone: _____ email: _____

If firm is a sole proprietor or partnership:

Owner(s) of Company _____

Contractor's License Number(s):



PART I. ESSENTIAL REQUIREMENTS FOR QUALIFICATION

Contractor will be immediately disqualified if the answer to any of questions 1 through 5 is “No.”¹

Contractor will be immediately disqualified if the answer to any of questions 6, 7, 8 or 9 is “yes.”² If the answer to question 8 is “yes,” and if debarment would be the sole reason for denial of pre-qualification, any pre-qualification issued will exclude the debarment period.

1. Contractor possesses a valid and current California Contractor’s license for the project or projects for which it intends to submit a bid.
 Yes No
2. Contractor has a liability insurance policy with a policy limit of at least \$1,000,000 per occurrence and \$2,000,000 aggregate.
 Yes No
3. Contractor has current workers’ compensation insurance policy as required by the Labor Code or is legally self-insured pursuant to Labor Code section 3700 et. seq.
 Yes No Contractor is exempt from this requirement, because it has no employees
4. Have you attached your latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?³
 Yes No

A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit may also be attached; however, it will be considered as supplemental information only, and is not a substitute for the required financial statement.

¹ A “no” answer to Question 4 will not be disqualifying if the contractor is exempt from complying with Question 4, for reasons explained in footnote 3.

² A contractor disqualified solely because of a “Yes” answer given to question 6, 7, or 9 may appeal the disqualification and provide an explanation of the relevant circumstances during the appeal procedure.

³ Public Contract Code section 20101(e) exempts from this requirement a contractor who has qualified as a small business pursuant to Government Code section 14837(d)(1), if the bid is “no more than 25 percent of the qualifying amount provided in section 14837(d)(1).” As of January 1, 2001, the qualifying amount is \$10 million, and 25 percent of that amount, therefore, is \$2.5 million.



5. Have you attached a notarized statement from an admitted surety insurer (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states: (a) your current bonding capacity is sufficient for the project for which you seek pre-qualification if you are seeking pre-qualification for a single project; or (if you are seeking pre-qualification valid for a year) (b) your current available bonding capacity?⁴ **Notarized statement must be from the surety company, not an agent or broker.**
 Yes No
6. Has your contractor's license been revoked at any time in the last five years?
 Yes No
7. Has a surety firm completed a contract on your behalf, or paid for completion because your firm was default terminated by the project owner within the last five years?
 Yes No
8. At the time of submitting this pre-qualification form, is your firm ineligible to bid on or be awarded a public works contract, or perform as a subcontractor on a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?
 Yes No
If the answer is "Yes," state the beginning and ending dates of the period of debarment:
Begin Date: _____ End Date: _____
9. At any time during the last five years, has your firm, or any of its owners or officers, been convicted of a crime involving the awarding of a contract of a government construction project, or the bidding or performance of a government contract?
 Yes No

END OF SECTION I

⁴ An additional notarized statement from the surety may be requested by Casitas at the time of submission of a bid, if this pre-qualification package is submitted more than 60 days prior to submission of the bid.



**PART II. ORGANIZATION, HISTORY, ORGANIZATIONAL PERFORMANCE,
COMPLIANCE WITH CIVIL AND CRIMINAL LAWS**

A. Current Organization and Structure of the Business

For Corporations:

- 1a. Date incorporated: _____
- 1b. Under the laws of what State: _____
- 1c. Provide all the following information for each person who is either (a) an officer of the corporation (president, vice president, secretary, treasurer), or (b) the owner of at least ten percent of the corporation's stock.

Name	Position	Years with Company	% Ownership	Social Security #

- 1d. Identify every construction firm any person listed above has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **For this question, "owner" and "partner" refer to ownership of ten percent or more of the business, or 10 percent or more of its stock, if the business is a corporation.**

Name	Construction Firm	Dates of Person's Participation with Firm

For Partnerships:

- 1a. Date of formation: _____
- 1b. Under the laws of what State: _____
- 1c. Provide all the following information for each partner who owns 10 percent or more of the firm.

Name	Position	Years with Co.	% Ownership	Social Security #



- 1d. Identify every construction company any partner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.**

Name	Construction Company	Dates of Person’s Participation with Company

For Sole Proprietorships:

- 1a. Date of commencement of business: _____
 1b. Social security number of company owner: _____
 1c. Identify every construction firm that the business owner has been associated with (as owner, general partner, limited partner or officer) at any time during the last five years. **For this question, “owner” and “partner” refer to ownership of ten percent or more of the business, or ten percent or more of its stock, if the business is a corporation.**

Name	Construction Company	Dates of Person’s Participation with Company

For Joint Ventures:

- 1a. Date of commencement of joint venture: _____
 1b. Provide all of the following information for each firm that is a member of the joint venture that expects to bid on one or more projects:

Name of Firm	% Ownership of Joint Venture



B. History of the Business and Organizational Performance

2. Has there been any change in ownership of the firm at any time during the last three years?
A corporation whose shares are publicly traded is not required to answer this question.

Yes No

If "yes," explain on a separate signed page.

3. Is the firm a subsidiary, parent, holding company or affiliate of another construction firm?
Include information about other firms if one firm owns 50 percent or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

Yes No

If "yes," explain on a separate signed page.

4. Are any corporate officers, partners or owners connected to any other construction firms?
Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.

Yes No

If "yes," explain on a separate signed page.

5. State your firm's gross revenues for each of the last three years:

\$ _____ (2017)
\$ _____ (2016)
\$ _____ (2015)

6. How many years has your organization been in business in California as a contractor under your present business name and license number? _____ years

7. Is your firm currently the debtor in a bankruptcy case?

Yes No

If "yes," please attach a copy of the bankruptcy petition, showing the case number, and the date on which the petition was filed.

8. Was your firm in bankruptcy at any time during the last five years? (This question refers only to a bankruptcy action that was not described in answer to question 7, above)

Yes No

If "yes," please attach a copy of the bankruptcy petition, showing the case number and the date on which the petition was filed, and a copy of the Bankruptcy Court's discharge order, or of any other document that ended the case, if no discharge order was issued.



Licenses

9. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by your firm:

Contractor License No.	Classification	Expiration Date

10. If any of your firm's license(s) are held in the name of a corporation or partnership, provide the names of the qualifying individual(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

11. Has your firm changed names or license number in the past five years?
 Yes No
 If "yes," explain on a separate signed page, including the reason for the change.

12. Has any owner, partner or (for corporations) officer of your firm operated a construction firm under any other name in the last five years?
 Yes No
 If "yes," explain on a separate signed page, including the reason for the change.

13. Has any CSLB license held by your firm or its Responsible Managing Employee (RME) or Responsible Managing Officer (RMO) been suspended within the last five years?
 Yes No
 If "yes," please explain on a separate signed sheet.

Disputes

14. At any time in the last five years has your firm been assessed and paid liquidated damages after completion of a project under a construction contract with either a public or private owner?
 Yes No
 If "yes", explain on a separate signed page, identifying all such projects by owner, owner's address, the date of completion of the project, amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

15. In the last five years has your firm, or any firm with which any of your company's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason? **"Associated with" refers to another construction firm in which an**



owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d on this form.

Yes No

If "yes," explain on a separate signed page. State whether the firm involved was the firm applying for pre-qualification here or another firm. Identify by name of the company, the name of the person within your firm who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

16. In the last five years has your firm been denied an award of a public works contract based on a finding by a public agency that your company was not a responsible bidder?

Yes No

If "yes," explain on a separate signed page. Identify the year of the event, the owner, the project and the basis for the finding by the public agency.

The following two questions refer only to disputes between your firm and the owner of a project. You need not include information about disputes between your firm and a supplier, another contractor, or subcontractor. You need not include information about "pass-through" disputes in which the actual dispute is between a subcontractor and a project owner. Also, you may omit reference to all disputes about amounts of less than \$50,000.

17. In the past five years has any claim **against** your firm concerning your firm's work on a construction project been **filed in court or arbitration?**

Yes No

If "yes," on separate signed sheets of paper identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

18. In the past five years has your firm made any claim against a project owner concerning work on a project or payment for a contract and **filed that claim in court or arbitration?**

Yes No

If "yes," on separate signed sheets of paper identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

19. At any time during the past five years, has any surety company made any payments on your firm's behalf as a result of a default, to satisfy any claims made against a performance or payment bond issued on your firm's behalf, in connection with a construction project, either public or private?

Yes No

If "yes," explain on a separate signed page the amount of each such claim, the name and telephone number of the claimant, the date of the claim, the grounds for the claim, the present status of the claim, the date of resolution of such claim if resolved, the



method by which such was resolved if resolved, the nature of the resolution and the amount, if any, at which the claim was resolved.

- 20. In the last five years has any insurance carrier, for any form of insurance, refused to renew the insurance policy for your firm?
 Yes No
 If "yes," explain on a separate signed page. Name the insurance carrier, the form of insurance and the year of the refusal.

Criminal Matters and Related Civil Suits

- 21. Has your firm or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?
 Yes No
 If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the investigation and the grounds for the finding.
- 22. Has your firm or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?
 Yes No
 If "yes," explain on a separate signed page, including identifying who was involved, the name of the public agency, the date of the conviction and the grounds for the conviction.
- 23. Has your firm or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?
 Yes No
 If "yes," identify on a separate signed page the person or persons convicted, the court (the county if a state court, the district or location of the federal court), the year and the criminal conduct.

Bonding

- 24. Provide documentation from your surety identifying the following:
 Name of bonding company/surety: _____
 Name of surety agent, address and telephone number: _____
 Name: _____ Phone No.: _____
 Address: _____
 City, State, Zip: _____
- 25. If your firm was required to pay a premium of more than one percent for a performance and payment bond on any project(s) on which your firm worked at any time during the last three years, state the percentage your firm was required to pay. You may provide an explanation for a percentage rate higher than one percent, if you wish to do so.



26. List all other sureties (name and full address) that have written bonds for your firm during the last five years, including the dates during which each wrote the bonds:

Name	Full Address	Dates – From and To

27. During the last five years, has your firm ever been denied bond coverage by a surety company, or has there ever been a period of time when your firm had no surety bond in place during a public construction project when one was required?
 Yes No

If “yes”, provide details on a separate signed sheet indicating the date when your firm was denied coverage and the name of the company or companies which denied coverage; and the period during which you had no surety bond in place.

C. Compliance with Occupational Safety and Health Laws and with Other Labor Legislation Safety

28. Has CAL OSHA cited and assessed penalties against your firm for any “serious,” “willful” or “repeat” violations of its safety or health regulations in the past five years? **If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.**
 Yes No

If “yes,” attached a separate signed page describing the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.

29. Has the federal Occupational Safety and Health Administration cited and assessed penalties against your firm in the past five years? **If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.**
 Yes No

If “yes,” attach a separate signed page describing each citation.



30. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either your firm or the owner of a project on which your firm was the contractor, in the past five years? **If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.**

Yes No

If "yes," attach a separate signed page describing each citation.

31. How often do you require documented safety meetings to be held for construction employees and field supervisors during the course of a project?

32. List your firm's Experience Modification Rate (EMR) (California workers' compensation insurance) for each of the past three premium years:
An Experience Modification Rate is issued to your firm annually by your workers' compensation insurance carrier.

2017: _____

2016: _____

2015: _____

If your EMR for any of these three years is or was 1.00 or higher you may, if you wish, attach a letter of explanation.

33. Within the last five years has there ever been a period when your firm had employees but was without workers' compensation insurance or state-approved self-insurance?

Yes No

If "yes," please explain the reason for the absence of workers' compensation insurance on a separate signed page. If "No," please provide a statement by your current workers' compensation insurance carrier that verifies periods of workers' compensation insurance coverage for the last five years. (If your firm has been in the construction business for less than five years, provide a statement by your workers' compensation insurance carrier verifying continuous workers' compensation insurance coverage for the period that your firm has been in the construction business.)

Prevailing Wage and Apprenticeship Compliance Record

34. Has there been more than one occasion during the last five years in which your firm was required to pay either back wages or penalties for your own firm's failure to comply with the **state's** prevailing wage laws? This question refers only to your own firm's violation of prevailing wage laws, not to violations of the prevailing wage laws by a subcontractor.

Yes No



If “yes,” attach a separate signed page or pages, describing the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

35. During the last five years, has there been more than one occasion in which your own firm has been penalized or required to pay back wages for failure to comply with the **federal Davis-Bacon** prevailing wage requirements?

Yes No

If “yes,” attach a separate signed page or pages describing the nature of the violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid, the amount of back wages you were required to pay along with the amount of any penalty paid.

36. Provide the **name, address and telephone number** of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to your company for use on any public work project for which you are awarded a contract by Casitas.

37. If your firm operates its own State-approved apprenticeship program:

(a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year.

(b) State the year in which each such apprenticeship program was approved, and attach evidence of the most recent California Apprenticeship Council approval(s) of your apprenticeship program(s).

(c) State the number of individuals who were employed by your firm as apprentices at any time during the past three years in each apprenticeship and the number of persons who, during the past three years, completed apprenticeships in each craft while employed by your firm.



-
38. At any time during the last five years, has your firm been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works? **You may omit reference to any incident that occurred prior to January 1, 1998, if the violation was by a subcontractor and your firm, as general contractor on a project, had no knowledge of the subcontractor's violation at the time they occurred.**

Yes No

If "yes," provide the date(s) of such findings, and attach copies of the Department's final decision(s).

END OF SECTION II



PART III. RECENT CONSTRUCTION PROJECTS COMPLETED

39. Provide information about your six most recently completed public works projects and three largest completed private projects within the last three years.⁵ **Names and references must be current and verifiable.** Use separate sheets of paper that contain all of the following information:

Project Name: _____

Location: _____

Owner: _____

Owner Contact

Name: _____

Phone: _____

Email: _____

Architect or Engineer: _____

Architect or Engineer Contact

Name: _____

Phone: _____

Email: _____

Construction Manager:

Name: _____

Phone: _____

Email: _____

Description of Project, Scope of Work Performed:

⁵ If you wish, you may, using the same format, also provide information about other projects that you have completed that are similar to the project(s) for which you expect to bid.



REQUEST FOR QUALIFICATIONS
FOR ELECTRICAL CONTRACTORS FOR
RINCON PUMP PLANT ELECTRICAL UPGRADE
November 15, 2018

Total Value of Construction (including change orders): \$ _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

END OF SECTION III



MODEL INTERVIEW QUESTIONS

The following questions will be used to interview randomly selected contacts from at least two completed projects. Casitas will conduct the interviews. No action on the contractor's part is necessary. These questions are included on the package given to the contractor for information only.

The highest possible score is 120 Points. A score less than 55 points disqualifies a contractor from bidding on projects that are proposed by Casitas. A score of between 56 and 83 indicates Casitas should conduct an interview of another contact, that is, a manager of another completed project. A score of 84 or higher on each of two interviews is sufficient for pre-qualification.

First, please give a brief description of the project.

1. Are there any outstanding stop notices, liens, or claims by the contractor that are currently unresolved on contracts for which notices of completion were recorded more than 120 days ago? (1 point for each is deducted from overall score; maximum amount to be deducted is 5 points)
2. On a scale of 1-10, with 10 being the best, did the contractor provide adequate personnel? (Max. 10 points)
3. On a scale of 1-10, with 10 being the best, did the contractor provide adequate supervision? (Max. 10 points)
4. On a scale of 1-10, with 10 being the best, was there adequate equipment provided on the job? (Max. 10 points)
5. On a scale of 1-10, with 10 being the best, was the contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates? (Max. 10 points)
6. On a scale of 1-10, with 10 being the best, did the contractor adhere to the project schedule that your [agency] [business] approved? (Max. 10 points)
7. Was the project completed on time? (10 points if the answer is "Yes").
Or, if the answer is "no," on a scale of 1-10, with 10 being the best, to what extent was the contractor responsible for the delay in completion?
8. On a scale of 1-10, with 10 being the best, rate the contractor on the timely submission of reasonable cost and time estimates to perform change order work. (Max. 10 points)
9. On a scale of 1-10, with 10 being the best, rate the contractor on how well the contractor performed the work after a change order was issued, and how well the contractor integrated the change order work into the existing work. (Max. 10 points).



REQUEST FOR QUALIFICATIONS
FOR ELECTRICAL CONTRACTORS FOR
RINCON PUMP PLANT ELECTRICAL UPGRADE
November 15, 2018

10. On a scale of 1-10, with 10 being the best, rate how has the contractor been performing in the area of turning in Operation & Maintenance manuals, completing as-built drawings, providing required training and taking care of warranty items? (Max. 10 points)
11. On a scale of 1-10, with 10 being the best, rate the contractor on whether there were an unusually high number of claims, given the nature of the project, or unusual difficulty in resolving them. (Max. 10 points)
12. On a scale of 1-10, with 10 being the highest, rate the contractor with respect to timely payments by the contractor to either subcontractors or suppliers. (If the person being interviewed knows of no such difficulties, the score on this question should be "10.")
13. On a scale of 1-10, with 10 being the best, how would you rate the quality of the work overall? (Max. 10 points)



REQUEST FOR QUALIFICATIONS
FOR ELECTRICAL CONTRACTORS FOR
RINCON PUMP PLANT ELECTRICAL UPGRADE
November 15, 2018

I, the undersigned, certify and declare I have read all the foregoing answers to this prequalification questionnaire and know their contents. The matters stated in the questionnaire answers are true of my own knowledge and belief, except as to those matters stated on information and belief, and as to those matters I believe them to be true. I declare under penalty of perjury under the laws of the State of California, that the foregoing is correct.

Dated: _____

Signed: _____

Printed Name: _____

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: JULIA ARANDA, ENGINEERING MANAGER
SUBJECT: RECEIVE AND FILE 2018 CONDITION-BASED ASSESSMENT AND
WATER MASTER PLAN
DATE: 11/14/2018

RECOMMENDATION:

It is recommended the Board of Directors receive and file the 2018 Condition-Based Assessment and Water Master Plan prepared by Water System Consulting, Inc. (WSC).

BACKGROUND:

On June 8, 2017, Casitas acquired the Ojai assets of Golden State Water Company, now referred to as the Ojai Water System. The 2018 Condition-Based Assessment and Water Master Plan was prepared to understand the condition of the assets the District acquired and have a comprehensive plan to manage the Ojai Water System going forward. The project included a review of the condition of acquired assets (pipelines, tanks, and wells), a hydraulic model of the system, an engineering assessment of the capability of the system to meet current and future water demands, and identification of areas needing replacement or improvements. Three-year and ten-year capital improvement programs for the Ojai Water System were prepared and include significant investment in the infrastructure to improve fire flow and replace facilities which are beyond their useful life.

BUDGET IMPACT:

There is no budget impact to receive and file the report. Projects will be presented to the Board for specific budgetary actions as needed.

Final Draft

2018

CONDITION BASED

ASSESSMENT & WATER

MASTER PLAN

for
Casitas Municipal
Water District



October 2018

SECTION 1

Executive Summary

Casitas Municipal Water District (CMWD) operates the Ojai potable water system (system) that serves approximately 2,940 residences and businesses within the City of Ojai through a network of 45 miles of pipe, 6 storage reservoirs, 5 booster pump stations, and 6 groundwater wells. This Condition Based Assessment (CBA) and Water Master Plan (WMP) assesses the ability of the system to meet the needs of current and future customers and evaluates the system condition and asset remaining useful life. The CBA & WMP identifies a prioritized list of improvements to the water distribution system necessary to meet existing and projected demands and provide continued reliable water service. This CBA & WMP is intended to assist CMWD in long-term planning and budgeting for water system projects.

1.1 Water Supply

The Ojai potable water system receives water from 2 sources: Groundwater from the Ojai Valley Basin and surface water from Lake Casitas. Under current and future demands, all supply scenarios can be met reliably with the Ojai system’s existing supply sources. However, the 6 groundwater wells are aging and have experienced a significant decrease in production since they were constructed. To improve supply reliability, it is recommended to construct an additional interconnection between the Ojai water system and the main Casitas water distribution system.

An inventory and assessment of the Ojai system wellfield determined the production loss in all wells is due to the encrustive nature of the groundwater clogging the well casings. To improve well performance, it is recommended the 2 newest wells are fully rehabilitated, including chemical and mechanical well rehabilitation, to increase production capacity. Based on the age of the existing wells, it is also recommended to drill and equip a new groundwater well to replace 1 of the aging wells and increase total groundwater production.

IN THIS SECTION

- Water Supply
 - Booster Pump Stations
 - Storage
 - Distribution & Transmission Pipelines
 - Operational Analysis
 - Recommended Improvements
-

1.2 Booster Pump Stations

CMWD maintains and operates 5 booster pump stations within the Ojai water system, which pump water from the lower distribution zones to higher zones, and fill storage reservoirs. All pump stations are adequacy sized to meet the system's demands except for the Heidelberger Pump Station. Because this pump station serves a zone without gravity storage, its pumping capacity must meet maximum day demand plus fire flow. It is recommended to install a fire pump at the Heidelberger Pump Station to meet this criterion.

The condition of the pump stations was evaluated based on documentation of maintenance, recent pump tests, and knowledge from CMWD operations staff. Their condition ranges from poor to fair. Projects regarding the specific condition of the pump stations are included in the Capital Improvement Plan (CIP), and it is expected all pump stations will require some minor rehabilitation or major replacements over the next 10 years.

1.3 Storage

There are 6 storage reservoirs that provided a total of 1.99 million gallons of operational, emergency, and fire flow storage for the Ojai potable water distribution system. The existing storage deficit in the Ojai system is 387,000 gallons, and it is expected to increase to about 450,000 gallons by 2027 without additional storage volume.

The 6 storage tanks were dived and inspected to determine the existing condition and recommendations for rehabilitation. The 2 Running Ridge Tanks are in poor condition and are recommended for replacement. The Signal Tank is also in poor condition and due to its age and excess storage, is also recommended for replacement. The remaining 3 reservoirs are in fair condition and recommended for minor rehabilitation.

A total of 6 alternatives are proposed to improve the system storage deficit that also consider the existing condition of the reservoirs. The first 3 storage alternatives include improvements in the Running Ridge and Heidelberger Zones (Upper Zones) and last 3 alternatives include improvements in the Signal, Main, and Saddle Lane Zones (Lower Zones). The solutions include the abandonment of the Running Ridge Tanks and the Signal Tank and replacement of the reservoirs or improvements in reliable pumping capacity and zone connections to reduce storage in all zones. It is recommended that CMWD perform a more detailed analysis of the 6 alternatives to determine the ideal solution to improve system storage.

1.4 Distribution and Transmission Pipelines

The Ojai potable water system consists of approximately 45 miles of distribution and transmission pipelines. The hydraulic model was used to evaluate system pressures and pipeline capacity. Most areas in the distribution system were found to have adequate pressures across a range of demand scenarios. There are 4 locations identified as having low or high pressure due to elevation in relation to the gravity reservoir in each zone, but it only affects a few services. There are many undersized water mains recommended for upgrade to improve system fire flow and pipeline velocities. These projects represent about 4.5 miles of pipeline upgrades and include a significant portion of the projects included in the CIP.

Pipeline condition was also evaluated using pipe age, material, historic leak reports, and CMWD operations staff knowledge. About 4 miles of pipelines are recommended for replacement or abandonment based on condition and are included in the CIP. A pipeline replacement curve was generated based on when pipelines and assets are expected to reach the end of their useful lives. Findings indicate over 3 miles of pipeline are close to exceeding their useful life, not including the pipes identified in a capacity or condition project. It is recommended CMWD budget \$0.72 million for pipeline replacements annually to replace aging infrastructure and maintain reliable service to existing customers.

1.5 Operational Analysis

The Ojai system operations were also evaluated and included a water quality analysis and pumping controls analysis. Currently, the Ojai system delivers high quality potable water that meets all Federal and State drinking water standards. The hydraulic model was used to evaluate the water age throughout the distribution system. There is not a recognized standard for water age, but it is generally accepted as an indirect measurement of water quality with shorter detention times corresponding to lower water age and better water quality. The analysis predicts that most locations in the Ojai system have a low water age corresponding to high water quality. The small Upper Zones were modeled having the oldest water. It is recommended that CMWD continues pipe flushing as needed, or implement a pipe flushing program, to improve water quality and lower water age. The analysis also predicts occasional bleeding of water between the Heidelberger Tank and Running Ridge Zones and lowering the Signal Tank operating range will improve water quality.

The pump station controls and operations were also evaluated. CMWD staff typically cannot run 2 pumps simultaneously at the Arbolada, Valley View, and San Antonio Pump Stations due to high discharge pressures. It is recommended to maintain the controls at the Arbolada Pump Station although 2 pumps may occasionally operate simultaneously in order to maintain the water level in the Running Ridge Tanks. The high discharge pressures at the Valley View Pump Station is due to its elevation compared to the Heidelberger Tank. To resolve pressures here, it is recommended to relocate the Valley View Pump Station to a higher elevation. The high discharge pressures at the San Antonio Pump Station are due to high head losses within the distribution system. It is recommended to replace aging cast iron and steel mains within the system to reduce the system head loss, flatten the San Antonio Pump Station system curve, and lower discharge pressures.

1.6 Recommended Improvements

The total recommended projects to correct existing and anticipated future deficiencies is approximately \$20 million. The projects are grouped into 2 categories, Priority A and Priority B. Priority A projects are higher priority and are generally forecast to occur in 0 to 3 years. Priority B projects are a lower priority and address longer-term needs in the 4 to 10-year time frame. Table 1-1 summarizes the recommended capital improvement projects in this Condition Based Assessment and Water Master Plan and project costs. Project costs presented in this table are planning level, classified as Class 4 Conceptual Report Classification of Opinion of Probable Construction Costs as developed by the Association for the Advancement of Cost Engineering, and include markups for construction contingency, project implementation, and construction phase support. Figure 1-1 includes a map of the Ojai System with the recommended capital improvement projects. Plate 1, enclosed with this study, shows a large-scale map of the distribution system recommended improvements.

Table 1-1. Recommended Capital Improvement Projects

Project No.	Recommended Improvement	Length (feet)	Diameter (inches)	Project Cost
3-Year Projects				
A1	Running Ridge Zone Improvements	N/A	N/A	\$2,583,000
A2	Mutual Wellfield Discharge Pipe	720	12	\$216,000
A3	Signal Zone Improvements	N/A	N/A	\$1,434,000
A4	Cuyama and El Paseo Road, Topa Topa Drive, San Antonio Street, and Crestview Drive	5,615	8	\$1,827,000
A5	San Antonio Well #4 Rehabilitation	N/A	N/A	\$125,000
A6	Sunset Place	1,865	8	\$670,000
A7	West and East Ojai Ave	6,855 feet	8	\$2,145,000
A8	Grand Avenue Pipe Optimization	4,965 feet	N/A	\$20,000
A9	Ventura Street	1,745 feet	8	\$568,000
Total 3-Year Budget:				\$9,588,000
10-Year Projects				
B1	12-inch Cast Iron Transmission Main	14,400	12	\$4,846,000
B2	Construct a new well	N/A	N/A	\$925,000
B3	Country Club Drive	2,250	8	\$641,000
B4	Heidelberger Pump Station Reconstruction	N/A	N/A	\$920,000
B5	Canada Street	1,400	8	\$452,000
B6	Lion Street	1,230 feet	8	\$409,000
B7	Pleasant Avenue and Daly Road	1,965 feet	8	\$733,000
B8	Construct a new turnout	N/A	N/A	\$124,000
B9	Del Norte Road (below the Arbolada Reservoir)	475 feet	12	\$158,000
B10	Verano Drive	400 feet	8	\$122,000
B11	Park Avenue	355 feet	8	\$99,000
B12	Blanch Street and Santa Ana Street	1,020 feet	8	\$337,000
B13	Fairway Lane	1,220 feet	8	\$392,000
B14	Arbolada Reservoir Improvements	N/A	N/A	\$10,000
B15	San Antonio Forebay Improvements	N/A	N/A	\$205,000
B16	Heidelberger Tank Improvements	N/A	N/A	\$25,000
B17	Tank Seismic Evaluation	N/A	N/A	\$25,000
B18	BPS Condition Assessment	N/A	N/A	\$10,000
B19	Emily Street	350 feet	8	\$115,000
Total 10-Year Budget:				\$10,548,000
Grand Total:				\$20,136,000

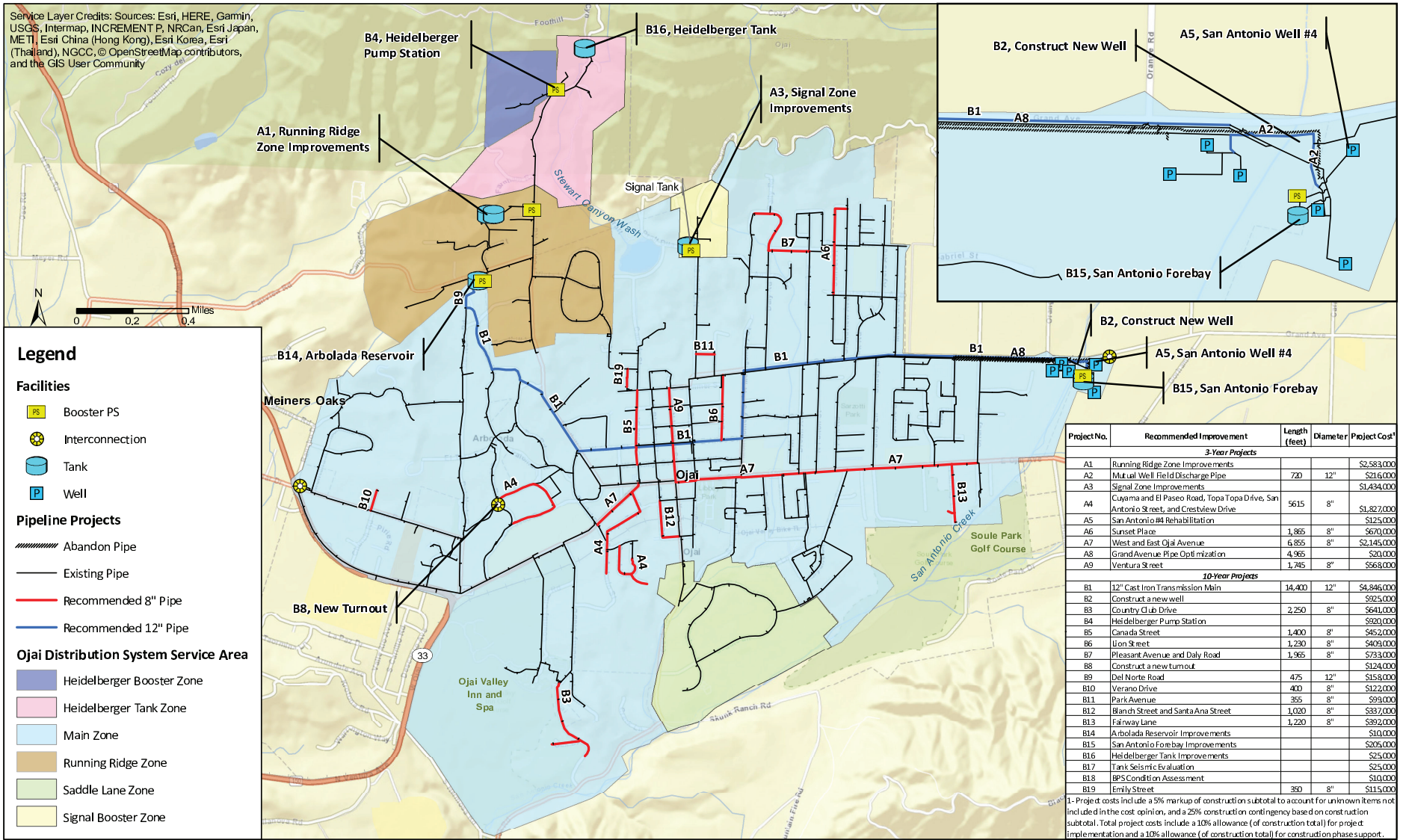


Figure 1-1. Recommended Capital Improvement Projects

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: JULIA ARANDA, ENGINEERING MANAGER
SUBJECT: AUTHORIZE THE GENERAL MANAGER TO SIGN PROFESSIONAL SERVICES AGREEMENT – CASITAS WATER SYSTEM HYDRAULIC MODEL
DATE: 11/14/18

RECOMMENDATION:

It is recommended the Board of Directors authorize the General Manager to sign the professional services agreement with Water System Consulting, Inc. (WSC) in the amount not to exceed \$89,000.

BACKGROUND:

On September 27, 2018, a Request for Proposals (RFP) was released to prepare a hydraulic model of the Casitas System. The hydraulic model will be used to simulate system operations during average and peak demands, identify potential hydraulic constraints, simulate short-term operational changes such as taking a pump station or reservoir out of service, and model connections between the Casitas and Ojai Water Systems.

The RFP was sent to seven engineering firms. Five of the firms are currently performing work for the District through the on-call engineering services contracts. The other two firms have previously performed other work for the District. Two proposals were received. After staff's careful qualification-based review and evaluation, WSC was selected as being the most responsive. WSC previously completed the Condition Based Assessment and Water Master Plan for the Ojai Water System, which included preparation of a hydraulic model of that system.

BUDGET IMPACT:

Funding for this project is included as part of the Casitas-Ojai system Interties project budget of \$100,000 for FY 2018-19.

Attachment:
WSC Proposal to Develop the Casitas Water System Hydraulic Model



PROPOSAL TO DEVELOP THE CASITAS WATER SYSTEM HYDRAULIC MODEL

OCTOBER 26, 2018



T A B L E O F CONTENTS



COVER LETTER	1
PROJECT UNDERSTANDING	2
SCOPE OF WORK	3
PROJECT TEAM	10
PROJECT EXPERIENCE	13
CONFLICTS, ADDITIONAL COMMENTS, AND ACCEPTANCE OF CONTRACT	16
REQUESTED REVISIONS	17
APPENDIX A: RESUMES	18

JULIA ARANDA, PE

Engineering Manager
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

**PROPOSAL TO
PREPARE THE**

Casitas Water System
Hydraulic Model

**WATER SYSTEMS
CONSULTING, INC.**

805 Aerovista Place, Suite 201
San Luis Obispo, CA 93405
(805) 457-8833 | Expectwsc.com

DEAR MS. ARANDA,

Water Systems Consulting, Inc. (WSC) is excited for the opportunity to present our proposal to develop the Casitas Water System Hydraulic Model for Casitas Municipal Water District (District). The District needs a hydraulic model to assist in system planning, identify hydraulic deficiencies, and evaluate merging the Casitas and Ojai water systems. The ideal consultant has a qualified and experience team that will provide responsive hydraulic modeling services while developing a quality hydraulic model.

WSC brings industry-leading expertise and direct experience developing the Ojai Water System Hydraulic Model as part of the Ojai Water System Master Plan. Our proposed team for this project includes the engineers responsible for that project. Their previous experience and the knowledge gained during that project will create opportunities to increase the value of the Casitas Water System Hydraulic Model because we already are familiar with the District’s staff, system, and preferences. We will be able to seamlessly build upon our previous work to integrate the Casitas and Ojai water system hydraulic models.

We believe that our team is best qualified and prepared to ease the burden on District staff while successfully creating a comprehensive hydraulic model of the District’s entire water distribution system. Our approach to achieve key project objectives includes:

Hitting the Ground Running. Our recent, on-going work providing master planning and hydraulic modeling services to the District will reduce the time and resources required during project kickoff and data collection. We know your system and preferences, and propose to build on the Ojai Water System Model which our proposed project team developed.

Responsive Service and High-Quality Deliverables. We see the District as a strategic and valued client. Our team is dedicated to being a trusted partner that delivers on promises and creates high-quality work products that better position the District for its short-and long-term planning goals.

Leveraging Existing Tools, Methodologies, & Experience. WSC’s experience with water system hydraulic modeling and the District gives us the tools, methodologies, and insight required to produce a hydraulic model that the District has confidence in.

WSC is willing to accept the terms and conditions of the Agreement for Engineering Services. However, we respectfully request the District consider the proposed revisions to the Agreement included in our proposal. WSC is currently under contract with the District and we are confident we can efficiently come to a mutual agreement on the provided terms.

If you have questions about any aspect of this proposal, please feel free to contact WSC’s proposed Project Manager, Ms. Kirsten Plonka, at (858) 397-2617, ext. 304 (kplonka@wsc-inc.com), or QA/QC Engineer and Chief Operating Officer, Mr. Jeroen Olthof, at (619) 246-1258 (jolthof@wsc-inc.com). Thank you for your consideration, and we look forward to your response.

**SINCERELY,
WATER SYSTEMS CONSULTING, INC.**



KIRSTEN PLONKA, PE
PROJECT MANAGER



JEROEN OLTHOF, PE, MS, MBA
QA/QC ENGINEER / CHIEF
OPERATING OFFICER

PROJECT UNDERSTANDING

The District maintains a potable water supply and distribution transmission system to deliver water to approximately 60,000 residential, commercial, and agricultural customers within its service area. The District recently built a Geographic Information System (GIS) database of its distribution and transmission systems and constructed a hydraulic model of the Ojai Water System, which it acquired in 2017. The District wishes to build a new, accurate hydraulic model of the Casitas System and merge the model with its existing Ojai Water System hydraulic model. The combined hydraulic model will be an invaluable tool for the District and it can be used for a variety of purposes, including:

- Simulate system operations during average and peak demand periods;
- Identify potential hydraulic constraints;
- Evaluate potential system improvements;
- Anticipate future capacity constraints due to future growth or connections to new supply sources before they occur;
- Simulate short-term operational changes such as taking a pump station, reservoir, or pipeline out of service for repairs or maintenance;
- Model connections and water transfer between the Casitas and Ojai Water Systems;
- Investigate system water quality, including system water age and trace chemical analyses.

The Casitas Water System Hydraulic Model RFP's Scope of Work provides a robust framework to deliver a reliable and calibrated hydraulic model. WSC's approach to achieve the Scope of Work is summarized below and is described in more detail in the following sections with enhanced scope recommendations provided for relevant tasks.

AN EFFECTIVE APPROACH TO PROJECT MANAGEMENT

WSC's proposed project manager, Kirsten Plonka, has a successful history managing projects in both the public and private sector as a consultant. She managed the Ojai Water System Condition Based Assessment and Water Master Plan with the District. Through that project, she developed relationships with staff, learned operational preferences, developed an understanding of local public opinion, and gained knowledge about the available data and formats from the District's system. Kirsten's first-hand knowledge from the Ojai System Model and Master Plan will help her guide WSC's efforts to meet the District's needs in a cost-effective manner. There are several key strategies that help successful delivery of projects, including:

CLEAR LINES OF COMMUNICATION

Kirsten will be the primary point of contact for this work. She will draw on members of the WSC team to meet the needs of each task in a timely and cost-effective manner. Heather Freed will be an additional point of contact for the District. Both Kirsten and Heather have worked directly with District Staff on the Ojai System Master Plan.

DEEP TECHNICAL UNDERSTANDING

Members of WSC's project team have more than 25 years of combined experience performing hydraulic modeling of water systems, and have successfully completed more than 100 modeling projects.

PROJECT CONTROL SYSTEMS

Kirsten will actively monitor the progress of each task against the budget and schedule. She will use WSC's project management and control systems to generate monthly progress reports documenting work completed and spending compared to budget.

METHODOLOGY

TASK 1

PROJECT MANAGEMENT



- Use project management tools to monitor work progress and expenditures
- Prepare invoices and progress reports
- Develop and maintain a project schedule
- Perform Quality Control activities, including independent review of all deliverables
- Prepare materials for and conduct monthly in-person progress meetings with District staff to review project status. Meetings are expected to include: a kick-off meeting, a working model and demand allocation review meeting, a hydrant flow testing meeting, a preliminary calibration workshop, a final calibration workshop, an Ojai System Model Import Review Meeting, and a Draft TM Review Workshop

DELIVERABLES:

- Agendas and materials for meetings, including meeting notes and decision documentation

TASK 2

DATA COLLECTION



KICK-OFF MEETING

Provide data request to the District and track receipt of requested items. Data sources are expected to include:

- The District's GIS database or shapefiles of the main system's water infrastructure
- Record drawings of key facilities such as the treatment plant, reservoirs, pump stations and groundwater wells
- Pump curves and recent pump tests
- SCADA records and control set points
- Water consumption data from the District's billing database
- Monthly and annual water production data

DELIVERABLES:

- Itemized data request for data sources to be used in model construction provided at the kick-off meeting

BENEFITS TO THE DISTRICT:

- WSC will review all data prior to model build and identify missing data critical to following tasks

TASK 3

HYDRAULIC MODEL CREATION & DEMAND ALLOCATION



WORKING MODEL AND DEMAND ALLOCATION REVIEW MEETING

Build the Casitas System Model within the existing Ojai System Model. Use "Active Network" features to maintain ability to model systems separately if needed. Spatially allocate system demands and load into the hydraulic model. Major sub-tasks include:

- Build the model network by using the GIS Gateway Tool to import data from the District GIS database
- Troubleshoot network connectivity, make model corrections, and log changes for future incorporation into the District's GIS Database
- Analyze consumption data from the billing database to develop average day demands and peaking factors
- Assign demands and patterns to model nodes
- Create control rules to simulate system operations
- Run the model for steady-state and EPS conditions

BENEFITS TO THE DISTRICT:

- WSC built the Ojai System Hydraulic Model and can carryover model building assumptions when developing this hydraulic model to ensure seamless merging of the two models

TASK 4

STEADY STATE MODEL CALIBRATION



HYDRANT FLOW TESTING MEETING & PRELIMINARY CALIBRATION WORKSHOP

Steady State Calibration subtasks include:

- Prepare and execute hydrant testing plan with District staff and operators
- Compare the model results to observed results collected during hydrant testing and adjust the model to match field collected data

BENEFITS TO THE DISTRICT:

- WSC provided oversight during hydrant testing for the Ojai System. Existing relationships will allow for seamless hydrant testing within main Casitas System

TASK 5

EPS CALIBRATION



FINAL CALIBRATION WORKSHOP

Extended Period Simulation (EPS) Calibration subtasks includes:

- Analyze SCADA records to develop diurnal demand curves
- Calibrate model by adjusting controls and diurnal demand patterns until modeled tank patterns and levels match observed data

DELIVERABLES:

- Graphs that visually compare model results to observed data for the model calibration workshop
- Draft model development and calibration TM to be incorporated in Final TM

TASK 7

HYDRAULIC EVALUATION & TECHNICAL MEMORANDUM (TM)



DRAFT TM REVIEW WORKSHOP

Perform hydraulic evaluation and summarize model development, demand allocation, calibration in a technical memorandum (TM). Subtasks include:

- Evaluate system pressures, fire flow, and velocity under steady-state conditions. Identify deficient locations and prepare maps.
- Evaluate system water age using EPS conditions under a range of demand alternatives. Prepare a water age map, identifying locations with the potential for long water age.
- Summarize model development, calibration and evaluation in a draft TM. Incorporate District comments in the Final TM.

DELIVERABLES:

- Draft Model Development, Calibration, and Hydraulic Evaluation TM
- Final TM incorporating District comments

BENEFITS TO THE DISTRICT:

- WSC is already up to speed on state and local criteria from the Ojai System Master Plan and can import the criteria into the combined models to evaluate the main Casitas distribution system

TASK 6

INCORPORATE OJAI SYSTEM HYDRAULIC MODEL



MODEL IMPORT REVIEW MEETING

Activate the Ojai System Hydraulic Model in the base model scenario to create a functional single model. Subtasks include:

- Connect the two distribution systems through two existing interconnections
- As required, merge data sets to create a single average day, maximum day, fire flow, and EPS scenario that can run with both systems activated
- Create query sets of the Ojai System Model and Casitas System Model that can activate and deactivate each system

DELIVERABLES:

- One calibrated and fully functional InfoWater Model that includes both the Casitas System and the Ojai System

BENEFITS TO THE DISTRICT:

- WSC built the Ojai System Model and understands its intricacies. A deep understanding of both models will allow for smooth integration

WSC'S MODEL DEVELOPMENT APPROACH ENGAGES DISTRICT STAFF THROUGHOUT THE PROCESS TO PRODUCE A FUNCTIONAL AND RELIABLE TOOL

As operators of the water system and users of the model, District staff can provide valuable input to this process and we look forward to collaborating with you to further develop the approach for model development. It is critical to actively engage key staff and operators in the process through workshops. Leveraging their experience and knowledge of the water system will allow the development of a valuable and realistic hydraulic model. Based on our experience with similar projects, through the Ojai System Condition Based Assessment and Water Master Plan, and our thorough understanding of the District's objectives, we have summarized the key decisions that WSC and the District will need to make during model development to ensure that the resulting model is a functional tool that meets the District's needs. These are discussed further in the following subsections.



WSC will actively engage key District staff, including operators, in the model development process through workshops and review of the working model. Leveraging their experience will help capture institutional knowledge and support the development of an accurate and reliable water model.

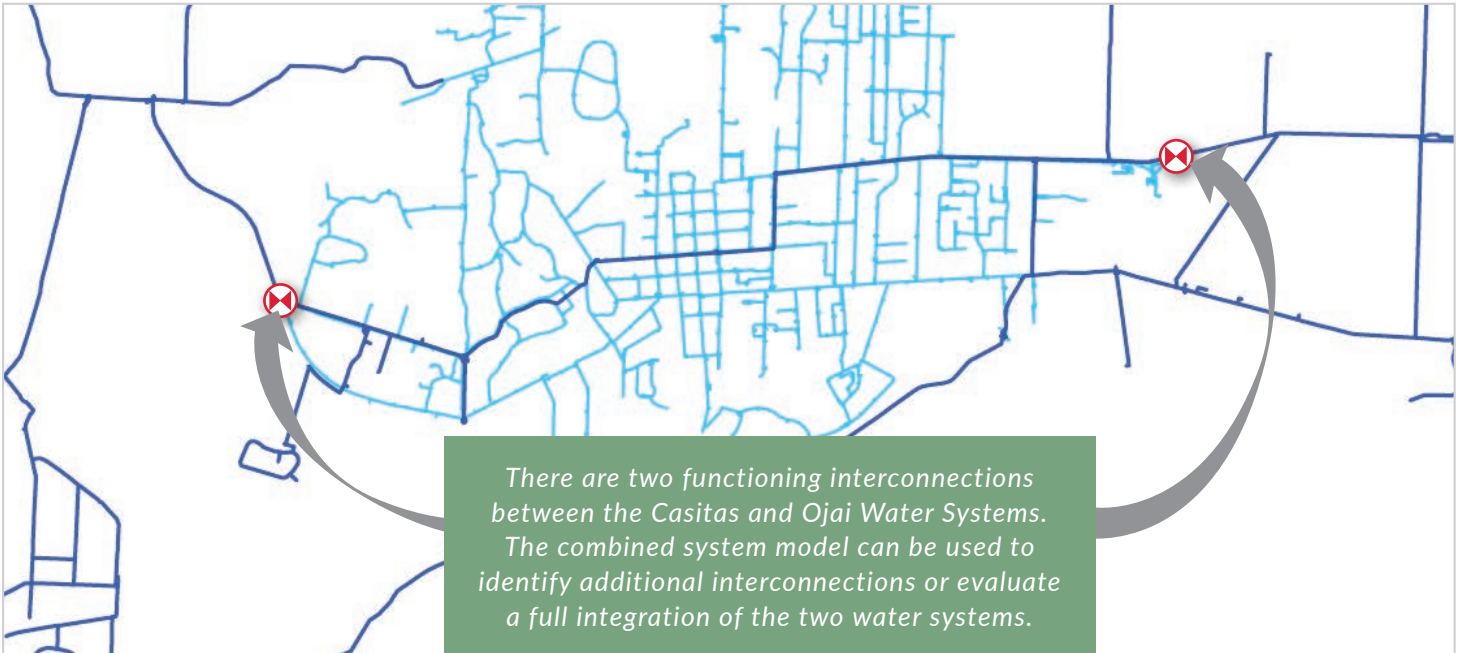
LEVERAGE KNOWLEDGE OF THE OJAI SYSTEM MODEL TO DEVELOP THE CASITAS SYSTEM MODEL TO SIMPLIFY MODEL INTEGRATION

WSC worked with the District to build, calibrate, and evaluate the Ojai System hydraulic model. The knowledge of the inputs, assumptions, and data used to construct the Ojai System model can be leveraged to develop the Casitas System model so the two systems can be seamlessly merged together into a single working model. To minimize errors down the road combining the system models, WSC recommends:

MAINTAIN MODELING SOFTWARE AND COORDINATE SYSTEMS. Constructing the Casitas System model in InfoWater using the same coordinate system as the Ojai System model will avoid spatial conflicts when connecting the two models. The Casitas shapefiles were provided by the District and are currently projected in the same coordinate system as the Ojai System model and are ready for model development. InfoWater is recommended because the Ojai System Model is in InfoWater software and because this software can easily be exported to EPANET format and uploaded into a Computerized Maintenance Management System (CMMS) software for operations maintenance and management.

UTILIZE THE SAME DATA, DATA FORMATS, AND ASSUMPTIONS. WSC will use the same data and data formats when possible, and as applicable, for both system models. This includes using the same elevation data used for both systems, modeling wells similarly as reservoirs and pumps, using recent pump test data to model pump controls or pump curves as available, importing hydrants and hydrant laterals so fire flows are based on actual hydrant locations, and maintaining consistent assumptions within both models. Upon initial review of the Casitas System shapefiles, there is about 9.5 miles of pipeline indicated as having a zero-inch diameter. Many of these pipelines are short laterals and located within a facility site, such as a tank site, and include yard and drain pipes, but some locations include mainline connections within the distribution system. We recommend that data gaps be identified early, and we understand that as-builts and record drawings are not always available. In the Ojai System model, unknown pipe diameter between two spans of pipe with the same diameter was assumed to also be the same diameter. For short laterals and yard piping within a facility of unknown diameter, a placeholder of 5.99 inches was used, as 6-inch pipe is a common pipe size in the Ojai System. The 5.99 inches is used because in the model it is hydraulically similar to a 6-inch pipe but is an indication that the pipe diameter was assumed. We will work with the District to come up with similar assumptions that may be required as a placeholder for missing information in the Casitas System model.

CONSTRUCT THE CASITAS MODEL WITHIN THE EXISTING OJAI MODEL. We recommend building the Casitas model directly within the Ojai System model to maintain existing scenarios and data sets. This approach will prevent future conflicts that would occur merging two separate models after both are built, such as unique ID conflicts, data loss, and scenario management issues. During model construction, average day demand sets can be updated to include Casitas System demands, creating a single average day demand set rather than two average day demands sets for both systems. Query sets can be created to deactivate the Ojai System and the Casitas System, so the model can function as the combined system or with the Ojai or Casitas Systems alone. During model construction, we will deactivate the Ojai System model so development will be focused solely on the Casitas System model. After calibration of the Casitas System Model, the integration of the two systems will simply include activating both systems and modeling the two existing connections. Through this method, all data in both systems will be preserved and easily integrated.



A MODEL WITH A 1:1 RELATIONSHIP WITH GIS WILL SIMPLIFY FUTURE MODEL UPDATES

An inventory of current infrastructure was provided by the District via shapefiles. WSC implemented use of the InfoWater GIS Gateway tool, allowing us to set up a “cluster” that defines how the information from the data source, such as shapefiles, relates to the information in the hydraulic model. Using the GIS Gateway, we can maintain a 1:1 relationship between GIS features and model features for naming conventions and data mining. These clusters can then be stored and re-used as needed to keep the model synchronized with changes in the GIS database.

The District has implemented a geometric network within its GIS shapefiles, and the data generally appears to be complete. One issue that will come up during model construction is the breakpoints of mains. InfoWater uses a network of nodes and links, with every link connecting two nodes. However, some mains do not have a fitting or valve at their endpoint, so they will not have the necessary node when imported into InfoWater. In some areas, new fittings may need to be added to the GIS shapefiles to create this connectivity. WSC can make these changes in InfoWater during construction of



The InfoWater GIS Gateway allows us to use clusters to efficiently transfer data from the District's GIS shapefiles to InfoWater fields. Clusters use GIS IDs to create a 1:1 relationship to facilitate future updates.

the model if desired; however, it would be ideal to add the necessary fittings to the GIS shapefiles so that no additional manual updates are needed during future model updates. The Ojai model and shapefiles were developed simultaneously, so the GIS shapefiles and model currently have a 1:1 relationship.

A related issue is the connection of fire hydrants to the network. It appears that some hydrants in the GIS shapefiles have a lateral that connects it with the main. In most cases, the main is not broken with a fitting at the point where the lateral connects to the main. It is not absolutely necessary to include the hydrants as nodes in the model; similar hydraulic results would be obtained using a fire flow simulation at the closest model node. However, including the hydrants as nodes in the model would make it easier to interpret available fire flow information and would be consistent with the Ojai System model which uses the hydrants for the fire flow analysis.

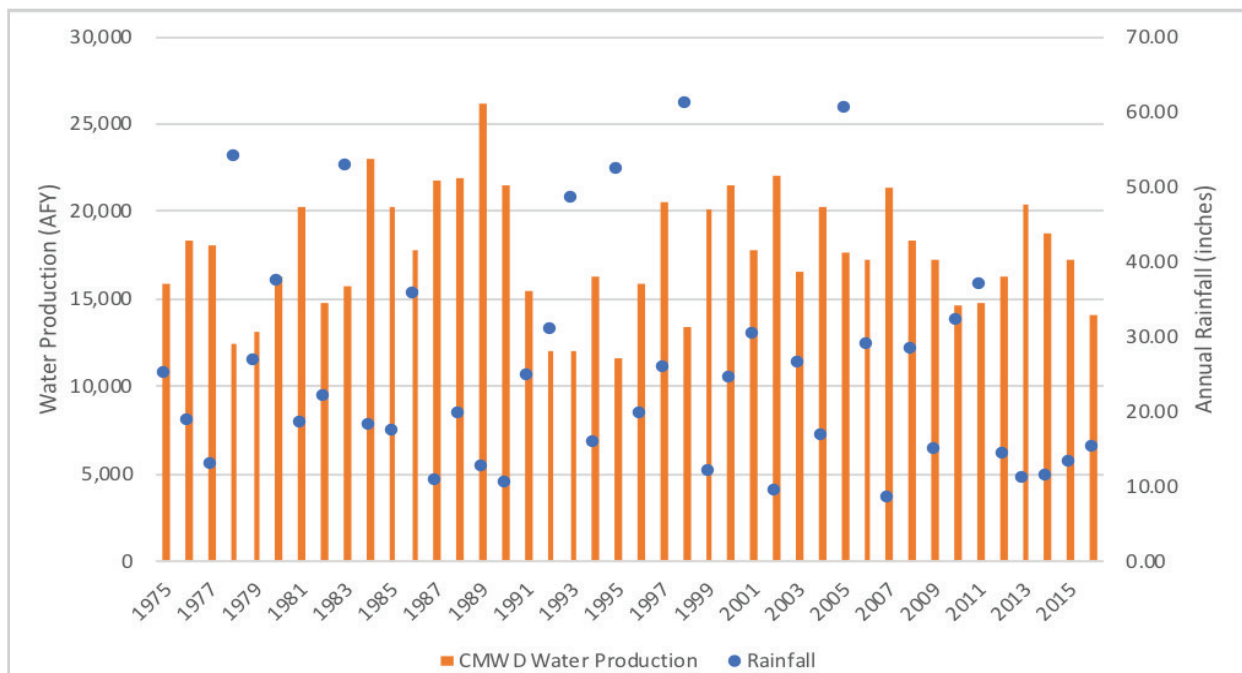
WSC can make necessary connectivity edits either in the new model or in the District's GIS to maintain a 1:1 relationship with the model and eliminate manual changes for future model updates.

Some mains in GIS do not have valves or fittings at endpoints; these will need to be added in GIS or the model

Mains are not typically broken at hydrant laterals in GIS. Fittings can be added in GIS to easily import hydrants into the model so that fire flows can be based on actual hydrant locations

A ROBUST DEMAND ASSIGNMENT STRATEGY PROVIDES FLEXIBILITY TO ADAPT TO FUTURE CHANGES

Whereas traditional modeling techniques allocate water demands by zone or by land use area, WSC prefers to perform a much more granular analysis, evaluating demand patterns down to individual customers and parcels. This approach allows WSC to precisely account for the District's current demands and to develop a sophisticated understanding of the spatially allocated projected demands. The InfoWater Demand Allocator Tool can then be used to load modeled demands and assign them to the appropriate water main.



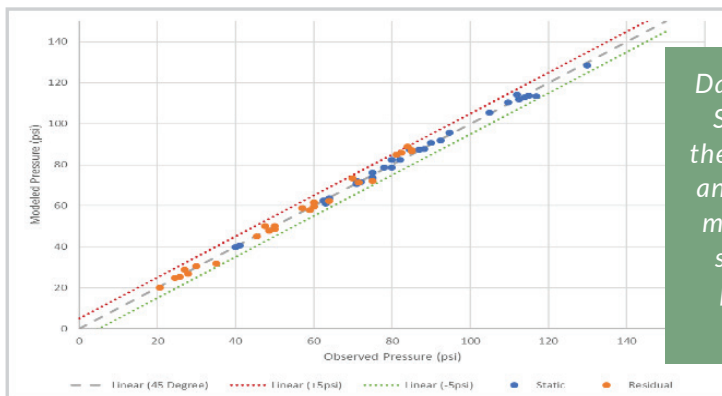
Production and spatial demands can change year to year based on rainfall and groundwater availability. During dry years, less groundwater is available to agricultural users and other agencies so they must purchase more surface water from the District. WSC recommends evaluating average day spatial demands under a dry year and a wet year to load in the model.

Demands in the Casitas distribution system can vary significantly year to year based on rainfall, and because a high number of agricultural users and other agencies depend on groundwater but supplement with surface water from the District during dry years. WSC recommends using historic consumption and demand data to compare spatially allocated demands from high demand and low demand years. If there is a significant variation in the spatial demands, WSC will work with the District to average spatial demands and create a single average day demand loading or create multiple spatial demand alternatives for high and low rainfall years. Global peaking factors can then be used to model maximum day demands and peak hour demands.

WSC also recommends the District update the spatially allocated demands in the Ojai system. The demands in the existing Ojai system model were developed using November and December 2017 consumption data and may not reflect average annual spatial demands. The District will have a full year of consumption data for the Ojai Water System by November 2018 that can be used to update the Ojai system demands for the most accurate modeling.

EFFECTIVE MODEL CALIBRATION BUILDS CONFIDENCE IN RESULTS

WSC believes that calibration is not a one size fits all process. We can leverage existing historical flow data and SCADA data to do an initial calibration of the model. WSC will work with the District to identify priority areas and key infrastructure to prepare a hydrant testing plan that minimizes field testing and focuses calibration to meet overall accuracy tests. WSC will work with the District to identify locations for temporary data loggers and fire flow hydrant testing in the same manner that was done for the Ojai system to ensure consistency. WSC has extensive experience overseeing hydrant testing with operations staff for model calibration. With WSC in the field, we can provide quality control of data collected and note system conditions during hydrant testing to get the best data for model calibration. The results of hydrant testing can be used to calibrate the hydraulic model by adjusting pipe roughness factors, pump or valve set points, or system operational rules so that the calculated model results more closely match observed conditions. District staff and operator input will be critical during this process to ensure the model predictions closely align with true system operations. WSC has already performed hydrant testing with District Staff and proposes the same team that performed hydrant testing in the Ojai system to perform hydrant testing for the Casitas system.



Data collected during hydrant testing with District Staff and SCADA records were used to calibrate the Ojai System hydraulic model under steady state and EPS conditions. WSC will seek to calibrate the model until pressures are within 5 psi of recorded static pressures and 10 psi of recorded residual pressures during hydrant testing, resulting in a model with a high level of confidence.

Steady state models are useful in predicting system pressures, available fire flow, and evaluating “what if” scenarios when a pipe segment is closed or other operational changes, but they cannot evaluate system fluctuations over time. An extended period simulation (EPS) model can be used to model tank filling and emptying patterns, model water age in the distribution system, and analyze system operations over time.

WSC will use detailed SCADA records including production data, tank levels, and pump station operation over time to develop diurnal demand patterns. Diurnal demand patterns can be developed for any system or sub-part of the system; in the Ojai System model they are defined by pressure zones. Because demands can vary significantly based on customer type and season, WSC will perform an initial review of provided SCADA data to recommend the number of diurnal curves needed to calibrate the EPS model under average day and maximum day demands. The diurnal demand patterns will be loaded into the model, and modeled tank levels will be compared to the recorded tank levels in the SCADA system. Pump and valve control and diurnal demand patterns will be adjusted as needed until modeled tank levels match tank levels from the SCADA records. WSC’s proposed calibration steps are listed below:

1

CALIBRATION PREPARATION

- Build model structure and confirm connectivity
- Develop Hydrant Testing Plan with District Staff focusing on priority areas
- Execute and oversee hydrant testing with operation staff and collect necessary data to complete steady state calibration
- Request and review SCADA data and recommend the method for developing and loading diurnal patterns for EPS calibration

2

STEADY STATE CALIBRATION

- Create hydrant testing scenarios in the hydraulic model
- Compare static pressures to observed pressures. Adjust model configuration, tank levels, and pump operation to match data collected in the field
- Adjust pipe roughness coefficients and minor loss coefficients if observed head losses are different than predicted by the model

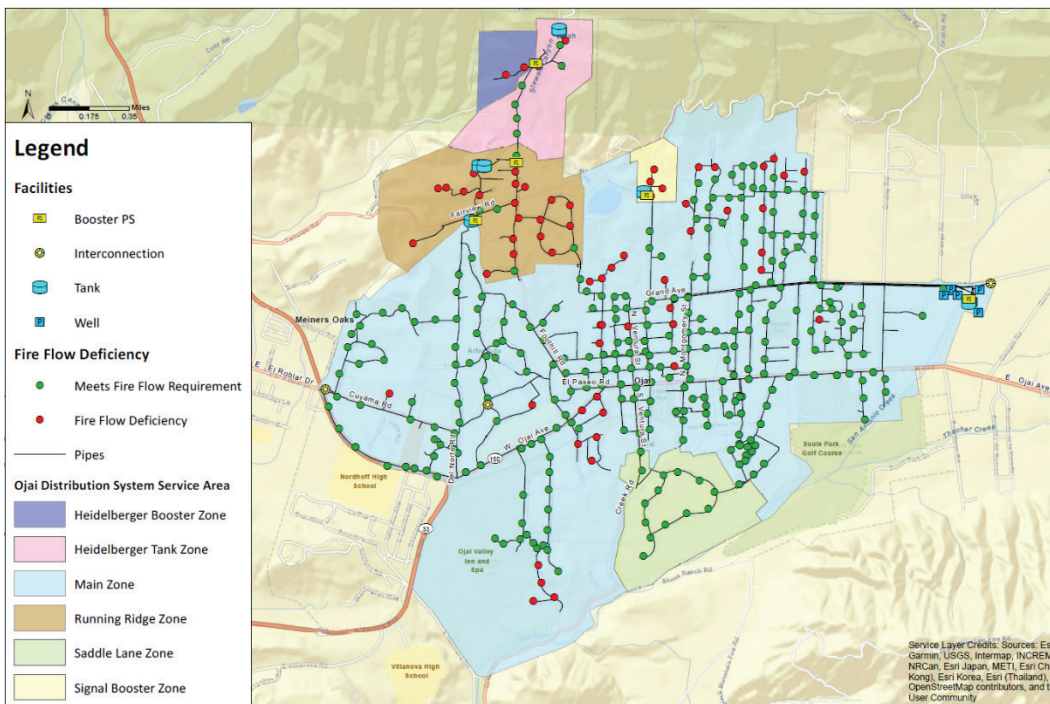
3

EPS CALIBRATION

- Develop diurnal demand patterns based on pressure zone, customer type, and/or seasonality
- Adjust pump and valve settings and controls, and diurnal demand patterns as necessary, until tank fill and empty patterns and modeled water levels match SCADA data
- Work with operations staff to review these changes and verify that they are consistent with their system knowledge

UNDERSTANDING OF DISTRICT PREFERENCE AND LOCAL REQUIREMENTS MEANS NO LEARNING CURVE

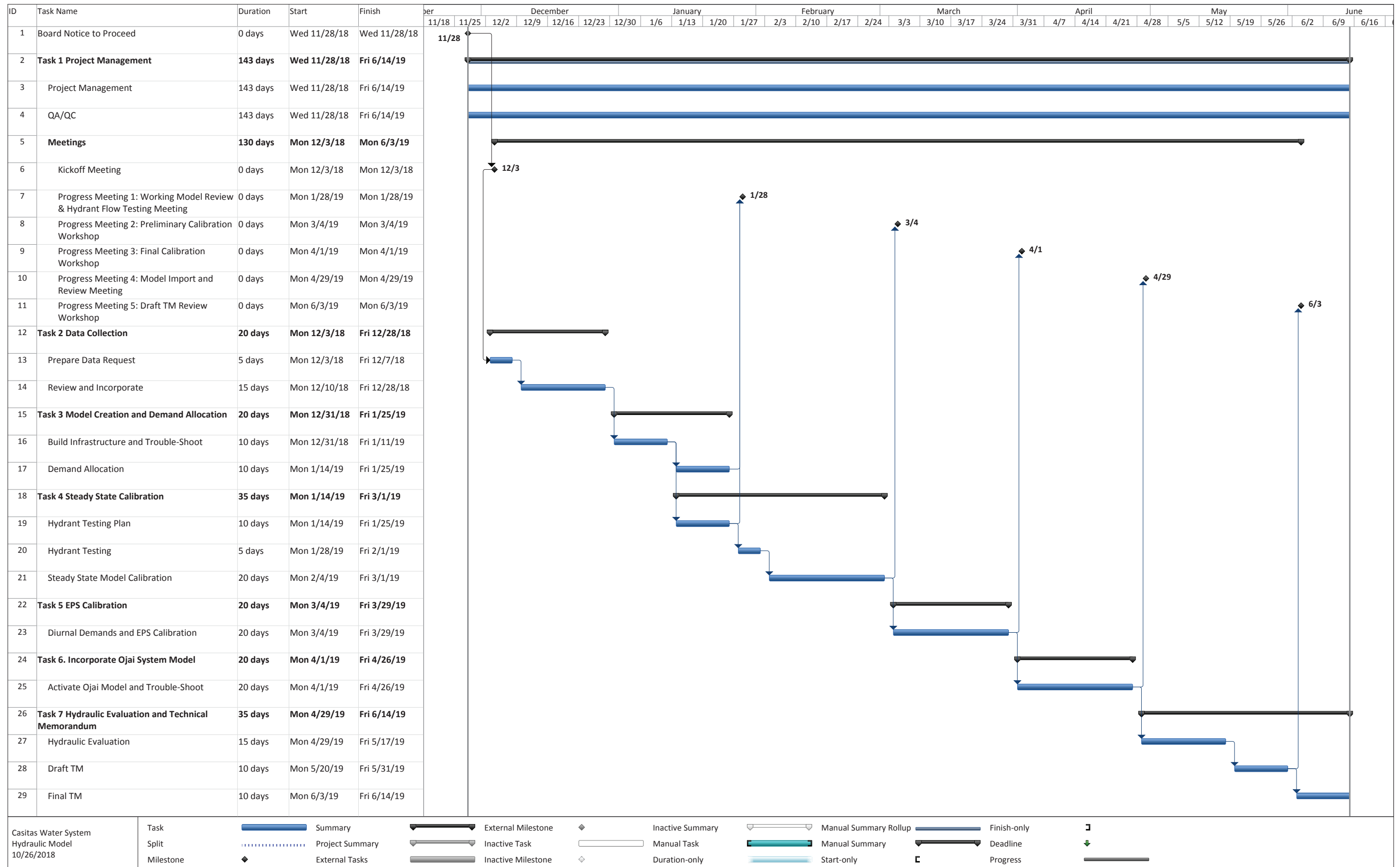
WSC has performed a hydraulic evaluation of the Ojai System model and can use the same system criteria to perform a hydraulic evaluation of the Casitas System. The hydraulic evaluation of the Casitas System is expected to include a pressure analysis, available fire flow evaluation, velocity analysis, and water age analysis. We will identify locations that may not meet system requirements and pipelines that are undersized, and the District will be able to use the information and the model to evaluate solutions to improve the existing deficiencies.



WSC can use the same evaluation criteria from the Ojai System Water Master Plan to evaluate the Casitas System. We will prepare maps similar to those in the Ojai Water Master Plan to identify locations with capacity constraints or that do not meet current standards

PROJECT SCHEDULE

To allow time for the District to compile data, the first progress meeting is scheduled for 6-8 weeks after the Kickoff Meeting.



PROJECT TEAM

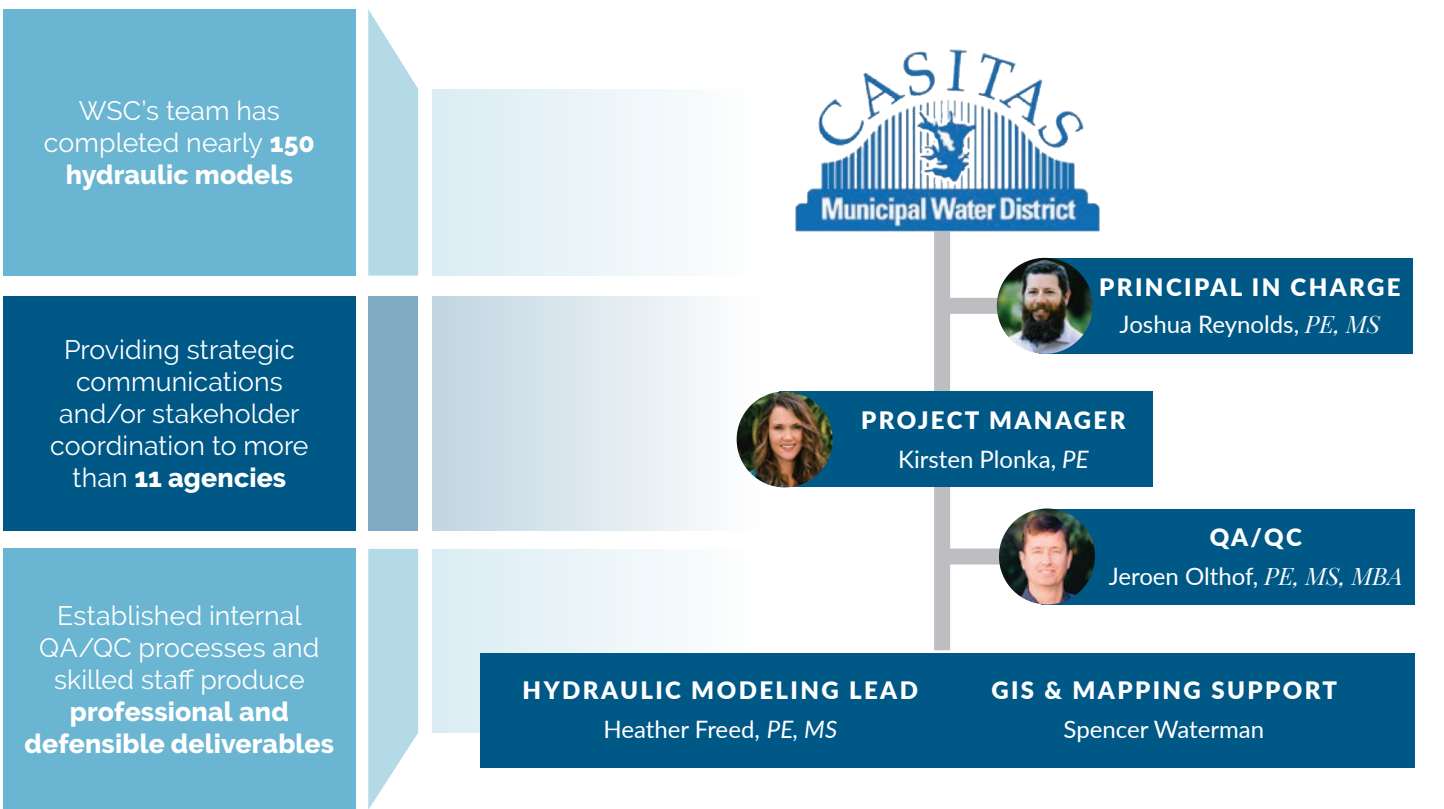
WSC's team is functionally organized to take advantage of the strengths of each of our expert staff members, while keeping the structure streamlined to maintain efficiency, quality, and accountability.



WSC's proposed Project Manager, Kirsten Plonka, will serve as the primary point of contact for the District. Kirsten specializes in project management and hydraulic modeling of water distribution systems. She is supported by an experienced project team which includes Principal in Charge, Joshua Reynolds, a skilled engineer with a background in hydraulic modeling and analysis.

Our team is working with the District on the Condition Assessment and Master Plan of the Ojai Water System. Our work, established relationships, and experience on this project will save Casitas staff time and resources on tasks such as data requests. WSC has extensive experience developing water system hydraulic models and is prepared to leverage the experience and tools, including using InfoWater, to provide a comprehensive hydraulic model.

The key members of WSC's proposed team will not be substituted with other personnel without the District's prior approval. Below is WSC's organizational chart for this project. Information and justification as why each member is included in our team is included in the following pages and in resumes in Appendix A.





KIRSTEN PLONKA, PE

LICENSES & CERTIFICATIONS:

PE – Civil, CA, No. C70746

TITLE:

Senior Engineer III

OFFICE LOCATION:

San Diego, CA

PROJECT MANAGER

Ms. Plonka brings more than 15 years of experience in the hydraulic modeling and master planning of water and recycled water systems. She specializes in project management, hydraulic modeling, feasibility studies, infrastructure and water resource planning studies, and master planning. Her experience includes database development and integration of geographic information systems (GIS) with hydraulic models, recycled water customer databases, and asset databases.

PROJECT EXPERIENCE:

- **Casitas Municipal Water District, Condition Assessment and Master Plan, Ojai, CA. Project Manager.** Managing the development, calibration, and utilization of a hydraulic model of the system in conjunction with GIS datasets to improve system operations and CIP development as part of a condition-based assessment and Water Master Plan.
- **Water Master Plan Update, Oak Lodge Water Services District, Oak Grove, OR. Project Engineer.** Developing a new hydraulic model in InfoWater based on the District’s detailed and updated GIS database as part of a Master Plan Update which will consider future water service commitments and build-out.
- **Otay Water District, As-Needed Hydraulic Modeling Services, Spring Valley, CA. Project Engineer.** Providing as-needed services for computerized InfoWater hydraulic models to manage the District’s potable water distribution, recycled water distribution, and wastewater collection pipe networks.



JOSHUA REYNOLDS, PE, MS

LICENSES & CERTIFICATIONS:

PE – Civil, CA, No. C65400

TITLE:

Senior Engineer V

OFFICE LOCATION:

San Luis Obispo, CA

PRINCIPAL IN CHARGE

Mr. Reynolds has 18 years of experience providing hydraulic analysis, master planning, and capacity assessment services. His strong combination of modeling and design experience enables him to assist in the development and prioritization of realistic and operator- friendly projects. He excels at providing thorough QA/QC support for hydraulic modeling projects.

PROJECT EXPERIENCE:

- **Victorville Water District, Water District Master Plan Update 2016, Victorville, CA. QA/QC.** Preparing an update to the District’s drinking water production and distribution system master plan, including updates to existing water InfoWater hydraulic model.
- **City of Santa Maria, 2012 Utility Master Plan Update, Santa Maria, CA. Project Manager.** Managed the assessment of the City’s water and wastewater collection system capacities, and development of a prioritized, risk-based capital improvement plan for the utilities, as well as development of a new water model in InfoWater.
- **City of Pismo Beach, 2018 Water Master Plan Update, Pismo Beach, CA. Project Manager.** Managed the creation and calibration of an all-pipes, spatially allocated demand hydraulic model of the City’s water distribution system as part of a master plan update. The model was used to evaluate capacity limitations and optimize operations.



JEROEN OLTHOF, PE, MBA, MS

QA/QC | Mr. Olthof has more than 25 years of planning and design experience specializing in hydraulic modeling, master planning, and feasibility studies. He has completed more than 30 master plans and 125 hydraulic modeling projects during his career. Jeroen is nationally recognized as an industry-leader in the hydraulic modeling of pipe networks, condition assessment, GIS integration, and data analysis and management.

PROJECT EXPERIENCE:

- **Casitas Municipal Water District, Condition Assessment and Master Plan, Ojai, CA. Hydraulic Analysis Lead.** Developing, calibrating, and utilizing the hydraulic model of the system in conjunction with GIS datasets to conduct a condition-based assessment and improve system operations and CIP development.
- **City of Victorville, 2018 Water Master Plan, Victorville, CA. Hydraulic Analysis Lead.** Leading an analysis that addresses both hydraulic capacity deficiencies and rehabilitation and replacement needs driven by aging infrastructure by converting existing H2ONet model to InfoWater.

LICENSES & CERTIFICATIONS:

PE - Civil, CA, No. C58597

TITLE:

Senior Engineer V

OFFICE LOCATION:

San Diego, CA



HEATHER FREED, PE, MS

HYDRAULIC MODELING LEAD | Ms. Freed is a professional engineer who specializes in hydraulic modeling, condition assessment, and master planning. Her experience includes evaluating hydraulic measures including headloss through pipes, hydraulic jumps, and groundwater pumping. Her experience includes groundwater contamination, water chemistry and water quality measurements, and climate change services.

PROJECT EXPERIENCE:

- **Casitas Municipal Water District, Condition Assessment and Master Plan, Ojai, CA. Project Engineer.** Evaluating production and consumption data and recommending improvements necessary to maintain a safe and reliable level of services for the Ojai system.
- **City of Pismo Beach, 2018 Water Master Plan Update, Pismo Beach, CA. Project Engineer.** Created and calibrated an all-pipes, spatially allocated demand hydraulic model of the City's water distribution system as part of a master plan update. The model was used to evaluate capacity limitations and optimize operations.

LICENSES & CERTIFICATIONS:

PE - Civil, CA, No. C89406

TITLE:

Assistant Engineer

OFFICE LOCATION:

San Luis Obispo, CA



SPENCER WATERMAN

GIS & MAPPING SUPPORT | Mr. Waterman is an experienced planner who specializes in water systems planning, mapping, and GIS. His experience includes providing GIS and data management to support InfoWater modeling, as well as preparing Water Supply Assessments. He is familiar with the District through his work on the Condition Assessment and Master Plan project.

PROJECT EXPERIENCE:

- **Casitas Municipal Water District, Condition Assessment and Master Plan, Ojai, CA. Staff Planner.** Created production and demand projections using data from the District, which included updating GIS shapefiles.
- **City of Victorville, On-Call Water Modeling, Victorville, CA. Staff Planner.** Provided GIS and data management to support GIS-based InfoWater modeling, Feasibility Studies, and Water Supply Assessments.

LICENSES & CERTIFICATIONS:

TITLE:

Associate Planner II

OFFICE LOCATION:

San Luis Obispo, CA

FIRM'S EXPERIENCE



WSC is a full-service water engineering firm with more than 40 skilled employees in eight offices throughout California and the Pacific Northwest. WSC specializes in water system master planning and hydraulic modeling, and has direct experience providing those services to the District.

Members of our team have completed more than 150 hydraulic modeling projects, and they excel at developing and calibrating hydraulic models. We also understand that your staff need a tool that they can use long after our work is done. That is why we take the time to understand how your operations and engineering staff will use the model, and identify the best way to facilitate the handoff and train your staff.

WSC currently working with the District to develop a Condition Based Assessment and Water Master Plan for the recently acquired Ojai Water System, giving our team an understanding of the District's staff, systems, and preferences.

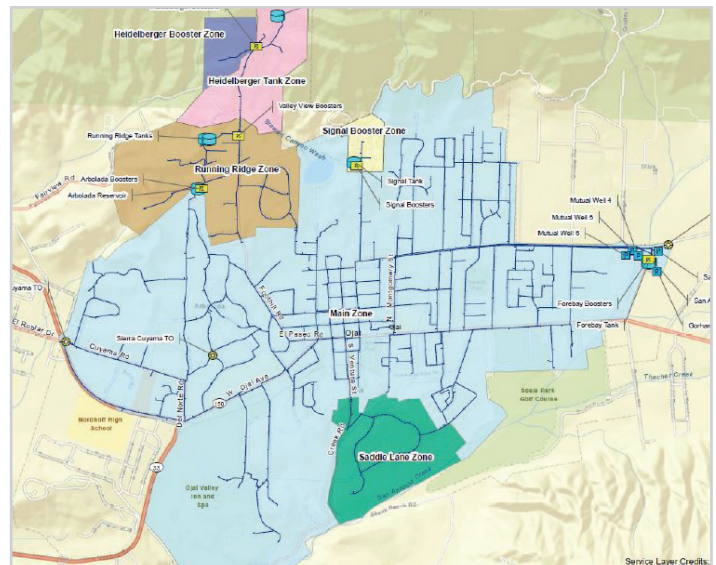
Our water system hydraulic modeling experience is described in the project descriptions in this section.

WATER SYSTEM MASTER PLAN & CONDITION BASED ASSESSMENT CASITAS MUNICIPAL WATER DISTRICT

The District recently acquired the operating assets of Golden State Water Company's water system within the City of Ojai. At the time of the acquisition, the District did not have a full understanding of the condition and operation of the Ojai system. WSC developed a new hydraulic model of the system in InfoWater to support the evaluation of the system and serve as a long-term planning tool. Tasks include developing opinions of probable cost for recommended projects, evaluating production and consumption data to develop projections, and recommend improvements necessary to maintain a safe and reliable level of service.

DIFFICULTIES ENCOUNTERED AND RESOLUTIONS:

When the District acquired the Ojai Water System, there was a loss of operational knowledge in the transition. WSC was flexible with the project scope and maintained consistent communication with District staff and operators, through formal meetings and workshops, and informal calls to discuss the system and fill the data gaps to meet the District's needs for the project.



TECHNICAL LEADS:

Kirsten Plonka - Project Manager; Jeroen Olthof - Hydraulic Analysis Lead; Heather Freed - Project Engineer; Spencer Waterman - Staff Planner.

REFERENCE:

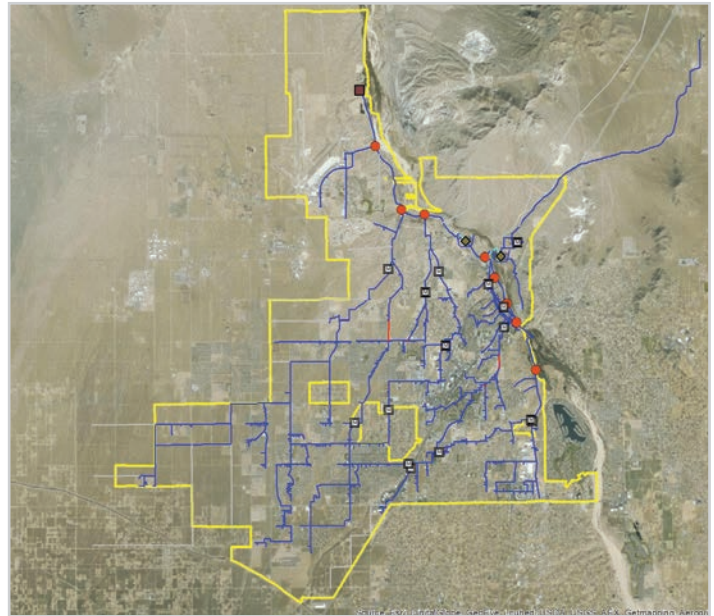
Lindsay Cao, PE - Project Manager
(805) 649-2251, ext. 144

WATER MASTER PLAN & ON-CALL ENGINEERING SERVICES CITY OF VICTORVILLE

WSC is preparing a Water Master Plan Update to address both hydraulic capacity deficiencies and rehabilitation and replacement needs driven by aging infrastructure. WSC updated and is maintaining the water system hydraulic model and created a new recycled water hydraulic model in InfoWater. The modeling efforts included a close linkage to the City's GIS database. The Master Plan will result in a comprehensive 10-year CIP that identifies funding requirements for infrastructure upgrades. WSC is also supplementing in-house staff resources to update the City's water distribution model, develop a model calibration plan, and maintain the updated model, as well as prepare feasibility studies to identify water supply and infrastructure needs for proposed developments.

DIFFICULTIES ENCOUNTERED AND RESOLUTIONS:

The City has a large amount of development occurring within the water system. In order to keep track of the location, potential demand and any required system upgrades, WSC created a geo-referenced database to capture and store development data and feasibility study outcomes. This database was used in other feasibility studies and during the demand projection phase for the Water Master Plan.



TECHNICAL LEADS:

Jeroen Olthof - Hydraulic Analysis Lead;
Spencer Waterman - Staff Planner.

REFERENCE:

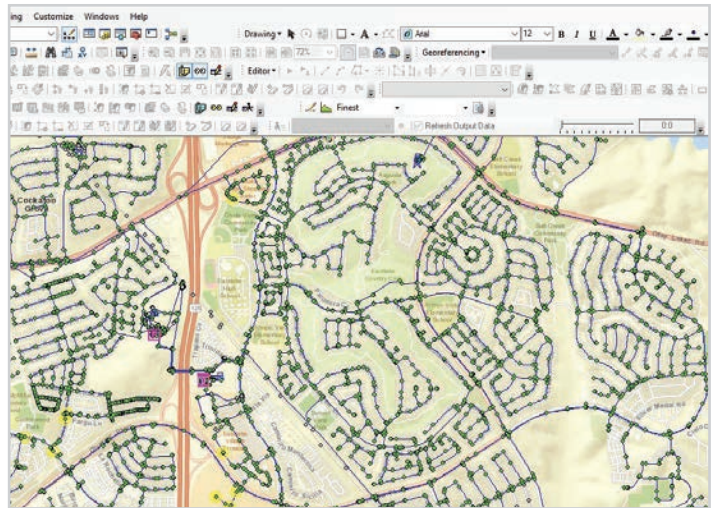
Victor Fajardo, PE - Project Manager
(760) 243-6311

HYDRAULIC MODEL DEVELOPMENT & SUPPORT OTAY WATER DISTRICT

Since 2014, WSC has provided as-needed hydraulic modeling services for the District's water system. The District operates a potable water and recycled water distribution system, both modeled using InfoWater. WSC validated and calibrated the new InfoWater hydraulic model, synchronized data between the District's GIS database and the model, performed fire flow analysis for potential developments, used the model to generate system curves for temporary pumping operations, and trained District operations staff on potential uses for the hydraulic model.

DIFFICULTIES ENCOUNTERED AND RESOLUTIONS:

A key concern was maintaining consistency in fire flow calculations that were provided to developers over time. WSC maintained a geo-referenced database of all the fire flow requests received and the responses prepared by the modelling team. This database allowed the team to leverage past work in efficiently completing requests.



TECHNICAL LEADS:

Jeroen Olthof - Project Manager; Joshua Reynolds - QA/QC;
Kirsten Plonka - Project Engineer.

REFERENCE:

Steven Beppler, PE - Senior Engineer
(619) 670-2209

HYDRAULIC MODEL DEVELOPMENT & WATER MASTER PLAN UPDATE CITY OF SANTA MARIA

WSC completed a Master Plan that evaluated the City’s water distribution and wastewater collection systems. WSC developed water and wastewater system hydraulic models in InfoWater and SewerGEMS. The models were loaded with parcel specific demand data from the City’s utility billing system. WSC performed condition assessments that evaluated present, 5-year, 10-year, and build-out conditions. WSC developed a prioritized CIP which could be utilized to allocate capacity related infrastructure costs to developments. The CIP list included project phasing, timing, cost estimates, and individual project sheets.

DIFFICULTIES ENCOUNTERED AND RESOLUTIONS:

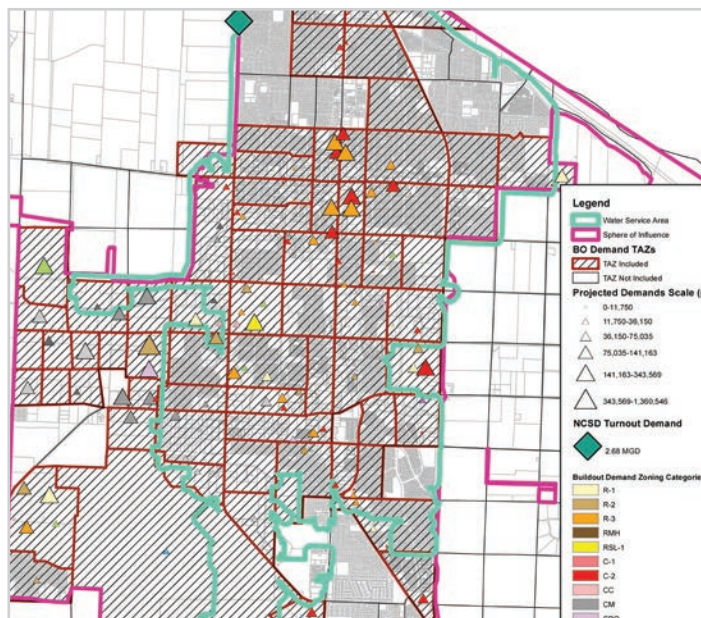
WSC identified critical differences in existing and future water use intensities in various portions of the City’s system. Differences were identified based on multiple customer databases including AMI data, census demographic factors, and the City’s planning development inventory by parcel.

TECHNICAL LEADS:

Joshua Reynolds - Project Manager; Jeroen Olthof - QA/QC;
Spencer Waterman - Staff Planner.

REFERENCE:

Shannon Sweeney - Water Resources Manager
(805) 925-0951 ext. 7416

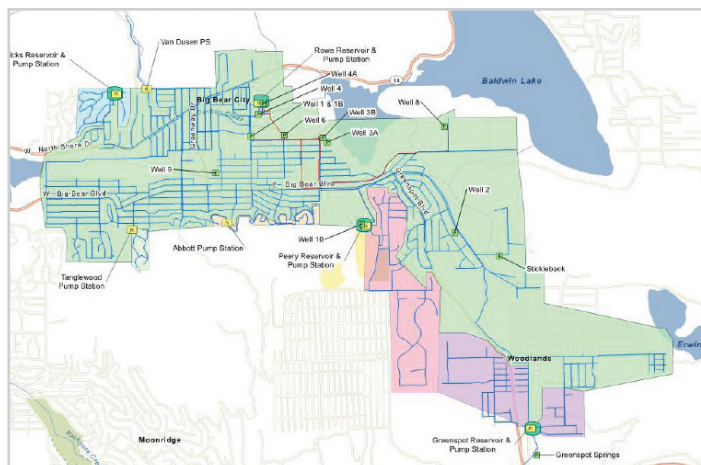


HYDRAULIC MODEL & WATER MASTER PLAN UPDATE BIG BEAR CITY COMMUNITY SERVICES DISTRICT, BIG BEAR, CA

WSC is currently developing the District’s Water Master Plan Update which included building a new hydraulic model of its distribution system. The creation of the model included importing data from the District’s new GIS database, and calibrating the model using EPS and fire flow testing. WSC conducted site visits and leveraged operator knowledge to document and address the maintenance and replacement needs of the current water system. WSC prepared detailed analysis of the District’s infrastructure and distribution system, as well as considered age and useful life.

DIFFICULTIES ENCOUNTERED AND RESOLUTIONS:

Due to the tourist economy of the Big Bear area, residential occupancy and water demands fluctuates dramatically throughout the year. The District may see a significant demand increase if residential occupancy increases even without new service connections. WSC developed future demand projections assuming current occupancy rates remain constant and increased residential occupancy rates to understand system capacity constraints under a range of demand projections.



TECHNICAL LEADS:

Jeroen Olthof - Principal in Charge; Kirsten Plonka - Project Manager; Heather Freed - Project Engineer; Spencer Waterman - Staff Planner.

REFERENCE:

Jerry Griffith - Water Department Superintendent
(909) 584-4008

CONFLICTS

WSC does not have any conflicts which could affect our ability to perform the work in a timely fashion over the duration of the contract. WSC is currently under contract to develop a Water System Master Plan and Condition Based Assessment for Casitas Municipal Water District's Ojai system and work is nearly complete.

ADDITIONAL COMMENTS

WHY SELECT WSC

The District is looking for a consultant to create a high quality hydraulic model of the Casitas Water System that will be used for system planning, identifying hydraulic deficiencies, and evaluating merging the Casitas and Ojai Water Systems.

We are excited about the opportunity to develop this hydraulic model for the District. We have assembled a highly qualified team with directly relevant experience that will go above and beyond to deliver that hydraulic model. We value our relationship with the District and its staff and envision a lasting partnership that is built on shared success, trust, and value.

EFFICIENT DELIVERY

WSC has worked with the District on the Condition Based Assessment and Water Master Plan for the newly acquired Ojai water system. This experience, and our work on similar relevant hydraulic modeling projects, enables our team to quickly begin developing a hydraulic model of the Casitas Water System.

RESPONSIVE SERVICE

The foundation of our WSC-client partnerships and service is based on responsiveness. Our clients tell us they appreciate that we listen intently, anticipate their needs, and routinely go the extra mile to help them succeed. WSC will work with District staff to prioritize and execute tasks within the required parameters.

QUALITY RESULTS

WSC has a reputation for consistently providing high-quality work products and has an established QA/QC program to ensure these high standards are met. We use industry-recognized best practices and track our work to create deliverables that are defensible and actionable. We establish critical success factors at the outset of each project to guide our actions throughout execution.

THE RIGHT EXPERIENCE

WSC created the Ojai Water System Hydraulic Model and is ready to leverage that work to create a fully calibrated and integrated hydraulic model of the Casitas Water System. This experience is unique to WSC and creates the opportunity for project efficiencies and value.

ACCEPTANCE OF CONTRACT

WSC is willing to accept the terms and conditions of the Agreement for Engineering Services. However, we respectfully request the District consider the proposed revisions to the Agreement included on this page. WSC is currently under contract with the District and we are confident we can efficiently come to a mutual agreement on the provided terms.

1. RESPONSIBILITY OF CONSULTANT.

- a) Consultant is responsible for the professional quality, technical accuracy, timely completion, and the coordination of all testing, analysis, inspection, reports, designs and other services furnished by Consultant under this Agreement. Consultant shall, without additional compensation, promptly correct any Consultant negligent errors, omissions, or other deficiencies in its analysis, inspection, testing, reports, designs, and other services due to its failure to exercise the Standard of Care; to the extent such corrections are not attributable to change in project description or data modification by District.
- b) Consultant shall perform such professional services as may be necessary to accomplish the work required to be performed under this Agreement, in accordance with the professional skill and care ordinarily provided by firms practicing in the same or similar locality under the same or similar circumstances (herein the "Standard of Care") and this Agreement and the negotiated scope of work. Approval by District of analyses, inspection, testing, reports, designs and incidental cultural resources monitoring work or materials furnished hereunder shall not in any way relieve Consultant of responsibility for the technical adequacy of its work. Neither District's approval or acceptance of, nor payment for, any of Consultant's services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

16. TERMINATION. The District may, by written notice to Consultant, suspend or discontinue the performance of all work pursuant to this Agreement, and may terminate this Agreement, with or without cause after 15 calendar day's written notice from the date of mailing. In the event of a termination without cause, Consultant will be entitled to a reasonable portion of the lump sum fee for its services rendered prior to the effective date of the notice as well as reasonable expenses arising out of termination, but Consultant shall have no claim against District for loss of anticipated profits or other payment on account of services not yet performed and which are not thereafter performed by Consultant. In the event of a termination without cause, Consultant will submit a final invoice to District for all services rendered prior to termination within a reasonable time, not to exceed 45 days of the effective date of such notice. Any bills received after the expiration of the 45-day period need not be paid by the District.

APPENDIX A.



RESUMES

Kirsten L. Plonka, PE

Education

BS, Civil Engineering, California Polytechnic State University, San Luis Obispo

MS, Management, Colorado State University, Global Campus (in-process)

MS, Organizational Leadership, Colorado State University, Global Campus (in-process)

Professional Registrations

Professional Engineer – Civil, California, No. C70746

Professional Affiliations / Certifications

American Society of Engineers

American Public Works Association

Engineers Without Borders (former Southern California State Representative)

Potable Reuse Advisory Committee, San Diego County Water Authority

Advanced Water & Wastewater Modeling Certified by Innovyze & Bentley

Publications

"Health Effects Study on Potable Water Reuse", A&WMA

Industry Recognition

2013 Outstanding Water Project of the Year from Region 9 ASCE, Award of merit for San Diego Section ASCE for Pala Mesa Tank

Professional Experience

Ms. Plonka brings more than 15 years of experience in the planning, design, and management of water, wastewater and recycled water systems. She specializes in project management, hydraulic modeling, feasibility studies, infrastructure and water resource planning studies, and master planning, including Capital Improvement Plans and budgeting. She is well versed in funding alternatives, regulatory compliance, and public policy development. Her experience includes database development and integration of geographic information systems (GIS) with hydraulic models, recycled water customer databases, and asset databases. She also has experience managing public engineering departments, as well as headed up wastewater collections. Her extensive experience in the public sector allows her to approach projects from an owner's perspective and plan and design projects that are implementable and user-friendly.

Professional Project Experience

Casitas Municipal Water District, Water Master Plan and Capital Improvement Plan, Ojai, CA. Project Manager. Conducting a condition-based assessment and developing a Water Master Plan for the new owner of the Ojai water system. Tasks include developing opinions of probable cost for recommended projects, and evaluating production and consumption data to develop projections and recommend improvements necessary to maintain a safe and reliable level of service. Developing, calibrating, and utilizing hydraulic model of the system in conjunction with GIS datasets to improve system operations and CIP development. Evaluating the capacity of the existing water system and identifying improvements to meet demands, including fire flow, of the current and future population.

Oak Lodge Water Services District, Water Master Plan Update, Oak Grove, OR. Project Engineer. Preparing a Master Plan Update which will consider future water service commitments and build-out, including both area-specific water quality needs and system operations and maintenance priorities. The project includes constructing a new model from the District's GIS database, hydrant testing, and calibration of the completed model prior to using the model to identify and evaluate system improvements. Supply, demand, and storage data will be analyzed, projections developed, and recommendations made to address system deficiencies. The update includes development of an asset database to capture and track condition data for individual assets within the water system.

California American Water, Comprehensive Planning Study, Monterey District, CA. Project Engineer. Developing a Comprehensive Planning Study (CPS) for California American Water's Monterey District which includes developing recommendations for a CIP, and includes customer and demand projections, an assessment of adequacy of supplies, treatment, and distribution system facilities, and an evaluation of alternatives for developing additional supplies. Updating and calibrating the WaterGEMS hydraulic model. Performing an assessment of the distribution system piping, pumping, and storage capacity to meet current and projected demands, and to ensure it is providing adequate levels of service and reliability. The CIP is based on providing adequate capacity, meeting projected demands and growth, and meeting planning criteria and regulatory requirements.

Otay Water District, As-Needed Hydraulic Modeling Services, Spring Valley, CA. Project Engineer. Provide as-needed services for computerized hydraulic models to manage the District's potable water distribution, recycled water distribution, and wastewater collection pipe networks. Modeling services will optimize current operations, evaluate potential improvement projects, and allow for planning of future developments.

Carlsbad Municipal Water District, Hydraulic Water Modeling, Carlsbad, CA. Engineering Manager. Providing staff support services for hydraulic water modeling and development planning. Performing general model review and analysis of the existing system to help the City make informed decisions regarding potential changes to the system. Review of Feasibility Studies, Water Supply Assessments, and plan checks as needed to support the District's review and conditioning of proposed development projects.

Rainbow Municipal Water District, Hydraulic Water and Sewer Modeling, Fallbrook, CA. District Engineer. Providing services for hydraulic water and sewer modeling and development planning. Converted the District's existing hydraulic models to GIS based InfoWater and updated the model to include projects completed since it was developed in 2006. Performing general model updates and calibrating a previously un-calibrated sewer model including performing a flow monitoring study. Providing modeling analysis of the existing system to help the District make informed decisions regarding potential changes to the system. Review of Feasibility Studies and Water Supply Assessments as needed to support the District's review and conditioning of proposed development projects.

Lake Arrowhead Community Services District, Water and Sewer Master Plan Updates, Lake Arrowhead, CA. Project Engineer. Prepared comprehensive water and sewer master plans. Project included hydraulic modeling of the water and sewer systems using H2OMap and H2OMap Sewer, geographical information system update of the entire system, and development of a capital improvement program.

Big Bear City Community Services District, 2017 Water Master Plan Update, Big Bear City, CA. Project Manager. Conducted site visits and leveraged operator knowledge to document and address the maintenance and replacement needs of the current water system. Prepared detailed analysis of the District's infrastructure and conveyance system, as well as considered age and useful life. By the completion of the master plan, a comprehensive CIP will be developed that will be used to set annual budgets, establish rates and fees, prioritize improvements, and proactively prepare for the future needs of customers.

Eastern Municipal Water District, Water and Sewer Master Plan Updates, Perris, CA. Staff Engineer. Responsible for conversion of existing H2OMAP hydraulic model to InfoWater software, field testing and calibration of hydraulic model, evaluation of pipeline capacity to deliver current and future demands and Capital Improvement Program prioritization.

Golden State Water Company, Water and Sewer Master Plan Updates, Multiple Locations, CA. Staff Engineer. Responsible for coordinating with stakeholders, preparing and conducting a hydrant flow testing plan for model calibration purposes, updating and calibrating the hydraulic model in H2OMap, identifying system deficiencies, creating Capital Improvement Programs, and writing of comprehensive master plan.

San Lorenzo Valley Water District, As-Needed Engineering Services, Boulder Creek, CA. Project Manager. Providing funding assistance and as-needed engineering services to the District. Working to identify funding sources, meet requirements, and complete application packages to acquire funding from the Department of Agriculture and Clean Water State Revolving Fund for a variety of projects. In addition to assisting the District acquire funding, Providing design services for the Highway 9 Water Line Replacement, Bear Creek Road Main Replacement, Fall Creek Intake Facility, and more.

Rainbow Municipal Water District, Asset Management Plan, Fallbrook, CA. District Engineer. Staff review of GIS based asset management program for water and wastewater infrastructure based on materials and age.

Jeroen Olthof, MS, MBA, PE

Education

MBA, USC

MS, Civil Engineering, University of Washington

BS, Civil Engineering, University of Colorado Boulder

Professional Registrations

Professional Engineer- Civil, California, No. C58597

Articles

San Diego's Recipe for Overflow Reduction, Public Works, June, 2004.

Capacity Assurance Sets Stage for CMOM Success, Waterscapes, Vol. 13, No. 2, May, 2002

Presentations

Management of Sewers in Environmentally Sensitive Areas, ASCE Pipelines Conference, San Diego, CA 2004

Lessons Learned in San Diego's Collection System Assessment Program, Water Environment Federation (WEF) Collection Systems Conference, Austin, TX, June, 2003

Automated Decision Tools for Sewer Collection System Assessment, California Water Environment Association Conference (CWEA), Ontario, CA, 2003

Improved Collection System Management Using GIS, Water Environment Federation Technology and Exposition Conference (WEFTEC), Chicago, IL, October, 2002

An Incremental Approach to GIS and Floodplain Mapping, Floodplain Management Association Conference, Sacramento, CA, September, 2000

A Hydrogen Sulfide Screening Tool Within GIS, WEFTEC, Collection Systems Conference, Salt Lake City, UT, May, 1999

Professional Experience

Mr. Olthof has more than 25 years of water system engineering experience specializing in hydraulic modeling and master planning. He is a nationally recognized expert in hydraulic modeling, GIS integration, and data analysis and management. He has completed more than 125 hydraulic modeling projects and over 30 Master Plans throughout California. His experience includes research and analysis of existing systems, asset management, capital improvement planning and development, life cycle cost estimation, and hydraulic modeling software

Representative Projects

Casitas Municipal Water District, Water Master Plan and Capital Improvement Plan, Ojai, CA. Project Manager. Conducting a condition-based assessment and developing a Water Master Plan for the new owner of the Ojai water system. Tasks include developing opinions of probable cost for recommended projects, and evaluating production and consumption data to develop projections and recommend improvements necessary to maintain a safe and reliable level of service. Developing, calibrating, and utilizing hydraulic model of the system in conjunction with GIS datasets to improve system operations and CIP development. Evaluating the capacity of the existing water system and identifying improvements to meet demands, including fire flow, of the current and future population.

City of Victorville, 2018 Water Master Plan, Victorville, CA. Hydraulic Analysis Lead. Preparing a master plan that will address both hydraulic capacity deficiencies and rehabilitation and replacement needs driven by aging infrastructure. The project includes hydraulic modeling using InfoWater to evaluate capacity limitations, planning-level estimates of required capital spending each year based on system inventory and expected remaining useful life values, and a comprehensive 10-year Capital Improvement Plan.

California American Water, Comprehensive Planning Study, Monterey District, CA. Project Manager. Developing a Comprehensive Planning Study (CPS) for California American Water's Monterey District which includes developing recommendations for a CIP, and includes customer and demand projections, an assessment of adequacy of supplies, treatment, and distribution system facilities, and an evaluation of alternatives for developing additional supplies. Updating and calibrating the WaterGEMS hydraulic model. Performing an assessment of the distribution system piping, pumping, and storage capacity to meet current and projected demands, and to ensure it is providing adequate levels of service and reliability. The CIP is based on providing adequate capacity, meeting projected demands and growth, and meeting planning criteria and regulatory requirements.

Otay Water District, As-Needed Hydraulic Modeling Services, Spring Valley, CA. Project Manager. Provide as-needed services for computerized hydraulic models to manage the District's potable water distribution, recycled water distribution, and wastewater collection pipe networks. Modeling services will optimize current operations, evaluate potential improvement projects, and allow for planning of future developments.

City of Victorville, As-Needed Engineering Services, Victorville, CA. Senior Engineer. Converted the H2ONet model to InfoWater and updated it to include new infrastructure. Through an on-call contract, completed Water Feasibility Studies to determine the demands, storage, pipeline size, and configuration needed for proposed developments. Developed a tool to track water supply and storage needs for the entire system and by pressure zone and quantify demands and storage capacity requirements for each project.

Boulder City Public Works Department, El Dorado Valley Water System Evaluation, Boulder City, NV. Hydraulic Modeling Lead. Prepared a hydraulic model using InfoWater to evaluate the ability to deliver potable water to the El Dorado energy facilities. The model was built using pipeline record drawings, and demands were based on service contracts between customers and the city. Diurnal patterns were used to simulate the water demand of solar and gas-fired energy production facilities. The hydraulic model was used to evaluate potential improvements including new pipelines, storage tanks, and valve stations.

Water Master Plan Update, Oak Lodge Water Services District, Oak Grove, OR. Principal in Charge. Preparing a Master Plan Update which will consider future water service commitments and build-out, including both area-specific water quality needs and system operations and maintenance priorities. The project includes constructing a new model from the District's GIS database, hydrant testing, and calibration of the completed model prior to using the model to identify and evaluate system improvements. Supply, demand, and storage data will be analyzed, projections developed, and recommendations made to address system deficiencies. The update includes development of an asset database to capture and track condition data for individual assets within the water system. The final update will include a capital improvement program.

California American Water, Baldwin Hills Water Distribution System Model Update, Baldwin Park, CA. Project Manager. Project manager for development of an updated hydraulic model of the Baldwin Hills water distribution system using WaterGEMS. Used the model results to evaluate future operating conditions for the Olympiad and Mount Vernon booster stations.

Moulton Niguel Water District, Potable Water Hydraulic Model Development, Laguna Niguel, CA. Project Engineer. Prepared a detailed hydraulic network model of the potable water distribution system using H2OMap Water, which comprised of over 52,000 services. This model simulates service pressures under varying conditions within the distribution system, and is used to plan for future system modification and operational analyses.

Chugach Management. Services, Kirtland Air Force Base Low Pressure Water Study, Kirtland Air Force Base, NM. Modeling Lead. Developed a hydraulic model of the water distribution system serving both sides of the Kirtland AFB using InfoWater. The hydraulic model was used to identify hydraulic deficiencies in the existing system and evaluate potential improvements.

Irvine Ranch Water District, Zone A Recycled Water Hydraulic Model, Irvine, CA. Project Manager. Provided hydraulic modeling for Zone A system using InfoWater. The hydraulic model was used to generate system curves to support the design of a new effluent pumping station.

Irvine Ranch Water District, Lake Forest Recycled Water Area Plan, Lake Forest, CA. Project Engineer. Assisted with preparation of the Lake Forest Recycled Water Area Plan. Evaluated potential sites for conversion from potable water to recycled water for outdoor irrigation use. Performed geographic information system (GIS) analysis and hydraulic modeling using InfoWater to estimate costs for necessary distribution improvements.

Town of Estes Park, Mary's Lake Water Treatment Plant Retrofit, Estes Park, CO. Project Engineer. Assisted with conversion of the town's existing hydraulic model to a geographic information system (GIS) based modeling software (InfoWater), as part of the water treatment plant retrofit. The 2 mgd conventional treatment facility was retrofitted with submerged membrane technology, increasing capacity to 4 mgd and allowing for 6 mgd capacity in the future.

Joshua H. Reynolds, MS, PE

Education

MS, Civil and Environmental
Engineering, California
Polytechnic University, San Luis
Obispo, CA

BS, Civil Engineering, California
Polytechnic University, San Luis
Obispo, CA

Professional Registrations

Professional Engineer - Civil,
California, No. C65400

Professional Affiliations

American Society of Civil
Engineers, Member

Professional Experience

Mr. Reynolds has 18 years of civil engineering experience specializing in water and recycled water systems. His experience includes hydraulic analysis; condition and capacity-based assessment; pipeline, pump station, and tank analysis and design; and construction management and administration. His strong combination of planning, design, and construction experience enables him to create, calibrate, and use hydraulic models that clients can use to evaluate the effect of potential upgrades to the existing system.

Representative Projects

Victorville Water District, Water District Master Plan Update 2016, Victorville, CA.

QA/QC. Preparing an update to the District's drinking water production and distribution system master plan. Work includes minor updates to existing water InfoWater hydraulic model, identifying and evaluating system improvements, performing a water quality evaluation, developing a capacity-driven Capital Improvement Plan, and developing a Rehabilitation and Replacement Plan. Work also includes preparing a recycled water master plan for the SCLA area located within the District's boundary and a SCADA master plan

City of Santa Maria, 2012 Utility Master Plan Update, Santa Maria, CA. Project

Manager. Preparing a Master Plan Update to assess the capacity of the City's water and wastewater collection system, and developing a prioritized, risk-based capital improvement plan for the utilities. The plan update includes development of a new water model in InfoWater and a sewer collection system model in SewerGEMS. The models were loading using actual spatially allocated water consumption data.

City of Pismo Beach, 2015 Water Master Plan Update, Pismo Beach, CA. Project

Manager. Performing an update of the City of Pismo Beach 2004 Water Master Plan. Creating and calibrating an all-pipes, spatially allocated demand hydraulic model of the City's water distribution system using Bentley's WaterGEMS software. Utilizing the hydraulic model to evaluate capacity limitations for current and future buildout scenarios and opportunities to optimize operations. Developing condition based-replacement plans for aging infrastructure and an updated CIP project list to prepare the City for budget planning.

Otay Water District, As-Needed Hydraulic Modeling Services, Spring Valley, CA.

Technical Advisor. Provide as-needed services for computerized hydraulic models to manage the District's potable water distribution, recycled water distribution, and wastewater collection pipe networks. Modeling services will optimize current operations, evaluate potential improvement projects, and allow for planning of future developments.

Water Master Plan Update, Oak Lodge Water Services District, Oak Grove, OR.

Technical Advisor. Preparing a Master Plan Update which will consider future water service commitments and build-out, including both area-specific water quality needs and system operations and maintenance priorities. The project includes constructing a new model from the District's GIS database, hydrant testing, and calibration of the completed model prior to using the model to identify and evaluate system improvements. Supply, demand, and storage data will be analyzed, projections developed, and recommendations made to address system deficiencies. The update includes development of an asset database to capture and track condition data for individual assets within the water system. The final update will include a capital improvement program.

City of Arroyo Grande, 2011 Water System Master Plan, Arroyo Grande, CA. Project Manager. Developing a master plan for the City's drinking water production and distribution system. Work includes development of an updated hydraulic model using WaterGEMS software, and application of GIS datasets to conduct a risk-based condition assessment of the water distribution system to recommend prioritized improvements.

City of Paso Robles, 2015 Water Master Plan, Paso Robles, CA. Project Manager. Update included a survey of capacity limitations to anticipate expected growth along the outskirts of the existing infrastructure. Analysis of the aging pipeline detailed needs for replacement or rehabilitation of the distribution system to avoid failure in the future. A Capital Improvement Plan was created and needs identified in the system analysis for the City to act upon.

City of Guadalupe, Water Master Plan, City of Guadalupe, CA. Project Engineer. Prepared a comprehensive water master plan for the City of Guadalupe, including water modeling of the distribution system. The plan included detailed recommendations for water storage and distribution system capital improvements, and a capital improvements program to serve current and 20-year build-out needs.

San Miguel Community Services District, Water and Wastewater Master Plans, San Miguel, CA. Project Engineer. Created a sewage collection system spreadsheet model of the San Miguel Community Services District collection system. Used the spreadsheet to make recommendations for improvements to the existing sewage collection system. Prepared a comprehensive water master plan for the community of San Miguel, including water modeling of the distribution system.

Apple Valley Ranchos Water Company, North Apple Valley Water System Improvement Plan, Town of Apple Valley, CA. QA/QC Engineer. Evaluated the capability and reliability of AVRWC's Bell Mountain and Stoddard Pressure Zones in north Apple Valley, which currently have low customer demands and high fire flow requirements. Spatially allocated existing demands, performed hydraulic analysis of the existing system using AVRWC's hydraulic model in InfoWater, evaluated multiple system level alternatives for each pressure zone, including changing the HGL; and developed a CIP to improve the existing system. Recommended revised pressure zone boundaries and performed a preliminary parcel screening to identify potential tank and booster stations sites needed to serve the study area as demands increase.

Templeton Community Services District, 2012 Water System Master Plan Update. Project Engineer. Prepared updated water distribution and treatment system master plan including: updated system mapping; development of GIS dataset for the distribution system; spatially allocated water demands using customer consumption records; development of land use water demand factors; creation and calibration of a new hydraulic model; estimated build-out and future demands; hydraulic capacity evaluation; development of a 20 year CIP plan; and preparation of an Integrated Resources Plan combining master plan updates for the District's water and sewer systems.

City of Santa Barbara, Wastewater Collection System Hydraulic Modeling Services. QA/QC. Prepared and updated collection system hydraulic model. Utilized updated GIS data to develop an all pipes collection system hydraulic model to replace the City's existing skeletonized model. Developed spatially allocated average daily sewer flow estimates through an analysis of winter water demands and developed wet weather flow estimates by analyzing storm events and corresponding wastewater flows. Utilized the hydraulic model to identify capacity-constrained pipelines under the current and future sewer flow scenarios and to develop list of necessary capital projects. Performing on-going model maintenance and as-needed model updates.

Heather Freed, PE, MS

Education

MS, Civil and Environmental
Engineering, Cal Poly, San Luis
Obispo

BS, Environmental Engineering,
Cal Poly, San Luis Obispo

Professional Registrations

PE – Civil, CA, No. 89406

Professional Experience

Ms. Freed is an Engineer in Training with experience in water and wastewater treatment and distribution systems. She has experience evaluating various hydraulic measures including headloss through pipes, hydraulic jumps, and groundwater pumping. Her knowledge also includes groundwater contamination, water chemistry and water quality measurements, physio-chemical and biological water and wastewater treatment, and climate change and energy intensity analysis.

Representative Projects

Casitas Municipal Water District, Ojai System Condition Based Assessment and Water Master Plan, Ojai, CA. Staff Engineer. Conducting a condition-based assessment and developing a Water Master Plan for the new owner of the Ojai water system. Tasks include developing opinions of probable cost for recommended projects, and evaluating production and consumption data to develop projections and recommend improvements necessary to maintain a safe and reliable level of service. Developing, calibrating, and utilizing hydraulic model of the system in conjunction with GIS datasets to improve system operations and CIP development. Evaluating the capacity of the existing water system and identifying improvements to meet demands, including fire flow, of the current and future population.

City of Pismo Beach, 2015 Water Master Plan Update, Pismo Beach, CA. Staff Engineer. Performing an update of the City of Pismo Beach 2004 Water Master Plan. Creating and calibrating an all-pipes, spatially allocated demand hydraulic model of the City's water distribution system using Bentley's WaterGEMS software. Utilizing the hydraulic model to evaluate capacity limitations for current and future buildout scenarios and opportunities to optimize operations. Developing condition based-replacement plans for aging infrastructure and an updated CIP project list to prepare the City for budget planning.

Water Master Plan Update, Oak Lodge Water Services District, Oak Grove, OR. Staff Engineer. Preparing a Master Plan Update which will consider future water service commitments and build-out, including both area-specific water quality needs and system operations and maintenance priorities. The project includes constructing a new model from the District's GIS database, hydrant testing, and calibration of the completed model prior to using the model to identify and evaluate system improvements. Supply, demand, and storage data will be analyzed, projections developed, and recommendations made to address system deficiencies. The update includes development of an asset database to capture and track condition data for individual assets within the water system. The final update will include a capital improvement program.

California American Water, Monterey District, 2018 Comprehensive Planning Study and Condition Based Assessment, Monterey County, CA. Engineering Support. Updating the California American Water Monterey County water distribution system Comprehensive Planning Study. Building calibrating a hydraulic model with over 600 miles of pipelines and 50 pressure zones to evaluate system capacity and operations. Evaluating system condition based on asset data and site inspection reports. Developing a comprehensive CIP list for future rate studies.

Big Bear City Community Services District, 2017 Water Master Plan Update, Big Bear City, CA. Staff Engineer. Preparing a detailed analysis of the District's infrastructure that will result in a Master Plan which includes a comprehensive Capital Improvement Program. WSC is performing infrastructure condition assessments, developing a defensible Rehabilitation and Replacement Plan, and identifying high-priority projects.

Spencer J. Waterman

Education

BS, City & Regional Planning,
California Polytechnic State
University, San Luis Obispo

Certifications

American Water Works
Association, California-Nevada
Section, Water Use Efficiency
Practitioner Grade 1, Certificate
1714

Professional Affiliations

American Water Works
Association, Member

Professional Experience

Mr. Waterman is an experienced Planner with eight years of experience which includes providing GIS support for the hydraulic modeling of water and recycled water systems. He has completed more than 50 technical planning studies and has served in an integral role on more than 10 master plans. He has extensive experience utilizing GIS to spatially allocate water demands and develop maps for clients. He specializes in supply and demand projections which are used in capital improvement planning.

Professional Project Experience

Casitas Municipal Water District, Water Master Plan and Capital Improvement Plan, Ojai, CA. Staff Planner. Provided GIS support for the development of a hydraulic model of Ojai Water System in conjunction with GIS datasets to improve system operations and CIP development. Evaluating the capacity of the existing water system and identifying improvements to meet demands, including fire flow, of the current and future population. Through this project, Spencer developed relationships with District staff and an understanding of the greater Casitas Water System.

City of Victorville, 2018 Water Master Plan, Victorville, CA. Staff Planner. Preparing a master plan that will address both hydraulic capacity deficiencies and rehabilitation and replacement needs driven by aging infrastructure. The project includes hydraulic modeling using InfoWater to evaluate capacity limitations, planning-level estimates of required capital spending each year based on system inventory and expected remaining useful life values, and a comprehensive 10-year Capital Improvement Plan.

City of Victorville, On-Call Water Modeling, Victorville, CA. Staff Planner. Providing staff support services for hydraulic water modeling and development planning. GIS and data management to support GIS based InfoWater modeling to help the City make informed decisions regarding potential changes to the system. GIS support for preparing Feasibility Studies and Water Supply Assessments as needed to support the City's review and conditioning of proposed development projects.

City of Santa Maria, 2012 Utilities Master Plan Update, Santa Maria, CA. Staff Planner. Contributing author for the 2012 Utilities Master Plan Update. Developed spatially allocated demands for current and future demands through buildout using GIS for incorporation into a hydraulic model. Developed land use demand factors based on current development and projected land use and zoning of each parcel at buildout.

City of Paso Robles, 2014 Water Master Plan Update, Paso Robles, CA. Staff Planner. Contributing author for the 2014 Water Master Plan Update. Used GIS to spatially allocate demands for current and future timeframes through buildout for incorporation into a hydraulic model. Developed land use demand factors based on current development and projected land use of each parcel and development at buildout.

City of Arroyo Grande, City of Arroyo Grande Capital Improvement Plan for the 2011 Water and Sewer Master Plan Updates, Arroyo Grande, CA. Staff Planner. Contributing author for the Water and Sewer Master Plan Updates. Developed spatially allocated demands for current and future demands through buildout using GIS for incorporation into a hydraulic model. Developed land use demand factors based on current development and projected land use and zoning of each parcel at buildout.



CONTACT

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Expectwsc.com

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER

FROM: JULIA ARANDA, ENGINEERING MANAGER

SUBJECT: AUTHORIZE GENERAL MANAGER TO SIGN PROFESSIONAL SERVICES AGREEMENT FOR HYDROGEOLOGIC CONSULTING SERVICES

DATE: 11/14/2018

RECOMMENDATION:

It is recommended the Board of Directors authorize the General Manager to enter into an agreement for professional hydrogeologic consulting services with Pueblo Water Resources Inc, for the sum not to exceed \$20,000.00.

BACKGROUND AND DISCUSSION:

Pueblo Water Resources, Inc. (Pueblo) has provided professional hydrogeologic consulting services to the District including condition assessment of the wells in the Ojai Water System 9as a subconsultant to Water Systems Consulting) and more recently, the Wellfield Modeling and Interference Report under direct contract with the District.

This contract will be utilized on a Task Order basis when Engineering or Operations and Maintenance staff identify a specific project for which hydrogeologic support is needed. The first Task Order will be an analysis and summary of potential groundwater supply augmentation options, including whether to rehabilitate an existing well or drill a new well. Pueblo will prepare a Technical Memo describing the associated costs, schedule, potential well capacity, and permitting associated with each option.

BUDGET IMPACT:

The 2018-19 fiscal year budget includes a line item for Well Rehabilitation/Replacement from which these services will be funded.

Attachment:
Proposal from Pueblo Water Resources, Inc.



Project No. 18-0141

October 25, 2018

Casitas Municipal Water District

1055 Ventura Avenue

Oak View, California 93022

Attention: Julia Aranda, Engineering Manager

Subject: Proposal for Professional Services; Support for Groundwater Supply Engineering and Operations.

Dear Julia:

Pueblo Water Resources, Inc. (Pueblo) is pleased to submit this proposal to assist the Casitas Municipal Water District (District) with professional hydrogeologic support related to the District's Wellfield engineering and operations. Work under this proposal would be performed on a task-by-task, as-requested basis, and would include services performed to assist the District with hydrogeologic assessment, wellfield operations, well assessments and maintenance, well performance monitoring and tracking, water supply augmentation investigations, and other miscellaneous tasks. Work for each task would be performed upon written confirmation and approval by the District with respect to the scope and costs associated with each desired task.

Pueblo's team to assist the District with wellfield operations includes myself, Martin Feeney, and Robert Marks, all State of California Certified Hydrogeologists. Together, we have a 30 year working relationship, with special focus on water well design and construction, well performance assessment, well rehabilitation, and groundwater supply development and management.

Based on our understanding of the issues that are likely to arise in the near future related to wellfield engineering and operations, we suggest that a budget of \$20,000 be established at this time. Costs for Pueblo's services would be billed on a time and materials basis in accordance with our 2018 Fee Schedule, which is included with this proposal.

We appreciate the opportunity to provide assistance to the District with this important element of the District's water supply portfolio. Please contact me if you require additional information or have any questions related to this proposal.

Sincerely,

PUEBLO WATER RESOURCES, INC.

A handwritten signature in black ink that reads "Michael S. Burke". The signature is written in a cursive, flowing style.

Michael S. Burke, P.G, C.Hg.
Principal Hydrogeologist

Attachment: 2018 Fee Schedule



**PUEBLO WATER RESOURCES, INC.
2018 FEE SCHEDULE**

Professional Services

Principal Professional.....	\$205/hr
Senior Professional.....	\$190/hr
Project Professional.....	\$175/hr
Staff Professional.....	\$145/hr
Technician.....	\$135/hr
Illustrator.....	\$120/hr
Word Processing.....	\$95/hr

Other Direct Charges

Subcontracted Services.....	Cost Plus 15%
Outside Reproduction.....	Cost Plus 15%
Travel Expenses.....	Cost Plus 15%
Per Diem*	Variable
Vehicle	\$75/day

Equipment Charges

Drilling Fluid Test Kit.....	\$100/day, \$400/week
Field Water Quality Meter (Hach DR890).....	\$75/day, \$275/week
Orion ORP/pH/Temp Probe.....	\$75/day, \$275/week
Water Level Probes (In-Situ Level Troll).....	\$75/day, \$300/week
Water Quality Probes (In-Situ Aqua Troll).....	\$100/day, \$325/week
Ultrasonic Flowmeter.....	\$200/day, \$750/week

*Regionally and seasonally specific to project.

CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: JORDAN SWITZER, WATER QUALITY SPECIALIST
SUBJECT: MONTHLY HYDROLOGIC STATUS REPORT FOR OCTOBER, 2018
DATE: NOVEMBER 8, 2018

RECOMMENDATION:

This item is presented for information only and no action is required. Data are provisional and subject to revision.

DISCUSSION:

Rainfall Data

	<u>Casitas Dam</u>	<u>Matilija Dam</u>	<u>Thacher School</u>
October, 2018	0.14"	0.00"	0.04"
Water Year (WY: Oct 01 - Sep 30)	0.14"	0.00"	0.04"
Average Annual Rainfall	23.47"	28.05"	21.70"

Ojai Water System Data

Well field production (October, 2018)	106 AF
Surface water supplementation (October, 2018)	61 AF
Dynamic* depth to water surface- Mutual #6 (October, 2018)	198 ft
Change in dynamic* level from last month	- 11 ft

**Static depth to water surface unavailable at this time*

Robles Fish Passage and Diversion Facility Diversion Data

Diversions (October, 2018)	0 AF	Total diversions WY to date	0 AF
Diversion days in October	0	Diversion days this WY	0

Casitas Reservoir Data

Water surface elevation (10/31/2018)	482.05 ft AMSL
Water storage on November 01, 2018	73,400 AF
Water storage last month	74,894 AF
Net change in storage	- 1,494 AF
Change in storage from October 31, 2017	-12,680 AF

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Water Resources Committee

DATE: November 9, 2018
TO: Board of Directors
FROM: Interim General Manager, Michael Flood
Re: Water Resources Committee Meeting of October 23, 2018, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Russ Baggerly
Director Mary Bergen
Interim General Manager, Michael Flood
Engineering Manager, Julia Aranda
2. **Public Comments.**
None.
3. **Board comments.**
None
4. **Manager's Comments.**
IGM Flood reported that the La Conchita shutdown was successful and the contractor had completed enough work to avoid a second shutdown entirely. Additionally, IGM Flood indicated that the next Water Security tours will occur on October 25th & 27th.
5. **Update on the Matilija Deep Well Project.**
IGM Flood gave an update on recent meetings and planned future actions for the Matilija deep well project.
6. **Discussion of LAFCo out-of-agency service request and agreement for 7676 Stanley Park Road.**
EM Aranda gave a presentation regarding a request for an out-of-agency service request prompted by the rebuilding of a residence destroyed as a result of the Thomas Fire.

Committee members asked questions and EM Aranda provided clarifying answers that principally revolved around the current restricted safe yield of Lake Casitas.

IGM Flood was then directed to provide the requestor with a letter denying the request.

7. **Review Request for Proposals for the State Water Project Interconnection Phase 3 (Pump Station, Reservoir and Connecting Pipelines).**
EM Aranda gave a presentation regarding the timing and content for the Phase 3 SWP interconnection RFP.

Committee members asked questions and EM Aranda and IGM Flood provided clarifying answers.

The RFP will be released in early December 2018.

8. **Review Request for Proposals (Reissue) for the Casitas Comprehensive Water Resources Plan.**

EM Aranda gave a presentation regarding the response to the recently released RFP for the Casitas Comprehensive Water Resources Plan. Only one response had been received and the recommendation was made to reissue the RFQ to improve the possible response.

The committee concurred that the RFP should be reissued.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Recreation Committee

DATE: November 8, 2018
TO: Board of Directors
FROM: Park Services Manager, Carol Belser
Re: Recreation Committee Meeting of November 8, at 1000 hours.

RECOMMENDATION:

It is recommended that the Board of Directors receive and file the minutes of the November 2018 Recreation Committee.

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Pete Kaiser
Director Bill Hicks
Interim General Manager, Mike Flood
Park Services Manager, Carol Belser
Maintenance Foreman, Tim Lawson
Division Officer, Joe Evans
One member of the public was in attendance
2. **Public Comments.** There were no public comments.
3. **Board/Management comments.**
Director Kaiser opened the meeting requesting a moment of silence in honor of those who were killed in Thousand Oaks last evening, including Ventura County Sheriff, Sergeant Ron Helus. Director Hicks requested information be passed to Mike Flood, Interim General Manager (not yet in attendance), that Human Resources details of record, be given to the Board members. Director Hicks also asked about the status to clear vegetation from the Robles Diversion Dam. Those in attendance did not have updated information on the status. Park Services Manager, Carol Belser reported that the Lake Casitas Recreation Area's trailer storage yard is now virtually full. Park Ranger Stuart Birdsey oversees the trailer storage program, and he and his staff have successfully filled the rental spaces. Park Manager Belser also reported that the Bureau of Reclamation's 10 year visitation assessment of the Recreation Area is scheduled to happen sometime in April 2019. Their previous visit was in October 2009.
4. **Review of the monthly Recreation Report.**
Park Manager, Carol Belser presented the report and explained that the report combines both September 2018 and October 2018 reports minus the financial figures and visitation figures for October 2018 because they are not yet available. She also pointed out that two unauthorized vessels gained access onto Lake Casitas. Division Officer Joe Evans provided details on the incidents and both parties were interviewed and released by Park Rangers.
5. **Discussion of Division of Boating and Waterways grant opportunity for Floating Restroom replacement.**
Park Services Manager, Carol Belser reviewed the recent opportunity for Casitas to

replace 2007 Floating Restroom #199 with a new unit. She informed the Committee that two 2005 units were replaced in 2017 under the same grant at no cost to the Casitas. Unit #199 is in need of replacement so the grant opportunity is good timing.

6. **Discussion of upcoming events planned for 2019.**

Park Manager Belser provided a power point presentation of the events planned, and two event ideas that she requested be agenzized for further discussion and possible approval. Director Kaiser thanked staff for the list of events planned, and requested the list be forwarded to the Board for their information at an upcoming meeting. Director Kaiser was pleased to see so many activities planned in the Lake Casitas Recreation Area.

7. **Public Relations Media Outreach Plans for 2019.**

Park Manager Carol Belser reviewed the outreach program and activities staff participate in, including the grant funded invasive species public education and outreach programs. Other avenues of outreach include purchasing advertisements in the Ojai Recreation Brochure, the Ojai Quarterly, the Ojai Visitors Guide, Banner on HWY 150. Casitas' web site, Casitas' own quarterly brochure are other avenues including hand out publications to directly customers. Director Hicks suggested notifying funeral homes to let them know that Lake Casitas has great venues for celebration of life and memorials. Director Kaiser suggested contacting the many clubs and organizations in the County for possible meeting venues.

8. **Drought Contingency Planning for the Lake Casitas Recreation Area.**

Park Manager Belser presented the Committee with staff plans and ideas to continue to decrease water use in the LCRA. It included reducing the time a shower token can buy for 4 minutes to 3 minutes, low flow shower heads that cannot be unscrewed by customers, ceasing irrigation in the few remaining irrigated areas around the front entrance and at Campground Bass and possibly replacing the Campground Bass's turf with artificial turf. In the small areas of irrigated grass, maintenance staff felt they can replace the grass with mulch or artificial turf. Discussion continued on the launch ramp and emergency vessel access to the lake. The historic drought has created a challenge and staff are dedicated to allow boat launch (and removal) as long as possible.

9. **Discussion regarding staff recommendation to improve bathroom cleanliness.**

Park Manager Belser provided a lengthy PowerPoint presentation providing a visual of details of the Lake Casitas Recreation Area's restroom and sewage facilities throughout the park. The entire LCRA's restrooms, shower facilities are handled by chemical toilets (CT's) and flush toilets/showers and where all facilities' water and sewage flows into the many holding tanks. The 104 deployed (plus or minus depending on the season) chemical toilets are pumped out by our single 300 gallon mini-pump truck and placed into one specially designed tank near Campground Jay, where debris (trash) is screened out preventing it from entering the large pump (transportation) truck and therefore preventing it from being dumped in the Ojai Valley Sanitary District's treatment facility.

All holding tanks are then pumped out and the sewage is transported to the treatment facility, using one single large 3,400 pump truck on a 14.2 miles round trip. The system does not meet the expectation of the public especially in regards to the CT's. Ms. Belser recommendation is to re-visit the November 2017 sewer system assessment plan that the Board reviewed, to gather further data and plan the financing of the project using outside grant funds or the current Bureau of Reclamation's grant funds by an amendment. She illustrated the many problematic issues a sewer system will alleviate. Maintenance Foreman Tim Lawson spoke on the topic as well as Division Officer Joe Evans. The Committee supported the recommendation and Director Kaiser asked what else can be done to improve the situation immediately. Ms. Belser asked for funding for a new second mini pump truck at a cost of about \$85,000 that will provide a larger transport tank to empty (pump out) the many CT's more efficiently with fewer trips to the holding tank at Jay. The Committee supported forwarding both recommendations for Board consideration.

10. **Update on the status of the enhanced Lake Casitas Recreation Area exit sign illumination.**

Park Manager Belser informed the Committee that the illuminated exit sign was purchased, in hand and will be mounted this month. She presented the Committee schematic of what the sign will look like over the exit lane of the Lake Casitas Recreation Area.

11. **Update on the Teague Watershed Security**

Park Manager Belser reviewed the Park Ranger daily patrol of the watershed, and also the communication in place between Casitas and the Bureau of Reclamation, Federal Law Enforcement and Forest Service, County of Ventura's resources and Caltrans. Discussion continued on the topic with Director Kaiser suggesting discussion continue with the Bureau of Reclamation and the County of Ventura regarding North Santa Ana Road parking and dumping, and a letter be sent to Supervisor Bennett encouraging public closure North Santa Ana Road.

12. **News of Note: Communication to Board Members**

Director Kaiser stated that he would like staff to provide up to day/date happenings of the LCRA as information to the Board members, in a more real time effort. Casitas staff in attendance can communicate proactively more regularly, and can also send short emails of news to the General Manager to send then out as updates and information items.

13. **Review of Incidents and Comments**

Division Officer Evans reviewed the October 2018 incidents.

The meeting was adjourned at 11:40 A.M.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Executive Committee

DATE: November 9, 2018
TO: Board of Directors
FROM: Interim General Manager, Michael Flood
Re: Executive Committee Meeting of November 9, 2018, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Jim Word
Director Bill Hicks
Assistant General Manager, Michael Flood

2. **Public Comments.** None.

3. **Board comments.**

Director Hicks commented about the need for a human resources consultant to attend a Board Meeting in the near future.

IGM Flood indicated that Casitas' general counsel was lining this up for the Board meeting of November 28th.

4. **Manager's Comments.**

IGM, Flood informed the committee about two items:

- The next Water Security tour of Casitas MWD water facilities will occur on November 17th.
- The State Water Contractors have scheduled another special meeting regarding the California Water Fix for Wednesday, November 14th.

5. **Discussion regarding a letter received from Casitas Springs Mutual Water Company regarding consolidation.**

IGM Flood informed the committee on this issue and that more discussion will occur once staff has the ability to review the analysis that was sent along with the letter.

Committee members asked questions and IGM Flood provided clarifying answers.

6. **Update on Elected Official Outreach regarding Federal Agency cooperation on emergency water projects.**

IGM Flood updated the committee on actions already taken and planned future actions including a handout that provide a summary.

Committee members asked questions and IGM Flood provided clarifying answers.

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: November 7, 2018

TO: Recreation Committee

FROM: Carol Belser, Park Services Manager

SUBJECT: Recreation Area Monthly Report for September and October 2018

Visitation Numbers

The following is a comparison of visitations* for September 2018, October 2018 visitation is not yet available:

	September 2018	September 2017	August 2018
Visitor Days	54,936	50,172	84,860
Camps	6,227	5,787	8,645
Cars	13,734	12,543	21,215
Boats	131	94	180
Kayaks & Canoes	5	6	1

Fiscal Year to Date*	
2018/2019	257,256
2017/2018	260,064
%Change	-1.080

*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

Fiscal Year to Date = Beginning July 2018 reflects the total of all visitation shown in the top graph.

Operations and Boating

The District's Prevention, Control and Management Plan for Invasive Species and the Vulnerability Assessment for Invasive Species 2016 reports were updated and resubmitted responding to comments received from California Department Fish and Wildlife within the required 60 business day time-line per the California Code of Regulations Title 14 §672.1. In addition the District's Lake Casitas Invasive Mussel Rapid Response Plan was re-submitted to California Department of Fish and Wildlife in response to their original comments. To date, we are awaiting their approval or additional comments on the reports. The comments and subsequent updates have resulted in improved documents.

The 2018 Labor Day weekend ended the busy season. The season's last customer interactive programs continued in September with Astronomy Night, a Movie in the Water Adventure, and a Junior Park Ranger program that discussed the threats of invasive species led by the California Department of Fish and Wildlife. The annual Coyote Classic Disc Golf tournament was held September 28, 29 and 30 and event organizers reported a high number of participants with 186 people playing in the tournament. The Ventura County Championships cross country competition was held on September 13, and attracted over 1500 runners representing 39 schools.

Five vessels passed the vessel inspection process for entry into Lake Casitas in September and 10 in October. A total of 380 vessels were retagged in September and 311 in October. Two vessels failed the first inspection in September and 4 in October. Santa Ana Launch Ramp ceased operation after the water level decreased. Old Coyote was reactivated in July 2017 and continues to be the only launch ramp in use. The Park Services Officer's represented the Lake Casitas Recreation Area and the CMWD at the 2018 Ojai Day. Their time and the booth set-up is a strategic effort funded by the State of California Division of Boating and Waterways to proactively educated the public about invasive species, namely quagga and zebra mussels. Many Ojai Day attendees stopped by the information booth and learned about the consequences of a quagga/zebra mussel infestation in Lake Casitas. In addition to the Park Service Officer effort, the Casitas Water adventure staff gave classes on hands only CPR.



The month of October was busy in the Recreation Area (for the off season) due to the three cross country events held on October 3rd, October 14th, and October 26.

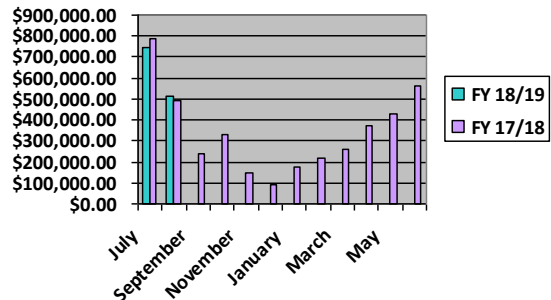
Incidents

There were 141 patrol observations where park staff made customer contact in September, 2018. Park Rangers handled 31 customer service issues. One incident involved a hit and run and subsequent arrest by CHP for DUI. One customer was evicted for six months for failure to pay fees and aggression toward a Park Ranger. There were 4 medical responses, two that required

an ambulance, 46 calls for service, and 113 disturbances with 2 requiring support from the Ventura County Sheriff's Office. There were no unattended fires, 5 boating violations, 5 leash law violations, 23 traffic violations, one trespassing, 8 parking violations that resulted in 4 citations, and 9 body contacts in Lake Casitas. In October 2018, there were 36 patrol observations where park staff made customer contact. Park Rangers handled 15 customer service issues. There were 3 medical responses that required an ambulance, 15 calls for service, and 8 disturbances. There were 3 unattended fires, 3 boating violations including an unauthorized kayak and an aluminum vessel on the lake. Both violations were handled by Park Rangers. Also in October a report of possible attempt to lure children into an isolated area of the park was reported to Park Rangers. Park Rangers conducted an investigation and search. No suspects or evidence of a crime was found.

Revenue Reporting

The 2018/2019 unaudited monthly revenue figures will be reported when made available in the respective months (operations, concessions, Water Adventure, etc.) per the District's Financial Summary generated by the Finance Manager. To date July and August, 2018 are available.



**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MIKE FLOOD, INTERIM GENERAL MANAGER
FROM: JULIA ARANDA, ENGINEERING MANAGER
SUBJECT: MONTHLY ENGINEERING STATUS REPORT
DATE: 11/14/2018

Recommendation:

It is recommended the Board of Directors receive and file the Monthly Engineering Status Report for November 2018.

Discussion:

The attached chart shows the status of engineering projects for November 2018. Significant activities include:

- Request for Qualifications/Proposal for the Comprehensive Water Resources Plan was re-issued 10/26/18. A non-mandatory pre-proposal meeting was held 11/8/18 at which five firms were represented. Proposals are due 12/07/18 and award of a contract is tentatively scheduled for 01/23/19.
- Request for Proposals for State Water Project Interconnection Phase 3 will be released 12/10/18.
- Request for Proposal for Robles Diversion Fish Screens Alternatives Feasibility Study was issued 11/6/18 to two of the on-call engineering firms with fish passage expertise. Letter proposals due 11/20/18.
- Contract authorized to Water Systems Consulting, Inc. for Casitas System Hydraulic Model.
- Ojai Water System Condition-Based Assessment and Master Plan is complete.
- La Conchita Water System Improvements construction is complete.
- Robles Dam Timber Cutoff Wall Repairs are pending environmental permits.
- Old Creek Road Pipeline Relocation is complete.
- Robles Diversion Canal Maintenance is under construction and expected to be complete early January.

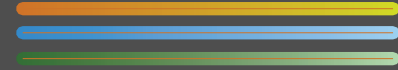
Attachment: Engineering Project Status November 2018



Engineering Project Status November 2018

25% | 50% | 75% | 100%

Casitas Water System
Ojai Water System
Lake Casitas Recreation Area



	NOT YET STARTED	CONSULTANT SELECTION	PLANNING	DESIGN	BIDDING	CONSTRUCTION
Casitas Water System	Reservoir Roads	Comprehensive Water Resources Plan	Camp Chaffee Pipeline Replacement	Upper Rincon Lateral Replacement		FY18-19 Asphalt Paving
	Maintain Casitas Dam and WTP Roads	SWP Interconnection Phase 3	Ojai East Reservoir Recoating	Rincon Pump Plant Electrical Upgrade		La Conchita Water System Improvements
	Emergency Generators Rincon, Avenue 1, and Avenue 2 Pump Plants	Ayers Creek Pipeline Relocation	Matilija Vertical Well	De La Garrigue Bridge Replacement		Timber Cutoff Wall Repair
	Casitas Dam Hollow Jet Valve Replacement	Robles Diversion Fish Screen Alternatives Feasibility Study	Reservoir and Vault Fall Protection Improvements	Rice Road Bridge Replacement		Old Creek Road Pipeline Relocation
			Solimar Beach Corrosion Investigation			Robles Diversion Canal Maintenance
			Diesel Tank Pad Design			Awning for San Antonio Pump Plant
Ojai Water System	Emily Street Pipeline	Casitas-Ojai System Interties	Ojai Water System Master Plan	Sunset Place Pipeline		
			Initial Study/Mitigated Negative Declaration	Cuyama, Palomar, El Paseo Pipeline		
			Running Ridge Zone Hydraulic Improvements	South San Antonio and Crestview Pipeline		
			Signal Booster Zone Hydraulic Improvements	West and East Ojai Avenue Pipeline		
			Well Rehabilitation/Replacement	Valve and Appurtenance Replacement (Ventura St)		
			Arc Flash Study	Mutual Well Field Pipeline		
				Grand Avenue Pipeline Optimization		
Lake Casitas Recreation Area	Playground Resurfacing	Backwash-Vault Water Alternatives	Vegetation Management			
	Road Improvements		Emergency Exit Road			
	Annual Electrical Maintenance Contract					
	Boat Inspection Awning					



Consumption Report

Water Sales FY 2018-2019 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2018 / 2019	2017 / 2018	
													Total	Total	
AD Ag-Domestic	442	411	332											1,185	1,437
AG Ag	341	290	229											859	1,025
C Commercial	119	118	103											340	313
DI Interdepartmental	40	25	9											74	28
F fire	0	0	0											0	0
I Industrial	2	1	1											4	4
OT Other	26	23	23											73	88
R Residential	261	260	244											765	580
RS - P Resale Pumped	113	115	109											336	148
RS - G Resale Gravity	341	250	199											790	521
TE Temporary	2	2	2											6	5
Total	1,686	1,495	1,251	0	0	0	0	0	0	0	0	0	0	4,433	4,148
CMWD	1,512	1,320	1,084												
OJAI	174	175	167												
Total 2017 / 2018	1,355	1,185	1,608	1,628	1,026	1,085	592	898	384	815	1,078	1,200		N/A	12,853



CFD No. 2013-1 (Ojai) - Cost Analysis

	Services & Suplies	Legal Fees	Labor Expense	Other Services	Total Expenses
2011 / 2012	0.00	42,560.00	11,098.37	0.00	53,658.37
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
2015 / 2016	6.12	152,811.84	2,938.86	0.00	155,756.82
2016 / 2017	110.54	352,965.75	48,725.29	0.00	401,801.58
2017 / 2018	0.00	13,426.72	14,154.45	0.00	27,581.17
July	0.00	0.00	0.00	0.00	0.00
August	755.63	7,988.09	377.82	0.00	9,121.54
September	450.60	669.50	288.07	0.00	1,408.17
October	0.00	0.00	0.00	0.00	0.00
November					0.00
December					0.00
January					0.00
Feburary					0.00
March					0.00
April					0.00
May					0.00
June					0.00
Total YTD Cost	<u>1,206.23</u>	<u>8,657.59</u>	<u>665.89</u>	<u>0.00</u>	<u>10,529.71</u>
Total Cost	<u>2,184.60</u>	<u>954,219.83</u>	<u>96,255.19</u>	<u>0.00</u>	<u>1,052,659.62</u>
Less: Scanned Document Revenue			2012 / 2013		-289.50
Less: Tax Assessment - County of Ventura:			2015 / 2016		-460,342.64
Less: Tax Assessment - County of Ventura:			2016 / 2017		-464,386.26
Less: Bond Pre-Payments					-92,470.36
Less: Reimbursable District Staff Cost Bond Pre-payment					-36,000.00
Total CMWD CFD 2013-1 Cost					<u>-539.64</u>

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
11/07/18**

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	Farmer MAC	31315PYF0	5/2/2028	\$511,351	\$474,205	2.925%	11/20/2017	2.41%	3415
*TB	Federal Farm CR Bank	3133EGZW8	10/25/2024	\$833,918	\$779,144	2.014%	10/25/2016	3.96%	2148
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$887,643	\$806,263	1.901%	5/9/2016	4.10%	2676
*TB	Federal Farm CR Bank	3133EFK71	3/9/2026	\$851,343	\$794,682	2.790%	3/28/2016	4.04%	2642
*TB	Federal Farm CR Bank	3133EFYH4	2/8/2027	\$1,012,667	\$937,250	3.000%	3/24/2016	4.76%	2971
*TB	Federal Farm CR Bank	3133EGWD	9/29/2027	\$694,629	\$616,664	2.354%	11/17/2016	3.13%	3202
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,083	\$440,381	2.710%	11/20/2017	2.24%	3695
*TB	Federal Home Loan Bank	3130A3DL	9/8/2023	\$1,562,022	\$1,449,045	1.486%	10/13/2016	7.36%	1741
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,354,044	\$1,342,103	1.625%	10/3/2012	6.82%	217
*TB	Federal Home Loan Bank	3130A0EN	12/10/2021	\$526,791	\$497,185	1.107%	5/9/2016	2.53%	1113
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$757,722	\$695,173	2.875%	2/19/2016	3.53%	2376
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$457,223	\$418,515	1.203%	7/14/2016	2.13%	1741
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,020,876	\$965,840	2.360%	5/10/2017	4.91%	2403
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$914,520	\$831,058	2.875%	8/2/2016	4.22%	2017
*TB	Federal Home Loan Bank	3130ADNWX	2/14/2020	\$998,230	\$962,240	3.400%	1/16/2013	4.89%	457
*TB	Federal Home Loan Bank	3133XFKF	6/11/2021	\$618,934	\$595,560	2.375%	9/8/2014	3.03%	934
*TB	Federal Home Loan MTG Corp	3137EADB	1/13/2022	\$672,138	\$650,255	1.721%	5/1/2016	3.30%	1146
*TB	Federal National Assn	31315P2J7	5/1/2024	\$784,651	\$727,262	2.625%	5/25/2016	3.70%	1974
*TB	Federal National Assn	3135G0ZR	9/6/2024	\$1,461,895	\$1,352,132	2.125%	5/25/2016	6.87%	2099
*TB	Federal National Assn	3135G0K3	4/24/2026	\$2,525,391	\$2,305,825	1.375%	7/6/2010	11.72%	2687
*TB	US Treasury Inflation Index NTS	912828MF	1/15/2020	\$1,170,515	\$1,168,149	1.375%	11/18/2015	5.94%	428
*TB	US Treasury Note	912828WE	11/15/2023	\$767,720	\$754,841	2.750%	12/13/2013	3.84%	1808

Accrued Interest

\$114,781

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

\$20,864,308

\$19,678,551

99.98%

Total Certificates of Deposit: (11.13506)

\$0

\$0

0.00%

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

N/A

\$459

\$459

2.16%

Estimated

0.00%

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

N/A

\$2,914

\$2,914

1.71%

Estimated

0.01%

TOTAL FUNDS INVESTED

\$20,867,680

\$19,681,923

100.00%

Total Funds Invested last report

\$20,874,942

\$19,770,015

Total Funds Invested 1 Yr. Ago

\$21,125,837

\$20,786,427

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

\$3,174,011

\$3,174,011

CASH IN Western Asset Money Market

\$1

\$1

0.19%

TOTAL CASH & INVESTMENTS

\$24,041,693

\$22,855,936

TOTAL CASH & INVESTMENTS 1 YR AGO

\$21,591,891

\$21,252,482

*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.