



Board of Directors

Russ Baggerly, Director
Angelo Spandrio, Director
Brian Brennan, Director

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
Meeting to be held at the

January 22, 2020 @ 3:00 PM

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

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

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
 - 6.a. Minutes of the January 8, 2020 Board Meeting
[1 8 20 minutes.pdf](#)
7. ACTION ITEMS

- 7.a. Review of District Accounts Payable Report for the period of 12/27/19 - 01/08/20.
[Accounts Payable Report.pdf](#)
- 7.b. Resolution expressing appreciation to Lisa Kolar upon her retirement and 16 years of service to Casitas.
[Reso L Kolar retirement.pdf](#)
- 7.c. Resolution expressing appreciation to James W. Word upon his retirement from the Board of Directors after 23 years of service.
[Jim Word Reso.pdf](#)
- 7.d. Resolution Amending Article XI of the Casitas Municipal Water District's bylaws to include an additional standing committee of the Board of Directors identified as the Public Relations Committee.
[Board Memo for the Amendment of the Bylaws to include a standing Public Relations Committee.pdf](#)
[Resolution XX-XX Amending Article XI of the District's Bylaws adding a standing Public Relations Committee 012220.pdf](#)
- 7.e. Set the date and time for the Board of Directors Public Relations Committee.
[Board Memo Setting the Day & Time for the Public Relations Committee 012220 \(1\).pdf](#)
- 7.f. Award a contract for the De La Garrigue Bridge Specification No. 18-398 to Leonida Builders, Inc in the amount of \$385,000 and a contract for the Rice Bridge Replacement, Specification No. 18-401 to Granite Construction Company in the amount of \$224,800.
[18-398_18-401_award_Re_bid.pdf](#)
- 7.g. Approve and Authorize the General Manager to issue a Task Order for professional engineering services to MNS, Engineers, Inc. (MNS) for the Lake Casitas Recreation Area Sewer Implementation Plan in an amount not to exceed \$64,273.00.
[200116 - Board Memo for LCRA Sewer Implementation Plan Engineering Services.pdf](#)
- 7.h. Award a Purchase Order Contract to Great Western Recreation in the amount of \$60,014.00 for Lake Casitas Recreation Area Playground Surface Replacement.
[200122 - Board Memo for IFB140 Award.pdf](#)
- 7.i. Award contract for Casitas Gravity Main and Oak View Main System Improvements.

8. DISCUSSION ITEMS

- 8.a. Discussion of an appointment to a vacant Board of Directors position (Division 2).
- 8.b. Discussion of a special meeting of the Board of Directors for a workshop on the District's Draft Comprehensive Water Resources Plan.

9. INFORMATION ITEMS

- 9.a. Hydrologic Status Report for December 2019.
[1912 December 2019.pdf](#)
- 9.b. Personnel Committee Minutes
[Personnel Committee Minutes 011420.pdf](#)
- 9.c. Recreation Committee Minutes.
[Rec Minutes 010720.pdf](#)
- 9.d. Recreation Area Monthly Report for October and November 2019.
[10.Octoberand.11.Nov.2019.pdf](#)
- 9.e. Consumption report for November 2019.
[Consumption Nov 2019 - 2020.pdf](#)
- 9.f. Investment Report
[Investment Report 01-08-20.pdf](#)

10. GENERAL MANAGER COMMENTS

11. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

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

13. CLOSED SESSION

- 13.a. CLOSED SESSION - CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION (Government Code §54956.9(a) Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176
- 13.b. Public Employee Performance Evaluation (Government Code Sec. 54957). Title: General Manager

14. DISCUSSION AND CONSIDERATION OF THE GENERAL MANAGER'S COMPENSATION

15. ADJOURNMENT

Minutes of the Casitas Municipal Water District
Board Meeting Held
January 8, 2020

A meeting of the Board of Directors was held January 8, 2020 at the Casitas Municipal Water District, 1055 Ventura Ave, Oak View, CA 93022.

1. CALL TO ORDER

The meeting was called to order by President Kaiser at 3:00 p.m. There were five members of staff and seven members of the public in attendance.

2. ROLL CALL

Directors Word, Spandrio, Brennan, Baggerly and Kaiser are present. Also present are General Manager Flood, Executive Administrator Vieira and Counsel Mathews.

3. PLEDGE OF ALLEGIANCE

President Kaiser led the Pledge of Allegiance.

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

Ted Moore requested that an item be placed on an upcoming agenda regarding a piece of property that he is in escrow on and working with People Self Help Housing. Meiners Oaks Water District is not issuing will serve letters. They want me to appear before your board to get your thoughts and ideal. They suggest that I work to make it a water neutral project. We believe there is a good well site on the property and perhaps another source of water to be provided.

Bob Daddi spoke about the City of Ventura's action to jump to adjudication and requested that Casitas provide information and be proactive in outreach. He offered the use of the Ojai Valley News as a way to get information to the public.

Laura Ward, publisher of the Ojai Valley News explained that she reached out to Ventura Water to get answers and still doesn't understand what they are saying. I want you unbiased opinion. We are in this with you. I want to know from you what I should think. We want to help. People will be scared. Help us out.

5. ANNUAL SELECTION OF OFFICERS, COMMITTEE ASSIGNMENTS AND SCHEDULE AND APPROVAL OF AUTHORIZED MEETINGS AND ASSOCIATIONS.

5.a. Election of Board Officers

Director Word announced his retirement from the Board and Mr. Mathews explained the appointment process to fill the vacant seat.

<u>NEW BOARD OFFICERS FOR 2020:</u>		<u>Term Expires:</u>
PRESIDENT	Russ Baggerly	2020
VICE PRESIDENT	Brian Brennan	2022
SECRETARY	Angelo Spandrio	2022
ASST. SECRETARY	Pete Kaiser	2020
At Large	Jim Word	2020

On the motion of Director Word, seconded by Director Brennan, the above selection of officer assignments was approved by the following roll call vote:

AYES:	Directors:	Kaiser, Word, Spandrio, Brennan, Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

5.b. Selection of 2020 Board Committees and Ad Hoc Committees including Board Member Assignments and Schedule of Meetings.

COMMITTEE ASSIGNMENTS:

	<u>Members</u>
Executive	Baggerly/Brennan
Finance	Word/Kaiser
Personnel	Word/Brennan
Public Relations	Spandrio/Baggerly
Recreation	Brennan/Kaiser
Water Resources	Baggerly/Spandrio

COMMITTEE DATES AND TIME:

	<u>Date</u>	<u>Time</u>
Executive	2 nd Friday	10:00 a.m.
Finance	3 rd Friday	10:00 a.m.
Personnel	2 nd Tuesday	4:30 p.m.
Public Relations	To Be Determined	
Recreation	1 st Tuesday	10:00 a.m.
Water Resources	3 rd Tuesday	10:00 a.m.

Ad Hoc Committee Assignments

Members

State Water Project Baggerly/Brennan
Adjudication Baggerly/Kaiser

The above assignments were offered by Director Brennan, seconded by Director Kaiser and approved by the following roll call vote:

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

5.c. Assignments to Outside Associations and Approval of Authorized Meetings for the Board.

The Board approved the outside affiliations as was offered by Director Kaiser, seconded by Director Brennan and approved by the following roll call vote:

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

6. CONSENT AGENDA

- 6.a. Minutes of the December 11, 2019 Special Meeting.
- 6.b. Resolution authorizing Memberships.
- 6.c. Review of a proposal for backflow program services to be provided by the County of Ventura in the amount of \$10,000 - \$12,000 for startup and \$10,000 - \$12,000 annually thereafter.
- 6.d. Cost Sharing Request for the De La Garrigue Road Culvert and Road Project in the amount of \$15,447.53.
- 6.e. Recommendation to engage Hoffman, Vance, and Worthington, Inc. to perform a property appraisal for 1251 N. Signal Street, Ojai in an amount not to exceed \$3,000 connected to design of Ojai Water System Improvements.

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

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

Resolution is numbered 2020-01.

7. ACTION ITEMS

- 7.a. Review of District Accounts Payable Report for the Period of 11/28/19 – 12/26/19.

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

AYES:	Directors:	Kaiser, Word, Spandrio, Brennan, Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

- 7.b. Review and approval of a Comprehensive Annual Financial Report (CAFR) June 30, 2019.

Paul Kaymark answered questions of the Board and the CAFR was offered for approval by Director Word, seconded by Director Kaiser and passed by the following roll call vote:

AYES:	Directors:	Kaiser, Word, Spandrio, Brennan, Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

- 7.c. Adopt a Resolution Modifying the Casitas Municipal Water District Rates and Regulations for Water Service (Adopted December 16, 2009) for Compliance with Senate Bill 998 (California Water Shutoff Protection Act).

Assistant General Manager Dyer presented information on the proposed changes. The Resolution was offered by Director Brennan, seconded by Director Kaiser and adopted by the following roll call vote:

AYES:	Directors:	Kaiser, Word, Spandrio, Brennan, Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

Resolution is numbered 2020-02

- 7.d. Adopt a Resolution modifying the Rates and Regulations for Water Service in reference to definitions of customer/District facilities, District liability for planned and unplanned outages, and District liability for maintenance of the District's system.

The resolution was offered by Director Brennan, seconded by Director Kaiser and adopted by the following roll call vote:

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

Resolution is numbered 2020-03

- 7.e. Authorize the General Manager to issue a Task Order to MKN & Associations, Inc. for professional engineering support services for the Robles Diversion Fish Screen Improvements Prototype in an amount not to exceed \$144,414.00.

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

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

- 7.f. Approve and Authorize the General Manager to issue a Task Order for professional engineering services to Michael K. Nunley & Associates, Inc. (MKN) for the Mutual Well #7 Well Equipping and Site Word Design in the amount not to exceed \$112,589.

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

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

- 7.g. Award a contract for Mutual Wellfield Building Improvements to MDJ Management in the amount of \$32,633.12.

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

AYES: Directors: Kaiser, Word, Spandrio, Brennan, Baggerly
NOES: Directors: None
ABSENT: Directors: None

- 7.h. Approval of a purchase order to Jess Ranch Fish Hatchery in the amount of \$38,250 for the purchase and delivery of 9,000 lbs of live triploid rainbow trout to Lake Casitas.

On the motion of Director Brennan, seconded by Director Spandrio the

above recommendation was approved by the following roll call vote:

AYES:	Directors:	Kaiser, Word, Spandrio, Brennan, Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

8. INFORMATION ITEMS

- 8.a. Monthly Engineering Status Report for January 2020.
- 8.b. Board Priority List Update.
- 8.c. Hydrologic Status Report for November 2019.
- 8.d. Water Resource Committee Minutes.
- 8.e. Finance Committee Minutes.
- 8.f. Personnel Committee Minutes.
- 8.g. Executive Committee Minutes.
- 8.h. CFD 2013-01 (Ojai) Project Report 01-02-2020.
- 8.i. State Water Project – Interconnect Project Costs 01-02-2020.
- 8.j. Investment Report.

The Information items were offered by Director Kaiser, seconded by Director Brennan and approved by the following roll call vote:

AYES:	Directors:	Kaiser, Word, Spandrio, Brennan, Baggerly
NOES:	Directors:	None
ABSENT:	Directors:	None

9. GENERAL MANAGER COMMENTS.

Mr. Flood informed the board that the crash near North Fork had been cleared and we will be looking for reimbursement. The main concern was leaking diesel fuel.

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED.

None

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

Director Word added the on the City of Ventura suits the people are expecting us to give an answer.

President Baggerly moved the meeting to closed session at 4:57 p.m.

12. CLOSED SESSION

12.a. 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.

President Baggerly moved the meeting back into open session at 5:48 p.m. with Mr. Mathews stating there were no actions to report.

13. ADJOURNMENT

President Baggerly adjourned the meeting at 5:49 p.m.

Angelo Spandrio, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 12/27/19-01/08/20
Presented to the Board of Directors For Approval January 22, 2019

Check	Payee		Description	Amount
000936	Payables Fund Account	# 9759651478	Accounts Payable Batch 010220	\$1,510,512.52
000937	Payables Fund Account	# 9759651478	Accounts Payable Batch 010820	\$75,625.33
				\$1,586,137.85
000938	Payroll Fund Account	# 9469730919	Estimated Payroll 013020	\$200,000.00
				\$1,786,137.85

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, 000936-000938 have been duly audited is hereby certified as correct.

Denise Collin

1/8/2020

Denise Collin, 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.

000936 A/P Checks: 036713-036817
A/P Draft to P.E.R.S. 000000
A/P Draft to State of CA 000000
A/P Draft to I.R.S. 000000
Voids: 036712, 036759, 036760, 036761

000937 A/P Checks: 036821-036830
A/P Draft to P.E.R.S.
A/P Draft to State of CA
A/P Draft to I.R.S.
Voids: 036819, 036820

Denise Collin 1/8/2020
Denise Collin, Chief Financial Officer

Signature

Signature

Signature

VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 12/27/2019 THRU 1/08/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01287	AIRGAS SAFETY							
	C-CHECK AIRGAS SAFETY	VOIDED	V 1/02/2020			036712		104.37CR
	C-CHECK VOID CHECK		V 1/02/2020			036759		
	C-CHECK VOID CHECK		V 1/02/2020			036760		
	C-CHECK VOID CHECK		V 1/02/2020			036761		
01325	Aflac Worldwide Headquarters							
	C-CHECK Aflac Worldwide Headquar	VOIDED	V 1/08/2020			036819		3,388.98CR
01666	AT & T							
	C-CHECK AT & T	VOIDED	V 1/08/2020			036820		21.38CR

* * 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:	6	VOID DEBITS 0.00		
		VOID CREDITS 3,514.73CR		
			3,514.73CR	0.00

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			6	3,514.73CR	0.00	0.00
BANK:		TOTALS:	6	3,514.73CR	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 12/27/2019 THRU 1/08/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0049	STATE OF CALIFORNIA							
I-T2 201912301649	State Withholding	D	1/02/2020	13,617.44		000000		
I-T2 201912301650	State Withholding	D	1/02/2020	20.70		000000		
I-T2 202001021660	State Withholding	D	1/02/2020	425.25		000000		14,063.39
0128	INTERNAL REVENUE SERVICE							
I-T1 201912301649	Federal Withholding	D	1/02/2020	36,088.41		000000		
I-T1 201912301650	Federal Withholding	D	1/02/2020	108.38		000000		
I-T1 201912311652	Federal Withholding	D	1/02/2020	0.38		000000		
I-T1 202001021660	Federal Withholding	D	1/02/2020	1,014.83		000000		
I-T3 201912191648	FICA Withholding	D	1/02/2020	376.52		000000		
I-T3 201912301649	FICA Withholding	D	1/02/2020	38,326.80		000000		
I-T3 201912301650	FICA Withholding	D	1/02/2020	140.18		000000		
I-T3 202001021660	FICA Withholding	D	1/02/2020	891.06		000000		
I-T4 201912191648	Medicare Withholding	D	1/02/2020	88.06		000000		
I-T4 201912301649	Medicare Withholding	D	1/02/2020	8,963.40		000000		
I-T4 201912301650	Medicare Withholding	D	1/02/2020	32.78		000000		
I-T4 202001021660	Medicare Withholding	D	1/02/2020	208.40		000000		86,239.20
0187	CALPERS							
I-PBB201912301649	PERS BUY BACK	D	1/02/2020	130.46		000000		
I-PBP201912301649	PERS BUY BACK	D	1/02/2020	161.96		000000		
I-PEB201912301649	PEPRA EMPLOYEES PORTION	D	1/02/2020	7,707.55		000000		
I-PEB201912301650	PEPRA EMPLOYEES PORTION	D	1/02/2020	19.08		000000		
I-PEB202001021660	PEPRA EMPLOYEES PORTION	D	1/02/2020	186.56		000000		
I-PEM201912301649	PERS EMPLOYEE PORTION MGMT	D	1/02/2020	2,568.27		000000		
I-PER201912191648	PERS EMPLOYEE PORTION	D	1/02/2020	136.70		000000		
I-PER201912301649	PERS EMPLOYEE PORTION	D	1/02/2020	6,440.21		000000		
I-PRB201912301649	PEBRA EMPLOYER PORTION	D	1/02/2020	7,975.88		000000		
I-PRB201912301650	PEBRA EMPLOYER PORTION	D	1/02/2020	19.74		000000		
I-PRB202001021660	PEBRA EMPLOYER PORTION	D	1/02/2020	193.05		000000		
I-PRR201912191648	PERS EMPLOYER PORTION	D	1/02/2020	172.45		000000		
I-PRR201912301649	PERS EMPLOYER PORTION	D	1/02/2020	11,171.40		000000		36,883.31
0010	AIRGAS USA LLC							
I-9096047497	Electrodo Stick & Gloves - PL	R	1/02/2020	388.88		036713		
I-9966973397	Argon, Oxygen & Acetylene - TP	R	1/02/2020	247.90		036713		636.78
04679	Chris Alvarez							
I-817105	Camping Cancellation - LCRA	R	1/02/2020	350.00		036714		350.00
03044	Amazon Capital Services							
I-17WP-F7T9-1H63	USB - WP	R	1/02/2020	64.34		036715		
I-1D67-CD3H-FHJ1	Wire Clips - MAINT	R	1/02/2020	169.20		036715		
I-1GHQ-MH7R-R6T4	Stamp - ADM	R	1/02/2020	9.12		036715		
I-1QCW-G4LT-L4X4	Filters - MAINT	R	1/02/2020	269.61		036715		
I-1QQL-KXLV-73QL	Golf Cart Cover - LCRA	R	1/02/2020	374.30		036715		
I-1V9D-HTG3-4KKF	Daily Journal - LCRA	R	1/02/2020	111.03		036715		997.60

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00836	I-22241338							
	AMERICAN RED CROSS First Aid/CPR/AED Training	R	1/02/2020	420.00		036716		420.00
01602	I-VT00227143							
	ANGELUS BLOCK CO., INC. Block For Camp M RR - LCRA	R	1/02/2020	969.71		036717		969.71
00014	I-SI1465142							
	AQUA-FLO SUPPLY Sand Bags - TP	R	1/02/2020	17.37		036718		
	I-SI1468295							
	Valve & PVC - PL	R	1/02/2020	54.01		036718		
	I-SI1469394							
	Flange & Hot Glue - UT	R	1/02/2020	132.25		036718		
	I-SI1469397							
	Couplings & Adapters - UT	R	1/02/2020	97.96		036718		
	I-SI1471189							
	Brass Nipple - PL	R	1/02/2020	40.37		036718		
	I-SI1474752							
	Adapters & Couplings - WP	R	1/02/2020	65.21		036718		407.17
01703	I-57052							
	ARNOLD LAROCHELLE MATTHEWS Meter # 5088-016 11/19	R	1/02/2020	8,424.00		036719		
	I-57053							
	Metter # 5088-001 11/19	R	1/02/2020	6,762.11		036719		
	I-57054							
	Meter #5088-023 11/19	R	1/02/2020	3,309.00		036719		18,495.11
02179	I-1835							
	Art Street Interactive Reservation Sys. Hosting/Maint	R	1/02/2020	542.15		036720		542.15
01666	I-000014098425							
	AT & T Acct#9391062398	R	1/02/2020	109.59		036721		109.59
03429	I-0886081505							
	AT&T Acct#8310006908483	R	1/02/2020	1,095.66		036722		1,095.66
04202	I-121819							
	AT&T Acct#296003321	R	1/02/2020	48.15		036723		48.15
04583	I-165382353							
	B&H Foto & Electronics Corp Drone - ENG	R	1/02/2020	1,974.55		036724		1,974.55
00030	I-1900940443							
	B&R TOOL AND SUPPLY CO Rags - WH	R	1/02/2020	346.26		036725		346.26
04111	I-BU01183803							
	Roadpost, Inc. Sat Phone Service - TP	R	1/02/2020	55.35		036726		55.35
01062	C-E335617b							
	BP Medical Supplies Accrue Use Tax	R	1/02/2020	6.47CR		036727		
	D-E335617a							
	Accrue Use Tax	R	1/02/2020	6.47		036727		
	I-E335617							
	Res-cue Mask - WP	R	1/02/2020	89.25		036727		89.25

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE:12/27/2019 THRU 1/08/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04681	Steve Burmeister Camping Cancellation - LCRA	R	1/02/2020	355.00		036728		355.00
03702	Cannon Corporation De La Garrigue Bridge Rep -ENG	R	1/02/2020	430.60		036729		430.60
01843	COASTAL COPY Copier Usage - LCRA	R	1/02/2020	146.84		036730		146.84
00059	COASTAL PIPCO PVC Ball Valve - WP	R	1/02/2020	12.76		036731		12.76
00071	COMMANDER PRINTED PRODUCTS Door Hangers - PL	R	1/02/2020	367.02		036732		857.00
	I-109713 Frequent Visitor Forms - LCRA	R	1/02/2020	489.98		036732		
00061	COMPUWAVE Dell Hard Drive - IT	R	1/02/2020	187.69		036733		187.69
01588	CONSULTING WEST ENGINEERS Rincon Pump Elect Upgrade -ENG	R	1/02/2020	20,225.00		036734		20,225.00
00719	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	1/02/2020	137.50		036735		137.50
01001	CUSTOM PRINTING Frequent Visitor Forms - LCRA	R	1/02/2020	448.18		036736		448.18
00079	DANIELS TIRE SERVICE Tires & Labor - Unit 116	R	1/02/2020	1,018.70		036737		1,018.70
00076	DEKREEK TECHNICAL SERVICES PLC & SCADA Modification-TP/EM	R	1/02/2020	18,060.00		036738		18,060.00
00616	DICK CORE MARINE Prop Installation - Unit 289	R	1/02/2020	797.90		036739		797.90
01994	Drapery Affair / The Floor Sto Window Shades - ENG	R	1/02/2020	5,625.28		036740		5,980.28
	I-37592 Window Shades Installation-ENG	R	1/02/2020	355.00		036740		
00086	E.J. Harrison & Sons Inc Acct#1C00053370	R	1/02/2020	204.97		036741		204.97

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01288	ENVIRONMENTAL SYSTEMS ESRI GIS Support - ENG	R	1/02/2020	49,000.00		036742		49,000.00
00095	FAMCON PIPE & SUPPLY							
	I-S100015641.002 Couplings & Valves - PL	R	1/02/2020	2,447.45		036743		
	I-S100015697.002 Coupling & Polly Chambers - PL	R	1/02/2020	1,309.52		036743		
	I-S100017480.002 Valve Mega Lug - PL	R	1/02/2020	1,921.65		036743		
	I-S100017681.001 Clamp - PL	R	1/02/2020	423.64		036743		
	I-S100018150.001 Slip on Flange & Gaskets - PL	R	1/02/2020	1,822.18		036743		
	I-S100018205.001 Romac Macro - PL	R	1/02/2020	835.48		036743		
	I-S100018382.001 Mueller Coupling & Romac - PL	R	1/02/2020	865.51		036743		
	I-S100018481.001 Romac & Gloves -PL	R	1/02/2020	410.77		036743		
	I-S100018595.001 Copper & Brass Bushing - PL	R	1/02/2020	2,996.57		036743		
	I-S100019367.001 Meter Lifter - UT	R	1/02/2020	67.57		036743		13,100.34
00013	FERGUSON ENTERPRISES INC							
	I-8353219 Sloan Diaphragm Kit - LCRA	R	1/02/2020	90.21		036744		90.21
00099	FGL ENVIRONMENTAL							
	I-916112A Nitrate Monitoring 11/26/19	R	1/02/2020	43.00		036745		
	I-916114A Lake Nutrient Monitoring 11/20	R	1/02/2020	1,472.00		036745		
	I-916115A Manganese Monitoring 11/20/19	R	1/02/2020	145.00		036745		
	I-916398A OWS- San Antoinio TP 12/03/19	R	1/02/2020	45.00		036745		
	I-916399A NITrate Monitoring 12/03/19	R	1/02/2020	61.00		036745		
	I-916795A Nitrate Monitoring 12/10/19	R	1/02/2020	43.00		036745		1,809.00
00101	FISHER SCIENTIFIC							
	I-5684079 EC Solution - LAB	R	1/02/2020	187.93		036746		
	I-6054399 Plate Count Agar - LAB	R	1/02/2020	106.36		036746		294.29
00104	FRED'S TIRE MAN							
	I-121263 Tires & Wipers - Unit 15	R	1/02/2020	782.53		036747		
	I-121397 Tires and Align Truck -Unit 28	R	1/02/2020	395.47		036747		
	I-121513 Tires - Unit 17	R	1/02/2020	531.69		036747		
	I-121634 Oil Change & Flat Rep- Unit 70	R	1/02/2020	71.83		036747		
	I-121636 Flat Repair - Unit 29	R	1/02/2020	20.00		036747		1,801.52
00106	FRONTIER PAINT							
	I-F0253771 Paint - TP	R	1/02/2020	67.10		036748		
	I-F0253878 Paint - MAINT	R	1/02/2020	84.24		036748		151.34
01280	FRY'S ELECTRONICS, INC.							
	I-7508744 Dell Monitore & Cables - IT	R	1/02/2020	171.90		036749		171.90

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04634	GHD Inc I-133050 DO Electrical - ENG	R	1/02/2020	897.28		036750		897.28
00121	HACH COMPANY							
	I-11767734 Nitrite & Chlorine - TP	R	1/02/2020	264.09		036751		
	I-11767764 Nitrate & Chemkey - LAB	R	1/02/2020	131.57		036751		
	I-11769514 Chlorine - TP	R	1/02/2020	42.58		036751		
	I-11775499 Ammonia - TP	R	1/02/2020	394.68		036751		832.92
02288	Hopkins Technical Products, In							
	I-3619301415 Discharge Valve - TP	R	1/02/2020	348.27		036752		
	I-3619301416 Cable - LAB	R	1/02/2020	7,829.25		036752		
	I-3619301426 Spare Part For Pump - TP	R	1/02/2020	216.95		036752		
	I-3619301427 Valves - TP	R	1/02/2020	159.87		036752		8,554.34
00127	INDUSTRIAL BOLT & SUPPLY							
	I-206521-1 Washers & Reamer - EM	R	1/02/2020	105.06		036753		105.06
00493	J & H ENGINEERING GENERAL							
	I-122319 Paving - DO & LCRA	R	1/02/2020	117,423.04		036754		117,423.04
02396	Kemira Water Solutions, Inc.							
	I-9017658303 Ferric Sulfate - TP	R	1/02/2020	5,622.12		036755		5,622.12
04200	Lauterbach & Associates, Inc.							
	I-14431 Architectural Services - Eng	R	1/02/2020	1,000.00		036756		
	I-14432 TP Bldg Design - ENG	R	1/02/2020	6,040.00		036756		
	I-14433 San Antonio Bldg Const - ENG	R	1/02/2020	6,480.00		036756		13,520.00
02215	Scott MacDonald							
	I-122719 T4 Cert Fee	R	1/02/2020	105.00		036757		105.00
00151	MEINERS OAKS ACE HARDWARE							
	I-900354 Cement - PL	R	1/02/2020	428.57		036758		
	I-900883 Cement - PL	R	1/02/2020	766.30		036758		
	I-903892 Concrete & Super Tub - PL	R	1/02/2020	62.73		036758		
	I-905850 Shelf, Cord & Paint - FISH	R	1/02/2020	112.79		036758		
	I-905910 Rope & Chain - FISH	R	1/02/2020	48.73		036758		
	I-906147 Plywood - LCRA	R	1/02/2020	249.98		036758		
	I-906261 Shovel, Hammer & Paint - FISH	R	1/02/2020	193.05		036758		
	I-906334 Pulley Link Chain - FISH	R	1/02/2020	58.44		036758		
	I-906574 Stencils Set - FISH	R	1/02/2020	7.80		036758		
	I-906714 Gloves & Bucket - MAINT	R	1/02/2020	28.64		036758		
	I-906756 Sandpaper & Brush - MAINT	R	1/02/2020	19.95		036758		
	I-906772 Sealer - LCRA	R	1/02/2020	56.79		036758		
	I-906778 Paintbrushes & Paint - TP	R	1/02/2020	79.97		036758		
	I-9070426 Drill Bit & Tape - FISH	R	1/02/2020	68.32		036758		
	I-907086 Respirator & Gloves - MAINT	R	1/02/2020	76.79		036758		

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I-907100	Rope - FISH	R	1/02/2020	115.34		036758		
I-907247	Roof Coating & Couplings- LCRA	R	1/02/2020	68.83		036758		
I-907295	Gloves - WP	R	1/02/2020	6.41		036758		
I-907300	Grinding Wheel - MAINT	R	1/02/2020	1.65		036758		
I-907325	Batteries & Gloves - MAINT	R	1/02/2020	68.72		036758		
I-907342	Cord Extn - EM	R	1/02/2020	27.32		036758		
I-907427	Sweep - WP	R	1/02/2020	24.20		036758		
I-907455	Concrete - UT	R	1/02/2020	29.54		036758		
I-907554	Paint Brush - MAINT	R	1/02/2020	24.11		036758		
I-907642	Blades - TP	R	1/02/2020	12.68		036758		
I-907653	Spry Paint - WP	R	1/02/2020	3.89		036758		
I-907768	Lattice Panel - LCRA	R	1/02/2020	55.48		036758		
I-907789	Wood - LCRA	R	1/02/2020	16.67		036758		
I-907878	WeldTec Ship Auger - WP	R	1/02/2020	35.12		036758		
I-907894	Joist Hanger - LCRA	R	1/02/2020	10.71		036758		
I-908269	Paint - MAINT	R	1/02/2020	48.73		036758		
I-908301	Hook Cup - MAINT	R	1/02/2020	13.03		036758		
I-908323	Gloves & Sandpaper - WP	R	1/02/2020	41.47		036758		
I-908461	Gloves & Cables - UT	R	1/02/2020	34.78		036758		
I-908505	Joint Brass Vlave - WP	R	1/02/2020	7.80		036758		
I-908724	Hand Sanitizer - LCRA	R	1/02/2020	10.71		036758		2,916.04
04682	Nicole Mena							
I-834883	Camping Cancellation - LCRA	R	1/02/2020	71.00		036762		71.00
04680	Michael Barone							
I-886778	Day Use Refund - LCRA	R	1/02/2020	10.00		036763		10.00
03444	Mission Linen Supply							
I-511480535	Uniform Pant - TP	R	1/02/2020	32.50		036764		
I-511480539	Uniform Pants - TP	R	1/02/2020	32.93		036764		65.43
03701	MNS Engineers, Inc.							
I-73949	Sunset Pipeline Replace - ENG	R	1/02/2020	415.00		036765		
I-73950	Wellfield Pipe Replace - ENG	R	1/02/2020	4,097.50		036765		
I-73951	Grand Ave Optimization - ENG	R	1/02/2020	512.89		036765		
I-73952	Rincon PP Relocate Design -ENG	R	1/02/2020	26,522.50		036765		
I-73953	Canada & Emily PL - ENG	R	1/02/2020	2,000.00		036765		
I-73954	Groham Well #1 Design - ENG	R	1/02/2020	684.25		036765		
I-73955	Pleasant/Daly Design Serv - EN	R	1/02/2020	2,745.53		036765		36,977.67
04288	Marie Montalvo							
I-847266	Camping Cancellation - LCRA	R	1/02/2020	175.00		036766		175.00

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00163	OFFICE DEPOT							
I-415071109001	Tap Post - ADM	R	1/02/2020	14.22		036767		
I-415071109001a	Calenders - LCRA	R	1/02/2020	40.28		036767		
I-415978271001	Pens, Clip Board & Paper -LCRA	R	1/02/2020	174.24		036767		
I-415978602001	Desk Calenders - LCRA	R	1/02/2020	46.24		036767		
I-418303272001	Office Supplies - DO	R	1/02/2020	59.38		036767		
I-419397008001	Office Supplies - DO	R	1/02/2020	68.86		036767		
I-419397950001	Office Supplies -DO	R	1/02/2020	20.55		036767		
I-419397951001	Brush - DO	R	1/02/2020	11.36		036767		435.13
00625	OfficeTeam							
I-54987928	Admin Buyer Temp - 12/16-12/20	R	1/02/2020	1,826.80		036768		
I-55017506	Admin Buyer Temp - 12/23-12/27	R	1/02/2020	1,096.08		036768		2,922.88
001570	Ojai Auto Supply							
C-479125	Credit for Air Filter- Unit 43	R	1/02/2020	0.31CR		036769		
I-479337	Battery - Unit 28	R	1/02/2020	197.35		036769		
I-480281	Oil - GAR	R	1/02/2020	22.69		036769		219.73
00165	OJAI LUMBER CO, INC							
I-1911-950487	Concrete, Hose Nozzle - ENG	R	1/02/2020	132.81		036770		
I-1911-950776	Concrete, Knife & Cover - ENG	R	1/02/2020	85.41		036770		
I-1912-953051	Treated Peeler Pole - WP	R	1/02/2020	84.31		036770		
I-1912-953105	Plywood - PL	R	1/02/2020	20.52		036770		323.05
00602	OJAI TRUE VALUE							
I-52495	Clorox - LAB	R	1/02/2020	7.06		036771		7.06
00947	CITY OF OJAI							
I-123019	Encroachment Permits	R	1/02/2020	1,265.00		036772		1,265.00
00072	PERMACOLOR, INC							
I-1912357	Coat Spool - EM	R	1/02/2020	163.50		036773		163.50
002187	Pitney Bowes Inc							
I-1014515731	Quartely Postage Maint. - ADM	R	1/02/2020	112.61		036774		112.61
00627	PORT SUPPLY							
I-0002923	Jacket - PL	R	1/02/2020	394.63		036775		
I-0003844	Jackets - UT	R	1/02/2020	774.55		036775		1,169.18
002833	Praxair, Inc							
I-93698008	Liquid Oxigen - TP	R	1/02/2020	2,359.77		036776		
I-93798651	Liquid Oxigen - TP	R	1/02/2020	2,343.54		036776		4,703.31

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01439	PRECISION POWER EQUIPMENT Backpack Blower Repairs - WP	R	1/02/2020	230.41		036777		230.41
04666	Sheila Provencio Camping Cancellation - LCRA	R	1/02/2020	114.00		036778		114.00
03554	J. Harris Industrial Water Tre Water Softner Service - WP	R	1/02/2020	141.75		036779		141.75
02682	Quagga Inspection Services, LL Quagga License Renewal-LCRA	R	1/02/2020	1,200.00		036780		1,200.00
00732	QUINN RENTAL SERVICES Skip Loader Rental - PL	R	1/02/2020	1,425.15		036781		1,425.15
00306	Rincon Consultants, Inc. Bio Monitoring Ventura St -ENG	R	1/02/2020	4,853.76		036782		
	I-17287 VTA-Carp Intertie Services-ENG	R	1/02/2020	595.50		036782		5,449.26
00313	ROCK LONG'S AUTOMOTIVE Oil Service - Unit 11	R	1/02/2020	51.83		036783		
	I-28224 Oil Change - Unit 51	R	1/02/2020	193.85		036783		
	I-28250 Smog Inspection - Unit 34	R	1/02/2020	44.75		036783		
	I-28311 Smog Inspection - Unit 42	R	1/02/2020	44.75		036783		335.18
02756	SC Fuels Gas & Diesel - LCRA	R	1/02/2020	2,561.62		036784		
	I-1565888-IN Diesel For Generator - TP	R	1/02/2020	830.02		036784		3,391.64
03491	Ilene Scandlyn Camping Cancellation - LCRA	R	1/02/2020	735.00		036785		735.00
02198	SIEMENS INDUSTRY, INC. Sitrans Probe - ENG	R	1/02/2020	2,434.36		036786		
	I-5604053080 Adapter & Locknut - ENG	R	1/02/2020	322.39		036786		2,756.75
03495	SiteDocs Safety Corp. Safety Platform	R	1/02/2020	3,600.00		036787		3,600.00
02770	Stoner's One Off Customs Control Arms - Unit 28	R	1/02/2020	1,974.68		036788		1,974.68
00215	SOUTHERN CALIFORNIA EDISON Acct#2237011044	R	1/02/2020	13.11		036789		
	I-122819 Acct#2210507034	R	1/02/2020	8,956.08		036789		
	I-123119 Acct#2210503702	R	1/02/2020	6,731.61		036789		15,700.80

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09043	Southern California Edison							
I-121819	Transfer Switch SCE- ENG	R	1/02/2020	400.00		036790		
I-121819a	Tranfer Switch SCE- ENG	R	1/02/2020	400.00		036790		800.00
02950	Stantec Consulting Services In Comprehensive Water Res. PLan	R	1/02/2020	12,137.24		036791		12,137.24
00767	STATE WATER RESOURCES CONTROL							
I-LW-1026990	SWRCB Water System Fees-Ojai	R	1/02/2020	13,926.55		036792		
I-LW-1027000	SWRCB Water System Fees-Casita	R	1/02/2020	14,015.10		036792		27,941.65
02703	Sunbelt Rentals							
I-95277170-0001	Stanby Generators - EM	R	1/02/2020	2,191.59		036793		
I-95277170-0003	Generator Rental - EM	R	1/02/2020	2,388.71		036793		
I-95277170-0004	Diesel for Generator - EM	R	1/02/2020	41.83		036793		
I-95445242-0002	Generator Rental - EM	R	1/02/2020	2,880.87		036793		
I-95685706-0001	Standby Generators - EM	R	1/02/2020	4,189.42		036793		
I-96010690-0001	Generator Rental - PL	R	1/02/2020	2,129.20		036793		13,821.62
01512	TRENCH SHORING COMPANY							
I-1187361-0003	Traffic Plate Renntal - PL	R	1/02/2020	638.40		036794		638.40
01662	TYLER TECHNOLOGIES, INC.							
I-025-281873	UB Monthly Online Fees 1/20	R	1/02/2020	153.00		036795		153.00
03206	U.S. Bank Global Corporate Tru Tax Bonds, Series B	R	1/02/2020	916,963.74		036796		916,963.74
00825	USA BLUEBOOK							
I-097955	Termomete - LAB	R	1/02/2020	138.56		036797		138.56
00246	VENTURA COUNTY AIR POLLUTION							
I-1042004	Air Permit Fee - LCRA	R	1/02/2020	623.00		036798		623.00
00257	VENTURA RIVER WATER DISTRICT							
I-123119a	Acct#03-50100A	R	1/02/2020	14.48		036799		
I-123119b	Acct#05-37500A	R	1/02/2020	128.36		036799		142.84
09955	VENTURA WHOLESALE ELECTRIC							
I-259005	Adapter & Tape - ENG	R	1/02/2020	84.11		036800		
I-259753	Pedestal Wiring Parts - LCRA	R	1/02/2020	89.10		036800		173.21
00663	WAXIE SANITARY SUPPLY							
I-78767499	Janitorial Supplies - LCRA	R	1/02/2020	48.43		036801		
I-78780668	Janitorial Supplies - DO	R	1/02/2020	211.74		036801		
I-78789118	Janitorial Supplies - DO	R	1/02/2020	175.31		036801		435.48

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0270	Wells Fargo Bank							
C-121119e	Crowd Control War - PL/UT	R	1/02/2020	38.18CR		036802		
I-121119a	Safety Supplies - SAF	R	1/02/2020	300.00		036802		
I-121119b	Flagger Lighting Syst - UT/PL	R	1/02/2020	1,411.02		036802		
I-121119c	Crowd Control War - PL/ UT	R	1/02/2020	38.18		036802		
I-121119d	Energymate 42' LCRA	R	1/02/2020	458.50		036802		
I-121119f	Business Cards - MGMT	R	1/02/2020	28.95		036802		2,198.47
0330	WHITE CAP CONSTRUCTION SUPPLY							
I-10011740702	Med Mask & Hepa Filter - WP	R	1/02/2020	56.53		036803		
I-50011896177	Brilliant & Ultra Cool Vest- V	R	1/02/2020	787.71		036803		
I-50011896184	Safety Vest - LCRA/MAINT	R	1/02/2020	176.79		036803		
I-50011901163	Safety Vest - LCRA	R	1/02/2020	58.94		036803		
I-50011951629	Safety Vest - LCRA/UT/PL	R	1/02/2020	82.51		036803		1,162.48
04582	Yeh and Associates, Inc							
I-219-267-3	Rincon Pump Upgrades 11/19-ENG	R	1/02/2020	5,755.50		036804		5,755.50
04683	Clif Zimmerman							
I-871595	Camping Cancellation - LCRA	R	1/02/2020	235.00		036805		235.00
04010	CALIFORNIA STATE DISBURSEMENT							
I-CS5201912301649	200000001181291	R	1/02/2020	386.30		036806		386.30
00102	FRANCHISE TAX BOARD							
I-G03201912301649	Payroll Deduction	R	1/02/2020	50.00		036807		50.00
00124	ICMA RETIREMENT TRUST - 457							
I-DCI201912191648	DEFERRED COMP FLAT	R	1/02/2020	150.00		036808		
I-DCI201912301649	DEFERRED COMP FLAT	R	1/02/2020	2,925.00		036808		
I-DI%201912301649	DEFERRED COMP PERCENT	R	1/02/2020	190.48		036808		3,265.48
00985	NATIONWIDE RETIREMENT SOLUTION							
C-DCN201912311652	DEFERRED COMP FLAT	R	1/02/2020	150.00CR		036809		
I-CUN201912301649	457 CATCH UP	R	1/02/2020	499.23		036809		
I-DCN201912301649	DEFERRED COMP FLAT	R	1/02/2020	7,075.39		036809		
I-DN%201912301649	DEFERRED COMP PERCENT	R	1/02/2020	377.57		036809		7,802.19
00180	S.E.I.U. - LOCAL 721							
I-COP201912301649	SEIU 721 COPE	R	1/02/2020	45.00		036810		
I-UND201912301649	UNION DUES	R	1/02/2020	790.75		036810		835.75
I-000201912311657	BURKHALTER-BARS, JAE UB REFUND	R	1/02/2020	12.98		036811		12.98

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 12/27/2019 THRU 1/08/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1	I-000201912311658 RAVEN RIDGE DEVELOPM UB REFUND	R	1/02/2020	26.43		036812		26.43
1	I-000201912311655 SPARK INSIGHTS LLC UB REFUND	R	1/02/2020	29.34		036813		29.34
1	I-000201912311656 SWANSON, ROBERT UB REFUND	R	1/02/2020	17.89		036814		17.89
1	I-000201912311654 ULTIMATE HOME SOLUTI UB REFUND	R	1/02/2020	41.35		036815		41.35
1	I-000201912311653 WHEIR, JOHN UB REFUND	R	1/02/2020	9.40		036816		9.40
1	I-000201912311659 MAGNUM PROPERTY INVE UB REFUND	R	1/02/2020	60.00		036817		60.00
01666	I-000014122380 AT & T Acct#9391064882	R	1/08/2020	2,311.00		036821		2,311.00
04685	I-851758 Davis Coleen Camping Cancellation - LCRA	R	1/08/2020	527.00		036822		527.00
04686	I-010720 Law Office of John Sugden Claim#1102WC170500002 DOS12/17	R	1/08/2020	500.00		036823		500.00
00625	I-54984254 OfficeTeam Water Quality Temp-12/17-12/20	R	1/08/2020	710.50		036824		1,298.50
	I-55012554 Water Quality Temp-12/23-12/27	R	1/08/2020	588.00		036824		
01882	I-123119 OJAI BASIN GROUNDWATER Quarterly Pumping Fee	R	1/08/2020	9,870.00		036825		9,870.00
00215	I-010320 SOUTHERN CALIFORNIA EDISON Acct#2210502480	R	1/08/2020	51,682.01		036826		55,338.29
	I-010320a Acct#2210505426	R	1/08/2020	2,501.86		036826		
	I-010320b Acct#2312811532	R	1/08/2020	163.74		036826		
	I-010720 Acct#2157697889	R	1/08/2020	990.68		036826		
01101	I-Jul 19 REBEKAH VIEIRA Reimburse Mileage 7/19	R	1/08/2020	17.40		036827		240.76
	I-Oct 19 Reimburse Mileage 10/19	R	1/08/2020	8.12		036827		
	I-Sept 19 Reimburse Expenses 9/19	R	1/08/2020	215.24		036827		

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE:12/27/2019 THRU 1/08/2020

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01325	Aflac Worldwide Headquarters Supplemental Insurance 11/19	R	1/08/2020	3,388.98		036828		3,388.98
01666	AT & T Acct#9391064013	R	1/08/2020	21.38		036829		21.38
02129	Tracy Medeiros 1102WC180000001 12/14-12/27	R	1/08/2020	2,129.42		036830		2,129.42

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	112	1,448,951.95	0.00	1,448,951.95
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	137,185.90	0.00	137,185.90
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: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			115	1,586,137.85	0.00	1,586,137.85
BANK: AP		TOTALS:	115	1,586,137.85	0.00	1,586,137.85
REPORT TOTALS:			115	1,586,137.85	0.00	1,586,137.85

CASITAS MUNICIPAL WATER DISTRICT

Resolution No. 2020-

Resolution of Appreciation Honoring
Lisa Kolar
Upon Her Retirement and 16 Years of Service to Casitas

WHEREAS, Lisa Kolar began full time employment with Casitas Municipal Water District in the Recreation Maintenance department on January 8, 2004 as a part-time employee and was promoted to a full-time position in 2006; and

WHEREAS, Lisa is a multi-talented worker who has stepped in to meet the needs of the department such as filling in when the department was in between supervisors, holds a class B license and pesticide applicators license; and

WHEREAS, *Lisa's creativity, carpentry skills and art work on signage at Lake Casitas will be enjoyed for many years to come; and*

WHEREAS, *Lisa has decided to retire from Casitas after 16 years of dedicated service to the district.*

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

The Board of Directors hereby expresses sincere appreciation to Lisa Kolar upon her retirement after 16 years of service to Casitas.

ADOPTED this 22nd day of January, 2020

Russ Baggerly

Brian Brennan

Angelo Spandrio

James W. Word

Pete Kaiser

Michael Flood

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO

RESOLUTION OF APPRECIATION FOR THE SERVICE OF JAMES W. WORD ON
THE BOARD OF DIRECTORS

WHEREAS; James W. Word has served on the Board from May 28, 1997 to February 1, 2020; and

WHEREAS; Jim Word has been involved in finding resolution to the many large issues that faced the district over his 23 years of service; and

WHEREAS; Jim Word has represented the district by serving as a Director on the AWAVC and numerous other entities; and

WHEREAS, Jim Word has been a member of many of the District's committees and his leadership and contributions to the Finance and Personnel Committees is to be commended; and

WHEREAS; Jim Word has acquired a great wealth of knowledge concerning the Water Industry and Casitas Municipal Water District during that service on the Board; and

WHEREAS; Jim Word always sought the best for the District in all the decisions made during his time on the Board.

NOW THEREFORE BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water District that James W. Word is to be commended and appreciated for the twenty-three years of service and the leadership that he provided to the Board and District during his service.

Adopted this 22nd day of January, 2020

Signed:

Russ Baggerly, President

Angelo Spandrio, Secretary

Brian Brennan, Assistant Secretary

Pete Kaiser, Member

Mike Flood, General Manager

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, General Manager
RE: **Amend Article XI of the Casitas Municipal Water District's bylaws to include an additional standing committee of the Board of Directors identified as the Public Relations Committee.**
Date: January 14, 2020

RECOMMENDATION:

The Board of Directors approve the amendment to the District's bylaws adding a standing Public Relations Committee

BACKGROUND:

During the 2020 Board of Directors Committee assignments that occurred at the Board meeting on January 8, 2020, the Directors expressed the desire to add an additional standing committee to review various aspects of the District's public relations efforts on an ongoing basis.

The bylaws currently provide for five standing committees:

- Water Resources
- Personnel
- Finance
- Recreation
- Executive

The Board of Directors identified this committee as the Public Relations Committee and Director Spandrio and Director Baggerly are its members.

DISCUSSION:

The current version of the District's bylaws were adopted by the Board in June 2019.

The bylaws provide that the Board of Directors may amend the bylaws via resolution provided that at least 14 days have passed since the amendment has been presented. (Article XIII)

Since the Board proposed to amend the bylaws to add the Public Relations committee as a standing committee on January 6, 2020, sufficient time has passed for this amendment to be adopted by the Board.

The bylaws would be amended thus:

Article XI - Board Committees

Section 2.1 Board Standing Committees for the District are as follows:

Water Resources
Personnel
Finance
Recreation
Executive
Appeals Panel
Public Relations

Section 2.3 Standing Committees will meet per the following schedule, specific dates and times will be determined prior to meeting:

Water Resources:
Personnel:
Finance:
Recreation:
Executive:
Appeals Panel:
Public Relations:

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION XX-XX

A RESOLUTION OF THE CASITAS MUNICIPAL WATER DISTRICT TO AMEND
ARTICLE XI OF CASITAS MUNICIPAL WATER DISTRICT'S BYLAWS

WHEREAS, the Casitas Municipal Water District ("Casitas") desires to add an additional standing committee of the Board of Directors identified as the Public Relations Committee; and

WHEREAS, the Casitas Municipal Water District's bylaws identifies the standing committees within Article XI of said document; and

WHEREAS, Section XIII of the Casitas Municipal Water District bylaws requires that 14 days shall have passed after the presentation of an amendment and prior to the Board of Directors approving said amendment; and

WHEREAS, the Board of Directors presented the Public Relations Committee during the regular meeting of the Board of Directors on January 8, 2020.

NOW, THEREFORE, the Board of Directors of the Casitas Municipal Water District resolves as follows:

1. Article XI, Section 2.1 of the Casitas Municipal Water District bylaws shall be amended to read as follows:

Section 2.1 Board Standing Committees for the District are as follows:

Water Resources
Personnel
Finance
Recreation
Executive
Appeals Panel
Public Relations

2. Article XI, Section 2.3 of the Casitas Municipal Water District bylaws shall be amended to read as follows:

Section 2.3 Standing Committees will meet per the following schedule, specific dates and times will be determined prior to meeting:

Water Resources:
Personnel:
Finance:
Recreation:
Executive:
Appeals Panel:
Public Relations:

This resolution shall become effective upon its adoption.

ADOPTED this ___th day of _____ 2020.

_____, President
Casitas Municipal Water District

ATTEST:

_____, Secretary
Casitas Municipal Water District

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, General Manager
RE: **Set the date & time for the Board of Directors Public Relations Committee**
Date: January 16, 2020

RECOMMENDATION:

Staff recommends that the date and time for the Public Relations Committee be set for the 3rd Thursday of each month at 10AM.

BACKGROUND:

At a regular meeting of the Board of Directors on January 8, 2020, the Board of Directors created a new standing committee known as the Public Relations Committee.

Director Spandrio and Director Baggerly are to be the members of the Public Relations Committee.

DISCUSSION:

The current standing committee schedule is thus:

Recreation: 1st Tuesday of each month @ 10AM

Personnel: 2nd Tuesday of each month @ 4:30PM

Executive: 2nd Friday of each month @ 10AM

Water Resources: 3rd Tuesday of each month @ 10AM

Finance: 3rd Friday of each month @ 10AM

Appeals Panel: 3rd Wednesday of March, June, September, and December @ 3PM

The proposed standing committee schedule is thus:

Recreation: 1st Tuesday of each month @ 10AM

Personnel: 2nd Tuesday of each month @ 4:30PM

Executive: 2nd Friday of each month @ 10AM

Water Resources: 3rd Tuesday of each month @ 10AM

Public Relations: 3rd Thursday of each month @ 10AM

Finance: 3rd Friday of each month @ 10AM

Appeals Panel: 3rd Wednesday of March, June, September, and December @ 3PM

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL L. FLOOD, GENERAL MANAGER
SUBJECT: AWARD OF CONTRACT FOR DE LA GARRIGUE BRIDGE AND RICE BRIDGE REPLACEMENT PROJECT, SPECIFICATION NO. 18-398 &18-401
DATE: JANUARY 22, 2020

RECOMMENDATION:

- Award the contract for De La Garrigue (DLG) Bridge Replacement, Specification No. 18-398, to Leonida Builders, Inc. in the amount of \$385,000, and the President of the Board execute the agreement for said work;
- Award the contract for Rice Bridge Replacement, Specification No. 18-401, to Granite Construction Company in the amount of \$224,800, and the President of the Board execute the agreement for said work.

BACKGROUND AND DISCUSSION:

De La Garrigue (DLG) Bridge is a timber bridge over the Robles-Casitas Canal. The bridge provides access to several parcels that would otherwise be isolated by the canal. The bridge was originally constructed by the Bureau of Reclamation as part of the Ventura River Project. The bridge was partially rebuilt in 1990, and the damaged deck boards were replaced in 2011 and 2014. Several others show signs of termite/dry rot damage. This project will replace the bridge with a pre-fabricated steel vehicle bridge.

The Rice Bridge is also a timber bridge over the Robles-Casitas Canal. The original bridge was destroyed in August 1985 and the District re-built the bridge thereafter. The bridge was once again destroyed during the Thomas Fire in December 2017. This project will replace the bridge with a prefabricated steel pedestrian/equestrian bridge.

The Rice Bridge Replacement Project (Specification No. 18-401) has been submitted to the California Office of Emergency Services (OES) for reimbursement from the Federal Emergency Management Agency (FEMA). FEMA approved a reimbursement 75% of the cost up to \$171,801. Ojai Valley Land Conservancy (OVLC) has entered into an agreement with Casitas to fund the remaining cost of the Rice Bridge which is not reimbursed by FEMA.

The Board rejected all bids on December 11, 2019 and directed staff to restart the bidding process by issuing a new Notice Inviting Bids. The previous bid package was revised to provide clarity on the pre-fabricated bridges. The revised Plans and Specifications were advertised on the District's web site. Five bidders submitted proposals on January 9, 2020. The results are shown in the following table and a detailed bid summary is attached.

Firm	DLG Bridge Replacement	Rice Bridge Replacement
Leonida Builders, Inc.	\$385,000*	\$252,000
Union Engineering	\$463,801	\$230,695
Granite Construction Company	\$509,612	\$224,800*
C.A. Rasmussen, Inc.	\$569,000	\$315,800
Toro Enterprises Inc.	\$481,350	\$303,500

*Lowest bidder

The project is categorically exempt from CEQA per Section 15301(d) and 15302 (c).

BUDGET IMPACT:

The FY 2019-2020 Budget allocated \$250,000 to complete DLG Bridge Replacement and \$138,000 to complete Rice Bridge Replacement. At the Finance Committee meeting of November 11, 2019, staff recognized additional funding was needed for the DLG Bridge Replacement Project, which would be presented when the new bids were received. The lowest bid for DLG Bridge was \$385,000. Additional funds in the amount of \$250,000 are required to complete the project as shown in the following table. FEMA Grant reimbursement and OVLC will fund the cost to complete the Rice Bridge Replacement.

De La Garrigue Bridge Replacement Estimated Budget	
Description	Amount
Design	\$46,500
Services during bidding	\$5,000
Services during construction (Cannon)	\$6,300
Services during construction (Oakridge)	\$5,000
Construction Contract	\$385,000
Subtotal	\$447,800
10% Contingency	\$44,780
Estimated Total	\$492,580
Additional Budget (approximately)	\$250,000

Attachment: Detailed Bid Summary

**CASITAS MUNICIPAL WATER DISTRICT
 BID TABULATION
 DLG AND RICE BRIDGE REPLACEMENTS
 SPECIFICATION NO. 18-398 AND 18-401**

Bid Schedule A - DLG Bridge Replacement															
Item	Quantity	Unit	Description	Engineer's Estimate		Union Engineering		Granite Construction Company		C.A. Rasmussen, Inc.		Toro Engrprises Inc.		Leonida Builders, Inc.	
				Unit Price	Amounts \$	Unit Price	Amounts \$	Unit Price	Amounts \$	Unit Price	Amounts \$	Unit Price	Amounts \$	Unit Price	Amounts \$
1	1	LS	DLG Bridge Mobilization of materials and equipment to and from the project work site	\$20,000	\$20,000	\$32,285	\$32,285	\$24,558	\$24,558	\$15,000	\$15,000	\$32,000	\$32,000	\$25,000	\$25,000
2	1	LS	DLG Bridge Water Pollution Control Program for the project site for the duration of the project	\$7,500	\$7,500	\$9,172	\$9,172	\$7,500	\$7,500	\$10,000	\$10,000	\$2,900	\$2,900	\$6,000	\$6,000
3	1	LS	DLG Bridge Traffic Control for the duration of the project	\$7,500	\$7,500	\$1,208	\$1,208	\$8,000	\$8,000	\$10,000	\$10,000	\$7,500	\$7,500	\$2,000	\$2,000
4	1	LS	Demolition of the Existing DLG Bridge and Footings	\$20,000	\$20,000	\$29,039	\$29,039	\$16,000	\$16,000	\$35,000	\$35,000	\$15,400	\$15,400	\$20,000	\$20,000
5	1	LS	DLG Bridge Site Work and Grading	\$68,000	\$68,000	\$33,104	\$33,104	\$36,000	\$36,000	\$68,000	\$68,000	\$34,300	\$34,300	\$20,000	\$20,000
6	2	EA	DLG Bridge Concrete Bridge Footings/Abutments	\$65,000	\$130,000	\$75,190	\$150,380	\$65,000	\$130,000	\$65,000	\$130,000	\$94,200	\$188,400	\$40,000	\$80,000
7	1	LS	DLG Prefabricated Rolled Girder Bridge	\$85,000	\$85,000	\$78,994	\$78,994	\$106,554	\$106,554	\$110,000	\$110,000	\$72,000	\$72,000	\$45,000	\$45,000
8	1	LS	DLG Prefabricated Rolled Girder Bridge Installation	\$80,000	\$80,000	\$53,239	\$53,239	\$84,000	\$84,000	\$93,000	\$93,000	\$60,400	\$60,400	\$110,000	\$110,000
9	1	LS	DLG Bridge Pavement Approaches	\$30,000	\$30,000	\$32,959	\$32,959	\$29,000	\$29,000	\$20,000	\$20,000	\$23,350	\$23,350	\$30,000	\$30,000
10	9	EA	DLG Concrete Canal Panel Replacements	\$3,500	\$31,500	\$1,598	\$14,382	\$4,000	\$36,000	\$4,000	\$36,000	\$2,700	\$24,300	\$3,000	\$27,000
11	1	LS	DLG Temporary Bridge Crossing Installation and Removal	\$30,000	\$30,000	\$29,039	\$29,039	\$32,000	\$32,000	\$42,000	\$42,000	\$20,800	\$20,800	\$20,000	\$20,000
DLG Bridge Sub Total				\$509,500	\$509,612	\$463,801	\$463,801	\$509,612	\$509,612	\$569,000	\$569,000	\$481,350	\$481,350	\$385,000	\$385,000
Bid Schedule B - Rice Bridge Replacement															
12	1	LS	Rice Bridge Mobilization of materials and equipment to and from the project work site	\$20,000	\$20,000	\$21,523	\$21,523	\$5,000	\$5,000	\$10,000	\$10,000	\$32,000	\$32,000	\$25,000	\$25,000
13	1	LS	Rice Bridge Water Pollution Control Program for the project site for the duration of the project	\$5,000	\$5,000	\$4,939	\$4,939	\$3,800	\$3,800	\$11,000	\$11,000	\$2,900	\$2,900	\$6,000	\$6,000
14	1	LS	Demolition of the Existing Rice Bridge Footings	\$12,000	\$12,000	\$20,347	\$20,347	\$10,500	\$10,500	\$15,000	\$15,000	\$7,950	\$7,950	\$10,000	\$10,000
15	1	LS	Rice Bridge Site Work and Grading	\$40,000	\$40,000	\$31,446	\$31,446	\$38,000	\$38,000	\$58,000	\$58,000	\$33,700	\$33,700	\$15,000	\$15,000
16	2	EA	Rice Bridge Concrete Bridge Footings/Abutments	\$32,000	\$64,000	\$41,087	\$82,174	\$31,000	\$62,000	\$38,000	\$76,000	\$69,800	\$139,600	\$30,000	\$60,000
17	1	LS	Rice Prefabricated Pedestrian Truss Bridge	\$37,000	\$37,000	\$34,262	\$34,262	\$44,000	\$44,000	\$65,000	\$65,000	\$32,650	\$32,650	\$28,000	\$28,000
18	1	LS	Rice Prefabricated Pedestrian Truss Bridge Installation	\$35,000	\$35,000	\$11,753	\$11,753	\$35,000	\$35,000	\$34,000	\$34,000	\$36,450	\$36,450	\$85,000	\$85,000
19	1	LS	Rice Bridge Pavement Approaches	\$7,500	\$7,500	\$12,257	\$12,257	\$2,500	\$2,500	\$6,600	\$6,600	\$3,850	\$3,850	\$5,000	\$5,000
20	6	EA	Rice Bridge Concrete Canal Panel Replacements	\$3,500	\$21,000	\$1,999	\$11,994	\$4,000	\$24,000	\$6,700	\$40,200	\$2,400	\$14,400	\$3,000	\$18,000
Rice Bridge Sub Total				\$241,500	\$241,500	\$230,695	\$230,695	\$224,800	\$224,800	\$315,800	\$315,800	\$303,500	\$303,500	\$252,000	\$252,000
Total				\$751,000.00	\$751,000.00	\$694,496	\$694,496	\$734,412.00	\$734,412.00	\$884,800.00	\$884,800.00	\$784,850.00	\$784,850.00	\$637,000.00	\$637,000.00

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL L. FLOOD, GENERAL MANAGER
SUBJECT: ENGINEERING SERVICES FOR LCRA SEWER IMPLEMENTATION PLAN
DATE: 1/22/20

RECOMMENDATION:

Approve and authorize the General Manager to issue a Task Order for professional engineering services to MNS Engineers, Inc. (MNS) for the LCRA Sewer Implementation Plan in an amount not to exceed \$64,273.00.

BACKGROUND AND DISCUSSION:

As part of the Lake Casitas Recreation Area (LCRA) operations, wastewater is generated from the camping area restrooms, administrative buildings, shower buildings, recreational vehicle holding tanks, onsite stores, and restaurant. Since they are not connected to a common collection system, the wastewater is collected by a 3,500-gallon pumper truck from storage pits at various sites throughout the recreation area. Each truck load is disposed at the Ojai Valley Sanitary District (OVSD) Wastewater Treatment Plant, approximately 7.2 miles from the source.

In 2016, Hasan Consultants performed a Sewer Feasibility Study to identify the facilities and associated costs necessary to directly discharge wastewater from the LCRA to OVSD. This investigation identified current and future wastewater generation estimates, pipeline alignments and cost, and compared the benefit of reduced trucking operations to the cost estimates for pipeline construction.

The District is interested in expanding on the scope of the 2016 study to provide a clear plan for implementation of a wastewater collection and transmission scheme through preparation of a LCRA Sewer Implementation Plan. MNS Engineers provided a proposal at the District's request. The scope of work includes:

- Project management and meetings
- Background Research
- Alternatives Development
- Additional Analysis
- Draft and Final Plan

At the District's request, MNS submitted a proposal to provide consultant services in the amount not to exceed \$64,273.00

BUDGET IMPACT:

The work is included in the FY 2019-20 budget for the LCRA Sewer Implementation Plan.

Attachment: Proposal from MNS dated January 15, 2020

January 15, 2020

Casitas Municipal Water District
Attention: Virgil Clary, Project Manager
1055 Ventura Avenue
Oak View, CA 93022

SUBJECT: Lake Casitas Recreational Area Sewer Implementation Plan

Dear Mr. Clary:

Thank you for the opportunity to submit this proposal for professional engineering services to prepare a Lake Casitas Recreational Area (LCRA) Sewer Implementation Plan (Plan) for the Casitas Municipal Water District (Casitas, District). MNS Engineers, Inc. (MNS) offers our qualified team to provide professional services for this Project.

Project Background and Understanding

As part of the Lake Casitas Recreational Area (LCRA) operations, sewage is generated from the camping area restrooms, administrative buildings, shower buildings, recreational vehicle holding tanks, onsite stores and a restaurant. Since they are not connected to a common collection system, the sewage is collected by a 3,500-gallon pumper truck from storage pits at various sites throughout the recreational area. Each truck load is disposed of at the Ojai Valley Sanitation District (OVSD) Wastewater Treatment Plant, some 7.2 miles from the recreational area. On average, 500 tanker trips occur each year. The District owns capacity in the OVSD Wastewater Treatment Plant for these discharges.

Since the early 60's, the District has considered evaluation of the various sewage facilities at Lake Casitas to efficiently collect and dispose of sewage generated at the site. Board actions and negotiations along with staff reports indicate a strong desire to consolidate operations to make the system more efficient and economical. Two reports, one by Boyle Engineering (1976) and another by the District's Principal Engineer in 1998, reviewed various scenarios and alternatives for direct transmission and disposal of sewage to the OVSD.

In August 2016, Hasan Consultants was retained by the District to perform a preliminary engineering study to identify the facilities and associated costs necessary to discharge wastewater from the LCRA to OVSD. This investigation identified current and future wastewater generation estimates, pipeline alignments and cost, and compared the benefit of reduced trucking operations to the cost estimates for pipeline construction.

The District is interested in expanding on the scope of the 2016 study to provide a clear plan for implementation of a wastewater collection and transmission scheme through preparation of a LCRA Sewer Implementation Plan. The District provided an outline of the Plan to provide a basis for this proposal. Key elements of the Plan will include:

- Summary and Development of Existing Wastewater Generation Sources and Quantities
- Summary of Previous Studies
- Conceptual Design of Proposed Infrastructure
- Implementation Phasing
- OVSD Connection Alternatives
- Analysis of Electrical Requirements
- Phased Implementation Construction Budgets
- Funding Opportunities
- Permitting Requirements

Scope of Work

MNS proposes to perform the Scope of Work described herein to prepare the Plan. A description of tasks and responsibilities are described as follows.

Task 1 – Project Management, Quality Assurance/Quality Control, and Meetings

This task includes project management, quality assurance/quality control (QA/QC), and meetings associated with preparation of the Plan.

Subtask 1.1 – Project Management

The Project Manager, Nick Panofsky, will provide ongoing coordination of the project team including Casitas and the internal project team. Nick will monitor the budget and serve as the main point of contact with Casitas. Regular phone calls and e-mail updates will be sent from the Project Manager to the District's Project Manager to keep coordination open and up-to-date. The MNS Project Manager will submit monthly invoices with all supporting documentation in a format acceptable to Casitas.

The MNS Project Manager is responsible for ensuring all deliverable deadlines are met, all internal quality control reviews are completed, and the final products meet the expectations of Casitas.

Subtask 1.2 – Quality Assurance/Quality Control

In accordance with MNS company policy, all deliverables, calculations, recommendations, and other documentation will be reviewed by an experienced engineer, not otherwise associated with the project, prior to submittal to Casitas. Documents will be reviewed to ensure technical excellence, the goals and expectations of Casitas are being met, and conformance with applicable design checklists and standards. For this project, all deliverables and other items requiring quality control reviews will be reviewed by Tyler Hunt, PE.

Subtask 1.3 – Meetings

Over the course of the project, MNS will facilitate and lead meetings and conference calls as required to move the project forward and ensure Casitas is informed and in concurrence with the progress of the project. For each meeting, MNS will develop a meeting agenda, and will submit meeting minutes to Casitas within five business days. We anticipate four meetings, which will occur at Casitas' office:

- Project Kick-off Meeting and Site Visit
- OVSD/Casitas Coordination Meeting
- Alternatives Review Meeting
- Draft Plan Review Meeting

The MNS Project Manager and the Project Engineer will attend each meeting.

Task 2 – Background Research

MNS will develop an understanding of existing conditions within the project area to provide a basis for alternatives development and evaluation. MNS staff will work with the District to obtain and review record drawings, prior planning documents, wastewater hauling information, and other information as appropriate. In addition, our Subconsultant, IRJ Engineers, Inc. (IRJ) will coordinate with Southern California Edison (SCE) to collect additional record drawings of electrical infrastructure for review.

Task 3 – Alternatives Development, Coordination, and Evaluation

Utilizing our understanding of the existing facilities, MNS will work closely with District staff to develop alternative connection points to the OVSD, alternative conveyance strategies, and alternative pipeline alignments for the proposed conveyance facilities.



We will develop initial sections of the Plan, presenting, discussing, and evaluating the project alternatives and will propose a recommended conceptual design. We will submit these initial sections of the Plan including this information as well as summarizing prior studies and existing and future wastewater generation information.

Following submittal of this information we will lead a review workshop as discussed in Task 1.2 to review the initial findings and gain consensus on a preferred design.

Task 4 – Additional Analysis

Once a preferred design is selected, the MNS team will perform the following additional analysis to support the recommendations of the Plan.

Task 4.1 – Electrical Supply Evaluation

Our subconsultant, IRJ, will perform an analysis of existing conditions to determine recommended modifications to the existing electrical systems serving the LCRA to supply electrical power to proposed pumping facilities. A detailed description of IRJs proposed services is provided as an attachment to this proposal. IRJ’s findings will be documented in the Plan.

Task 4.2 – Implementation Phasing

MNS will review the proposed infrastructure to identify logical phases of construction which would allow the District to advance the project in finite segments, each providing additional value to the LCRA. We will coordinate a proposed phasing approach with District staff. Based on an agreed phasing scheme, we will prepare construction cost opinions for each phase.

Task 4.3 – Funding Analysis

MNS will assess current and anticipated funding sources to identify and document potential external sources of funding for the proposed improvements.

Task 4.4 – Permitting Analysis

MNS will review the proposed improvements to identify anticipated permitting requirements needed to advance the Plan recommendations to construction.

Task 5 – Draft and Final Plan

MNS will develop a comprehensive document incorporating the findings of Tasks 2-4. The draft Plan Report will be submitted for the District’s review. Following the District’s review and receipt of consolidated comments, MNS will lead a Plan review meeting with the District prior to finalizing the document. The final Plan will be stamped and signed by a Professional Civil Engineer registered in the State of California. We will submit electronic documents upon completion of the work.

Proposed Schedule

We are prepared to meet or exceed the schedule provided in the following table, assuming a Notice to Proceed date of February 3, 2020. We have assumed two weeks or less for District review of interim deliverables.

Project Milestone	Anticipated Completion Date
Project Kick-off	Week of February 3, 2020
Draft Alternatives Evaluation	March 6, 2020
Alternatives Review Meeting	Week of March 16, 2020



Project Milestone	Anticipated Completion Date
Draft Implementation and Phasing Plan	April 17, 2020
Final Implementation and Phasing Plan	May 22, 2020

Fees

MNS proposes to perform the services described herein for a not-to-exceed fee estimate of **\$64,273**. A breakdown by task is provided in the following table. A detailed fee proposal spreadsheet is provided as an attachment. All fees are in accordance with the fee schedule included in the MNS On-Call Engineering Contract.

Task	Fee
Task 1 – Project Management, QA/QC, and Meetings	\$13,140
Task 2 – Utility Research	\$4,790
Task 3 – Site Survey	\$16,280
Task 4 – Contract Document Development	\$15,343
Task 5 – Constructability Review	\$14,720
Total	\$64,273

Project Team

MNS has assembled a qualified team with the skills and expertise to bring this project to completion in-line with Casitas' goals. The MNS team will be led by Nick Panofsky, PE, as Project Manager. He will be supported by Tyler Hunt, PE to perform QA/QC reviews, Greg Jaquez, PE to perform the funding analysis, and additional MNS staff as needed to advance the project. MNS will be supported by our subconsultant, IRJ, to perform the electrical power supply analysis.

Closing

Thank you for the opportunity to submit this proposal. We are excited and look forward to continuing to work with Casitas. Please feel free to contact me with any questions you may have about our submittal at 805.592.2074 or npanofsky@mnsengineers.com. Thank you for your consideration.

Sincerely,
MNS Engineers, Inc.



Nick Panofsky, PE
Lead Engineer

Attachment: Fee Estimate Spreadsheet
IRJ Engineers Proposal



Casitas Municipal Water District
 Lake Casitas Recreation Area Sewer Implementation Plan



	2019 Rate	PM			ENGINEERING		Total Resource Hours	Total Hours* Rates	SUBCONSULTANTS		Reimbursable Expenses	MNS Engineers	Reimbursable Expense Costs	Summary	Total MNS Resource Costs	Total Subconsultant Costs & All Reimbursable Expenses With 15% Markup	Total	
		Lead Engineer (Panofsky)	Lead Engineer (Hunt)	Principal Engineer (Jaquez)	Senior Project Engineer (Boswell)	Project Engineer (Swetek)			Subconsultant Participation	IPU								Total Subconsultant Costs
1 – Project Management, Quality Assurance/Quality Control, and Meetings	Task 1								Task 1				Task 1					
1.1 Project Management	Task 1.1	16					16	\$3,440	Task 1.1	\$500	\$500	Task 1.1	\$100	\$100	Task 1.1	\$3,440	\$690	\$4,130
1.2 Quality Assurance/Quality Control	Task 1.2		16				16	\$3,440	Task 1.2	\$0	\$0	Task 1.2		\$0	Task 1.2	\$3,440	\$0	\$3,440
1.3 Meetings	Task 1.3	18				10	28	\$5,570	Task 1.3	\$0	\$0	Task 1.3		\$0	Task 1.3	\$5,570	\$0	\$5,570
Task 1 Subtotal		34	16	0	0	10	60	\$12,450		\$500	\$500		\$100	\$100	Task 1 Subtotal	\$13,140		
2 – Background Research	Task 2								Task 2				Task 2					
2.1 Background Research	Task 2.1	2			4	8	14	\$2,490	Task 2.1	\$2,000	\$2,000	Task 2.1		\$0	Task 2.1	\$2,490	\$2,300	\$4,790
Task 2 Subtotal		2	0	0	4	8	14	2,490		\$2,000	\$2,000		\$0	\$0	Task 2 Subtotal	\$4,790		
3 – Alternatives Development, Coordination, and Evaluation	Task 3								Task 3				Task 3					
3.1 Alternatives Development, Coordination, and Evaluation	Task 3.1	12			20	60	92	\$16,280	Task 3.1	\$0	\$0	Task 3.1		\$0	Task 3.1	\$16,280	\$0	\$16,280
Task 3 Subtotal		12	0	0	20	60	92	\$16,280		\$0	\$0		\$0	\$0	Task 3 Subtotal	\$16,280		
4 – Additional Analysis	Task 4								Task 4				Task 4					
4.1 Electrical Supply Analysis	Task 4.1	2				4	6	\$1,110	Task 4.1	\$5,750	\$5,750	Task 4.1		\$0	Task 4.1	\$1,110	\$6,613	\$7,723
4.2 Implementation Phasing	Task 4.2	4				16	20	\$3,580	Task 4.2	\$0	\$0	Task 4.2		\$0	Task 4.2	\$3,580	\$0	\$3,580
4.3 Funding Analysis	Task 4.3	2		6			8	\$1,870	Task 4.3	\$0	\$0	Task 4.3		\$0	Task 4.3	\$1,870	\$0	\$1,870
4.4 Permitting Analysis	Task 4.4	2			8	2	12	\$2,170	Task 4.4	\$0	\$0	Task 4.4		\$0	Task 4.4	\$2,170	\$0	\$2,170
Task 4 Subtotal		10	0	6	8	22	46	\$8,730		\$5,750	\$5,750		\$0	\$0	Task 4 Subtotal	\$15,343		
5 – Draft and Final Plan	Task 5								Task 5				Task 5					
5.1 Draft and Final Plan	Task 5.1	24			8	48	80	\$14,720	Task 5.1	\$0	\$0	Task 5.1		\$0	Task 5.1	\$14,720	\$0	\$14,720
Task 5 Subtotal		24	0	0	8	48	80	\$14,720		\$0	\$0		\$0	\$0	Task 5 Subtotal	\$14,720		
Sub-Total	Hours	82	16	6	40	148	292	\$ 54,670	Sub-Total	\$8,250	\$8,250	Sub-Total	\$100	\$100	Grand Total	\$54,670	\$9,603	\$64,273
	Cost	\$17,630	\$3,440	\$1,440	\$7,000	\$25,160												



IRJ ENGINEERS INC.

MECHANICAL & ELECTRICAL ENGINEERS

4517 MARKET STREET, SUITE 1B VENTURA, CALIFORNIA 93003-7841
TELE (805) 642-2355

OFFICERS

JACK V. IVERS, P.E.

STEVEN ROMOFSKY, P.E.

JILL E. JOHNSON, P.E.

January 14, 2020

Mr. Nick Panofsky
MNS Engineers, Inc.
201 N. Calle Cesar Chavez
Santa Barbara, California 93013

Re: Casitas Municipal Water District (CMWD)
Lake Casitas Recreation Area (LCRA) Sewer Implementation Plan
Proposal

Dear Mr. Panofsky:

We propose to render professional Electrical Consulting Engineering services in connection with the CMWD/LCRA Sewer Implementation Plan. You are expected to furnish us with full information as to your requirements for this project and also to make available all pertinent existing data. If the project continues for more than one year because of reasons beyond our control, our compensation will be subject to an equitable adjustment.

This proposal remains open for acceptance until February 14, 2020.

Our Basic Services will consist of performing an engineering evaluation for this project. You indicated that CMWD has requested a plan be developed for the installation of lift stations at each of the campgrounds that presently have restroom facilities. These restrooms are served by pump trucks that transport the waste for disposal. The lift stations are estimated to be a pair of 1 to 2 horsepower pump motors at each campground. CMWD would like to implement the construction over a ten-year period. You indicated that CMWD has had discussions with Southern California Edison (SCE) that have revealed a lack of capacity in SCE's infrastructure to increase the electrical service capacity. It is our understanding that multiple utility services likely feed the LCRA. Our scope of work is as set forth below:

- I. The existing record drawings, furnished by CMWD, will serve as our reference for existing conditions. We will perform two site visits to verify the existing conditions match the record drawings.
- II. Our engineering evaluation will include information that can be used in preparing a report that describes the work necessary to install lift stations at each of the campground restrooms. We will assist with the following items.
 - A. Discussions with Southern California Edison regarding the infrastructure upgrades required to expand the capacity of the utility service as needed for construction of the lift station upgrades. We will work with SCE to develop a rough order of magnitude opinion of construction cost for these upgrades.
 - B. Review of the existing electrical distribution system serving the LCRA to determine recommended upgrades to accommodate consolidating the multiple utility services into a single service and to provide capacity for the proposed load additions.
 - C. Review of the existing electrical distribution at each of the campgrounds to identify improvements that will be necessary to allow connection of the proposed lift stations.

Mr. Panofsky
January 14, 2020
Page 2

Casitas Municipal Water District
LCRA Lift Station Improvement Plan

- D. Provide rough order of magnitude opinions of probable construction cost for the recommended upgrades to the LCRA electrical system.

This proposal is based on the following assumptions and requirements:

- I. CMWD has kept accurate and up-to-date record documents, which include additions and deletions for the existing electrical systems. If the record documents are inaccurate or incomplete, and additional work is required to make measured drawings of or to investigate existing conditions that do not match the record documents, we will inform you and request a modification to this agreement. Where concealed conditions prevent determining the accuracy of the record documents we will rely on the record documents.
- II. The existing electrical installations are code compliant based on the codes in effect at the time the equipment was installed.
- III. We will require a complete set of record drawings for the CMWD LCRA for our use and retention. We will also require drawings showing the site plan for the LCRA in AutoCAD compatible format.

It is necessary that you advise us in writing at an early date if there are budgetary limitations for Total Project Costs or Construction Cost. Such limitations must be acceptable to us. We will endeavor to work within those accepted limitations. We do not guarantee that our opinions regarding construction cost will not differ from negotiated prices or bids. We recommend that an independent cost estimator be employed if you require greater assurance as to probable Construction Cost or if CMWD requires detailed material and labor estimates.

You will pay us for our Basic Services on an hourly basis per the enclosed rate schedule with a not-to-exceed fee of \$8,250.00. We will invoice you monthly. If the scope of work is modified from that stated herein, we reserve the right to renegotiate this agreement.

Services beyond this scope of work are Additional Services and will be charged on an hourly basis per the enclosed rate schedule. Invoices for Additional Services will include number of hours spent and employee classification. Any Additional Services will be agreed to in writing between the parties prior to the commencement of the additional work.

We would expect to start our services promptly after receipt of an executed agreement. We expect to have information ready for inclusion in a draft report within six weeks after receiving written authorization to proceed, record drawings, and a CAD site plan. If this proposal is acceptable, please provide an agreement for our review.

Thank you for the opportunity to submit this proposal. We look forward to working with you. Please call if you have questions.

Sincerely,



Jill E. Johnson, E15149

Encl: Rate Schedule 1710

IRJ Engineers, Inc.
Rate Schedule 1710

Casitas Municipal Water District
Lake Casitas Recreation Area Lift Station Improvement Plan
January 14, 2020

The hourly rate schedule is listed below.

Principals	\$160.00 per hour
Professional Engineers	\$135.00 per hour
Senior Engineering Designers	\$100.00 per hour
Engineering Designers/CAD Drafters	\$ 85.00 per hour
Clerical Staff	\$ 60.00 per hour

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS

FROM: MICHAEL L. FLOOD, GENERAL MANAGER

SUBJECT: AWARD PURCHASE ORDER CONTRACT – LCRA PLAYGROUND SURFACE REPLACEMENT (IFB140)

DATE: 1/22/20

RECOMMENDATION:

- Approve the proposal submitted by Great Western Recreation under the U.S. Communities Government Purchasing Alliance, and award the purchase order contract for the construction of the Lake Casitas Recreation Area – Playgrounds Surface Replacement (IFB140) – Campground M and Special Events Area Playgrounds to Great Western Recreation in the amount of \$60,014.00.

- Authorize the General Manager to approve the purchase order contract for said work.

BACKGROUND AND DISCUSSION:

The Campground M Playground and Special Events Area Playground surfaces are undermined by rodents and have deteriorated, necessitating the removal of the existing surface, installation of cement slurry along with new cushion and wear courses.

The City of Charlotte, North Carolina, on behalf of the U.S. Communities Government Purchasing Alliance, competitively solicited and awarded Contract No. 2017001134 for Playground and Outdoor Fitness Equipment, Site Accessories, Surfacing and Related Products & Services to GameTime Inc. on July 1, 2017 for an initial five-year term. The District may utilize said contract as a member of U.S. Communities.

Great Western Recreation, a subsidiary of GameTime Inc., completed a similar project for the resurfacing of other Campground playgrounds to the satisfaction of the District, has a current C-61/D34 Contractor's license in good standing, and is currently registered with the California Department of Industrial Relations.

This project is categorically exempt from the California Environmental Quality Act under Sections 15301 and 15302.

BUDGET IMPACT:

The Fiscal Year 2019-20 budget includes \$70,000 to replace playground surfaces. This project is eligible for a 50% reimbursement from the United States Bureau of Reclamation grant program.

Attachment: Proposal from Great Western Recreation dated January 9, 2020



Lake Casitas Campground-Camp B and Special Events Area Sitework and Surfacing

Casitas Municipal Water District
Attn: Tim Lawson
11311 Santa Ana Rd
Ventura, CA 93001
Phone: 805-649-2233 Ext. 120
tlawson@casitaswater.com

Ship to Zip 93001

Quantity	Part #	Description	Unit Price	Amount
2452	PIP	GT-Impax - Poured In Place Surfacing- Discounted per USC Contract List Price: \$47,096.34 CAMPGROUND B 1,157 SF, 3.5" depth Includes 50/50 standard beige epdm and black Aromatic Binder, Prevailing Wages, No Design SPECIAL EVENTS AREA 1,295 SF, 3.5" depth Includes 50/50 standard beige epdm and black Aromatic Binder, Prevailing Wages, No Design Based on Both Areas being awarded and installed as one project on same trip Based on good job access, no design	\$15.75	\$38,619.00
1	INSTALL	Installer - Sitework for Campground B- Excavate and remove roughly 1157 SF of existing PIP surfacing, 3.5" depth Excavate and remove roughly 1157 SF of existing aggregate subbase, 3" depth Provide and install roughly 1157 SF of slurry subbase, 3" depth Include weep holes Include tying in new, simple drain to outside of pit	\$10,085.00	\$10,085.00
1	INSTALL	Installer - Sitework for Special Events Area- Excavate and remove roughly 1295 SF of existing PIP surfacing, 3.5" depth Excavate and remove roughly 1295 SF of existing aggregate subbase, 3" depth Provide and install roughly 1295 SF of slurry subbase, 3" depth Include weep holes Include tying in new, simple drain to outside of pit	\$11,310.00	\$11,310.00
Contract: OMNIA			Sub Total	\$60,014.00
			Total	\$60,014.00

Comments

Site Location:
11311 Santa Ana Road
Ventura, CA 93001

Prevailing Wages

DIR# 1000015526 CSLB#855664



**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: MICHAEL FLOOD, GENERAL MANAGER
SUBJECT: HYDROLOGIC STATUS REPORT FOR DECEMBER 2019
DATE: JANUARY 22, 2020

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	6.93"	7.09"	6.66"
Water Year (WY: Oct 01 – Sep 30)	8.79"	8.61"	8.71"
Average station rainfall to date	6.76"	8.09"	5.88"

Ojai Water System Data

Wellfield production	74.89 AF
Surface water supplement	0.19 AF
Static depth to water surface – Mutual #6	94.37 feet
Change in static level from previous month	+34.93 feet

Robles Fish Passage and Diversion Facility Diversion Data

Diversions this month	543 AF
Diversion days this month	12
Total Diversions WY to date	543 AF
Diversion days this WY	12

Casitas Reservoir Data

Water surface elevation as of end of month	501.48 feet AMSL
Water storage last month	98,482 AF
Water storage as of end of month	99,795 AF
Net change in storage	+ 1,313 AF
Change in storage from same month last year	+ 27,517 AF

AF = Acre-feet

AMSL = Above mean sea level

WY = Water year

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CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Personnel Committee

DATE: January 15, 2020
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Personnel Committee Meeting of January 15, 2020, at 1630 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Jim Word
Director Brian Brennan
General Manager, Michael Flood
Human Resources Manager, Diana Impeartrice
2. **Public Comments.**
None.
3. **Board/Management comments.**
Director Brennan indicated that he had been receiving phone calls about the recent adjudication notices sent out by the City of Ventura to many property owners within the District's boundaries.
4. **Review of Updated Casitas Policies:**
 - a. CMWD Policy 02-2020 Safe and Secure Workplace
 - b. CMWD Policy 03-2020 Equal Employment Opportunity Policy
 - c. CMWD Policy 04-2020 Policy Against Discrimination, Harassment, and Retaliation; Complaint Procedure
 - d. CMWD Policy 05-2020 Reasonable Accommodation and Interactive Process
 - e. CMWD Policy 06-2020 Whistleblower Protection

HR Manager Impeartrice described the overall approval process for these policies and their eventual inclusion in a completely revised employee handbook. She also indicated that the Lake Casitas Recreation Area Park Ranger Handbook is a separate document and that the revised policies would only affect the park ranger policy in areas where there isn't currently coverage.

Director Word indicated that the revised policies look good, that there appears to be a good progression, that supervisors and managers will need instruction, and asked about the next steps.

Director Brennan indicated that the revised policies look good, that the processes contained within them look proper, that there needs to be email/text message coverage, and that a section on bullying should be considered.

GM Flood indicated that the policies will be reviewed in light of the Committee's comments and

those that are revised will be brought back. The others will now go to the District's employment attorneys at Liebert-Cassidy for review.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Recreation Committee

DATE: January 15, 2020
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Recreation Committee Meeting of January 7, 2019, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Brian Brennan
Director Angelo Spandrio
General Manager, Michael Flood
Park Services Manager, Carol Belser
Division Officer, Joe Evans

2. **Public Comments.**

None

3. **Board/Management comments.**

Director Brennan asked for an update on the LCRA event center request for proposals (RFP).

PSM Belser indicated that the LCRA event center RFP is in circulation and responses are due on January 15, 2020.

Director Spandrio inquired about the schedule for fee increases at the LCRA.

GM Flood indicated that he needed to review the proposed increases and would provide an update at the next Recreation Committee meeting.

4. **Review of Trout Purchase FY 2019/2020 in the amount of \$38,250 from Jess Ranch Fish Hatchery.**

DO Evans made comments on the bids received for the purchase and reviewed quagga inspection protocols for this item.

Director Spandrio inquired about testing of the hatchery water.

Director Brennan made comments about the size of the proposed fish in the purchase.

GM Flood indicated that another inspection of the hatchery in Victorville, Ca. would be conducted just prior to the delivery of the fish and this would include not only a physical inspection but also testing of hatchery water as well.

5. **Consideration of a Wellness Focused Special Event to be held October 16-18, 2020.**

DO Evans introduced the various aspects of the event along with three of the planners of the event who were in attendance at the meeting.

Director Brennan asked about the timing of the schedule of the event and made comments about the ability for a vendor to provide specialized camping services at the LCRA at other times of the year. 50

Do Evans indicated that staff would begin work on a contract for this event and bring it back to a future Committee meeting.

6. **Review Monthly Recreation Report**

PM Belser gave an update on the activities at the LCRA including attendance, grant funding expirations and getting ready for next year.

Director Brennan made comments about attendance fluctuations at the LCRA at this time of year.

7. **Review of Incidents and Comments**

DO Evans presented the LCRA incident statistics for December 2019 and provided details about the holiday lighting event that was conducted at the park.

The Committee Members commended staff on the holiday event and asked that funding for the event should be considered for the next budget year.

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: December 17, 2019
TO: Recreation Committee
FROM: Carol Belser, Park Services Manager
SUBJECT: Recreation Area Monthly Report for October 2019 and November 2019

Operations, Boating, Incidents



The Ventura County Sheriff's Office held their Search and Rescue training in the Event Area on October 12 (see left photo). The Citrus Coast League Cross Country and Ventura Cross Country Championships were held in the Recreation Area.

The Bureau of Reclamation's Open Space Grant's obligations (grant awarded to the District in June 2015) were completed. The Recreation Department was reimbursed \$49,755 in support funds that offset costs to patrol open space lands and conduct fence repairs. The State of California Division of Boating

and Waterways Aquatic Invasive Species Branch, Quagga and Zebra Prevention Grant Program (grant awarded in 2017) ended the two year grant cycle with the Recreation Department receiving \$57,212.30 in reimbursements for public outreach and education efforts for Quagga and Zebra Mussel prevention. A new grant application was submitted for the 19/20 cycle, but it was not awarded. Staff will submit a new grant application in the upcoming year.

In October 2019, recreational fishing attracted 271 vessels tagged for re-entry into Lake Casitas, 4 passed new invasive mussel inspections, and 8 failed first inspection. There were 32 patrol observations where park staff made customer contact. Park Rangers responded to 30 calls for service and 29 customer service issues. There were 3 medical responses that required transport, 12 disturbances with one requiring support from the Ventura County Sheriff's Office. There were 2 unattended fires, 7 traffic violations with one resulting in support from CHP, 4 parking violations, 2 restricted area violations, 1 boating violation, 0 fishing violations, 3 leash law violations, and 1 body contact with water.

On November 21, 2019, the Lake Casitas Park Rangers attended a co-hosted training by the CIT Program and the Autism Society of Ventura County for First Responders. The 8 hour training gave the First Responder valuable skills on how to de-escalate and recognize a crisis situation involving someone with Autism.

In November 2019, recreational fishing attracted 269 vessels tagged for re-entry into Lake Casitas, 9 passed new invasive mussel inspections, and 6 failed first inspection. There were 55 patrol observations where park staff made customer contact. Park Rangers responded to 29 calls for service

and 42 customer service issues. There were 2 medical responses with one requiring transport, 7 disturbances with 4 requiring support from the Ventura County Sheriff's Office. There were 4 unattended fires, 8 traffic violations with one resulting in support from CHP, 17 parking violations with 2 citations, 8 restricted area violations, 1 boating violation, 0 fishing violations, 1 leash law violation, and no body contacts with water.

Revenue and Visitation

The 2019/2020 unaudited monthly revenue figures for September 2019, and October 2019, are shown below compared to last fiscal year. The fiscal year's total figures will be reported when made available in the respective months (operations, concessions, Casitas Water Adventure, etc.) per the District's Financial Summary generated by the Chief Financial Officer.

The following is a comparison of visitations* for September, October and November 2019:

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

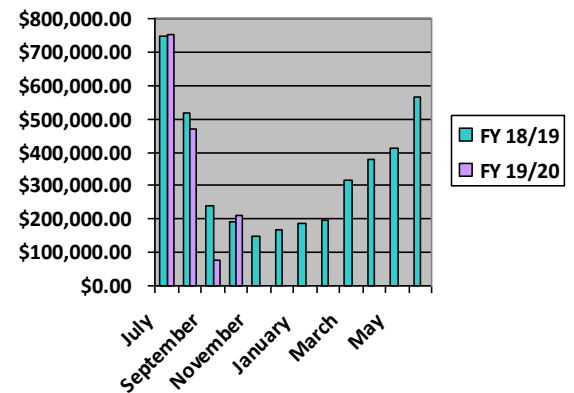
Visitor Days = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles X 4
Camps = Campsites occupied + extra vehicles

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

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

2019/2020	303,608
2018/2019	320,744
%Change	-5.34

	Sept 2019	Sept 2018	August 2019
Visitor Days	44,496	54,936	89,236
Camps	4,327	6,227	9,418
Cars	11,124	13,734	22,311
Boats	127	131	99
Kayaks & Canoes	0	5	2



	Oct 2019	Oct 2018	Sept 2019
Visitor Days	33,424	32,288	44,496
Camps	3,806	3,005	4,327
Cars	8,356	8,072	11,124
Boats	81	87	127
Kayaks & Canoes	0	5	0

	Nov 2019	Nov 2018	Oct 2019
Visitor Days	24,392	31,200	33,424
Camps	3,255	3,677	3,806
Cars	6,098	7,800	8356
Boats	131	130	81
Kayaks & Canoes	0	1	0



Consumption Report

Water Sales FY 2019-2020 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2019 / 2020	2018 / 2019	
													Total	Total	
AD Ag-Domestic	333	374	319	381	239									1,647	1,802
AG Ag	195	256	207	270	150									1,078	1,261
C Commercial	109	112	86	85	47									439	482
DI Interdepartmental	28	23	4	4	4									63	82
F fire	0	0	0	0	0									0	0
I Industrial	3	4	3	2	1									13	7
OT Other	24	28	24	29	16									121	105
R Residential	236	270	217	239	179									1,140	1,174
RS - P Resale Pumped	32	33	22	21	12									120	515
RS - G Resale Gravity	97	194	191	237	164									884	1,350
TE Temporary	1	1	1	2	3									8	8
Total	1,058	1,294	1,074	1,272	815	0	0	0	0	0	0	0	0	5,513	6,785
CMWD	893	1,110	921	1,092	694										
OJAI	165	183	153	180	121										
Total 2018 / 2019	1,686	1,495	1,282	1,302	1,019	418	334	224	247	678	526	695		N/A	9,905

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
01/08/20**

Type of Invest	Institution	CUSIP	Date of Maturity	Original Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	US Treasury IPS	912828MF4	1/15/2020	\$1,041,021	\$1,189,982	1.375%	11/18/2015	6.75%	7
*TB	Federal Home Loan Bank	3130A0EN6	12/10/2021	\$547,735	\$511,940	2.875%	5/9/2016	2.90%	692
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$941,144	\$885,138	2.875%	8/2/2016	5.02%	1596
*TB	Federal Home Loan Bank	3130A3DL5	9/8/2023	\$1,587,180	\$1,538,835	2.375%	10/13/2016	8.72%	1320
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$773,773	\$755,605	2.875%	2/19/2016	4.28%	1955
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,025,110	\$1,050,560	2.700%	5/10/2017	5.96%	1982
*TB	Federal Home Loan Bank	3130ADNW8	2/14/2020	\$998,230	\$1,000,800	3.400%	1/16/2013	5.67%	36
*TB	Federal National Assn	31315P2J7	5/1/2024	\$809,970	\$776,308	3.300%	5/25/2016	4.40%	1553
*TB	Farmer MAC	31315PYF0	5/2/2028	\$512,355	\$522,200	2.925%	11/20/2017	2.96%	2994
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$940,311	\$863,842	5.400%	5/9/2016	4.90%	2255
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$476,582	\$440,510	3.375%	7/14/2016	2.50%	1320
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,251	\$505,074	2.710%	11/20/2017	2.86%	3274
*TB	Federal Farm CR Bank	3133EGWD3	9/29/2027	\$694,629	\$696,216	2.200%	11/17/2016	3.95%	2781
*TB	Federal Farm CR Bank	3133EGZW8	10/25/2024	\$833,918	\$836,000	1.980%	10/25/2016	4.74%	1727
*TB	Federal Home Loan Bank	3133XFKF2	6/11/2021	\$743,109	\$591,125	5.625%	9/8/2014	3.35%	513
*TB	Federal National Assn	3135G0K36	4/24/2026	\$2,532,940	\$2,547,475	2.125%	7/6/2010	14.44%	2266
*TB	Federal National Assn	3135G0ZR7	9/6/2024	\$1,488,050	\$1,456,478	2.625%	5/25/2016	8.26%	1678
*TB	Federal Home Loan MTG Corp	3137EADB2	1/13/2022	\$683,584	\$674,212	2.375%	5/1/2016	3.82%	725
*TB	US Treasury Note	912828WE6	11/15/2023	\$770,037	\$797,574	2.750%	12/13/2013	4.52%	1387
Total in Gov't Sec. (11-00-1055-00&1065)				\$17,879,931	\$17,639,872			99.98%	
Total Certificates of Deposit: (11.13506)				\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$470	\$470	2.45%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,967	\$2,967	2.47%	Estimated	0.02%	
TOTAL FUNDS INVESTED				\$17,883,368	\$17,643,309			100.00%	
Total Funds Invested last report				\$17,883,368	\$17,609,011				
Total Funds Invested 1 Yr. Ago				\$20,849,444	\$20,182,150				
****	CASH IN BANK (11-00-1000-00) EST.			\$4,163,339	\$4,163,339				
	CASH IN Custody Money Market			\$12	\$12	0.30%			
TOTAL CASH & INVESTMENTS				\$22,046,719	\$21,806,660				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$25,782,670	\$25,115,376				

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

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