



Board of Directors

Brian Brennan, Director
Pete Kaiser, Director

Neil Cole, Director
Richard Hajas, Director

CASITAS MUNICIPAL WATER DISTRICT Meeting to be held at the

The meeting will be held via teleconference.
To attend the meeting please call (888) 788-0099 or (877) 853-5247
Enter Meeting ID: Meeting ID: 984 1485 4813#
Passcode: 757052#
May 26, 2021 @ 4:00 PM

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

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

CS1. CALL TO ORDER - CLOSED SESSION - 4:00 P.M.

CS2. ROLL CALL

CS3. PUBLIC COMMENTS - Comments on Closed Session Items.

CS4. CLOSED SESSION

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code §54956.9(b) Number of potential cases: 1

1. CALL TO ORDER
2. ROLL CALL
3. CLOSED SESSION REPORT
4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
 - 6.a. Accounts Payable Report.
[Accounts Payable Report.pdf](#)
 - 6.b. Minutes of the May 12, 2021 Board Meeting.
[5 12 2021 Min.pdf](#)
7. ACTION ITEMS
 - 7.a. Administration of the Oath of Office to Division IV Appointee Mary Bergen.
 - 7.b. Public hearing for the 2021 Lake Casitas Recreation Area Fee Adjustments and Adoption of Resolution approving the Fee Adjustments.
[Board Memo on 2021 LCRA Fee Hearing 052621.pdf](#)
[Committee Memo on Tournament Fees 040921 ATT3.pdf](#)
[User.Fee.survey 2020_21 ATT2.pdf](#)
[LCRAfeeResolution.pdf](#)
 - 7.c. Award the contract for the Lion Street Pipeline Replacement and Fairview Connections, Specification No. 20-437, to Tierra Contracting in the amount of \$588,993.00 and authorize the General Manager to issue a Task Order to Rincon Consultants, Inc., for environmental support services for a not-to-exceed amount of \$55,719.00.

[210526 - Board Memo for Lion St Pipeline Replacement and Fairview Connections Award.pdf](#)
[Lion Street Pipeline Replacement and Fairview Rd Connections Project_Construction Monitoring 04-02-21.pdf](#)

[210401 - Bid Summary - 20-437.pdf](#)

- 7.d. Approve a purchase order to MP Environmental in the amount of \$87,552.00 for the removal, cleaning and reinstallation of media in pressure filter #8.
[Contract Award - Filter #8 Media Cleaning 3-21-19.pdf](#)
- 7.e. Review and approval of an agreement with Central Coast Water Agency regarding transfer of 250 Acre-Feet of Casitas MWD 2021 Table A State Water Project water supplies, direct staff to file a Notice of Exemption, and authorize the General Manager to prepare and execute the necessary agreements with the Department of Water Resources and other parties for the transfer.
[Board Memo on Table A Water Transfer Agreement with CCWA 052621.pdf](#)
[CCWA Letter Agreement with Casitas MWD for purchase of water 052621 ATT2.pdf](#)
[Notice of Exemption - CMWD - CCWA 052621 ATT3.pdf](#)
[Attachment to the Notice of Exemption Rev 052621.pdf](#)
- 7.f. Approval of revised Casitas MWD Utility Maintenance Department Job Descriptions
 - a) Utility Worker I
 - b) Utility Worker II
 - c) Utility Worker III[Utilities Job Description Update Staff Report.pdf](#)
[DRAFT Utility Worker I - Revised Draft.pdf](#)
[DRAFT Utility Worker II - Revised Draft 05262021.pdf](#)
[DRAFT Utility Worker III - Revised Draft 05262021.pdf](#)

8. INFORMATION ITEMS

- 8.a. Engineering Report.
[Engineering Report.pdf](#)
[May_2021_8x11_Done_ver1.pdf](#)
[Paving List #7 -7.1-8.pdf](#)
- 8.b. Hydrology Report for April, 2021.
[Hydrology April 2021.pdf](#)
- 8.c. Casitas Newsletter Spring 2021.
[Casitas Spring Newsletter 2021 5.17.21.pdf](#)
- 8.d. Casitas MWD 2012 Comment Letter regarding the Mosler Rock Products Ojai Quarry on Highway 33.
[Apr 11 2013 Rock Quarry CMWD.pdf](#)

9. GENERAL MANAGER COMMENTS

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

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

12. ADJOURNMENT

CASITAS MUNICIPAL WATER DISTRICT
General Fund Check Authorization
Checks Dated 05/06/21 - 05/19/21
Presented to the Board of Directors For Approval May 26, 2021

Check	Payee		Description	Amount
001042	Payables Fund Account	# 9759651478	Accounts Payable Batch 051221	\$ 383,043.37
001044	Payables Fund Account	# 9759651478	Accounts Payable Batch 051921	\$ 906,275.07
				<u>\$ 1,289,318.44</u>
001043	Payroll Fund Account	# 9469730919	Estimated Payroll 06/03/21	\$ 234,000.00
			Total	<u><u>\$ 1,523,318.44</u></u>

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

The above numbered checks, 001042-001044 have been duly audited is hereby certified as correct.

Janyne Brown, Chief Financial Officer

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.

001042 A/P Checks: 042913-042973
A/P Draft
Voids:
042940 - J.W. Enterprises - Continuation of detail of check 042939
042945 - Meiners Oaks Ace Hardware - Continuation of detail of check 042944

001044 A/P Checks: 042974-043044
A/P Draft 000154-000158
Voids:
043021 - Meiners Oaks Ace Hardware - Continuation of detail of check 043020



Janyne Brown , Chief Financial Officer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 05/15/21
Pay Date 05/20/21
have been duly audited and are
hereby certified as correct.

Signed: **Janyne Brown** Digitally signed by Janyne Brown
DN: cn=Janyne Brown, o=Casitas Municipal Water
District, ou, email=jbrown@casitaswater.com, c=US
Date: 2021.05.17 12:08:41 -07'00'

Janyne Brown

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	5/12/2021			042940		
C-CHECK	VOID CHECK	V	5/12/2021			042945		
C-CHECK	VOID CHECK	V	5/19/2021			043021		

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

TOTAL ERRORS: 0

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

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00128	INTERNAL REVENUE SERVICE							
I-T1 202105171883	Federal Withholding	D	5/19/2021	38,919.22		000154		
I-T3 202105171883	SS Withholding	D	5/19/2021	41,723.48		000154		
I-T4 202105171883	Medicare Withholding	D	5/19/2021	9,757.92		000154		90,400.62
00187	CALPERS							
I-PBB202105171883	PERS BUY BACK	D	5/19/2021	130.46		000155		
I-PBP202105171883	PERS BUY BACK	D	5/19/2021	161.96		000155		
I-PEB202105171883	PEPRA EMPLOYEES PORTION	D	5/19/2021	11,808.58		000155		
I-PEM202105171883	PERS EMPLOYEE PORTION MGMT	D	5/19/2021	1,687.71		000155		
I-PER202105171883	PERS EMPLOYEE PORTION	D	5/19/2021	6,869.00		000155		
I-PRB202105171883	PEBRA EMPLOYER PORTION	D	5/19/2021	13,526.56		000155		
I-PRR202105171883	PERS EMPLOYER PORTION	D	5/19/2021	11,497.84		000155		45,682.11
00180	S.E.I.U. - LOCAL 721							
I-COP202105171883	SEIU 721 COPE	D	5/19/2021	27.50		000156		
I-UND202105171883	UNION DUES	D	5/19/2021	757.25		000156		784.75
00049	STATE OF CALIFORNIA							
I-T2 202105171883	STATE WITHHOLDING (CA)	D	5/19/2021	14,628.84		000157		14,628.84
05790	STATE OF OREGON							
I-T2 202105171883	STATE WITHHOLDING (OR)	D	5/19/2021	393.81		000158		393.81
02587	A&M LAWNMOWER SHOP							
I-50477	Weed Eattng Line - MAINT	R	5/12/2021	301.95		042913		301.95
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
I-5665-1003423	2.75KV Fuses - EM	R	5/12/2021	1,555.66		042914		
I-5665-1003424	2.75KV Fuses - EM	R	5/12/2021	1,808.56		042914		3,364.22
03044	Amazon Capital Services							
I-167Y-TDK7-L7TL	Golf Cart Wheels - Unit EZ 5	R	5/12/2021	257.39		042915		
I-1C1C-F9JV-79XJ	Sanitizing Wipes - ADMIN	R	5/12/2021	36.46		042915		
I-1D1K-JGX9-GPYJ	Office Supplies - LCRA	R	5/12/2021	222.66		042915		
I-1PXP-PMQ4-LWKC	Paint Spray Respirator - MAINT	R	5/12/2021	82.86		042915		
I-1VM9-PY9Y-C7LC	UPS System - EM	R	5/12/2021	3,347.96		042915		
I-1YPT-XPFL-4P46	Recycle Signs - SAFE	R	5/12/2021	27.86		042915		3,975.19
00014	AQUA-FLO SUPPLY							
I-SI1724464	Valve Box - WP	R	5/12/2021	24.95		042916		24.95
01666	AT & T							
I-000016445697	Local, Regional, Long Distance	R	5/12/2021	1,375.95		042917		1,375.95

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03429	AT&T Acct#80030939773	R	5/12/2021	13.16		042918		13.16
00021	AWA OF VENTURA COUNTY CCWUC Education Training - TP	R	5/12/2021	50.00		042919		50.00
00679	BAKERSFIELD PIPE & SUPPLY INC Ball Valve Parts - LAB	R	5/12/2021	157.84		042920		157.84
03207	EMI PacWest Inc. AC Maintenance - LCRA	R	5/12/2021	1,185.00		042921		1,185.00
03059	Brenntag Pacific Inc. Sodium Bisulfite for OWS - TP	R	5/12/2021	423.00		042922		423.00
01295	BSN CONSTRUCTION Asphalt Patching - ENG	R	5/12/2021	40,204.57		042923		40,204.57
09983	California Water Efficiency Pa CalWEP Membership - PR	R	5/12/2021	2,681.96		042924		2,681.96
09182	CalPERS Unfunded Accrued Liab. 05/21	R	5/12/2021	50,393.14		042925		50,393.14
00055	CASITAS BOAT RENTALS Gas for Boats - LCRA	R	5/12/2021	667.59		042926		667.59
00511	Centers for Family Health Drug Screening & Physical-TP/M	R	5/12/2021	105.00		042927		105.00
04678	Cla-Val, Soundcast, Griswold C ClaVal Maint. Arbolada PP 6" ClaVal Maint. Ojai Valley PS8"	R R	5/12/2021 5/12/2021	2,434.06 4,302.77		042928 042928		6,736.83
00062	CONSOLIDATED ELECTRICAL Cop Lug - EM	R	5/12/2021	36.69		042929		36.69
02722	D&H Water Systems Connection Unit - TP	R	5/12/2021	456.47		042930		456.47
05154	Dex YP Yellow Pages - LCRA/DO	R	5/12/2021	25.00		042931		25.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00086 I-1234	E.J. Harrison & Sons Inc Acct#500139629	R	5/12/2021	23.78		042932		23.78
00086 I-1579	E.J. Harrison & Sons Inc Acct#500546088	R	5/12/2021	1,240.03		042933		1,240.03
00086 I-1595	E.J. Harrison & Sons Inc Acct#500766090	R	5/12/2021	462.83		042934		462.83
00115 I-9891303092	GRAINGER, INC Rebuild Kit for 8210 - LCRA	R	5/12/2021	323.36		042935		323.36
00746 I-520342	GREEN THUMB INTERNATIONAL G Shredded Redwood - PR	R	5/12/2021	40.66		042936		40.66
00121 I-12436927	HACH COMPANY Nitrate & Chlorine Chemkey-LAB	R	5/12/2021	97.65		042937		97.65
01052 I-947520	HARBOR FREIGHT TOOLS USA, INC Ratchet Tie Down & Blades-LCRA	R	5/12/2021	98.51		042938		98.51
09910 I-335882 I-335883 I-335884 I-335885 I-335886 I-335887 I-335888 I-335889 I-335890 I-335891 I-335892 I-335893 I-335894 I-335895	J.W. ENTERPRISES CT Pumping - AVE 1PP CT Pumping - VILLANOVA CT Pumping - OVPP CT Pumping - 4M PP CT Pumping - GRAND AVE. CT Pumping - 4M RES. CT Pumping - SA PLANT CT Pumping - UPPER OJAI RES. CT Pumping - 3M PUMP CT Pumping - SIGNAL RES. CT Pumping - FAIRVIEW RES. CT Pumping - CASITAS DAM CT Pumping - RINCON TANK CT Pumping - BATES RES.	R R R R R R R R R R R R R R	5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021 5/12/2021	78.75 78.75 78.75 78.75 78.75 78.75 157.50 78.75 78.75 78.75 78.75 78.75 78.75 78.75		042939 042939 042939 042939 042939 042939 042939 042939 042939 042939 042939 042939 042939 042939		1,181.25
00131 I-853311	JCI JONES CHEMICALS, INC Chlorine - TP, CM 853332	R	5/12/2021	1,725.00		042941		1,725.00
00329 I-57992430	MCMMASTER-CARR SUPPLY CO. 1/2 Tee Connector - PL	R	5/12/2021	519.01		042942		519.01

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02129	Tracy Medeiros							
I-051221	1102WC180000001 05/01-05/14/21	R	5/12/2021	580.00		042943		580.00
00151	MEINERS OAKS ACE HARDWARE							
C-A92116	Credit Memo	R	5/12/2021	20.97	CR	042944		
C-D86817	Credit Memo	R	5/12/2021	12.86	CR	042944		
I-963749	PVC Pipe & 90 Elbow - FISH	R	5/12/2021	43.64		042944		
I-964454	Roof Cement - PL	R	5/12/2021	30.05		042944		
I-964599	Gloves & Tarps - WP	R	5/12/2021	84.52		042944		
I-965792	Lumber - PL	R	5/12/2021	55.14		042944		
I-966239	Rake & Screws - WP	R	5/12/2021	58.07		042944		
I-966284	Plier & Conduit Conector -LCRA	R	5/12/2021	22.21		042944		
I-966432	Painting Supplies - LCRA	R	5/12/2021	91.80		042944		
I-966511	Bolts & Screws - LCRA	R	5/12/2021	2.79		042944		
I-966587	Acetone & Caulk - LCRA	R	5/12/2021	26.90		042944		
I-966629	Rivet Tool & Rivets - WP	R	5/12/2021	34.12		042944		
I-966674	Electrical Box & Conector-LCRA	R	5/12/2021	6.03		042944		
I-966681	Couple PVC & Body Conduit - EM	R	5/12/2021	14.49		042944		
I-966739	Base, Blades & Bolts - LCRA	R	5/12/2021	71.54		042944		
I-966740	Hose & Mop - EM	R	5/12/2021	39.59		042944		
I-966830	Bolts & Screws - LCRA	R	5/12/2021	1.25		042944		
I-966903	Battery Charger - LAB	R	5/12/2021	35.38		042944		
I-966969	Saw Hole - LCRA	R	5/12/2021	9.75		042944		
I-967031	Sanbelts - LCRA	R	5/12/2021	11.87		042944		
I-967050	Electric Box Cover & Elbows-LC	R	5/12/2021	22.73		042944		
I-967490	Cable Ties - LCRA	R	5/12/2021	8.90		042944		
I-K67210	Nylon Twine - WP	R	5/12/2021	12.09		042944		649.03
03444	Mission Linen Supply							
I-514729453	Uniform Pants - PL	R	5/12/2021	33.71		042946		
I-514729454	Uniform Pants - MAINT	R	5/12/2021	26.41		042946		
I-514729457	Uniform Pants - TP	R	5/12/2021	32.54		042946		92.66
03508	NTT Industrial Supply, Inc.							
I-8040	Cut Off Wheel & Grind Wheel-EM	R	5/12/2021	26.87		042947		26.87
01570	Ojai Auto Supply							
I-515945	Battery - Unit 51	R	5/12/2021	132.89		042948		
I-517037	Blades - Unit 42	R	5/12/2021	18.31		042948		151.20
00165	OJAI LUMBER CO, INC							
I-2104-631922	Corrugated Galvalume - LCRA	R	5/12/2021	587.22		042949		
I-2104-632507	Mix Mortar & 4-1/2 Turbo - PL	R	5/12/2021	26.68		042949		
I-2105-632995	Blades - UT	R	5/12/2021	22.19		042949		636.09

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00169	OJAI VALLEY SANITARY DISTRICT							
I-23073	Cust #20594	R	5/12/2021	293.20		042950		293.20
00169	OJAI VALLEY SANITARY DISTRICT							
I-23150	Cust #52921	R	5/12/2021	58.64		042951		58.64
05713	Pops Auto Repair							
I-073	Window Switch & AC Compressor	R	5/12/2021	954.16		042952		
I-074	Battery & Brake Control-Unit16	R	5/12/2021	1,271.31		042952		
I-075	Tailgate Repair - Unit 47	R	5/12/2021	1,273.20		042952		3,498.67
00790	PROFORMA							
I-BI85004122A	Uniform Shirts - PR	R	5/12/2021	36.59		042953		36.59
01109	SALVADOR LOERA TRANSPORTATION							
I-15748	Fill Sand - PL	R	5/12/2021	465.89		042954		
I-15749	Fill Sand - PL	R	5/12/2021	466.89		042954		
I-15750	Fill Sand - PL	R	5/12/2021	466.89		042954		1,399.67
00875	Caron Smith							
I-050721	Reimburse Expenses 05/21	R	5/12/2021	99.49		042955		99.49
00215	SOUTHERN CALIFORNIA EDISON							
I-050521	Acct#700009638309	R	5/12/2021	21.47		042956		
I-050721	Acct#700598317666	R	5/12/2021	28.84		042956		
I-050721b	Acct#700030209177	R	5/12/2021	12,898.93		042956		12,949.24
02703	Sunbelt Rentals							
I-105170290-0012	Generator Rental - EM	R	5/12/2021	2,759.35		042957		
I-112991117-0002	Double Drum Ride-on Roller-LCR	R	5/12/2021	403.18		042957		3,162.53
02643	Take Care by WageWorks							
I-12543931	Reimburse Med/Dep Care	R	5/12/2021	72.70		042958		
I-12552585	Reimburse Med/Dep Care	R	5/12/2021	30.00		042958		102.70
00498	BRIAN TAYLOR							
I-051121	Reimburse Expenses 05/21	R	5/12/2021	90.00		042959		90.00
10011	VENTURA CONCRETE CUTTING							
I-9454	Asphalt Grind - PL	R	5/12/2021	750.00		042960		750.00
00251	VENTURA COUNTY STAR							
I-0003868235	Notice of Vacancy - BOARD	R	5/12/2021	403.32		042961		403.32

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
09955	VENTURA WHOLESALE ELECTRIC							
I-262718	Fittings - WP	R	5/12/2021	139.54		042962		139.54
01283	Verizon Wireless							
I-9879021730	Monthly Cell Charges - DO	R	5/12/2021	4,051.23		042963		
I-9879022179	Monthly Cell Charges - LCRA	R	5/12/2021	674.07		042963		4,725.30
00663	WAXIE SANITARY SUPPLY							
I-79972141	Janitorial Supplies - LCRA	R	5/12/2021	76.77		042964		
I-79988950	Janitorial Supplies - LCRA	R	5/12/2021	2,244.42		042964		2,321.19
1	GREENE, RODERICK							
I-000202105111881	US REFUND	R	5/12/2021	1,818.49		042965		1,818.49
02297	AAA AWNINGS INC.							
I-9109	Ojai East Awning - ENG	R	5/12/2021	5,802.65		042966		5,802.65
00719	CORELOGIC INFORMATION SOLUTION							
I-82080092	Realquest Subscription	R	5/12/2021	137.50		042967		137.50
03724	Michael K. Nunley & Associates							
I-8954	Mutual Well#7 Equipment - ENG	R	5/12/2021	10,189.89		042968		
I-8955	Wellfield Eng Tech Svcs - ENG	R	5/12/2021	3,140.47		042968		
I-8956	OWS Wellfield VDF Design - ENG	R	5/12/2021	7,042.12		042968		
I-8957	West Ojai PL Eng Svcs - ENG	R	5/12/2021	907.43		042968		
I-8958	OWS-Casitas System Integration	R	5/12/2021	4,897.65		042968		26,177.56
00912	OJAI BUSINESS CENTER, INC							
I-15987	Laminating - ENG	R	5/12/2021	37.54		042969		37.54
00947	CITY OF OJAI							
I-050521	Encroachment Permits	R	5/12/2021	1,185.00		042970		1,185.00
00306	Rincon Consultants, Inc.							
I-30161	Grand Ave Env Servcies - ENG	R	5/12/2021	27,994.61		042971		27,994.61
00317	TIERRA CONTRACTING INC							
I-043021	West Ojai PL Repl. - ENG	R	5/12/2021	168,482.50		042972		168,482.50
00247	County of Ventura							
I-312953	Encroachment Permit PE210322	R	5/12/2021	370.00		042973		
I-313256	Encroachment Permit PE210333	R	5/12/2021	370.00		042973		
I-313287	Encroachment Permit PE210334	R	5/12/2021	370.00		042973		
I-313289	Encroachment Permit PE210335	R	5/12/2021	370.00		042973		1,480.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00004	ACWA JOINT POWERS INSURANCE AU Health Insurance 06/21	R	5/19/2021	171,934.14		042974		171,934.14
00010	AIRGAS USA LLC Gas Cylinder Rental - PL	R	5/19/2021	337.71		042975		337.71
00012	ALL-PHASE ELECTRIC SUPPLY CO. Electric Parts for RMS - LAB	R	5/19/2021	1,960.76		042976		1,960.76
03044	Amazon Capital Services Hard Drive - ADM	R	5/19/2021	64.34		042977		
	I-14XJ-QPNT-1RC6 External Hard Drive - EM	R	5/19/2021	139.41		042977		
	I-179L-KXJ4-LM7W Speakerphones - ENG	R	5/19/2021	643.44		042977		
	I-1D9C-3GF6-36TY Water Refilling Station - ENG	R	5/19/2021	1,455.78		042977		
	I-1DWK-LNLN-6399 Hand Sanitizer - WP	R	5/19/2021	80.44		042977		
	I-1F77-11XT-1QXX 24 Port Gigabit Switch - EM	R	5/19/2021	750.72		042977		
	I-1FWT-7PM1-KHYJ Handle & Starter Rope - MAINT	R	5/19/2021	28.29		042977		
	I-1FWT-7PM1-NM6R Eyewash Station - TP	R	5/19/2021	492.03		042977		
	I-1LWN-RH1M-YT9F Cat 6 Cables - LCRA	R	5/19/2021	48.79		042977		
	I-1NYL-HYY4-3C4L Hitch Locks - LCRA	R	5/19/2021	60.63		042977		
	I-1TQG-7VWG-MY1W Hard Hat Terry Cloth - MAINT	R	5/19/2021	50.57		042977		
	I-1YV9-XQNQ-RWK4 Respirators - MAINT	R	5/19/2021	73.50		042977		3,887.94
01722	AMERICAN CASTING & MFG CORP Quagga Tagas - LCRA	R	5/19/2021	2,136.33		042978		2,136.33
00014	AQUA-FLO SUPPLY CR Memo	R	5/19/2021	27.22CR		042979		
	C-CRC0120548 CR Memo	R	5/19/2021	3.68CR		042979		
	C-OA6362 CR Memo	R	5/19/2021	1.39CR		042979		
	C-SCM0129462 CR Memo	R	5/19/2021	118.28CR		042979		
	I-SI1722786 FVC Nipple - PL	R	5/19/2021	10.78		042979		
	I-SI1726415 Pipe & Coupling - PL	R	5/19/2021	92.08		042979		
	I-SI1732250 FVC 90 Ell - FISH	R	5/19/2021	10.24		042979		
	I-SI1732267 Clamps - WP	R	5/19/2021	98.86		042979		
	I-SI1732961 Adapters, Coupling & Flush Plu	R	5/19/2021	178.17		042979		239.56
00840	AQUA-METRIC SALES COMPANY Trimble Repair - UT	R	5/19/2021	901.53		042980		901.53
01703	ARNOLD LAROCHELLE MATTHEWS Metter #5088-001	R	5/19/2021	5,009.70		042981		5,009.70

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02179	Art Street Interactive							
I-2167	Reservation Sys. Hosting/Maint	R	5/19/2021	549.70		042982		549.70
00018	AT & T MOBILITY							
I-287290467941X0521	Acct#287290467941	R	5/19/2021	245.57		042983		
I-287294256431X0521	Acct#287294256431	R	5/19/2021	769.74		042983		
I-287299383384X0510	Acct#287299383384	R	5/19/2021	77.76		042983		1,093.07
03429	AT&T							
I-7628722602	Acct#8310009376326	R	5/19/2021	1,302.40		042984		1,302.40
03429	AT&T							
I-8445561603	Acct#8310009376372	R	5/19/2021	1,302.40		042985		1,302.40
04254	Automation Services, LLC							
I-21-039	WQ Buoy Repair - LAB	R	5/19/2021	1,100.00		042986		
I-21-040	Radio & Equipment - LAB	R	5/19/2021	1,572.81		042986		
I-21-041	Red Mtn Radio Relocation - PL	R	5/19/2021	1,050.10		042986		
I-21-043	TP Gate Camera - TP	R	5/19/2021	399.55		042986		
I-21-047	On-Call Robles Service - PL	R	5/19/2021	1,470.00		042986		5,592.46
00030	B&R TOOL AND SUPPLY CO							
I-1900958669	Synthetic Gear Oil - EM	R	5/19/2021	388.44		042987		
I-1900958960	Gloves & Shovel - PL	R	5/19/2021	170.85		042987		
I-1900959006	Blue Hose - TP	R	5/19/2021	2,286.67		042987		2,845.96
03702	Cannon Corporation							
I-76296	Grand Ave. PL Design - ENG	R	5/19/2021	3,408.00		042988		3,408.00
00055	CASITAS BOAT RENTALS							
I-001596	Pontoon Rental - LAB	R	5/19/2021	115.00		042989		115.00
00055	CASITAS BOAT RENTALS							
I-001597	Pontoon Rental - TP	R	5/19/2021	230.00		042990		230.00
03021	Central Communications							
I-000021-140-451	Call Center 04/21	R	5/19/2021	123.20		042991		123.20
00062	CONSOLIDATED ELECTRICAL							
C-9009-1005548	Sales Tax - CR Memo	R	5/19/2021	207.94CR		042992		
I-9009-1004650	Nyogel Grease - EM	R	5/19/2021	237.71		042992		
I-9009-1005038	8 Port Stratx 2500 - EM	R	5/19/2021	5,539.34		042992		
I-9009-1005045	Manit. on MCC Section - EM	R	5/19/2021	3,076.04		042992		
I-9009-1005197	Ethernal Switch - EM	R	5/19/2021	746.71		042992		
I-9009-1005200	Wire - EM	R	5/19/2021	40.23		042992		9,432.09

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02480 I-2104187	David Taussig & Associates, In D20-00115 CFD Tax Admin	R	5/19/2021	127.72		042993		127.72
02667 I-41530	Digital Telecommunications Cor CPE Phones - LCRA	R	5/19/2021	802.95		042994		802.95
00086 I-5502	E.J. Harrison & Sons Inc Acct#1C00114748	R	5/19/2021	60.00		042995		60.00
00086 I-5700a	E.J. Harrison & Sons Inc Acct#1C00053370	R	5/19/2021	271.77		042996		271.77
00086 I-5720a	E.J. Harrison & Sons Inc Acct#1C00054240	R	5/19/2021	424.98		042997		424.98
00095 I-S100052275.001 I-S100053082.001	FAMCON PIPE & SUPPLY Sample Boxes - PL 2" Gate Valve - PL	R R	5/19/2021 5/19/2021	1,608.75 718.58		042998 042998		2,327.33
00093 I-7-372-00908	FEDERAL EXPRESS Shipping - LAB	R	5/19/2021	98.85		042999		98.85
00013 I-0061730 I-0756996	FERGUSON ENTERPRISES INC Polye Tube, Adpt, & Brushes-PL Fiber Hard Hat - PL	R R	5/19/2021 5/19/2021	64.93 99.13		043000 043000		164.06
00099 I-105875A	FGL ENVIRONMENTAL TCP Monitoring 05/04/21	R	5/19/2021	200.00		043001		200.00
04858 I-021709	Fiona Hutton & Associates, Inc PR Consulting Services - PR	R	5/19/2021	8,060.22		043002		8,060.22
00713 I-47521	FLUID MANUFACTURING Shower Tokens - LCRA	R	5/19/2021	367.59		043003		367.59
05822 I-94877	Frank's Underground Utilities, Run Camera - LCRA	R	5/19/2021	250.00		043004		250.00
00104 I-132102	FRED'S TIRE MAN Breake Pads & Oil Service - 18	R	5/19/2021	460.33		043005		460.33
03886 I-051721	Ramiro Garcia Reimburse Expenses 05/21	R	5/19/2021	124.00		043006		124.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01482	MICHAEL GIBSON							
I-Apr 21	Reimburse Expenses 04/21	R	5/19/2021	30.80		043007		
I-Feb 21	Reimburse Expenses 02/21	R	5/19/2021	62.16		043007		
I-Mar 21	Reimburse Expenses 03/21	R	5/19/2021	444.29		043007		537.25
05818	Franzisca Gonzalez							
I-987946	Camping Cancellation - LCRA	R	5/19/2021	169.00		043008		169.00
02217	Greg Rents							
I-27025	Cart Mixer - WP	R	5/19/2021	683.05		043009		
I-27636	Vibe Plate #1 - PL	R	5/19/2021	63.32		043009		746.37
00121	HACH COMPANY							
I-12440695	Chemkey Recycling Program -LAB	R	5/19/2021	122.24		043010		122.24
05746	Hasa Inc.							
I-747581	Chlorine for Ojai Sys. - TP	R	5/19/2021	642.86		043011		
I-748675	Chlorine for Ojai Sys. TP	R	5/19/2021	1,288.76		043011		1,931.62
00596	HOME DEPOT							
I-4221967	Grease Gun - MAINT	R	5/19/2021	232.64		043012		232.64
01177	ICON SAFETY COMPANY INC.							
I-3160116783	Constant Flow Regulator - PL	R	5/19/2021	205.05		043013		205.05
00125	IDEXX DISTRIBUTION CORP							
I-3084803653	Colilert -18 20 Pack - LAB	R	5/19/2021	212.66		043014		212.66
04302	J&J Chemical Co.							
I-268725	Propaxx Elite - LCRA	R	5/19/2021	345.95		043015		345.95
05775	Ksen Sku Mu							
I-270	Native American Monitoring-ENG	R	5/19/2021	13,186.58		043016		13,186.58
00360	LESLIE'S POOL SUPPLIES, INC							
I-00142-02-032953	Chemicals - WP	R	5/19/2021	1,242.77		043017		1,242.77
01270	SCOTT LEWIS							
I-Apr 21	Reimburse Expenses 04/21	R	5/19/2021	1,140.08		043018		1,140.08
00329	MCMMASTER-CARR SUPPLY CO.							
I-58389283	Jam Nuts & Forged Turnbuckle-F	R	5/19/2021	79.45		043019		
I-58402603	Fittings - EM	R	5/19/2021	31.62		043019		111.07

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00151	MEINERS OAKS ACE HARDWARE							
I-964608	Bolts & Screws - LAB	R	5/19/2021	0.01		043020		
I-966190	Cleaner & Sandpaper - PL	R	5/19/2021	92.81		043020		
I-967486	Drill Bit & Cut Key - MAINT	R	5/19/2021	30.21		043020		
I-967538	Cabinet Hinges & Traps - LCRA	R	5/19/2021	50.26		043020		
I-967565	Gloves - TP	R	5/19/2021	41.31		043020		
I-967589	Cabinet Knobs - LCRA	R	5/19/2021	5.93		043020		
I-967623	Valve Tube & Tube - TP	R	5/19/2021	24.45		043020		
I-967638	Paint & Couplings - LCRA	R	5/19/2021	46.32		043020		
I-967654	Thread Tee & Hex Nipple - EM	R	5/19/2021	36.83		043020		
I-967660	Saw Blade & Hose - LCRA	R	5/19/2021	61.46		043020		
I-967670	Rebar, Bolts & Screws - LCRA	R	5/19/2021	26.96		043020		
I-967679	Utility Knife & Spray Paint-UT	R	5/19/2021	36.06		043020		
I-967715	Chain Coil - MAINT	R	5/19/2021	40.15		043020		
I-967726	Vacuum Filter - FISH	R	5/19/2021	20.37		043020		
I-967729	Pressure Pipe - FISH	R	5/19/2021	44.18		043020		
I-967762	Drill Bit & Cement - LCRA	R	5/19/2021	11.21		043020		
I-967839	Surface Cleaner & Pipe - FISH	R	5/19/2021	24.44		043020		
I-967872	Plier & Gloves - PL	R	5/19/2021	60.45		043020		
I-967940	Batteries, Bolts & Screws - WP	R	5/19/2021	152.52		043020		
I-967998	Dryconcrete & Batteries - TP	R	5/19/2021	65.55		043020		
I-968005	Concrete Mix - LCRA	R	5/19/2021	30.82		043020		
I-968236	Adampner & Couplings - LCRA	R	5/19/2021	26.71		043020		
I-968338	Face Masks - LCRA	R	5/19/2021	36.45		043020		965.46
00149	MRC Global							
I-7352547001	Head Bushing & Fittings - PL	R	5/19/2021	46.12		043022		46.12
03845	Oakridge Geoscience, Inc.							
I-048.014-02	Sand & Asphalt Testing - ENG	R	5/19/2021	3,050.00		043023		
I-048.015-01	Grand Ave Geotech Servcie -ENG	R	5/19/2021	6,810.00		043023		
I-048.016-01	Concrete Testing E Ojai Tank-E	R	5/19/2021	1,872.50		043023		11,732.50
01570	Ojai Auto Supply							
I-519322	Battery & Core - Unit 54	R	5/19/2021	244.65		043024		
I-519323	Battery Insolator - Unit 54	R	5/19/2021	85.47		043024		330.12
00165	OJAI LUMBER CO, INC							
I-2105-634233	Lumber - LCRA	R	5/19/2021	47.94		043025		47.94
00306	Rincon Consultants, Inc.							
I-30255	West Ojai Meter Relocation-ENG	R	5/19/2021	2,108.25		043026		
I-30256	West Ojai PL Replcement - ENG	R	5/19/2021	12,959.27		043026		15,067.52

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01109	SALVADOR LOERA TRANSPORTATION							
I-13065	Granite - WP	R	5/19/2021	1,450.00		043027		
I-13066	Granite - WP	R	5/19/2021	1,450.00		043027		
I-15825	Base - LCRA	R	5/19/2021	797.58		043027		
I-15944	Granite - WP	R	5/19/2021	1,450.00		043027		
I-15945	Granite - WP	R	5/19/2021	1,450.00		043027		6,597.58
02756	SC Fuels							
I-1865375-IN	Gas & Diesel - LCRA	R	5/19/2021	4,385.15		043028		
I-1869464-IN	Gas - DO	R	5/19/2021	6,885.50		043028		11,270.65
00215	SOUTHERN CALIFORNIA EDISON							
I-051821	Acct#700028645962	R	5/19/2021	89,153.25		043029		89,153.25
02703	Sunbelt Rentals							
I-113114913-0001	Crimper & Bender Rental - EM	R	5/19/2021	564.09		043030		
I-113160526-0001	Drum Ride-On Roller - WP	R	5/19/2021	579.62		043030		
I-113377259-0001	Mini Ex Rental - PL	R	5/19/2021	711.70		043030		1,855.41
01147	SUPERIOR GATE SYSTEMS							
I-4516	Gate Repair - LCRA	R	5/19/2021	1,125.00		043031		1,125.00
02643	Take Care by WageWorks							
I-12573939	Reimburse Med/Dep Care	R	5/19/2021	5.79		043032		5.79
02163	Toro Enterprises, Inc.							
I-14588	Gran Ave. PL Replacement -ENG	R	5/19/2021	348,780.42		043033		348,780.42
01512	TRENCH SHORING COMPANY							
I-RI20106952	Plate Rental - PL	R	5/19/2021	397.60		043034		397.60
00251	VENTURA COUNTY STAR							
I-0003868110	Legal Notice - ENG	R	5/19/2021	520.28		043035		520.28
09955	VENTURA WHOLESALE ELECTRIC							
I-277208	Electrical Parts - EM	R	5/19/2021	142.11		043036		
I-277292	RMW200 BR - ENG	R	5/19/2021	276.60		043036		418.71
02583	WageWorks							
I-INV2783402	FSA Monthly Admin Fee	R	5/19/2021	175.00		043037		175.00
00270	Wells Fargo Bank							
I-050421c	Service Fee - LCRA	R	5/19/2021	5.42		043038		
I-051121a	Respirator Medical Evaluation	R	5/19/2021	87.00		043038		
I-051121b	Pump Truck Health Permit -LCRA	R	5/19/2021	252.00		043038		
I-051121d	Waterwise Training - PR	R	5/19/2021	350.00		043038		694.42

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00270	Wells Fargo Bank							
C-051121e	Sanitizer Dispenser Return	R	5/19/2021	384.64CR		043039		
I-051121f	Cash Drawer - LCRA	R	5/19/2021	119.99		043039		
I-051121g	Utility Trailers - LCRA	R	5/19/2021	7,445.43		043039		
I-051121h	Adjustable Desk - LCRA	R	5/19/2021	320.42		043039		
I-051121i	Espon Receipt Printers - LCRA	R	5/19/2021	646.00		043039		8,147.20
04010	CALIFORNIA STATE DISBURSEMENT							
I-CS5202105171883	200000001181291	R	5/19/2021	386.30		043040		386.30
02823	Franchise Tax Board							
I-G08202105171883	STATE TAX GARNISHMENT	R	5/19/2021	500.00		043041		500.00
00124	ICMA RETIREMENT TRUST - 457							
I-DCI202105171883	DEFERRED COMP FLAT	R	5/19/2021	375.00		043042		
I-DI%202105171883	DEFERRED COMP PERCENT	R	5/19/2021	108.73		043042		483.73
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN202105171883	457 CATCH UP	R	5/19/2021	480.77		043043		
I-DCN202105171883	DEFERRED COMP FLAT	R	5/19/2021	8,349.34		043043		
I-DN%202105171883	DEFERRED COMP PERCENT	R	5/19/2021	398.80		043043		9,228.91
1	RHODES, CHRISTINA							
I-000202105171882	Re AR REFUND	R	5/19/2021	130.00		043044		130.00

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	129	1,137,557.31	0.00	1,137,557.31
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	151,890.13	0.00	151,890.13
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: AP TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	134	1,289,447.44	0.00	1,289,447.44
BANK: AP TOTALS:	134	1,289,447.44	0.00	1,289,447.44
REPORT TOTALS:	134	1,289,447.44	0.00	1,289,447.44

Void Draft 000143

(\$129.00)
 \$1,289,318.44

Adjudication Charge Fund Account

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

Adj. Checks: 000018

Voids:



Janyne Brown , Chief Financial Officer

Signature

Signature

Signature

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01703 I-3123	ARNOLD LAROCHELLE MATTHEWS Adjudication Litigation 04/21	R	5/19/2021	2,932.80		000018		2,932.80

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	2,932.80	0.00	2,932.80
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0			
	VOID DEBITS	0.00		
	VOID CREDITS	0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: ADJ TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	1	2,932.80	0.00	2,932.80
BANK: ADJ TOTALS:	1	2,932.80	0.00	2,932.80
REPORT TOTALS:	1	2,932.80	0.00	2,932.80

Minutes of the Casitas Municipal Water District
Board Meeting Held
May 12, 2021

A meeting of the Board of Directors was held May 12, 2021. The meeting was held via teleconference.

CS1. CALL TO ORDER - CLOSED SESSION - 4:00 P.M.

President Brennan called the meeting to order at 4:00 p.m.

CS2. ROLL CALL

Directors Kaiser, Cole, Hajas and Brennan are present. Also present is GM Flood, AGM Dyer, EA Vieira and Counsel Mathews.

CS3. PUBLIC COMMENTS - Comments on Closed Session Items.

President Brennan moved the meeting to closed session at 4:03 p.m.

CS4. CLOSED SESSION

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Government Code §54956.9(b)
Number of potential cases: 1

The closed session was concluded at 4:50 p.m.

1. CALL TO ORDER - REGULAR SESSION - 5:00 P.M.

President Brennan called the regular session to order at 5:00 p.m.

2. ROLL CALL

Directors Kaiser, Cole, Hajas and Brennan are present, also present are GM Flood, AGM Dyer, EA Vieira and Counsel Mathews.

3. CLOSED SESSION REPORT

Mr. Mathews reported that the board met in closed session with general and special counsel and there was no action to report.

4. AGENDA CONFIRMATION

A request was made to hear item 8 between items 6 and 7.

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

None

6. CONSENT AGENDA

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

6.b. Minutes of the April 28, 2021 Board Meeting.
[4 28 2021 Min.pdf](#)

On the motion of Director Cole, seconded by Director Hajas, the Consent Agenda was adopted by the following roll call vote:

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

7. ACTION ITEMS

7.a. Casitas MWD Fiscal Year 2021-2022 Water Supply Assessment
7.a.i. Presentation of the Fiscal Year 2021-2022 Water Supply Assessment.

7.a.ii. Approval of the revised Casitas MWD Water Efficiency and Allocation Program (WEAP).

[FY 2022 Water Supply Assessment 051221.pdf](#)
[Casitas MWD DRAFT WEAP 051221 ATT1.pdf](#)

Mr. Flood presented the annual Water Supply Assessment and discussed recommendations to keep the declaration at a Stage 3 as defined in the current WEAP, reaffirming the Stage 3 reduced water allocation, continuing landscape watering restrictions and maintaining the conservation penalty at \$5.00 per unit of overuse. We will continue with planned rates for revenue stabilization and will be conducting a rate study to be ready to put in place July 2022. The board had suspended the leak relief program and we have been looking to rewrite that program to help provide some relief and put a program in place where staff would have some ability to alleviate penalties. We suggest continuing with the 10 AF per year

of new allocation. Communication materials will be created and we will look to do a revision of the WEAP with the direction on the planning numbers for operation yield and planned demand. It is expected that the modifications to the WEAP will be put in place July of 2022.

An additional area of concern is the allocation numbers that decreased in October when it is typically warm. Staff has put together some numbers and provided information on how to flatten out the table.

Susan Rungren, Ventura Water General Manager spoke regarding the allocation program and the allocation program wanting to make sure that the annual report and the UWMP numbers jive. She mentioned that the City is operating under the 2017 water service agreement and that their customers have reduced their use.

On the motion of Director Kaiser, seconded by Director Brennan item 7.a. including recommendation was approved by the following roll call vote:

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

On the motion of Director Kaiser, seconded by Director Hajas, 7.b was approved by the following roll call vote:

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

8. DISCUSSION ITEMS/PRESENTATIONS

- 8.a. Presentation of an award to Casitas MWD by the American Public Works Association (APWA).

This item was discussed following item 6.

Engineering Manager Julia Aranda informed the board of the award to Casitas by the American Public Works Association for the work that was done on the Rincon Main at Ayers Creek. This emergency work was completed in a short period of time. Rincon Consultants, MNS Engineering and Sam Hill & Sons were the contractors who completed the project. EM Aranda mentioned that the Ventura Chapter of the APWA will be submitting this for a possible national award.

9. INFORMATION ITEMS

- 9.a. Casitas MWD's Draft Comment Letter on Ventura Water's 2020 Urban Water Management Plan.

[CMWD_City_UWMPLetter_051421.pdf](#)

- 9.b. CFD 2013-1 Project Report as of 4/30/2021.
[CFD 2013-1 Project Cost 4-30-2021.pdf](#)
- 9.c. State Water Project as of 4/30/21.
[SWP Intertie Project Cost 4-30-21.pdf](#)
- 9.d. February Financial Summary.
[Financial Statements 2-28-2021 Summary.pdf](#)
- 9.e. Non-budgeted Item Log.
[Non Budgeted Item Log.pdf](#)
- 9.f. Adjudication Report as of 4/30/21.
[Adjudication Charges YTD 4.30.21.pdf](#)
- 9.g. Investment Report as of 4/30/21.
[Investment Report 4-30-21.pdf](#)

Director Hajas asked to discuss 9a. and expressed concern about providing the planned demand number of the average use for the last ten years to the City. We have not talked about allocating that new safe yield in any particular way. The letter should reflect that we will revise the allocation plan and the initial allocation may be reduced.

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

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

10. GENERAL MANAGER COMMENTS

GM Flood mentioned the cyber-attack on a fuel supply pipeline and informed the board that we are tracking that and get advice on these types of things. The IT department put together information and cautioned employees.

11. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

None

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

President Brennan mentioned that he received a request to provide a grant support letter for the Fire Safe Council of Ojai on fuel reductions and things related to fire prevention. Mr. Mathews asked that he send the information to the General Manager and himself to review.

13. ADJOURNMENT

President Brennan adjourned the meeting at 5:59 p.m. with the reminder that we will be holding special meetings on Thursday May 20 and Friday May 21 at 5:00 p.m.

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, General Manager
RE: **Public hearing for the 2021 Lake Casitas Recreation Area Fee Adjustments**
Date: May 21, 2021

RECOMMENDATION:

The Board of Directors approve the Lake Casitas Recreation Area Fee Adjustments as presented.

BACKGROUND:

At the direction of the General Manager, LCRA Staff completed a fee survey, which is to be conducted yearly for the purpose of evaluating the current market rate for our services and fees. This informal survey was conducted between the months of November 2020 through February 2021. The information gathered is from similar facilities in the region and although they vary in services, location and amenities, our goal is to stay near the market rate while still covering LCRA costs.

The Recreation Committee reviewed the recommended changes and directed that the issue be brought forward to the Board of Directors so that a Lake Casitas Recreation Area fee hearing could be set.

The Board of Directors set the Lake Casitas Recreation Area fee hearing at the April 28, 2021 Board Meeting in order to receive and consider public comment.

DISCUSSION:

Based on the information provided by the survey, staff has the following recommendations:

Trailer Storage Rate:

Trailer storage was last increased in March of 2020. The LCRA is below the current market rate for storage sites up to 32 and 45 feet. The LCRA's current rate for a 32 foot storage site is \$105 and the lowest rate amongst those Ventura County facilities surveyed is \$131.00, a difference of approximately 25%. The 45 foot storage site at LCRA is \$130 a month and the

lowest rate in those surveyed is \$145, a difference of approximately 15%. The amenities are compatible, with a secured fenced area, lights, dump station access, and accessibility 7 days a week during business hours. However, LCRA's storage area needs maintenance repairs to asphalt, lights, and fencing. We recommend a 15 to 20% increase with the goal to off-set for storage area improvements.

Recommendation: Increase trailer storage rates 15% to 20% from the current rate.

Kayak Storage Rate:

The LCRA's storage area also has the ability to store up to 44 kayaks with all the storage racks being of the same length and can store kayaks up to 18 feet. The kayak storage rate was not addressed in the last fee survey in 2019.

The current rate to store a kayak is \$1.00 per foot. There are various sizes of kayaks stored from 8 feet in length (\$8 a month equates to \$4,224 annually), to 12 feet (\$12 a month equates to \$6,336 annually). The majority are approximately 10 feet in length (\$10 a month equates to \$5,280 annually). Note that these calculations are based on one size at full capacity for that size only.

The onsite Bait and Tackle concessionaire has kayak storage at a flat rate of \$15 a month, which has been in place for approximately 4 years. A flat rate of \$20 a month (would equate to \$10,560 annually), is recommended for kayak storage. The increase would also help off-set the cost for the storage area improvements.

The Finance Committee suggested that a discount be provided for those who are willing to pay annually so staff is suggesting an annual rate of \$220 (\$20 discount for paying annually).

Recommendation: Increase/change the kayak storage rate to a flat rate of \$20/month per kayak and an annual rate of \$220.

Annual Frequent Visitor Decals:

Annual Frequent Visitor Decals (FVD) can be purchased for a vehicle and/or a vessel and allow guest to enter daily during business hours with their respective vehicle or vessel and includes one pet per vehicle and an overnight pass for vessels. The FVD fees for both vehicle and vessels were last adjusted in March of 2020. Currently the FVD's are comparable to that of Lake Piru and Lake Cachuma, but below that of larger-sized lakes in the Southern California region.

Currently LCRA's vehicle annual FVD is \$135, with the option of a second annual FVD at \$70 and every additional annual FVD after that (i.e. 3+) at \$35. The option to purchase an

additional annual FVD must be from the same household. It is recommended for consideration the vehicle annual FVD fee be increased from \$135 to \$150 (11% increase), and any additional annual FVD remain at \$70 (same household only). The \$35 (3+) annual FVD option should be discontinued.

Recommendations:

- **Increase the Annual Frequent Visitor Decal to \$150**
- **Maintain the \$70 additional decal for the same household**
- **Eliminate the \$35 (3+) additional decal for the same household.**

Tournament, Night, and Moonlight Fishing Fees

Discussions with Staff have resulted in a consensus that standardizing the miscellaneous fee structures would be beneficial to all parties. It was agreed that there should be a set rate for conducting fishing tournaments where money or prizes are awarded. Staff acknowledged that the historical \$500.00 fee would be too high and is recommending a flat rate of \$250.00 per tournament, day or night, regardless of the number of participants. This fee would include the charge for Staff time for an early opening. Based on the number of tournaments held for the 2021 calendar year, this would generate approximately \$5,250.00 in additional revenue.

Additionally, staff believes that standardizing the Moonlight Fishing fee and per boat for Night Tournaments would be appropriate. Staff recommends both fees be set at \$45.00, an increase to the Moonlight Fishing Fee and a reduction to the Night Tournament per boat fee. This should result in additional Night Tournament activity and allow Casitas the opportunity to have additional Moonlight Fishing events with greater attendance. It is believed that there would be an increased interest for tournament anglers to “pre-fish” during our Moonlight events, generating additional revenue.

Recommendations:

- **Implement a \$250.00 flat fee per Prize Tournament, day or night.**
- **Reduce the \$71.00 per boat Night Tournament Fee to \$45.00 per vessel.**
- **Increase the \$30.00 per boat Moonlight Fishing Fee to \$45.00 per vessel.**

Other Considerations:

It is recommended that the daily vehicle entry fee, snowbird program, camping, pet fee, and water adventure tickets be reviewed/revisited after the 2021 summer season in preparation for the 2022 season.

Summary of Recommended Changes to the LCRA Fee Schedule:

- 1. Increase trailer storage rates 15% to 20% from the current rate.**
- 2. Increase/change the kayak storage rate to a flat rate of \$20/month per kayak and an annual rate of \$220.**
- 3. Increase the Annual Frequent Visitor Decal to \$150**
- 4. Maintain the \$70 additional decal for the same household**
- 5. Eliminate the \$35 (3+) additional decal for the same household.**
- 6. Implement a \$250.00 flat fee per Prize Tournament, day or night.**
- 7. Reduce the \$71.00 per boat Night Tournament Fee to \$45.00 per vessel.**
- 8. Increase the \$30.00 per boat Moonlight Fishing Fee to \$45.00 per vessel.**

MEMORANDUM

TO: Recreation Committee

FROM: Michael Flood; General Manager

RE: **Fishing Tournament and Moonlight Tournament/Night Fishing Fee Adjustments**

DATE: April 5, 2021

RECOMMENDATION

The Committee recommends these changes to the Board of Directors for approval.

BACKGROUND

Staff was approached by tournament directors for both the American Bass Association and Rich Tauber Fishing Tournaments, both requesting a reduction in the fees associated with the Night Fishing Tournaments to \$30.00 per boat. They believe this reduction will increase the number of participants as it would increase the cash payouts. The current fee is \$71.00 per boat. This fee originated from a bid process in the early 2000's and included exclusive rights to conduct fishing tournaments at Lake Casitas, which is no longer offered. It also included a 20-boat minimum payment. The 20-boat minimum was eliminated in 2019 as the number of participants regularly fell below that threshold due to reduced prize payouts.

Our previous fee structure included a \$500.00 flat rate per Day Tournament, which equated to approximately \$10-15 per boat, depending on the number of participants. This fee was eliminated in 2009 as there was a significant decline in the number of tournament anglers due to vessel quarantine restrictions. Since then, Casitas has only collected a reimbursement for Staff time when an early open was requested by the Tournament Director.

Casitas occasionally hosts "Moonlight Fishing" as part of our Night Fishing program. This offering has been successful and provides non-tournament anglers the opportunity to fish from their boats at night on specified nights for an additional fee. This fee offset Staff

costs to perform the safety inspection, complete associated paperwork, and be available to retag boats upon exit during and after the event, which is outside of normal Day Use hours. The fee is \$30.00 per boat and has not been adjusted since the creation of the program in 2008. There have been increases in labor costs, however.

A survey of other local lakes has shown a wide range of fees. For example, Castaic Lake treats tournaments as Special Events, collecting 10% of gross revenue and does not honor annual decals. This results in pass holders being charged additional Day Use fees. In contrast, Lake Piru charges only for Staff time outside of normal business hours. They have found however, that the majority of tournament anglers do not have annual passes, generating additional revenue at the entrance gate.

The opposite is true, however, at Casitas, where all boats participating in either program are required to participate in the Tamper-Proof Tag Program and generally have annual passes, generating little to no additional revenue.

ANALYSIS

Discussions with Staff have resulted in a consensus that standardizing the miscellaneous fee structures would be beneficial to all parties. It was agreed that there should be a set rate for conducting fishing tournaments where money or prizes are awarded. Staff acknowledged that the historical \$500.00 fee would be too high and is recommending a flat rate of \$250.00 per tournament, day or night, regardless of the number of participants. This fee would include the charge for Staff time for an early opening. Based on the number of tournaments held for the 2021 calendar year, this would generate approximately \$5,250.00 in additional revenue.

Additionally, staff believes that standardizing the Moonlight Fishing fee and per boat for Night Tournaments would be appropriate. Staff recommends both fees be set at \$45.00, an increase to the Moonlight Fishing Fee and a reduction to the Night Tournament per boat fee. This should result in additional Night Tournament activity and allow Casitas the opportunity to have additional Moonlight Fishing events with greater attendance. It is believed that there would be an increased interest for tournament anglers to “pre-fish” during our Moonlight events, generating additional revenue.

SUMMARY OF RECOMMENDATIONS

It is recommended that the fees be adjusted as follows:

1. Implement a \$250.00 flat fee per Prize Tournament, day or night.
2. Reduce the \$71.00 per boat Night Tournament Fee to \$45.00 per vessel.
3. Increase the \$30.00 per boat Moonlight Fishing Fee to \$45.00 per vessel.

LAKE CASITAS RECREATION AREA – 2020 FEE SURVEY

INCREASES ARE IN ORANGE 02/2021

Informal Survey September October 2019	Cachuma Lake	Lake Piru	Lake Silverwood	Castaic Lake	Big Bear	Hobson and Faria Beach Parks	Steckel Park	Ventura Beach RV Resort	Lopez Lake	Lake Casitas Recreation Area Current prices 2/21
Operating Agency	SB County	United Water District	CA State Parks	LA County	Big Bear District	County of Ventura	County of Ventura/ko a	Privately Owned/Op	SLO County	Casitas Municipal Water District
Daily Vehicle Off Season	\$10.00	\$10.00	\$10.00	\$11.00	N/A	same as camping fee	\$2.00	\$10.00	\$10.00	\$10.00
Daily Vehicle On Season	\$10.00	\$14.00	\$10.00	\$11.00 RV \$14.00	N/A	same as camping fee	\$5.00 weekend	\$10.00	\$10.00	\$20.00
Annual Vehicle	\$75/\$100 \$90-\$120	\$130/\$75	\$195.00	\$140 \$150.00	N/A	N/A \$60.00	N/A \$60.00	N/A	\$100.00	\$135, (\$70/\$35 Same address) Recommend increase and eliminate \$35 for 22/23
Daily Boat Off Season	\$13.00	\$8.00	\$8.00 \$10.00	\$13.00	\$25.00	N/A	N/A	N/A	\$10.00	\$15.00
Daily Boat On Season	\$13.00	\$10.00	\$8.00 \$10.00	\$13.00	\$25.00	N/A	N/A	N/A	\$10.00	\$15.00
Daily Kayak/Canoe	\$5.00	\$5.00 \$10.00	N/A	\$7.00	\$20.00	N/A	N/A	N/A	\$5.00	\$5.00
Annual Kayak	\$30.00 \$40.00	\$50.00	N/A	\$105.00	\$50.00	N/A	N/A	N/A	\$60.00	\$40.00
Annual Boat	\$100/125 Res/Non resident	\$130/ \$75 senior	\$100.00	\$135.00	\$110.00	N/A	N/A	N/A	\$100.00	\$145.00
Tent Campsite Off Season	\$25.00	\$25.00	\$45.00	\$20.00 \$30.00	\$34.50 \$37.00	\$37.00	\$23* \$24.50	\$58 - 95 \$60 - 85	\$25.00 \$28.00 weekday	\$35.00 Recommend increase review in 2022
Tent Campsite On Season	\$30.00	\$32.00	\$45.00	\$20.00 \$30.00	\$34.50 \$37.00	\$39.00	\$23 \$24.50	\$58 - 95 \$70 - 95	\$28/\$36 wkend/hol	\$40.00 Recommend increase review in 2022

Informal Survey 2021	Cachuma Lake	Lake Piru	Lake Silverwood	Castaic Lake	Big Bear Lake	Hobson & Faria Beach	Steckel Park	Ventura Beach RV	Lake Lopez	Lake Casitas Recreation Area Current prices 2021
Basic Water/Elect off season	\$40.00	\$28.00	\$50.00	N/A	\$44.50	\$50 - \$55	N/A	\$69.50 \$74.50	\$42.00 \$45.00	\$44.00 Recommend increase review in 2022
Basic Water/Elect On Season	\$45.00	\$38.00	N/A	N/A	\$44.50	N/A \$53-\$58	N/A	\$79.50	\$44 wk \$47 hol	\$52.00 Recommend increase review in 2022
Deluxe water, elect, pad and grass Off season	\$40.00	\$40.00	N/A	N/A	N/A	N/A	\$37.00 \$39.00	\$74.50	\$40 wk \$42 - 50 hol	\$58.00 Recommend increase review in 2022
Deluxe water, elect, pad and grass On season	\$45.00	\$50.00	N/A	N/A	N/A	N/A	\$37.00 \$39.00	\$84.50	\$42 wk \$45 - \$50 hol	\$63.00 Recommend increase review in 2022
Executive water, elect, pad and sewer Off season	\$45.00	\$40.00	\$50.00	N/A	N/A	N/A	\$37.00 \$39.00	\$81.50 \$150	\$40 \$42 - \$50	\$69.00 Recommend increase review in 2022
Executive water, elect, pad and sewer On season	\$50.00	\$50.00	\$50.00	N/A	N/A	\$50/53	\$37.00 \$39.00	\$91.50 \$168	\$42 \$45 - \$50	\$76.00 Recommend increase review in 2022
Group Camping	\$220 - \$825 + \$30 res	\$250 - \$525	\$200 - \$325	\$100 - \$225	N/A	N/A	\$140 + \$140 dep	N/A	\$168 - \$420	\$253.00 to \$506.00 Recommend increase review in 2022
Group Day Use	N/A	\$60 to \$90 \$20res \$100 dep.	N/A	N/A	N/A	N/A	\$90-\$185 \$100-200 +	N/A	\$50-\$190	\$175.00 Recommend increase review in 2022
Extra Vehicle Off Season	\$10.00	\$15.00	\$10.00	\$11.00	N/A	\$37/39 Week/Weekend	N/A	\$10.00	\$13.00	\$14.00 Recommend increase review in 2022
Extra Vehicle On Season	\$10.00	\$15.00	\$10.00	\$11.00	N/A	\$37/39 Week/Weekend	N/A	\$10.00	\$13.00	\$20.00 Recommend increase review in 2022

Informal Survey 2021	Cachuma Lake	Lake Piru	Lake Silverwood	Castaic Lake	Big Bear Lake	Hobson Faria Beach	Steckel Park	Ventura Beach RV	Lopez Lake	Lake Casitas Recreation Area Current prices 2021
RV Daily	N/A	\$32.00	N/A	\$14.00	N/A	N/A	N/A	N/A	N/A	\$10 off - \$20 on season
Pet	\$3.00	\$3.00	No Charge	No Charge	N/A	\$1.00 \$2.00	\$1.00 \$2.00	\$5.00	\$.50	\$3.00
Senior/Disabled Annual	\$50 res \$60 non	\$75.00	N/A	\$65boat \$75veh	N/A	\$30.00	\$30.00	N/A	\$90.00	\$135 (\$70/\$35 Same address)
Bus Daily	\$40.00	\$32.00	\$30 - 10-25 \$60 - 25+	\$30.00	N/A	N/A	N/A	N/A	\$40.00	\$30.00
Overnight Boat	\$13.00	N/A	\$25.00	N/A	N/A	N/A	N/A	N/A	\$10.00	\$25.00
Overnight Kayak/Canoe	\$5.00	N/A	N/C	N/A	N/A	N/A	N/A	N/A	\$5.00	\$4.00
Dump Fee (non campers)	\$10.00	\$8.00 \$9.00	N/A	\$7.00	N/A	\$15 - \$25	\$15 - \$25	\$32.00	N/A	\$10 / \$20
Walk In	N/A	\$2.00 \$5.00	\$5.00	N/A	N/A	N/A	N/A	\$15.00/ea	\$3.00	No Charge
Quagga Inspection	N/C	N/C	N/C	N/C	N/A	N/A	N/C	N/A	N/C	\$68.00 lock, cable
Reservation Fee	\$8 / \$20	\$7 \$20/\$30	\$8.50	N/A	N/A	\$10.00 \$11.00	\$10/\$11 - \$3/\$5	N/A	\$10.00	\$10.00

Notes:

CASITAS WATER ADVENTURE – 2019 FEE SURVEY

Informal Survey October 2019	Mustang Water Park	The Ravine	Hurricane Harbor	Casitas Water Adventure
Location/Operating Agency	Arroyo Grande, CA Private but in Lake Lopez Rec Area	Paso Robles, CA Private	Valencia, CA - Six Flags	Casitas Municipal Water District
Single Splash Child	\$19.00	\$21.99 \$24.99	\$36.99	\$15.00 weekday / \$17.00 Weekend
Single Splash Adult	\$22.00	\$29.99 \$31.99	\$44.99	\$15.00 weekday / \$17.00 weekend
Dry Observer	N/A	N/A	N/A	\$15.00 weekday / \$17.00 weekday
Late Day Child Price	after 3pm \$15	N/A	N/A	\$8.50
Late Day Price Adult	after 3pm \$18	N/A	N/A	\$8.50
Group Adult	\$19.00 groups of 20 or more	15-99 Guests \$23.99/\$24.99 100 or more \$18.99/\$19.99	15-99 Guests \$28.99	\$12.50 groups 35 or more weekdays only
Senior	\$14.00	\$14.99 \$18.99	\$44.99	\$15.00 weekday / \$18.00 weekend
Season Pass	\$69.99	\$99.00 Online Sale \$79.99	\$79.99 \$99.99 sale \$40.00	\$75.00
Parking Weekend/Holidays Season	\$10.00 (Lake Lopez)	N/A	\$25.00	\$20.00
Buy On-Line	Yes, same prices as normal	Yes, same price as normal	Yes, \$41.99 Adult \$36.99 Child	Yes, same price
Reservation Fee	6%	None	N/A	\$10.00
Cabana/Covered Area	\$75 M-Th \$95 F-Sun	\$129-\$189	\$65-\$350	\$75.00 / 10 tickets minimum

NO RECOMMENDATIONS AT THIS TIME. Review 2022

CASITAS TRAILER STORAGE AREA

Survey October 2019	H&H Storage	Ventura Harbor Boat and RV	Coast Self Storage	Fillmore Outdoor Storage	All Valleys	Lake Casitas Recreation Area Current price 2/21
Location/Operating Agency	Ventura, CA	Ventura, CA	Ventura, CA	Fillmore, CA	Simi Valley, CA	CMWD Casitas Trailer Storage
Back in 32' and less	\$150.00	\$150.00 up to 38'	\$122.00 up to 32' \$131.00 up to 35'	\$125.00 for 20'3 \$140.00 up to 30'	\$155.00 for 32' \$165 for 30'	\$105.00 up to 32' 25% below lowest rate
Pull Thru 32' and more	\$250.00 up to 45' \$275 - back in	\$160.00 up to 38'	\$144.00 up to 45' \$147.00 up to 45'	\$185.00 up to 50' \$145-\$260	\$190.00 up to 45' \$195.00	\$130.00 up to 45' 15% below lowest rate
Dumping	Yes, 3miles away at their repair yard	Yes	Yes	Yes, but not on site	Yes \$15 for customers	Yes
Electricity	No	No	No	No	No	No
Covered	No	No	No	No	No	No
Washing site	No	Yes	Yes	Yes-@ Simi location only	Yes, and detailing services available	No

Note: Kayak storage is \$1.00 per foot, with our smallest at 8 feet @\$1.00= \$8 a month = \$96 yr, and largest 12 feet @ \$1.00 = \$12 a month = \$144 yr. Storage racks are of equal size and can accommodate kayaks up to 18 feet. Recommend setting a flat rate of \$20 a month = \$240 yr @ 44 sites = \$10,560 yr. Recommend increase in trailer storage to meet market rates.

CASITAS SNOWBIRD PROGRAM

Survey March 2021	Lake Cachuma	County of Ventura	Ventura RV Park	Lake Casitas current 2/21
Location/Operating Agency	Santa Ynez, CA	Ventura, CA	Privately Owned and Operated	LCRA Casitas Municipal Water District
Basic Hook Up	\$30.00/night	\$40.00/night up to a month	\$1,764/month \$1799-\$2765/mo (+ tax)	\$30 per night 60 night minimum *Re-evaluate in 2022 with possible increase for 22/23
Deluxe Hook Up	\$30.00/night	\$40.00/night up to a month	\$1,764/month \$1799-\$2765/mo (+ tax)	\$35 per night 60 night minimum *Re-evaluate in 2022 with possible increase for 22/23
Executive Full Hook Ups	\$30.00/night	\$40.00/night up to a month	\$1,764/month \$1799-\$2765/mo (+ tax)	\$40 per night 60 night minimum *Re-evaluate in 2022 with possible increase in 22/23

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION APPROVING THE RESTRUCTURING AND REVISION IN FEES
AND CHARGES FOR THE
LAKE CASITAS RECREATION AREA,**

WHEREAS, the Board of Directors approved the restructuring and revision of fees at its regular meeting on May 26, 2021.

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

1. The Board finds that the restructuring and revision in public use fees and charges are for the purpose of:
 - (a) Meeting operating expenses, including employee wage rates and fringe benefits;
 - (b) Purchasing or leasing supplies, equipment, or materials;
 - (c) Meeting financial reserve needs and requirements; and
 - (d) Obtaining funds for capital projects necessary to maintain service within existing service areas.
2. That the revised fees are hereby approved.

ADOPTED this May 26, 2021.

Brian Brennan, President
Casitas Municipal Water District

ATTEST:

Richard Hajas, Secretary
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: LION ST PIPELINE REPLACEMENT AND FAIRVIEW CONNECTIONS,
SPECIFICATION NO. 20-437
DATE: 5/26/21

RECOMMENDATION:

- Award the contract for the Lion St Pipeline Replacement and Fairview Connections, Specification No. 20-437, to Tierra Contracting in the amount of \$588,993.00
- Authorize the General Manager to issue a Task Order to Rincon Consultants, Inc., for environmental support services for a not-to-exceed amount of \$55,719.00

BACKGROUND AND DISCUSSION:

A water transmission study was prepared in 2019 by MKN for the Ojai Water System to optimize and consolidate the water mains to improve system hydraulics and reliability. The study targeted numerous pipelines in poor condition located in Grand Avenue between Los Alamos Drive and Montgomery Street, as well as the 4-inch cast iron pipeline in Lion Street between Grand Avenue and E. Aliso Street.

The Grand Avenue Pipeline Replacement project (Specification No. 20-436) was released for bidding on December 16, 2020. Two options were included: 1) Option A includes a segment on Grand Avenue from Fulton to Shady and 2) Option B includes Lion Street. Only prequalified pipeline contractors were allowed to submit bids. The Option B (Lion St) portion of the bid was higher than anticipated so the Grand Avenue bid was awarded to Toro Construction for the Base Bid and Option A only.

Option B (Lion Street) was re-bid to combine it with connection piping required on Fairview Road. The Lion St Pipeline Replacement and Fairview Connections project (Specification No. 20-437) was released for bidding in March 2021. Three bids were received on April 11, 2021 as shown in Table 1.

Table 1 – Bid Summary

Bidder	Total Bid
Cedro Construction Inc.	\$629,536.00
Tierra Contracting	\$588,993.00
Toro Enterprises	\$615,172.00

The lowest bidder is Tierra Contracting whose bid is considered responsive and responsible and is recommended for award. A detailed bid evaluation is attached.

The Mitigated Negative Declaration (MND) for the Ojai Water System Improvements adopted by the Board in April 2019 includes environmental mitigation measures. Additionally, two amendments to the MND were made to account for minor changes to the project list. At the District's request, Rincon Consultants, Inc. provided a proposal to perform Worker Environmental Awareness Program (WEAP), pre-construction wildlife survey, archaeological monitoring, paleontological monitoring, and protected tree-monitoring for this project in an amount not to exceed \$55,719.00.

BUDGET IMPACT:

The fiscal year (FY) 2020-21 budget includes \$500,000 from CFD 2013-1 for the Lion St Pipeline Replacement and Fairview Connections. The FY 21-22 budget will include a request for the remainder of the project through completion.

Attachments: Detailed Bid Evaluation
Proposal from Rincon Consultants dated April 2, 2021



Rincon Consultants, Inc.

180 North Ashwood Avenue
Ventura, California 93003

805 644 4455 OFFICE AND FAX

info@rinconconsultants.com
www.rinconconsultants.com

April 2, 2021
Project No: 21-11249

Virgil Clary
Senior Project Manager
Casitas Municipal Water District
1055 Ventura Ave
Oak View, CA 93022
Via email: vclary@casitaswater.com

Subject: Proposal to Provide Biological and Paleontological Resources Monitoring During Construction of the Lion Street Pipeline Replacement and Fairview Road Connections Project (20-437), Ventura County

Dear Mr. Clary:

Rincon Consultants, Inc. (Rincon) is pleased to submit this proposal to Casitas Municipal Water District (Casitas) to provide environmental support services for the Lion Street Pipeline Replacement and Fairview Road Connections Project (Project). Per our correspondence with you on March 31, 2021, we understand the construction of the Project will be completed within approximately 120 calendar days (approximately 85 working days; 17 weeks) between May 10, 2021 through September 6, 2021. This proposal describes our understanding of the Project, our proposed scope of work, our proposed schedule for completion of the work program, and our cost proposal for the assignment.

UNDERSTANDING OF THE PROJECT

Rincon prepared an Initial Study-Mitigated Negative Declaration (IS-MND) for the Ojai Valley Water System Pipeline Upgrade Project on behalf of Casitas Municipal Water District (District) to comply with the California Environmental Quality Act (CEQA). The subject Project was analyzed within the IS-MND and the accompanying Mitigation Monitoring and Report Program (MMRP) requires implementation of mitigation measures to address potentially significant impacts resulting from the Project. In accordance with Section 15164 of the State CEQA Guidelines, a lead agency shall prepare an Addendum to an MND if some changes or additions are necessary which will not have significant new impacts or substantially increase previously identified significant impacts. After adoption of the Final MND by the Casitas Board of Directors on April 24, 2019 and approval of the project, additional pipeline segments were added to the proposed project. An Addendum was prepared and adopted by the Casitas Board of Directors on March 27, 2020.

Since the adoption of the first Addendum, two new components are proposed to be added to the proposed project: 1) a connection at the intersection of Del Norte and Cuyama, and 2) a segment on Signal Street from Summer to Grand. Rincon completed a second Addendum which described the details of the Ojai Water System Improvements Project and compared the impacts resulting from these additions to those identified in the Ojai Water System Improvements Project Initial Study-Mitigated



Negative Declaration and first Addendum. A new component of the alignment for the Grand Avenue and Lion Street Pipeline Replacement Project was addressed by this Addendum.

The Lion Street Pipeline Replacement and Fairview Road Connections Project would primarily involve open-cut trenching and replacement of segments of pipeline which are undersized and approaching the end of their service life. If trenchless methods are required, construction may include pipe bursting, jack and bore, and horizontal directional drilling if preliminary design shows utility conflicts, significant traffic control requirements, or other issues with the potential to interfere with trenching activities. Pipelines will typically be eight to twelve inches in diameter and would require a three-foot wide trench in which to work and place the pipe. Trenches would generally be no more than five feet deep.

The Project involves two separate components located on Lion Street and Fairview Road. The Lion Street component is located entirely within the City of Ojai. Based on the alignment description provided to Rincon from the *Grand Water Main Replacement Proposal* drafted by Cannon dated November 2020, a section of water main would be replaced along Lion Street, between Grand Avenue and immediately north of Aliso Street. Associated laterals would be installed along the new main. Some new fire hydrants would be installed, existing hydrants would be removed, and existing meter boxes would be replaced. Rincon assumes that this work would involve minimal ground disturbance and generally be located within the disturbance limits of the proposed lines.

The Fairview Road component is located both within the City of Ojai and unincorporated County of Ventura. Based on the plans provided by MKN & Associates dated February 23, 2021, construction activities within the City will include installing a new 8-inch line along Fairview Road north of the Arbolada Tank with associated tie-in connections and service line and two 6-inch lines that will tie-in to future temporary booster pumps. Existing piping will be removed west of the Arbolada Tank to an existing line in Fairview Road where the future temporary booster pumps are located. In addition, a short 8-inch connection segment will be installed on a portion of Fairview Road west of the Arbolada Tank, which is within County jurisdiction.

The Project is required to implement the MMRP for the Ojai Water System Improvements Project approved by Casitas. Therefore, per your request Rincon prepared a scope of work to comply with the mitigation measures identified below:

- BIO-2: Worker Environmental Awareness Program
- BIO-7: Nesting Bird Surveys
- GEO-1: Paleontological Resources
- CUL-2: Native American Monitoring

In addition, the IS-MND prepared for the Project requires an Arborist Study and Tree Protection Plan (TPP) to minimize impacts to trees during Project implementation (Measure BIO-17). Therefore, we propose to conduct protected tree monitoring based on the Arborist Report and Tree Protection Plan (TPP) authored by Rincon in February 2021 for the Project. Most of the study area is located within the City of Ojai. A short 8-inch connection segment will be installed on a portion of Fairview Road west of the Arbolada Tank, which is within County jurisdiction.

SCOPE OF WORK

Task 1. Project Management, Meetings, and QA/QC

Under Task 1, we will provide overall Project management and coordination. The Rincon PM, arborist monitor, and paleontological monitor will be available to attend project meetings, including one site



meeting with Casitas and up to 17 weekly progress meeting/conference calls throughout the project (no more than 0.5 hour in length). The Rincon PM will provide QA/QC on all deliverables prior to submittal to Casitas. The Rincon PM is available to attend other meetings on request to be billed on a time and materials basis in accordance with the fee schedule provided. This task includes budget to coordinate monitoring, and QA/QC daily field logs and site photographs.

Task 2. Worker Environmental Awareness Program (BIO-2)

Per the BIO-2 Mitigation Measure, all personnel associated with Project construction are required to attend a Worker Environmental Awareness Program (WEAP) training, conducted by a qualified biologist, to aid workers in recognizing special status biological resources potentially occurring in the Project area. This training will include information about southern California steelhead, San Bernardino ringneck snake, coast patch-nosed snake, and hoary bat, as well as other special-status species with potential to occur in the Project area. The specifics of this program will include identification of special-status species and habitats, a description of the regulatory status and general ecological characteristics of special-status resources, and review of the limits of construction and measures required to avoid and minimize impacts to biological resources within the work area. A fact sheet conveying this information will also be prepared for distribution to all contractors, their employees, and other personnel involved with construction of the Project. All employees will sign a form provided by the trainer documenting they have attended the WEAP and understand the information presented to them. The crew foreman will be responsible for ensuring crew members adhere to the guidelines and restrictions designed to avoid impacts to special status species.

In addition, per the Tree Protection Plan, the training will include educational components of the Tree Protection Plan. A Rincon certified arborist will provide education to all personnel about the Tree Protection Zone (TPZ). The education will include explanation of importance of the TPZ signage and the protocol for working within TPZs, per the Tree Protection Plan.

Under this task, the Rincon PM and qualified biologist, paleontological monitor, and Rincon certified arborist will prepare training materials and facilitate one training program to all personnel who will be on site during the subject Project. The training will be facilitated on-site and will be attended by all construction crew members. We assume up to **5 hours** will be required to prepare the training materials, and **6 hours** will be required to for the biologist, paleontological monitor, and arborist to facilitate the training (including mobilization to the site location). One additional onsite training can be provided, if necessary, and is included in our cost.

Task 3. Nesting Bird Surveys (BIO-7)

Under this task, a Rincon qualified biologist will conduct a pre-construction nesting bird survey no more than seven days prior to initiation of ground disturbance and vegetation removal activities. The nesting bird pre-construction survey will be conducted on foot inside the project footprint, including a 100-foot buffer (300-foot for raptors), and in inaccessible areas (e.g., private lands) from afar using binoculars to the extent practicable. If nests are found, an avoidance buffer (dependent upon the species, the proposed work activity, and existing disturbances associated with land uses outside of the site) will be determined and demarcated by the qualified biologist with bright orange construction fencing, flagging, construction lathe, or other means to mark the boundary. All construction personnel will be notified as to the existence of the buffer zone and to avoid entering the buffer zone during the nesting season. No ground disturbing activities can occur inside this buffer zone until the avian biologist has confirmed



breeding/nesting is completed, and the young have fledged the nest. Encroachment into the buffer zone can occur only at the discretion of the qualified biologist.

We have budgeted for up to two nesting bird surveys in case the project is delayed for more than seven days after initial commencement. We anticipate each survey will require 12 hours of staff time (two biologists, 6-hour survey day). Therefore, we have budgeted **24 hours** to complete up to two nesting bird surveys.

Rincon will summarize the results of the surveys in two separate memoranda which will be prepared and submitted to Casitas within two weeks following completion of the survey. A brief e-mail summary of survey results will be submitted to Casitas on the day of each survey. We expect each of the reports will require **9 hours** of staff time to prepare.

Task 4. Paleontological Monitoring and Reporting (GEO-1)

Task 4.1. Paleontological Monitoring

The entire project area is underlain by geologic units with low paleontological sensitivity (i.e., undivided Holocene alluvium). Pursuant to Mitigation Measure GEO-1, Rincon will provide a qualified paleontological monitor to spot-check each new excavation within the project area to assess the potential for paleontological resources to be recovered from the project site. The qualified paleontological monitor may determine that periodic spot-check monitoring is no longer warranted and may recommend ceasing monitoring entirely.

Spot-checks will entail the inspection of excavated or graded areas and trench sidewalls for evidence of paleontological resources, and an evaluation of the sediments for sign (e.g., grain size and sorting, paleosols, etc.) that they have the potential to support paleontological resources. Monitoring procedures may also include on site sample screening of sedimentary matrix for the presence of microfossils, at the discretion of the Principal Paleontologist. All field work will be conducted in accordance with project safety requirements. The monitoring will be performed under the direction of Rincon Paleontological Principal Investigator, Jennifer DiCenzo, who exceeds the Society of Vertebrate Paleontology's standards for a Principal Paleontologist. Rincon assumes spot-checks will be performed for any new ground disturbing activities during the construction period. We have assumed that all construction activities will be completed within 120 calendar days (approximately 85 work-days), and the contractor anticipates excavation will be completed over 28 days (one-third of the project schedule). Therefore, we have assumed a maximum of up to five new excavations may occur over the length of the project over 28 excavation days, requiring **five full-time monitoring days (10-hour days inclusive of travel)**. Pursuant to Mitigation Measure GEO-1, monitoring should be reinstated (if monitoring has ceased) if any new ground disturbances are required and reduction or suspension would need to be reconsidered by the Qualified Paleontologist. Rincon assumes negative findings for paleontological resources; however, if the site is determined to have higher paleontological sensitivity than the geological mapping indicates, or if fossils are recovered during spot-checks, increased paleontological monitoring, up to full time monitoring of all ground disturbance may be warranted. If additional monitoring days are needed, Rincon can provide additional monitoring days for an additional fee.

Given the quantity, types, and condition of fossil resources potentially discovered is impossible to predict, the current cost estimate does not include expenses related to the treatment and curation of fossil specimens. Should fossils be recovered during monitoring, Rincon will immediately prepare an estimate for the anticipated costs associated with documentation and reporting requirements for the discovery.



Task 4.2. Coordination, Data Management and Reporting

Rincon will maintain daily monitoring logs, site photos and geologic descriptions throughout the monitoring period. At the completion of monitoring Rincon will prepare a negative findings letter report outlining the methodology of paleontological monitoring at the Project site, describing the construction activity and duration, describing the lithology of the depositional units exposed during excavations, and presenting the results of the monitoring. The report will include all monitoring logs and photos from the monitoring activity. We expect the post-construction paleontological monitoring report will require approximately **15 hours** of staff time to complete. In addition, this task includes staff time (**7 hours**) to schedule monitoring, QAQC field logs, and manage data collected from the field (e.g., photographs).

Task 5. Protected Tree Monitoring

We propose to supply an International Society of Arboriculture (ISA) Certified Arborist to assist Casitas in minimizing impacts to protected trees from the adverse effects of trenching and other construction activities during the Project.

The monitor will be on site for construction activities (including pruning, trenching, excavation, and operation of heavy equipment) that occur within the tree protection zone (TPZ) of approximately 57 protected trees within the study area (Project component plus a 20-foot buffer). A daily log will be completed by either the arborist which documents all root and branch cuts. Daily logs and photographs will be submitted to Casitas within two weeks following Project completion.

We anticipate up to **51 ISA Certified Arborist monitoring days (4-hour days inclusive of travel)** will be needed (3 half-days days per week, from May 10 through September 6, 2021; 17 weeks). If additional days are needed, they will be provided on a time and materials basis under an addendum to this scope of work.

Assumptions

In addition to the assumptions identified above, several other assumptions have been utilized in characterizing this scope of work and associated budget. Should any of these assumptions need to be adjusted during execution of the Project, the scope and budget may need to be expanded.

- Monitoring will be negative for paleontological resources; if a resource is identified Rincon will provide a scope amendment to evaluate or treat the resource.
- All ground-disturbing work will be completed within 28 workdays.
- Monitoring for Native American resources is not included in this scope of work.
- A Negative Findings letter report (for paleontological resources) will suffice for final Project reporting and will be accepted electronically.
- One round of revisions in response to Casitas comments on each submitted document (Nesting Bird Survey Findings Report, and Paleontological Monitoring Negative Findings Memoranda); comments will be provided in a consolidated and editable, electronic format.
- Casitas will schedule the WEAP training with the construction crew such that training can be facilitated to all personnel at the Project site at one time. If all personnel are not trained at once, on-site training will be provided, under the proposed cost.



- Oversight of impacts to protected trees for the Project may be conducted by either a certified arborist or biologist working under the supervision of the certified arborist or Casitas district representative (Project Manager, inspector, etc.) based on the TPP. A daily log that documents all root and branch cuts will be completed by either the arborist or representative, whomever is on site.
- Costs have been allocated to tasks based on the above methodology, but specific costs may be re-allocated among tasks and/or direct costs within the authorized amount.
- The Project footprint will be within the existing roadway and as a result no tree removals will be conducted. If a protected tree dies or is damaged to the point requiring removal during construction activities, the Ojai Community Development Director and Public Works Director may require mitigation measures. A tree replacement plan and/or appraisals may be required and can be provided under an addendum to this scope of work.

Schedule

Rincon is prepared to initiate this scope of work immediately upon written notice to proceed. Assuming a May 10, 2021 construction start date, we anticipate the Worker Environmental Awareness Training will be facilitated on May 10, 2021 to all contractors, their employees, and other personnel involved with construction of the Project. The pre-construction nesting bird survey will be initiated within the week prior to the start of mobilization by the contractors onsite. The pre-construction nesting bird surveys will be conducted at least seven days prior to initiation of ground disturbance and vegetation removal activities. Arborist monitoring will commence when construction activities (including pruning, trenching, excavation, and operation of heavy equipment) occur within the tree protection zone (TPZ) of protected trees within the study area (Project component plus a 20-foot buffer). Paleontological compliance monitoring will begin when new excavation activities commence.

Cost

Rincon will provide biological and paleontological services to Casitas, in accordance with our proposed scope of work, and with our On-Call Services Agreement dated June 10, 2020, on a time-and-materials basis for an estimated budget of **\$55,719**. A summary breakdown of our estimated cost is presented in the cost table overleaf.

We appreciate the continued opportunity to assist Casitas with this important project. If you have questions about this proposal, please do not hesitate to contact us.

Sincerely,
Rincon Consultants, Inc.

Lindsay D. Griffin
 Senior Biologist/Project Manager

Steven J. Hongola
 Principal Biologist



RINCON CONSULTANTS, INC.
 CMWD, BIO and CR Support for the
 Lion Street Pipeline Replacement and Fairview Project

Environmental Services Program

Tasks	Labor	Direct Expense	Total Budget
Task 1: Project Management, Meetings and QA/QC	\$6,520	\$68	\$6,588
Task 2: Worker Environmental Awareness Program (BIO-2)			
Task 2.1: Preparation of Training Materials	\$695		\$695
Task 2.2: Facilitate Training to Contractors	\$900	\$68	\$968
Task 3: Pre-Construction Nesting Bird Survey (2) (BIO-7)	\$2,760	\$236	\$2,996
Task 3.1: Memo report (2)	\$1,197		\$1,197
Task 4: Paleontological Monitoring (GEO-1)			
Task 4.1: Monitoring (up to five 10-hour days)	\$5,750	\$589	\$6,339
Task 4.2: Coordination, Data Management, and Reporting	\$2,791		\$2,791
Task 5: Protected Tree Monitoring (BIO-17) (51 days, 4 hour days)	\$30,895	\$3,250	\$34,145
TOTAL PROJECT BUDGET	\$51,508	\$4,211	\$55,719

Direct Cost Summary

Vehicle Costs	\$ 1,456
Standard Field Pack	\$ 2,565
Trimble GPS	\$ 190
Subtotal Additional Costs:	\$ 4,211

CASITAS MUNICIPAL WATER DISTRICT
 1055 VENTURA AVENUE
 Oak View, CA 93022
 (805) 649-2251
 SPEC 20-437
 Project: Lion St Pipeline Replacement and Fairview Rd Connections
 Bid: 4/1/21 2:00 PM

Toro Enterprises
 Lic.#710580;
 P.O. Box 6285
 Oxnard, CA 93031

*Cedro Construction Inc.
 Lic.#775943;
 120 E. Santa Maria St.
 Santa Paula, CA 93060

Tierra Contracting
 Lic.#416114;
 5484 Overpass Road
 Santa Barbara, CA 93111

ITEM#	DESCRIPTION	APROX. QTY	UNIT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT
1	Mobilization	1	LS	\$ 27,000.00	\$ 27,000.00	\$ 31,720.00	\$ 31,720.00	\$ 12,000.00	\$ 12,000.00
2	Traffic Control	1	LS	\$ 42,000.00	\$ 42,000.00	\$ 13,621.00	\$ 13,621.00	\$ 15,000.00	\$ 15,000.00
3	WPCP	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 9,071.00	\$ 9,071.00	\$ 3,000.00	\$ 3,000.00
4	Tree Protection Plan	1	LS	\$ 1,800.00	\$ 1,800.00	\$ 5,110.00	\$ 5,110.00	\$ 4,200.00	\$ 4,200.00
5	4-Inch PVC	20	LF	\$ 300.00	\$ 6,000.00	\$ 481.00	\$ 9,620.00	\$ 190.00	\$ 3,800.00
6	6-Inch PVC	20	LF	\$ 310.00	\$ 6,200.00	\$ 642.00	\$ 12,840.00	\$ 200.00	\$ 4,000.00
7	8-Inch PVC	1222	LF	\$ 223.00	\$ 272,506.00	\$ 232.00	\$ 283,504.00	\$ 204.00	\$ 249,288.00
8	Steel Casing Crossings	1	LS	\$ 61,500.00	\$ 61,500.00	\$ 53,600.00	\$ 53,600.00	\$ 49,000.00	\$ 49,000.00
9	8-Inch Gate Valve	11	EA	\$ 1,250.00	\$ 13,750.00	\$ 1,808.00	\$ 19,888.00	\$ 1,000.00	\$ 11,000.00
10	Fire Hydrant Assembly	2	EA	\$ 8,150.00	\$ 16,300.00	\$ 9,518.00	\$ 19,036.00	\$ 7,500.00	\$ 15,000.00
11	Sidewalk, Curb, and Gutter	4	EA	\$ 700.00	\$ 2,800.00	\$ 3,029.00	\$ 12,116.00	\$ 1,250.00	\$ 5,000.00
12	1" Water Service Lateral	25	EA	\$ 2,400.00	\$ 60,000.00	\$ 2,706.00	\$ 67,650.00	\$ 3,200.00	\$ 80,000.00
13	2" Water Service Lateral	2	EA	\$ 5,300.00	\$ 10,600.00	\$ 5,113.00	\$ 10,226.00	\$ 3,600.00	\$ 7,200.00
14	New Meter Box	27	EA	\$ 300.00	\$ 8,100.00	\$ 576.00	\$ 15,552.00	\$ 450.00	\$ 12,150.00
15	New Customer Meter Valve	26	EA	\$ 300.00	\$ 7,800.00	\$ 242.00	\$ 6,292.00	\$ 200.00	\$ 5,200.00
16	Abandon Water Mains	10	EA	\$ 500.00	\$ 5,000.00	\$ 989.00	\$ 9,890.00	\$ 2,500.00	\$ 25,000.00
17	AC Pavement Restoration	6310	SF	\$ 8.60	\$ 54,266.00	\$ 5.00	\$ 31,550.00	\$ 13.00	\$ 82,030.00
18	8-Inch Ductile Iron	25	LF	\$ 622.00	\$ 15,550.00	\$ 730.00	\$ 18,250.00	\$ 245.00	\$ 6,125.00
BASE BID TOTAL AMOUNT FOR BID ITEMS 1 THROUGH 18				\$ 615,172.00	\$ 629,536.00	\$ 588,993.00			

* Cedro Construction Inc. Wrote Incorrect Totals

DIVISION OF WORK OR TRADE				SUBCONTRACTOR	SUBCONTRACTOR	SUBCONTRACTOR
				Golden State Boring and Pipe Jacking	Golden State Boring and Pipe Jacking	Interstate Striping
						Ayala Boring Inc.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: CONTRACT AWARD – FILTER #8 MEDIA CLEANING
DATE: MAY 21, 2021

RECOMMENDATION:

It is recommended that the Board of Directors approve a purchase order to MP Environmental in the amount of \$87,552.00 for the removal, cleaning and reinstallation of media in pressure filter #8. The above project also includes the purchase of supplemental filter media; 81 cubic feet of fine garnet & 180 cubic feet of anthracite, required to return the filter media layers to original specifications.

BACKGROUND:

The Marion Walker Filtration Plant has 8 pressure filters, which have been in operation for over 24 years. In order to maintain optimum filter performance and ensure that the media continues to meet performance standards, operations and treatment staff have developed an ongoing preventative maintenance program. Prior media cleaning jobs have been performed over the past seven years. The FY 2021/2022 capital budget (GL# 11-5-54-5940-00) contains funds for the above work; the project is \$12,552.00 over the current budget of \$75,000.00.

The project was advertised on the district's website, two contractors performed the onsite mandatory job walk and two contractors submitted bids; MP Environmental was the lowest responsive bidder.

<i>ERS Industrial Services</i>	<i>Rick Langlois</i>	<i>\$91,170.70</i>
<i>MP Environmental</i>	<i>Mike Kari</i>	<i>\$87,552.00</i>

The work required to remove, clean, store, and install the media is specialized. MP Environmental is fully aware of the project requirements. MP Environmental satisfactorily completed the filter #3 media cleaning last year for the district. They have completed numerous filter projects of similar scope for alternate agencies and have provided references accordingly. MP Environmental has an active contractor's license and is registered with the Department of Industrial Relations.

MEMORANDUM

TO: Board of Directors

From: Michael L. Flood, General Manager

RE: **Review and approval of an agreement with Central Coast Water Agency regarding transfer of 250 Acre-Feet of Casitas MWD 2021 Table A State Water Project water supplies, direct staff to file a Notice of Exemption, and authorize the General Manager to prepare and execute the necessary agreements with the Department of Water Resources and other parties for the transfer.**

Date: May 21, 2021

RECOMMENDATION:

Approve the agreement with Central Coast Water Agency, direct staff to file a notice of exemption, and authorize the General Manager to prepare and execute the necessary agreements with the Department of Water Resources and other parties for the transfer.

BACKGROUND:

State Water Project Table A allocation currently stands at 5% which translates into 250 Acre-Feet for Casitas MWD.

Central Coast Water Agency has provided a transfer agreement to Casitas MWD for the full 2021 allocation.

DISCUSSION:

Central Coast Water Agency has provided a transfer agreement to Casitas MWD with the following summary terms:

1. Transfer all 250 Acre-Feet of Casitas MWD's 2021 State Water Project Table A.
2. Compensation of \$700 per Acre-Foot (Total of \$175,000)
3. Central Coast Water Agency will pay the State Water Project Variable costs for the transferred water to be delivered to their service area.
4. The ultimate compensation will be determined by the transfer rules set forth by the California Department of Water Resources but this compensation level is expected to be approved.
5. This is a single-year transfer with no return water provisions.

Casitas MWD will need to submit the approved transfer agreement to the Ventura County Watershed Protection District for final approval as per the Casitas/VCWPD agreement.

A three-way agreement between the named State Water Project contract holders (Ventura County Watershed Protection District and the Santa Barbara County Flood Control & Water Conservation District) and the California Department of Water Resources will also need to be prepared and executed.

Past State Water Project Table A Agreements

2020: Exchanged – 1,000 AF; Return - 250 AF (25%) (Return by 2030);
Final Compensation: \$ 606,183

2019: Exchanged - 650 AF; Return - 325 AF (50%) (Return by 2029)
Final Compensation: \$ 111,448

2018: Exchanged - 1,750 AF; Return - 700 AF (40%) (Return by 2028)
Final Compensation: \$ 749,822



May 13, 2021

Michael L. Flood, General Manager
Casitas Municipal Water District
1055 Ventura Ave.
Oak View, CA 93022

Subject: 2021 Water Transfer Agreement

Dear Mr. Flood,

This letter agreement ("Agreement") documents and confirms the agreement that has been reached between the Central Coast Water Authority, ("CCWA") and Casitas Municipal Water District ("CMWD") for a transfer of water from the State Water Project.

BACKGROUND AND PURPOSE

In Santa Barbara County, CCWA is responsible for the State Water Contract between the Santa Barbara County Flood Control and Water Conservation District (SBCFCWCD) and the Department of Water Resources (DWR). In Ventura County, a portion of the Table A Amount made available by the State Water Contract between the Ventura County Flood Control District (VCFCD) and DWR has been allocated to CMWD.

As of the date of this Agreement, the DWR has approved an allocation of water from the SWP to CCWA and CMWD of 5% of the Table A Amounts set forth in their respective State Water Project Contracts for calendar year 2021. For CCWA, that equals an allocation of 2,274 acre- feet (AF) that CCWA will receive from the SWP in 2021. CCWA's allocation for 2021 is not sufficient to satisfy CCWA's need for imported water in 2021. CMWD has surplus water available to it and has agreed to transfer up to 250 AF of CMWD's 2021 Annual Table A Amount, as that term is defined by the State Water Contract, to CCWA for delivery in 2021, subject to the terms and conditions hereinafter set forth ("Transfer").

TERMS AND CONDITIONS

Condition Precedent

DWR's written approval of the Transfer is a condition precedent to the effectiveness of this Agreement. CCWA and CMWD anticipate that DWR's approval will be provided in the form of a Change in Point of Delivery Agreement ("DWR Approval").

In the event of a conflict between the terms of this Agreement and the DWR Approval, the terms of the DWR Approval shall govern.

Water Transfer to CCWA

CMWD shall make available and CCWA shall take delivery of up to 250 AF of CMWD's Annual Table A Amount in 2021. By May 31, 2021, CMWD shall provide written notice to CCWA of the final quantity of Table A Amount to be made available to

Eric Friedman
Chairman

Ed Andrisek
Vice Chairman

Ray A. Stokes
Executive Director

Brownstein Hyatt
Farber Schreck
General Counsel

Member Agencies

City of Buellton

Carpinteria Valley
Water District

City of Guadalupe

City of Santa Barbara

City of Santa Maria

Goleta Water District

Montecito Water District

Santa Ynez River Water
Conservation District,
Improvement District #1

Associate Member

La Cumbre Mutual
Water Company

CCWA for delivery in 2021. Within 2 weeks of receiving written notice from CMWD of the total quantity of water made available to CCWA, CCWA shall provide notice to CMWD of the quantity of available water that CCWA would like to receive, up to the total amount made available. The Transfer will occur as provided in the DWR Approval. The point of delivery for the Transfer is Banks Pumping Plant.

Places of Use

The water delivered to CCWA in 2021 pursuant to this Agreement shall be used entirely within CCWA's service area.

Notice of Exemption

Because all of the water delivered to CCWA and to CMWD pursuant to this Agreement will be delivered through existing facilities, without the construction of additional facilities to effect such deliveries, CCWA and CMWD agree that the Transfer described herein constitutes a project that is exempt from CEQA pursuant to Sections 15061(b)(3) and 15301 of the State CEQA Guidelines. Furthermore, the Transfer, which is a temporary water transfer, qualifies for a Statutory Exemption under CEQA as follows: Section 15282 (u) Temporary changes in the point of diversion, place of use, of purpose of use due to a transfer or exchange of water or water rights as set forth in Section 1729 of the Water Code.

CCWA and CMWD each shall file, in their respective counties, a Notice of Exemption for the Transfer with the applicable County Clerk/Recorder.

Pricing and Transaction Costs

CCWA shall pay CMWD a rate of \$700 for every AF of water CCWA agrees to purchase from CMWD pursuant to the Transfer; payment shall be made within 30 days of the invoice date.

Additionally, CCWA shall be responsible for the DWR variable costs for the water delivered to CCWA.

Additionally CCWA shall be responsible for any administrative or other transactional costs charged by DWR for DWR's Approval and for the preparation and processing of such other approvals as may be necessary to affect the Transfer.

Notwithstanding the foregoing, CMWD and CCWA shall each be responsible for their own transaction costs, including but not limited to legal and consulting costs incurred in the preparation, review and implementation of this Agreement, the DWR Approval, and any other documents and approvals that may be required.

Cooperation

CCWA and CMWD each agrees to cooperate with each other to request and obtain the DWR Approval of the Transfer described in this Agreement and with the processing of such other documents and approvals as may be necessary to affect the Transfer described herein.

Costs of Defense

In the event of any legal action by a third party to challenge this Agreement and/or the water transfer described herein, CCWA and CMWD agree to cooperate in the defense thereof and to share equally in the costs of such defense, utilizing counsel mutually acceptable to the parties.

Force Majeure

In the event that an unavoidable event renders the performance of this Agreement impossible or infeasible, the parties hereto shall be excused from the performance thereof, with a corresponding refund or adjustment of the payments required herein as may be necessary to achieve financial equity as between the parties for that portion of the Agreement that cannot be performed; provided, however, that CCWA and CMWD shall first coordinate with DWR to determine whether alternate performance may be possible pursuant to an alternate schedule for completion of performance.

Authority

The undersigned representatives of CCWA and CMWD hereby represent that they are authorized to execute the Agreement for the party on whose behalf this Agreement is executed.

Notice

Written notice may be provided by either party to the other by first-class mail, postage prepaid, to the following addresses:

Central Coast Water Authority
255 Industrial Way
Buellton, CA 93427
Attn: Ray A. Stokes, Executive Director

Casitas Municipal Water District
1055 Ventura Ave.
Oak View, CA 93022
Attn: Michael L. Flood, General Manager

If acceptable, sign below acknowledging your agreement to these terms and conditions.

Sincerely,

Ray A. Stokes
Executive Director

Michael L. Flood
Page 4 of 4
May 11, 2021

CASITAS MUNICIPAL WATER DISTRICT

By: _____
Michael L. Flood, General Manager

Date: _____

Notice of Exemption**Appendix E**

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Ventura

800 South Victoria Avenue

Ventura, Ca. 93009

From: (Public Agency): Casitas Municipal Water District
1055 Ventura Avenue
Oak View, Ca. 93022

(Address)

Project Title: 2021 State Water Project Transfer of Table A Water Supply

Project Applicant: Casitas Municipal Water District

Project Location - Specific:

See Attachment

Project Location - City: See Attachment Project Location - County: See Attachment

Description of Nature, Purpose and Beneficiaries of Project:

See Attachment

Name of Public Agency Approving Project: Casitas Municipal Water District

Name of Person or Agency Carrying Out Project: See Attachment

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: _____
- Statutory Exemptions. State code number: 15282U

Reasons why project is exempt:

See Attachment

Lead Agency

Contact Person: Michael Flood Area Code/Telephone/Extension: 805-649-2251

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

Attachment to the Notice of Exemption

Project Location – Specific: Within the service area of the Central Coast Water Agency. The Central Coast Water Authority (CCWA) is a public entity organized under a joint exercise of powers agreement dated August 1, 1991, by the cities and special districts responsible for the creation and maintenance of water resources in Santa Barbara County and as such was formed to construct, manage and operate Santa Barbara County's "local facilities" for distribution and treatment of State water. The water transfer will be confined to the existing State Water Project infrastructure.

Project Location – City: Within the Santa Barbara County service area of the Central Coast Water Agency

Project Location – County: Santa Barbara County

Description of Nature, Purpose, and Beneficiaries of Project: On May 26, 2021, the Board of Directors of the Casitas Municipal Water District approved an agreement offered by the Central Coast Water Agency allowing the transfer of up to 250 Acre Feet of Casitas Municipal Water District's 2021 Table A State Water Project water supply. The purpose of the project is to augment the Central Coast Water Agency's water supplies. The beneficiaries of the project are the Casitas Municipal Water District and the Central Coast Water Agency.

Name of Person or Agency Carrying out Project: Casitas Municipal Water District, Central Coast Water Agency, and the California Department of Water Resources.

Reasons why project is exempt: The approval by the Casitas Municipal Water District Board of Directors of the term sheet effectuating the transfer of Table A State Water Project supply from the Casitas Municipal Water District to the Central Coast Water Agency is statutorily exempt from substantive CEQA review under State CEQA Guidelines section 15282(u), which exempts temporary changes in the point of diversion, place of use, or purpose of use due to a transfer or exchange of water or water rights. Here, the proposed Project involves the transfer of up to 250 Acre-Feet of Casitas Municipal Water District's 2021 Table A State Water Project water supply. The Project merely changes the place of use, and does not involve construction of any additional facilities to service the Project. As the Project involves a one-year transfer, it also satisfies the definition of "temporary change" pursuant to Water Code section 1728.

CASITAS MUNICIPAL WATER DISTRICT MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: MICHAEL FLOOD, GENERAL MANAGER

SUBJECT: UTILITIES JOB DESCRIPTIONS UPDATE

DATE: MAY 26, 2021

RECOMMENDATION:

Approve the Utility Worker I, II and III updated job descriptions.

BACKGROUND AND DISCUSSION:

Operations and Maintenance Supervisor Michael Shields worked together with his Utilities supervisor to update current job descriptions. I have reviewed the descriptions and agree with the changes suggested.

BUDGET IMPACT:

One employee is currently at the top step of Utility Worker I and will move to a Utility Worker II at Step 3 due to the downgraded requirement from Grade II to Grade I Water Treatment Operator certificate issued by the California State Water Resources Control Board. The upgrade will be approximately \$3,2500.00 for the first year.

Attachment: Utility Worker I Job Description with Mark Ups
Utility Worker II Job Description with Mark Ups
Utility Worker III Job Description with Mark Ups

CASITAS MUNICIPAL WATER DISTRICT

JOB TITLE: Utility Worker I
CLASSIFICATION: Non-Exempt
REPORTS TO: ~~O&M Manager~~ Utility Supervisor
SALARY LEVEL: E-13
DATE: ~~1/21/2016~~ 05/26/2021

Definition

Under immediate supervision, performs routine activities related to the Utility section including meter reading, customer service work orders and preventive maintenance programs for district assets. Provides operational support to various Operations and Maintenance departments including water treatment and distribution responsibilities. Performs other related work as required or assigned. ~~reads meters, performs customer service duties, assists in the testing, repairing, and maintenance of meters and equipment of the pipeline system,~~ Actively participates in the ongoing hydrant and meter maintenance programs for the district. Maintains operational records and database records. ~~does other related work as required and assigned.~~ This position is an entry level class in the Utility series and will not assume standby emergency callback duties until such time a Grade I Water Distribution and/or Water Treatment certification is obtained.

Essential Functions

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Primary duties include but are not limited to the following:

- Read meters using automated meter reading/billing system;
- Answer customer inquiries on water service;
- Complete turn-ons and turn-offs of service as scheduled;
- Performs the repair of water meters by disassembling, inspecting, replacing parts as needed, reassembling, and testing for accuracy;
- Performs preventative maintenance of valves, hydrants, ~~vaults~~, meter boxes, and other related distribution system assets;
- Responds to customer reports of leaking pipes and service issues; works directly with the public and fosters good public relations.
- Complete and submit hydrant and meter inspection forms utilizing GIS mobile applications.

- Assist with treatment plant facility maintenance; inspect, service and repair components of the surfacewater and groundwater treatment plants including valves, meters, intakes, pipes, pressure filters, water storage vessels, chemical tanks, and other related infrastructure and/or equipment.
- Operate and maintain ground water treatment facilities (wells) and set proper dosage rates to ensure proper distribution system residual.
- Install and setup temporary water mains (highlines) and service connections for affected areas, disinfect and flush as necessary.
- Assist with distribution system water quality operational emergencies.
- Maintain logsheets and databases; perform and record operational and maintenance activities; electronically enter data into spreadsheets, tables, and GIS systems.
- Perform monthly inspections at district reservoir sites; perform field water quality analysis; maintain reservoir mixer systems.

~~Secondary duties to assist with include but are not limited to the following:~~

- Assists in pipeline flushing program and takes water samples as needed;
- Perform a variety of housekeeping duties to ensure district facilities and worksites are maintained in a clean, orderly and safe condition.
- Assist with operations of the Robles diversion facility and fish passage during river flow conditions; perform off-season maintenance and repair activities.
- Operates a variety of tools and equipment including welding and cutting tools, forklift, mobile crane, boom truck, street sweeper, pipe freeze tool, and valve operator machines.
- Requires knowledge of the 11 Commandments of good customer service.
- May assist with other District ~~sections~~ departments as needed.

Knowledge, Skills, and Abilities

Basic knowledge ~~standard~~ tools and equipment used in mechanical repair work; ~~Ability to assist in the~~ repair and maintenance of water meters, valves, ~~hydrants~~, and related equipment. Knowledge of Federal, State, and local regulations pertinent to public water systems and the environment. OSHA requirements for mandated safety programs including principles and practices of work safety.

Basic ~~Skills~~ed with computer applications such as e-mail applications, word processing, spreadsheets calendar applications, geographical information systems (GIS) and computerized maintenance management systems (CMMS) ~~in basic computer skills including the ability to utilize word processing, spreadsheets, databases, email and internet.~~

Ability to deal tactfully and effectively with the public and fellow employees, ~~establish and maintain~~ good positive working relationships; follow oral and written instructions for ~~both~~ for job functions and safety requirements of the district. ~~Establish and maintain effective relationships with others.~~

Education and Experience:

Any combination of experience and education that has led to the acquisition of the knowledge, skills, and abilities as indicated above. A typical way to obtain the knowledge, skills and abilities would be:

- Experience: ~~Three~~ One years of experience as a utility worker with mechanical or service work in a water or wastewater utility ~~and~~ or any related field.
- Training: Equivalent to graduation from high school

Certificates, Licenses, and Registrations:

~~Possession of the following:~~

- Possession of a valid California Class C California driver's license
- As a condition of employment, incumbents must obtain either a valid Grade I Water Distribution Operator or Grade I Water Treatment Operator certificate issued by the California State Water Resources Control Board; ~~or ability to obtain such~~ within a two-years of hire. ~~period of time.~~
- ~~Grade I Water Treatment Operator certificate issued by the California State Water Resources Control Board; or ability to obtain such within a two-year period of time.~~
- CPR/First Aid certificate

Work Environment or Environmental Elements:

Employees work indoors and outdoors, and may be exposed to cold and hot temperatures, inclement weather conditions, loud noise levels, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may periodically be required work in confined spaces, tunnels, intake structures, on ladders, or at heights of up to 50 feet including work on elevated structures, boom lifts, and towers. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable

accommodations may be made to enable individuals with disabilities to perform the essential functions. Must possess mobility to work in the field, in District buildings and facilities; strength, stamina and mobility to perform light to medium physical work, to work in confined spaces, around machines, to walk on uneven terrain, and to climb and descend ladders, and operate varied hand and power tools and construction equipment. Specific vision abilities required by this job include close vision, distance vision, depth perception and color vision. Ability to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. The employee is required to have manual dexterity sufficient to operate a District vehicle, computers and standard office machines such as fax, calculator, telephone, copiers, etc. Positions in this classification bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds.

Other Requirements:

- United States citizenship or legal eligibility to work in the United States.
- Medical evaluation and pre-employment physical and drug screening to determine physical fitness for the job.
- Acceptable driving record consistent with the standards established by the district.
- Participation in job training or professional development programs.

Working Conditions:

Incumbents must be willing to work as needed during non-routine or emergency conditions, which may include after hours, weekends, holidays, and off-hour shifts. ~~for emergency callback response.~~

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent the essential functions and minimum qualifications necessary to successfully perform the assigned tasks and functions. ~~Management reserves the right to add, modify, change or rescind the tasks and/or duties and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.~~

Employee Signature

Date

CASITAS MUNICIPAL WATER DISTRICT

JOB TITLE: Utility Worker II
CLASSIFICATION: Non-Exempt
REPORTS TO: ~~O&M Manager~~ Utility Supervisor
SALARY LEVEL: E-19
DATE: ~~4/21/2016~~ 05/26/2021

Definition

Under ~~direct~~ general supervision performs routine activities related to the Utility section including meter reading, customer and preventive maintenance programs for district assets. Provides operational support to various Operations and Maintenance departments including water treatment and distribution responsibilities. Performs other related work as required or assigned. ~~performs customer service duties, performs routine equipment maintenance, and maintains operational records.~~ The Utility Worker II is involved in routine maintenance and operation of District facilities and actively participates in the ongoing hydrant and meter maintenance programs. ~~and does other related work as required and assigned.~~ This position is the journey level class in the Utility series and employees will assume emergency callback duties and participate in the distribution/customer service emergency standby rotation.

Essential Functions

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Primary duties include but are not limited to the following:

- Performs all of the duties of the Utility Worker I;
- Responds to customer inquiries;
- Performs the repair of water meters by disassembling, inspecting; replacing parts as needed, reassembling, and testing for accuracy;
- Performs preventative maintenance of valves, hydrants, ~~vaults~~, meter boxes, and other related distribution system assets;
- Maintains meter repair parts stock and orders new parts as necessary;
- Requires general knowledge of automated meter reading/billing system;
- Responds to customer reports of leaking pipes and service issues; works directly with the public and fosters good public relations;
- Complete and submit hydrant and meter inspection forms utilizing a GIS mobile application.

- Requires knowledge of 11 commandments of good customer service and ability to assist others in learning and following the commandments.
- Monitor water quality by performing field tests for chlorine residual, turbidity, pH, hardness, odors, and other tests as necessary to maintain water quality; investigates water quality complaints in the distribution system.
- Assist with treatment plant facility maintenance; inspect, service and repair components of the surfacewater and groundwater treatment plants including valves, meters, intakes, pipes, pressure filters, water storage vessels, chemical tanks, and other related infrastructure and/or equipment.
- Operate and adjust treatment process pumps, motors, feeders and other equipment to maintain automated disinfectant control at district reservoir sites. Determine chemical dosages and make adjustments to processes as necessary.
- Operate and maintain ground water treatment facilities (wells) and set proper dosage rates to ensure proper distribution system residual.
- Install and setup temporary water mains (highlines) and service connections for affected areas, disinfect and flush as necessary.
- Assist with distribution system water quality operational emergencies.
- Maintain logsheets and databases; perform and record operational and maintenance activities; electronically enter data into spreadsheets, tables, and GIS systems.
- Perform monthly inspections at district reservoir sites; perform field water quality analysis; maintain reservoir mixer systems.

~~Secondary duties to assist with include but are not limited to the following:~~

- ~~Provides assistance to the other sections in the operation and maintenance of Casitas' production, distribution, and canal facilities;~~
- Operates a variety of tools and equipment including welding and cutting tools, forklift, mobile crane, boom truck, street sweeper, pipe freeze tool, and valve operator machines.
- Assist with operations of the Robles diversion facility and fish passage during river flow conditions; perform off-season maintenance and repair activities.
- Perform a variety of housekeeping duties to ensure district facilities and worksites are maintained in a clean, orderly and safe condition.
- Assists in emergencies and special circumstance events; may assist with other district departments as needed.
- ~~Provides general administrative support for Conservation Program.~~

Knowledge, Skills, and Abilities

Basic knowledge of principles, ~~chemical water treatment and~~ methods, and practices of water treatment and distribution; standard tools and equipment used in mechanical repair work; ~~Ability to assist in the~~ repair and maintenance of water meters, valves, hydrants, and related equipment. Knowledge of Federal, State, and local regulations

pertinent to public water systems and the environment. OSHA requirements for mandated safety programs including principles and practices of work safety.

Moderate Skills ~~ed~~ with computer applications such as e-mail applications, word processing, spreadsheets calendar applications, geographical information systems (GIS) and computerized maintenance management systems (CMMS) ~~in basic computer skills including the ability to utilize word processing, spreadsheets, databases, email and internet.~~

Ability to deal tactfully and effectively with the public and fellow employees, ~~establish and maintain good positive~~ working relationships; follow oral and written instructions for ~~both~~ for job functions and safety requirements of the district. ~~Establish and maintain effective relationships with others.~~

Education and Experience:

~~Any~~ combination of experience and education that has led to the acquisition of the knowledge, skills, and abilities as indicated above. A typical way to obtain the knowledge, skills and abilities would be:

- ~~Experience:~~ Two years of experience as a utility worker with mechanical or service work in a water or wastewater utility ~~and~~
- ~~Training:~~ Equivalent to graduation from high school

Certificates, Licenses, and Registrations:

~~Possession of the following:~~

- ~~Possession of a valid~~ California Class C ~~California~~ driver's license.
- ~~Possession of a valid~~ Grade II Water Distribution Operator certificate issued by the California State Water Resources Control Board; ~~or ability to obtain such within a two-year period of time.~~
- ~~Possession of a valid~~ Grade II Water Treatment Operator certificate issued by the California State Water Resources Control Board; ~~or ability to obtain such within a two-year period of time.~~
- CPR/First Aid certificate

Work Environment or Environmental Elements:

Employees work indoors and outdoors, and may be exposed to cold and hot temperatures, inclement weather conditions, loud noise levels, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. ~~Employees may periodically be required work in confined spaces, tunnels, intake structures, on ladders, or at heights of up to 50 feet including~~

work on elevated structures, boom lifts, and towers. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must possess mobility to work in the field, in District buildings and facilities; strength, stamina and mobility to perform light to medium physical work, to work in confined spaces, around machines, to walk on uneven terrain, and to climb and descend ladders, and operate varied hand and power tools and construction equipment. Specific vision abilities required by this job include close vision, distance vision, depth perception and color vision. Ability to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. The employee is required to have manual dexterity sufficient to operate a District vehicle, computers and standard office machines such as fax, calculator, telephone, copiers, etc. Positions in this classification bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds.

Other Requirements:

- United States citizenship or legal eligibility to work in the United States.
- Medical evaluation and pre-employment physical and drug screening to determine physical fitness for the job.
- Acceptable driving record consistent with the standards established by the district.
- Participation in job training or professional development programs.

Working Conditions:

Incumbents must be willing to work as needed during non-routine or emergency conditions, which may include after hours, weekends, holidays, and off-hour shifts. ~~for emergency callback response.~~ Must be willing to participate in the customer service/distribution standby rotation schedule and emergency callback response.

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent the essential functions and minimum qualifications necessary to successfully perform the assigned tasks and functions. ~~Management reserves the right to add, modify, change or rescind the tasks and/or duties and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.~~

Employee Signature

Date

DRAFT

CASITAS MUNICIPAL WATER DISTRICT

JOB TITLE: Utility Worker III
CLASSIFICATION: Non-Exempt
REPORTS TO: ~~O&M Manager~~ Utility Supervisor
SALARY LEVEL: E-23
DATE: ~~1/21/2016~~ 05/26/2021

Definition

Under ~~direct~~ general supervision performs routine activities related to the Utility section including meter reading, customer and preventive maintenance programs for district assets. Provides operational support to various Operations and Maintenance departments including water treatment and distribution responsibilities. Performs other related work as required or assigned. ~~performs customer service duties, performs routine equipment maintenance, and maintains operational records.~~ The Utility Worker III is involved in routine maintenance and operation of District facilities and takes a lead role in the ongoing hydrant and meter maintenance programs for the district. ~~does other related work as required and assigned.~~ This is an advanced journey level class in the Utility series and is distinguished from other classes by the level of responsibility assumed; complexity of duties assigned, and is expected to work with a minimal amount of supervision. Operators in this class will participate in the distribution/customer service emergency standby rotation and be required to perform duties of lower level positions.

Essential Functions

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

Primary duties include but are not limited to the following:

- Performs all of the duties of Utility Workers I and II;
- Responds to customer inquiries;
- Maintains meter repair parts stock and orders new parts as necessary;
- Retains full knowledge of automated meter reading/billing system;
- Performs the repair of water meters by disassembling, inspecting, replacing parts as needed, reassembling, and testing for accuracy;
- Performs preventative maintenance of valves, hydrants, vaults, meter boxes, and other related distribution system assets;
- Responds to customer reports of leaking pipes and service issues; works directly with the public and fosters good public relations;

- Complete and submit hydrant and meter inspection forms utilizing a GIS mobile application.
- Requires knowledge of 11 commandments of good customer service and ability to assist others in learning and following the commandments.
- Monitor water quality by performing field tests for chlorine residual, turbidity, pH, hardness, odors, and other tests as necessary to maintain water quality; investigates water quality complaints in the distribution system.
- Assist with treatment plant facility maintenance; inspect, service and repair components of the surfacewater and groundwater treatment plants including valves, meters, intakes, pipes, pressure filters, water storage vessels, chemical tanks, and other related infrastructure and/or equipment.
- Operate and adjust treatment process pumps, motors, feeders and other equipment to maintain automated disinfectant control at district reservoir sites; determine chemical dosages and make adjustments to processes as necessary.
- Operate and maintain ground water treatment facilities (wells) and set proper dosage rates to ensure proper distribution system residual.
- Install and setup temporary water mains (highlines) and service connections for affected areas, disinfect and flush as necessary.
- May supervise staff when Utility Supervisor is absent or upon request; assist with training utility workers on an assigned basis.
- Assist with distribution system water quality operational emergencies.
- Assists with cost accounting, parts ordering, and purchase requisitions; maintains appropriate supply of parts and supplies.
- Maintain logsheets and databases; perform and record operational and maintenance activities; electronically enter data into spreadsheets, tables, and GIS systems.
- Perform monthly inspections at district reservoir sites; perform field water quality analysis; maintain reservoir mixer systems.
- Operates a variety of tools and equipment including welding and cutting tools, forklift, mobile crane, boom truck, street sweeper, pipe freeze tool, and valve operator machines.

~~Secondary duties to assist with include but are not limited to the following:~~

- Provides ~~advanced~~ skilled assistance with operations of the Robles diversion facility and fish passage during river flow conditions; perform off-season maintenance and repair activities ~~in the operation and maintenance of Casitas' production, distribution and canal facilities;~~
- Perform a variety of housekeeping duties to ensure district facilities and worksites are maintained in a clean, orderly and safe condition.
- Understands the detailed workings of the distribution system; provides journey level assistance to the distribution crew.
- Assists in emergencies and special circumstance event; ~~may assist with other district departments as needed.~~
- Assists with troubleshooting operational problems.

- ~~Provides general administrative support for Conservation Program.~~

Knowledge, Skills, and Abilities

Knowledge of principles, ~~chemical water treatment and~~ methods, and practices of water treatment and distribution; standard tools and equipment used in mechanical repair work; ~~Ability to assist in the~~ repair and maintenance of water meters, valves, hydrants, and related equipment. Knowledge of Federal, State, and local regulations pertinent to public water systems and the environment. OSHA requirements for mandated safety programs including principles and practices of work safety.

Skilled with modern computer applications such as e-mail applications, word processing, spreadsheets calendar applications, geographical information systems (GIS) and computerized maintenance management systems (CMMS) ~~in basic computer skills including the ability to utilize word processing, spreadsheets, databases, email and internet.~~

Ability to deal tactfully and effectively with the public and fellow employees, ~~establish and maintain good positive~~ working relationships; ~~Make prepare~~ reports and record ~~figures process data~~ accurately. Follow oral and written instructions ~~both~~ for job functions and safety requirements of the district. ~~Establish and maintain effective relationships with others.~~

Education and Experience:

~~Any~~ combination of experience and education that has led to the acquisition of the knowledge, skills, and abilities as indicated above. A typical way to obtain the knowledge, skills and abilities would be:

- **Experience:** Three years of experience as a utility worker with mechanical or service work in a water or wastewater utility ~~and~~
- **Training:** Equivalent to graduation from high school ~~supplemented by 3 units of college level course work in water science or a related field.~~

Certificates, Licenses, and Registrations:

~~Possession of the following:~~

- ~~Possession of a valid California Class C California driver's license~~
- ~~Possession of a valid Grade III Water Distribution Operator's certificate issued by the California State Water Resources Control Board; or ability to obtain such within a three-year period of time.~~

- Possession of a valid Grade II Water Treatment Operator certificate issued by the California State Water Resources Control Board; ~~or ability to obtain such within a three-year period of time.~~
- CPR/First Aid certificate

Work Environment or Environmental Elements:

Employees work indoors and outdoors, and may be exposed to cold and hot temperatures, inclement weather conditions, loud noise levels, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may periodically be required work in confined spaces, tunnels, intake structures, on ladders, or at heights of up to 50 feet including work on elevated structures, boom lifts, and towers. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Must possess mobility to work in the field, in district buildings and facilities; strength, stamina and mobility to perform light to medium physical work, to work in confined spaces, around machines, to walk on uneven terrain, and to climb and descend ladders, and operate varied hand and power tools and construction equipment. Specific vision abilities required by this job include close vision, distance vision, depth perception and color vision. Ability to communicate in person and over the telephone or radio. The job involves fieldwork requiring frequent walking in operational areas to identify problems or hazards. The employee is required to have manual dexterity sufficient to operate a District vehicle, computers and standard office machines such as fax, calculator, telephone, copiers, etc. Positions in this classification bend, stoop, kneel, reach and climb to perform work and inspect work sites. Employees must possess the ability to lift, carry, push, and pull materials and objects weighing up to 50 pounds.

Other Requirements:

- United States citizenship or legal eligibility to work in the United States.
- Medical evaluation and pre-employment physical and drug screening to determine physical fitness for the job.
- Acceptable driving record consistent with the standards established by the district.
- Participation in job training or professional development programs.

Working Conditions:

Incumbents must be willing to work as needed during non-routine or emergency conditions, which may include after hours, weekends, holidays, and off-hour shifts. ~~for emergency callback response.~~ Must be willing to participate in the customer service/distribution standby rotation schedule and emergency callback response.

The specific statements shown in each section of this description are not intended to be all-inclusive. They represent the essential functions and minimum qualifications necessary to successfully perform the assigned tasks and functions. ~~Management reserves the right to add, modify, change or rescind the tasks and/or duties and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.~~

Employee Signature

Date

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: MONTHLY ENGINEERING STATUS REPORT
DATE: 05/26/2021

RECOMMENDATION:

The Board receive and file the Monthly Engineering Project Status Report for May 2021.

DISCUSSION:

The status of Water Security and Infrastructure Improvements projects for May 2021 is provided below and in the attachment.

Project	Anticipated Committee / Date	Anticipated Board Date / Action
WATER SECURITY PROJECTS		
Comprehensive Water Resources Plan	TBD	TBD
<ul style="list-style-type: none"> No update 		
Urban Water Management Plan	TBD	5/20/21 Special Board meeting 6/23/21 Public hearing and adoption
<ul style="list-style-type: none"> Safe yield and projected demands incorporated Notice to Cities and County sent 4/23/21 Preparing internal draft for posting to District website on 6/4/21 		
Casitas-Ventura State Water Project Interconnection	TBD	TBD
<ul style="list-style-type: none"> Project on hold 		
Ojai Wellfield Rehabilitation/ Replacement	TBD	TBD
<ul style="list-style-type: none"> Mutual Well #7 well equipping and site work design 60% comments returned to engineer 		
Horizontal Bore (HOB0)/Deep Vertical Test Bore	TBD	TBD
<ul style="list-style-type: none"> No work performed on FS-299 permit with USFS 		
Ventura-Santa Barbara Counties Intertie	TBD	TBD
<ul style="list-style-type: none"> Weekly design meetings held with WWE, reviewing system hydraulics and chemical treatment needs Kick-off meeting with Hamner, Jewell and Associates held 5/7/21 for professional right-of-way services Comments received on Initial Study/Mitigated Negative Declaration to be incorporated into Final IS/MND 		

Project	Anticipated Committee / Date	Anticipated Board Date / Action
Robles Diversion Fish Screen Prototype Testing	TBD	TBD
<ul style="list-style-type: none"> Coordinating installation of horizontal wedge-wire screens with USBR/NMFS Participating in Robles Working Group meetings 		
INFRASTRUCTURE IMPROVEMENTS		
Ojai Water System Improvements	TBD	5/26/21 Award Lion St Pipeline Replacement and Fairview Road Connections (Spec No 20-437)
<ul style="list-style-type: none"> West Ojai Meter Relocation Reimbursement Agreement sent to property owners; one signed and returned, permit applications submitted to City of Ojai Grand Avenue Pipeline Replacement (Spec No 20-436) construction underway; main pipeline complete, tie-ins and services underway Lion Street Pipeline Replacement and Fairview Road Connections (Spec No 20-437) to be awarded 5/26/21 West Ojai Pipeline Replacement construction underway on Bristol, Topa Topa, Santa Ana, San Antonio, Crestview, and Oak Creek; shutdown/tie-in scheduled for 5/20/21 West and East Ojai Avenue Pipeline Replacement Caltrans permit application accepted by Caltrans and permit number assigned; awaiting permit conditions. Engaged HJA to assist with appraisal and negotiations for contractor staging area; preparing exhibits for Ojai Chamber of Commerce mixer on 6/24/21 Ojai Water System and Casitas System Integration Evaluation, draft tech memo under review Mutual Wellfield Piping Improvements on hold until FY 21-22 		
Rincon Pump Plant Electrical Upgrade	TBD	TBD
<ul style="list-style-type: none"> Contractor completing punch list items Final change order in process 		
Asphalt Paving	TBD	6/9/21 Award contract for FY 21-22
<ul style="list-style-type: none"> Patch lists #7, #7.1 and #8 complete Bids for Paving FY 21-22 Spec No 21-439 due 5/24/21 		
Rincon 2(M) Main Replacement Alternatives Study and Preliminary Design Report	TBD	TBD
<ul style="list-style-type: none"> Final Tech Memo received 		
Casitas Dam Hollow Jet Valve Replacement	TBD	TBD
<ul style="list-style-type: none"> No update; will resume in FY 21-22 		
Santa Ana Bridge Pipeline Relocation	TBD	TBD
<ul style="list-style-type: none"> Pre-construction meeting scheduled for 5/25/21 		

Project	Anticipated Committee / Date	Anticipated Board Date / Action
Ojai East Reservoir Residual Management System	TBD	TBD

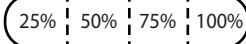
- Residual management system equipment delivered
- Building and equipment pad placed
- Piping and appurtenance installation ongoing

Attachment: Monthly Status Report
Paving List #7
Paving List #7.1
Paving List #8



Engineering Project Status May 2021

★ Indicates Change



Casitas Water System
Ojai Water System
Lake Casitas Recreation Area



	CONSULTANT SELECTION	PLANNING	DESIGN	BIDDING	CONSTRUCTION
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Water Security

	Water Resources Plan	and Site Work		
	Casitas-Ventura SWP Interconnection Preliminary Design	Ventura-Santa Barbara Counties Intertie		

Infrastructure Improvements

Robles Facility Gantry Crane	MWWTP Pipeline Condition Assessment	Santa Ana Blvd Bridge Pipeline Relocation (Pipeline)	Rincon Lateral and Fairview Road Connections	Santa Ana Blvd Bridge Pipeline Relocation (Casing)
	Emergency Generators Rincon, Avenue 1 and Avenue 2 Pump Plants	Ojai East Reservoir Re-coating	East Ojai Avenue Pipeline Replacement	Ojai East Reservoir Residual Management System ★
	MWWTP Water Quality Improvements	Running Ridge Zone Hydraulic Improvements	Diesel Tank Pad Design ★	West Ojai Pipeline Replacement ★
	Casitas System Master Plan	Mutual Wellfield and Grand Ave Pipeline Improvements		Grand Ave Pipe Replacement ★
	Casitas Dam Hollow Jet Valve Replacement	Ojai Water System Wellfield VFD Design ★		FY 20-21 Asphalt Paving
	Rincon 2(M) Pipeline Replacement ★	Boat Inspection Facility and San Antonio Wellfield Building Improvements ★		
	OWS and Casitas System Integration Evaluation ★			



**CASITAS MUNICIPAL WATER DISTRICT
PATCHLIST 7 REVISED 4-1-2021**

Item #	Address	Nearest Cross Street	Patch List Zone (Exhibit B)	Governing Agency	EST PAVEN PROJECT	Patch Size	Patch Area (Sq. Feet)	Plate E-10a/Count y Required1-Ft (12")	# of Patches	Thick-ness (Inches)
1	GRAND AVE INTERSECTION	ORANGE RD	OJAI	COUNTY		8FTX12FT	96.00	44.00	1	6
2	929 MOUNTAIN VIEW	AYERS AVE	OJAI	CITY		5FTX11FT	55.00	36.00	1	6
3	149 PROSPECT	SANTA ANA BLVD	OAK VIEW	COUNTY		3FTX13FT	39.00	36.00	1	6
4	252 OLIVE ST	MAHONEY AVE	OAK VIEW	COUNTY		2FTX4FT 2FTX6FT	20.00	36.00	2	6
5	GRAND AVE INTERSECTION	ORANGE RD	OJAI	COUNTY		VALVE CAN				
6	120 CHURCH ROAD	MARICOPA HWY	OJAI	CITY		2FTX7FT	14.00	22.00	1	6
7	419 ANDREW DRIVE	DALY ROAD	OJAI	CITY		2FTX5FT	10.00	18.00	1	6
8	120 CHURCH ROAD	MARICOPA HWY	OJAI	CITY		2FTX5FT CONCRETE PANEL			1	
9										
10										
Approximate Tonnage										8.2



**CASITAS MUNICIPAL WATER DISTRICT
PATCHLIST 7.1**

Item #	Address	Nearest Cross Street	Patch List Zone (Exhibit B)	Governing Agency	EST PAVEN PROJECT	Patch Size	Patch Area (Sq. Feet)	Plate E-10a/County Required 1-Ft (12") Grinding All	# of Patches	Thickness (Inches)
1	615 DEL NORTE	RANCHO DR	OJAI	COUNTY		220FTX2FT	400.00	470.00	1	6
2	615 DEL NORTE	RANCHO DR	OJAI	COUNTY		VALVE CAN				
3										
4										
5										
6										
7										
8										
9										
10										
									Approximate Tonnage	19.4



**CASITAS MUNICIPAL WATER DISTRICT
PATCHLIST 8**

Item #	Address	Nearest Cross Street	Patch List Zone (Exhibit B)	Governing Agency	LATEST PAVEMENT PROJECT	Patch Size	Patch Area (Sq. Feet)	10a/County Required 1-Ft (12")	# of Patches	Thickness (Inches)
1	6216 BREAKERS WAY	OCEAN AVE	VENTURA	COUNTY		4FTX8FT VALVE CAN	32.00	28.00	1	6
2	WATKINS WAY	VENTURA AVE	OAK VIEW	PRIVATE		4FTX7FT	28.00	26.00	1	3
3	LA CROSS	930 VENTURA AVE	OAK VIEW	COUNTY		4FTX5FT VALVE CAN	20.00	22.00	1	6
4	407 PARK RD	GRAND AVE	OJAI	CITY		6FTX9FT 6FTX7FT	96.00	64.00	2	3
5	407 PARK RD	GRAND AVE	OJAI	CITY		2FTX3FT	6.00	14.00	1	3
6										
7										
8										
9										
10										
pproximate Tonnage										5.1

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: HYDROLOGIC STATUS REPORT FOR APRIL 2021
DATE: MAY 26, 2021

RECOMMENDATION:

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

DISCUSSION:

Rainfall Data

	Casitas Dam	Matilija Dam	Thacher School
This Month	0.00"	0.05"	0.05"
Water Year (WY: Oct 01 – Sep 30)	6.39"	6.50"	5.76"
Average station rainfall to date	22.54"	27.26"	20.59"

Ojai Water System Data

Wellfield production	122.58 AF
Surface water supplement	11.05 AF
Static depth to water surface – Mutual #4	123.40 feet
Change in static level from previous month	-12.60 feet

Robles Fish Passage and Diversion Facility Diversion Data

Diversions this month	0 AF
Diversion days this month	0
Total Diversions WY to date	33.5 AF
Diversion days this WY	4

Casitas Reservoir Data

Water surface elevation as of end of month	495.24 feet AMSL
Water storage last month	91,937 AF
Water storage as of end of month	90,461 AF
Net change in storage	- 1,476 AF
Change in storage from same month last year	- 16,760 AF

AF = Acre-feet

AMSL = Above mean sea level

WY = Water year



Casitas Newsletter Spring 2021

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Connect with Us!

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GM's Corner

Hello,

In this Spring newsletter, I am pleased to provide an update on the work our District has underway to ensure we can continue to provide reliable service of clean, affordable water for our customers and our community:

- **Ojai Water System Improvements:** The District is pursuing multiple projects to upgrade the aging Ojai Water System to meet current fire safety standards and increase the system's reliability for years to come.
- **Dry Times Call for Continued Conservation:** Experts forecast another dry year with roughly 90% of the state experiencing drought conditions. Our region has received only 6-7 inches of rainfall, about 30% of what we would expect to see for this time of year, making this one of the driest years on record since the construction of Lake Casitas as a multi-year storage

project. Casitas' customers continue to demonstrate their understanding of the local water conditions with an overall conservation response that currently exceeds the mandatory water use reductions that are in place.

- **Planning for the Future:** Casitas' Urban Water Management Plan is scheduled for release later this year. This state-mandated document assesses future water demands and available water supplies.

Thank you for your interest in your local water district, serving our community for more than sixty years.

Regards,
Mike Flood, General Manager

Ojai Water System Improvement Projects

The District continues to be hard at work upgrading the Ojai Water System. When Casitas acquired the Ojai Water System in 2017, outdated infrastructure produced leaks and water main breaks at a rate more than three times that of Casitas' existing system.

To date, Casitas has completed water main replacement projects on Sunset, Ventura, Emily and Cañada Streets, as well as El Paseo and Cuyama Roads, replacing old and undersized pipelines, valves and service lines and upgrading fire hydrants. Topa Topa, San Antonio, Santa Ana, Crestview, and Oak Creek are currently underway. Grand Avenue started construction in April and Lion Street will follow in June.

West and East Ojai Avenue is scheduled to start construction in the fall, after Labor Day. Projects are being staggered to minimize traffic impacts and the District is collaborating with the City of Ojai to ensure that we make efficient use of any road work that needs to be completed as well.

For more information or to sign up for project updates, please visit www.casitaswater.org/for-customers/your-district-at-work.

Dry Times Call for Continued Drought Response

2021 has seen the return of drought conditions throughout the state. According to the U.S. drought monitor, roughly 90% of the state is currently suffering from moderate to exceptional drought conditions. This year brought 6-7 inches of rainfall at Casitas Dam, far below the typical average of more than 20 inches.

With low rainfall and little runoff this year, the District was unable to divert much additional water into Lake Casitas – a reality that underscores our region's vulnerability to changes in local rainfall and precipitation patterns. Currently, the levels in Lake Casitas are 89,759 acre-feet, 37.7% of capacity which is sufficient for several years of water supply at the current demand levels.

After reviewing the latest water supply and demand assessment, the Board decided to continue the Stage 3 drought declaration, and gave approval for the design of the Ventura-Santa Barbara Interconnection project that will allow the District to bring more water into our community when we need it most.

We are grateful to our customers who are our partners in helping to conserve the water we all rely on from Lake Casitas and local groundwater.

For more information and ideas on how you can do your part, please visit: <https://www.casitaswater.org/for-customers/water-conservation>.

Planning for the Future: Urban Water Management Plan

As our community's water experts and as responsible stewards of our limited water resources in Lake Casitas and local groundwater, Casitas is constantly working to plan for a more sustainable and reliable water future. This process involves taking a comprehensive look at our available water supplies against the water needs of our customers, and how we can ensure there will be enough water to go around, both now and into the future.

Every five years, the District prepares an Urban Water Management Plan – a state-mandated planning document to assess long-term water supplies and demands. The plan outlines:

- The reliability of water sources over a 20-year time frame
- Demand management measures and water shortage contingency plans
- Progress toward meeting targeted reduction goals for per-person water consumption

Casitas' plan is scheduled to be released in June and will be available to view on our website at www.casitaswater.org. The District will hold a public hearing to share the plan's findings and what they mean for our customers. Thank you for your ongoing participation in conversations about the future of the District and water supply management here in our community.

Water Saving Tips!

Water conservation is a cornerstone of Casitas' water supply management strategy and will continue to be as our region grapples with the increasing impacts of drought and climate change. Every drop counts, and we are relying on our customers to continue their water wise conservation habits to help maintain the water levels in Lake Casitas.

Save up to **67,000 gallons per year** with these no regrets water saving tips:

750 to 1,500 gallons/month: Water your lawn only when it needs it and before 10am or after 6pm.

700 gallons/month: Slightly shorter showers.

500-800 gallons/month: Install water-saving showerheads or flow restrictors.

400-600 gallons/month: Don't use your toilet as a wastebasket.

300-800 gallons/month: Use only full loads in washing machines & dishwashers.

200-300 gallons/month: Capture tap water while you wait for hot water & use it on plants.

150 gallons each time: Don't run the hose while washing your car & use a broom, not a hose, to clean driveways & sidewalks.

20 gallons/day: Fix leaky faucets & plumbing joints.

For more conservation tips, and a full list of Stage 3 drought condition restrictions, visit www.casitaswater.org/for-customers/water-conservation/drought-stage.





Lake Casitas Recreation Area

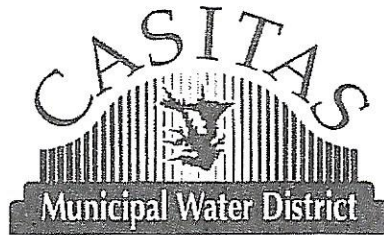
For years, the Lake Casitas Recreation Area has provided an opportunity to enjoy the Lake and take advantage of the recreational events and activities we have right here in our own backyard. The District continues to manage operations at the Lake with the safety of our customers and staff as the top priority.

Due to state COVID-19 restrictions, the Lake Casitas Water Adventure will remain closed through the 2021 season. We look forward to welcoming visitors back as soon as we can do so in a safe and responsible manner.

Currently, the Lake is open for day use and camping. We are also pleased to share that the much-loved movie nights will be returning in May 2021! Check the website for details on operations and reservations: <https://www.casitaswater.org/recreation>.

Groundwater Adjudication Update

Casitas is committed to defending the District's water rights on behalf of you, our valued customer. Currently, the parties in the groundwater adjudication case hold monthly Case Management Conferences with the judge and we will provide additional details as they become available. For more information, please visit: <https://www.casitaswater.org/for-customers/adjudication-information>.



April 11, 2012

Kimberly Prillhart, Planning Director
Resource Management Agency
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

Subject: Mosler Rock Products – Order to Comply with Surface Mining and
Reclamation Act: – CEQA Addendum

Dear Ms. Prillhart:

Casitas Municipal Water District (CMWD) is a special district organized under the California Municipal Water District Act of 1911. CMWD is located approximately 2 miles downstream of the project site and supplies municipal, industrial, and agricultural water for 65,000 people within its boundary. CMWD has also invested millions of dollars in support of the safe migration of southern California steelhead (*Oncorhynchus mykiss*) upstream of Robles Diversion Dam and for the recovery and restoration of this species to the Ventura River. The Ventura River and its major tributaries, including the North Fork Matilija Creek, has been identified in the Southern California Steelhead Recovery Plan prepared by the National Marine Fisheries Service as a high priority river for recovery of the Federally listed endangered southern California steelhead. The recovery actions identified in the Steelhead Recovery Plan for the Lower North Fork of Matilija Creek include: “Develop and implement plan to remove and maintain quarry and landslide debris from the channel” and “Review and modify mining operations” (p. 9-57).

CMWD has previously written letters outlining issues of concern to the United States Corps of Engineers and the California Regional Water Quality Control Board – Los Angeles related to the Mosler Rock Products. Because of CMWD’s investment for the endangered species and continuing protection of water quality, the Board of Directors wish to comment on the discretionary action proposed for the Mosler Rock Products project and ask that this letter be included in the administrative record for any eventual application for new entitlements.

CMWD’s review of the administrative record and conditions of approval for the project that was presented to the Planning Commission did not discover any mention of water quality impact analysis for project run-off that considered Total Dissolved Solids (TDS), siltation, turbidity, eutrophication, habitat values, endangered species, and health, safety, and welfare issues related to water quality. These issues are potentially significant adverse impacts associated with the

proposed project and should be reviewed accordingly under CEQA. An analysis of these potential impacts may result in a change to the findings of the original environmental document, primarily because the original environmental document had no mitigation measures or conditions of approval that specifically address these issues.

Fill Material


Fill material may not enter Waters of the United States under the Clean Water Act Section 404. Fill material entering the water course (Lower North Fork Matilija Creek), while being a violation of the Federal Clean Water Act, the fill is also potentially impacting (taking) species of special concern under the Endangered Species Act (ESA) and causing degradation of water quality for total dissolved solids, silt, erosion, and eutrophication under the Clean Water Act Section 404.

Mitigation Measures

The project impacts related to Total Dissolved Solids (TDS), turbidity, siltation, eutrophication are all related to storm water leaving the mining site in an unmitigated manner. The Ventura County Planning Division and Public Works Department should provide for mitigation measures to quarry operations approval that will adequately address each of these project impacts.

In addition, a biological assessment should be conducted for the quarry project impacts on the areas of the Lower North Fork of Matilija Creek and the Ventura River. Specific attention should be made toward the impacts to the restoration of steelhead habitat and passage for migration to spawning grounds upstream.

Sincerely yours,



Russ Baggerly
President of the Board

CC: Ventura County Supervisor Steve Bennett
Chris Stephens, Resource Management Agency Director
Michael Villegas, APCD Director
Brian Baca, Commercial and Industrial Section Manager
Ebony J. McGee, SMARA Program Coordinator