



## Board of Directors

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

Mary Bergen, Director  
Pete Kaiser, Director

CASITAS MUNICIPAL WATER DISTRICT  
Meeting to be held at the

District Office  
1055 Ventura Ave.  
Oak View, CA 93022  
[www.casitaswater.org](http://www.casitaswater.org)

The meeting will also be held via Zoom  
Join Zoom Meeting  
<https://us06web.zoom.us/j/98414854813?pwd=UXhtWS9zdm83ZU5CazNXenIEVEIRUT09>  
Meeting ID: 984 1485 4813 Passcode: 757052

To join the meeting via telephone please call (888) 788-0099 or (877) 853-5247  
Enter Meeting ID 984 1485 4813# Passcode: 757052#

January 25, 2023 @ 5:00 PM

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

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

1. CALL TO ORDER
2. ROLL CALL

3. PLEDGE OF ALLEGIANCE
4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.
6. CONSENT AGENDA
  - 6.a. Accounts Payable Report.  
[Accounts Payable Report.pdf](#)
  - 6.b. Minutes of the January 11, 2023 Board Meeting.  
[1 11 2023 Min.pdf](#)
  - 6.c. Resolution re-authorizing remote teleconference meetings for the legislative bodies of Casitas MWD for the period of January 25, 2023 to February 24, 2023.  
[Resolution Subsequent AB 361.pdf](#)
7. ACTION ITEMS
  - 7.a. Discussion and possible action on Casitas MWD Board of Directors Bylaws.  
[Board Memo CMWD Bylaws Discussion 012523.pdf](#)
  - 7.b. Board Elections
    - President
    - Vice-President
    - Rotation of other officers
  - 7.c. Appointment of District Committees
    - Finance Committee
    - Recreation Committee
    - Conservation Penalty Appeals Panel
  - 7.d. Appointment of Directors to the Upper Ventura Groundwater Agency and Ojai Basin Groundwater Management Agency.
  - 7.e. Resolution Appointing a Casitas MWD Board Member to the Upper Ventura River Groundwater Agency.  
[Reso Director Appointment to UVRGA.pdf](#)
  - 7.f. Approve an Amendment for Professional Native American Monitoring Services for Annette Ayala for the West and East Ojai Avenue Pipeline Replacement project, Specification No. 19-411 in the amount of \$68,880.

[Jan\\_2023\\_Cultural Resources\\_Additional\\_01182023 \(1\).pdf](#)  
[CMWD Ojai Ave Pipeline\\_Amend 3 - Addtl Permitting Support \(20200831\).pdf](#)  
[Amendment No. 1\\_Ayala.pdf](#)

8. INFORMATION ITEMS

8.a. Hydrology Report for December 2022.  
[Hydrology December 2022 \(1\).pdf](#)

8.b. Recreation Committee Minutes.  
[Rec Minutes 011023.pdf](#)

9. GENERAL MANAGER COMMENTS

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

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

12. CLOSED SESSION

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

12.b. Conference with Legal Counsel – Anticipated Litigation  
Significant exposure to litigation pursuant to § 54956.9(b): (One case)


13. ADJOURNMENT

**CASITAS MUNICIPAL WATER DISTRICT**  
**General Fund Check Authorization**  
**Checks Dated 01/05/23 - 01/18/23**  
**Presented to the Board of Directors For Approval January 25, 2023**

<b>Check</b>	<b>Payee</b>		<b>Description</b>	<b>Amount</b>
001175	Payables Fund Account	# 9759651478	Accounts Payable Batch 011123	\$ 469,970.24
001176	Payables Fund Account	# 9759651478	Accounts Payable Batch 011823	\$ 375,818.53
				<u>\$ 845,788.77</u>
001177	Payroll Found Account	# 9469730919	Estimated Payroll 02/09/23	\$ 240,000.00
			Total	<u>\$ 1,085,788.77</u>

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

The above numbered checks, 001175-001177 have been duly audited is hereby certified as correct.

  
 \_\_\_\_\_  
 Janyne Brown, Chief Financial Officer

## *A/P Fund*

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

001175    A/P Checks:                    048720-048790  
          A/P Draft                    000494-000501  
          Voids:  
          048723 - Amazon Capital Service - Continuation of detail of check #048722  
          048759 - Meiners Oaks Ace Hardware - Continuation of detail of check #048758

001176    A/P Checks:                    048791-048831  
          A/P Draft                    000502-000504  
          Voids:



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Janyne Brown , Chief Financial Officer

CERTIFICATION

Payroll disbursements for the pay period ending 01/07/23

Pay Date 01/12/23

have been duly audited and are  
hereby certified as correct.

Signed: Jayne Brown

Jayne Brown

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	1/11/2023			048723		
C-CHECK	VOID CHECK	V	1/11/2023			048759		

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

TOTAL ERRORS: 0

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

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01483	CORVEL CORPORATION Corvel Claims - 01/03-01/09/23	D	1/11/2023	3,173.61		000494		3,173.61
05939	Health Equity Reimburse Med/Dep Care	D	1/11/2023	384.48		000495		384.48
00131	JCI JONES CHEMICALS, INC Chlorine - TP, CM904170	D	1/11/2023	4,914.00		000496		4,914.00
00128	INTERNAL REVENUE SERVICE Federal Withholding	D	1/11/2023	45,662.46		000497		
	I-T3 202301092165 SS Withholding	D	1/11/2023	46,315.18		000497		
	I-T4 202301092165 Medicare Withholding	D	1/11/2023	10,831.90		000497		102,809.54
00187	CALPERS PERS BUY BACK	D	1/11/2023	130.46		000498		
	I-PBP202301092165 PERS BUY BACK	D	1/11/2023	161.96		000498		
	I-PEB202301092165 PEPRA EMPLOYEES PORTION	D	1/11/2023	12,519.22		000498		
	I-PEM202301092165 PERS EMPLOYEE PORTION MGMT	D	1/11/2023	1,882.42		000498		
	I-PER202301092165 PERS EMPLOYEE PORTION	D	1/11/2023	7,596.91		000498		
	I-PRB202301092165 PEBRA EMPLOYER PORTION	D	1/11/2023	13,854.60		000498		
	I-PRR202301092165 PERS EMPLOYER PORTION	D	1/11/2023	12,505.99		000498		48,651.56
00180	S.E.I.U. - LOCAL 721 SEIU 721 COPE	D	1/11/2023	2.50		000499		
	I-UND202301092165 UNION DUES	D	1/11/2023	889.25		000499		891.75
00049	STATE OF CALIFORNIA STATE WITHHOLDING (CA)	D	1/11/2023	17,902.27		000500		17,902.27
05790	STATE OF OREGON OR STATE TRANSIT TAX	D	1/11/2023	5.91		000501		
	I-T2 202301092165 STATE WITHHOLDING (OR)	D	1/11/2023	433.32		000501		439.23
05975	AquaRevival LLC Aqua Revical Filters - WP	D	1/18/2023	42,929.04		000502		
	I-100077 #2 VLT Aqua Drive - WP	D	1/18/2023	9,036.67		000502		51,965.71
01483	CORVEL CORPORATION Corvel Claims - 01/10-01/16/23	D	1/18/2023	952.94		000503		952.94
06052	Truist Governmental Finance Debt Service Water Park Replac	D	1/18/2023	163,187.75		000504		163,187.75



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00010	AIRGAS USA LLC							
I-9133323033	Welding Suplies - LCRA	R	1/11/2023	612.65		048720		612.65
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
I-5665-1031031	41008 27W LED Lamp - EM	R	1/11/2023	294.71		048721		
I-5665-1031032	Switch not Fusible - LAB	R	1/11/2023	350.85		048721		
I-5665-1031343	Clamback & Pipe Strap - LAB	R	1/11/2023	145.18		048721		
I-5665-1031647	Wire & Clamp - EM	R	1/11/2023	717.06		048721		1,507.80
03044	Amazon Capital Services							
I-134H-3PDR-T4Q6	Acetylene Cutting Tips - LCRA	R	1/11/2023	11.80		048722		
I-14QJ-PTFQ-9JHR	Toner - ADM	R	1/11/2023	888.42		048722		
I-1DG7-NRD4-F7RQ	Work Gloves - MAINT	R	1/11/2023	27.16		048722		
I-1F3P-3LNV-TKRK	Cyberpower CP1350AVRLCD3 - ADM	R	1/11/2023	193.00		048722		
I-1FRW-46KQ-CDCX	Phone Case - PL	R	1/11/2023	16.29		048722		
I-1GVJ-1HDK-4XLR	Aviation Snips - MAINT	R	1/11/2023	30.03		048722		
I-1H6T-4LCH-XPGN	Ipad - PL	R	1/11/2023	644.28		048722		
I-1HNV-HYHV-YVYC	Planner - PL	R	1/11/2023	33.77		048722		
I-1MW6-HRTJ-LMQP	Keyboard - SAFE	R	1/11/2023	37.53		048722		
I-1NNN-197R-KHR7	Office Supplies - PL	R	1/11/2023	87.38		048722		
I-1P6D-QN3N-LTCM	Header Jumper Wire - EM	R	1/11/2023	7.50		048722		
I-1TDM-RQG6-L61P	Digital Electronic Level - MAI	R	1/11/2023	134.00		048722		
I-1WJC-7N67-4WKK	Oval Sealed Light - ADM	R	1/11/2023	21.42		048722		
I-1XWL-GM43-6V6W	Converter Voltage Module - EM	R	1/11/2023	75.00		048722		2,207.58
00836	AMERICAN RED CROSS							
I-22528493	Lifeguarding Training - WP	R	1/11/2023	114.00		048724		114.00
02179	Art Street Interactive							
I-2562	Reservation Sys. Hosting/Maint	R	1/11/2023	549.70		048725		549.70
03429	AT&T							
I-3145502385	Acct#80030939773	R	1/11/2023	13.40		048726		13.40
00021	AWA OF VENTURA COUNTY							
I-06-14521	2023 Annual Membership	R	1/11/2023	6,000.00		048727		6,000.00
00030	B&R TOOL AND SUPPLY CO							
I-1900980591	Donalson Cleaner End - Unit234	R	1/11/2023	99.13		048728		
I-1900982216	Chevron Oil - TP	R	1/11/2023	568.92		048728		668.05
06050	Jeff Barry							
I-1147229	Camping Cancellation - LCRA	R	1/11/2023	250.00		048729		250.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03207	BMI PacWest Inc. AC Repair - MAINT	R	1/11/2023	531.26		048730		531.26
00051	BOARD OF EQUALIZATION Underground Storage Tank Fee	R	1/11/2023	399.00		048731		399.00
00051	BOARD OF EQUALIZATION Underground Storage Tank Fee	R	1/11/2023	401.00		048732		401.00
00756	BOARD OF EQUALIZATION Use Tax Return 15300115	R	1/11/2023	1,354.00		048733		1,354.00
01062	BP Medical Supplies Accrue Use Tax	R	1/11/2023	6.37CR		048734		
	C-E440212b Accrue Use Tax	R	1/11/2023	68.44CR		048734		
	D-E439860a Accrue Use Tax	R	1/11/2023	6.37		048734		
	D-E440212a Accrue Use Tax	R	1/11/2023	68.44		048734		
	I-E439860 Adult Face Lung Bag - WP	R	1/11/2023	87.80		048734		
	I-E440212 Pads Training & Res-cue Mask	R	1/11/2023	944.00		048734		1,031.80
05952	Burns Pacific Construction, In W. & E. Ojai Ave Pipe Replace	R	1/11/2023	74,900.23		048735		74,900.23
03702	Cannon Corporation WaterPark Survey - WP	R	1/11/2023	5,213.00		048736		5,213.00
05964	Charter Communications Holding Acct#848200220232531	R	1/11/2023	685.00		048737		685.00
00058	COAST TO COAST Panit Pens - EM	R	1/11/2023	9.63		048738		9.63
01764	DataProse, LLC UB Mailing 12/22	R	1/11/2023	2,678.17		048739		2,678.17
06008	Docu Products Copier Usage - DO	R	1/11/2023	168.91		048740		168.91
03910	DoiT International USA, INC Google Apps 12/22	R	1/11/2023	2,554.50		048741		2,554.50
00086	E.J. Harrison & Sons Inc Acct#500766090	R	1/11/2023	508.46		048742		508.46

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00095	FAMCON PIPE & SUPPLY I-S100094318.001 SSP400 Probe - LAB	R	1/11/2023	72.93		048743		72.93
00099	FGL ENVIRONMENTAL I-218183A Distribution Asbestos Testing	R	1/11/2023	223.00		048744		223.00
00101	FISHER SCIENTIFIC I-9347438 MacConkey Plate - LAB	R	1/11/2023	61.56		048745		61.56
00104	FRED'S TIRE MAN I-144432 Oil Service - Unit 44 I-144450 Oil Change - Unit 47	R R	1/11/2023 1/11/2023	62.79 56.35		048746 048746		119.14
02720	Garda CL West, Inc. I-20553295 Excess Premise Time - LCRA	R	1/11/2023	32.12		048747		32.12
04022	Hammer, Jewell & Associates I-202267 Ventura-SB ROW Srvs - ENG	R	1/11/2023	4,441.75		048748		4,441.75
00437	HERC RENTALS INC I-33373601-002 Track Loader Rental - WP	R	1/11/2023	2,110.99		048749		2,110.99
04730	Hildebrand Consulting, LLC I-511 2022 Water Rate Study - ADMIN	R	1/11/2023	13,800.00		048750		13,800.00
05849	Hill Brothers Chemical Co I-07154715 Liquid Ammonia Sulfate - TP	R	1/11/2023	1,726.50		048751		1,726.50
00596	HOME DEPOT C-1900478 Lime-s Return I-4901228 Lime-s - WP I-6540124 Clear Poly Sheeting - LCRA I-6903224 16' Tan Retaining Wall - LCRA I-8316815 Door - LCRA	R R R R R	1/11/2023 1/11/2023 1/11/2023 1/11/2023 1/11/2023	18.20CR 741.59 680.12 2,496.14 160.68		048752 048752 048752 048752 048752		4,060.33
00894	HOSE-MAN, INC. I-5300598-0001-05 Hose - Unit 114	R	1/11/2023	137.68		048753		137.68
06049	Steve Johnson I-1148925 Camping Cancellation - LCRA I-1149898 Camping Cancellation - LCRA	R R	1/11/2023 1/11/2023	534.00 255.00		048754 048754		789.00
06048	Cary Jones I-1022835 Trailer Storage Removed - LCRA	R	1/11/2023	150.00		048755		150.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02866	Lexipol, LLC							
I-INVPR113094	PoliceOne Annual Rate - LCRA	R	1/11/2023	927.00		048756		927.00
00329	MCMaster-CARR SUPPLY CO.							
I-90297021	Pipe Fittings - EM	R	1/11/2023	32.49		048757		32.49
00151	MEINERS OAKS ACE HARDWARE							
C-024814	CR 024814 - MAINT	R	1/11/2023	2.08CR		048758		
C-024815	Ballcock Return - MAINT	R	1/11/2023	8.77CR		048758		
I-024758	Ballcock Adj - MAINT	R	1/11/2023	28.40		048758		
I-026630	Flex Tape - LCRA	R	1/11/2023	21.92		048758		
I-026849	Connector Armored - EM	R	1/11/2023	8.77		048758		
I-027064	Catalyst Penetrtrt -PL	R	1/11/2023	9.88		048758		
I-028354	Insulaton, Bolts & Screws - LC	R	1/11/2023	135.33		048758		
I-028787	Pipe & Broad Hinge - LCRA	R	1/11/2023	79.92		048758		
I-028867	2X4 Edging - LCRA	R	1/11/2023	21.43		048758		
I-028895	Paint - EM	R	1/11/2023	18.84		048758		
I-028922	Roller Frame - E&M	R	1/11/2023	9.34		048758		
I-028961	Control Hose & Tape - PL	R	1/11/2023	114.15		048758		
I-028966	Brass Adapter - PL	R	1/11/2023	6.82		048758		
I-029173	Tie Down - TP	R	1/11/2023	36.45		048758		
I-029220	Paint & Paint Brush - LCRA	R	1/11/2023	101.69		048758		
I-029221	Adapter Hose - LCRA	R	1/11/2023	16.17		048758		
I-029290	Tape & Roller Cont - MAINT	R	1/11/2023	29.18		048758		627.44
03724	Michael K. Nunley & Associates							
I-101793	Ojai Valley PP - ENG	R	1/11/2023	368.74		048760		
I-101800	Mutual Well#7 Equipment - ENG	R	1/11/2023	1,896.58		048760		2,265.32
03444	Mission Linen Supply							
I-518483012	Uniform Pants - PL	R	1/11/2023	35.07		048761		
I-518483013	Uniform Pants - MAINT	R	1/11/2023	27.38		048761		
I-518483016	Uniform Pants - TP	R	1/11/2023	56.83		048761		119.28
05977	ODP Business Solutions, LLC							
I-285746844001	Office Supplies - ADM	R	1/11/2023	834.46		048762		834.46
01570	Ojai Auto Supply							
I-559176	Antifreeze & filters - Unit 54	R	1/11/2023	135.12		048763		
I-559848	Prestone Bug Wash - Unit 12	R	1/11/2023	20.11		048763		155.23
01882	OJAI BASIN GROUNDWATER							
I-123022	Quarterly Pumping Fee	R	1/11/2023	19,023.00		048764		19,023.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00165	OJAI LUMBER CO, INC							
I-2211-713525	Roof Edge - MAINT	R	1/11/2023	38.16		048765		
I-2212-716650	Plywood & Doug Fir - LCRA	R	1/11/2023	256.63		048765		294.79
00884	OJAI TERMITE & PEST CONTROL, I							
I-233411	Rodent Control SA Pant -MAINT	R	1/11/2023	75.00		048766		75.00
00947	CITY OF OJAI							
I-010923	Encroachment Permits	R	1/11/2023	1,398.00		048767		1,398.00
00188	PETTY CASH							
I-010923	Replenish Petty Cash - DO	R	1/11/2023	475.76		048768		475.76
05713	Pops Auto Repair							
I-0343	Tint Window - Unit 35	R	1/11/2023	250.00		048769		250.00
00627	PORT SUPPLY							
I-1579	3rd Reef Bibs - UT	R	1/11/2023	146.15		048770		
I-1904	Jacket - PL	R	1/11/2023	146.15		048770		292.30
00790	PROFORMA							
I-BI85008845A	Emb Casitas Logo - UT	R	1/11/2023	43.10		048771		43.10
00788	QUINN COMPANY							
I-WO110107103	Forklift Repair - Unit 287	R	1/11/2023	850.06		048772		850.06
06031	R.S. Hughes Company, Inc.							
I-80100474-00	Self Docking Station-Sniffers	R	1/11/2023	493.14		048773		
I-80100496-00	CDI-DFR Demand Flow Regulator	R	1/11/2023	593.01		048773		1,086.15
00306	Rincon Consultants, Inc.							
I-41899	Arborist Damage Assessment	R	1/11/2023	1,997.25		048774		1,997.25
02900	Greg Romey							
I-010923	Reimburse Expenses 01/23	R	1/11/2023	82.34		048775		82.34
01172	RP BARRICADE							
I-62261	Safety Flare LED Kit - PL	R	1/11/2023	140.28		048776		140.28
01109	SALVADOR LOERA TRANSPORTATION							
I-15845	Washed Plaster Sand - TP	R	1/11/2023	841.19		048777		
I-15846	Rock - TP	R	1/11/2023	1,014.00		048777		
I-15847	3/8 Rock - TP	R	1/11/2023	1,297.00		048777		
I-192270	Sand/Rock - TP	R	1/11/2023	833.95		048777		
I-192279	3/4 Rock - TP	R	1/11/2023	1,014.00		048777		
I-192281	Washed Plaster Sand - TP	R	1/11/2023	837.97		048777		
I-192283	3/4 Rock - TP	R	1/11/2023	1,014.00		048777		
I-192284	3/4 Rock - TP	R	1/11/2023	1,006.00		048777		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-192285	01109	R	1/11/2023	833.14		048777		
I-192606	Sand/Rock - TP	R	1/11/2023	2,594.00		048777		
I-192607	3/4 Rock - TP	R	1/11/2023	1,014.00		048777		12,299.25
06019	Silver Development & Associate Drain Cleaning - DO	R	1/11/2023	179.00		048778		179.00
00215	SOUTHERN CALIFORNIA EDISON							
I-010423	Acct#700029026585	R	1/11/2023	2,105.12		048779		
I-010423b	Acct#700759897236	R	1/11/2023	15.09		048779		
I-010523	Acct#700625798978	R	1/11/2023	412.29		048779		
I-010523b	Acct#700028735181	R	1/11/2023	10,962.59		048779		
I-010623a	Acct#700598317666	R	1/11/2023	35.73		048779		
I-010623b	Acct#700030209177	R	1/11/2023	12,935.23		048779		
I-010623c	Acct#700009638309	R	1/11/2023	5.88		048779		26,471.93
00767	STATE WATER RESOURCES CONTROL OWS Fees - System#5610014 Drinking Water Program Fees	R	1/11/2023	20,156.28		048780		41,763.72
02703	Sunbelt Rentals Emergency Generators - EM	R	1/11/2023	19,614.36		048781		19,614.36
00239	VENTURA CHAMBER OF COMMERCE 2023 Membership Dues	R	1/11/2023	968.00		048782		968.00
09955	VENTURA WHOLESALE ELECTRIC B-Line B22 - WP	R	1/11/2023	74.89		048783		74.89
00247	County of Ventura Encroachment Permit PE22-1308 Encroachment Permit PA-0007 Encroachment Permit PE22-1344	R	1/11/2023	390.00		048784		2,485.00
01283	Verizon Wireless Monthly Cell Charges - DO Monthly Cell Charges - LCRA	R	1/11/2023	3,884.16		048785		4,314.73
04010	CALIFORNIA STATE DISBURSEMENT 20000001181291	R	1/11/2023	386.30		048786		386.30
00102	FRANCHISE TAX BOARD Payroll Deduction	R	1/11/2023	815.40		048787		815.40

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00124	ICMA RETIREMENT TRUST - 457							
I-DCI202301092165	DEFERRED COMP FLAT	R	1/11/2023	1,954.17		048788		
I-DI%202301092165	DEFERRED COMP PERCENT	R	1/11/2023	185.58		048788		2,139.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN202301092165	457 CATCH UP	R	1/11/2023	519.23		048789		
I-DCN202301092165	DEFERRED COMP FLAT	R	1/11/2023	7,870.03		048789		
I-DN%202301092165	DEFERRED COMP PERCENT	R	1/11/2023	686.66		048789		9,075.92
1	RAKIETEN, ELLEN							
I-000202301052164	US REFUND	R	1/11/2023	9,163.16		048790		9,163.16
00793	LOS ANGELES REGIONAL WATER							
I-011223	RGP 63 - Notice of Intent -ENG	R	1/12/2023	2,734.00		048791		2,734.00
05531	Adamsons Towing Inc							
I-012655	Towing Truck - LCRA	R	1/18/2023	175.00		048792		175.00
00010	AIRGAS USA LLC							
I-9994123101	Gas Cylinder Rental - PL	R	1/18/2023	422.23		048793		422.23
00012	ALL-PHASE ELECTRIC SUPPLY CO.							
I-5665-1031589	105-305V PH-CNTL - EM	R	1/18/2023	81.46		048794		81.46
03044	Amazon Capital Services							
C-1QNN-KPPN-3FWJ	Transfer Pump - Return	R	1/18/2023	275.24CR		048795		
I-144W-7W76-677J	Agenda Planner - PR	R	1/18/2023	48.20		048795		
I-146R-4WNW-LPQJ	Utility Trailer Stake Poclet	R	1/18/2023	86.85		048795		
I-1CWG-PCJ9-96KC	Crimp Terminal Connector - EM	R	1/18/2023	96.54		048795		
I-1JQC-NFKN-DCGY	Keyboard - LCRA	R	1/18/2023	77.00		048795		
I-1MLL-XJVC-4R9C	Work Gloves - MAINT	R	1/18/2023	80.79		048795		
I-1TJC-WDYM-CCWW	Door Handle - Unit 29	R	1/18/2023	21.44		048795		
I-1YVL-GFKC-3PLL	Diesel Exhaust Fluid - GARAGE	R	1/18/2023	391.45		048795		527.03
00029	AMERICAN TOWER CORP							
I-4126244	Tower Rent - Red Mountain	R	1/18/2023	1,087.40		048796		1,087.40
00014	AQUA-FLO SUPPLY							
I-SI2042580	Hose & Straw Wattle - WP	R	1/18/2023	495.27		048797		495.27
00018	AT & T MOBILITY							
I-287290467941X0123	Acct#287290467941	R	1/18/2023	245.92		048798		
I-287294256431X0123	Acct#287294256431	R	1/18/2023	786.17		048798		
I-287299383384X0123	Acct#287299383384	R	1/18/2023	79.68		048798		1,111.77

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03429	AT&T Acct#8310011246015	R	1/18/2023	2,210.40		048799		2,210.40
00030	B&R TOOL AND SUPPLY CO A243 Padlock - MAINT	R	1/18/2023	402.90		048800		402.90
00756	BOARD OF EQUALIZATION 2022 Sales Tax Return LCRA	R	1/18/2023	272.00		048801		272.00
00229	BUREAU OF RECLAMATION Reimburse SOD Cost	R	1/18/2023	77,228.16		048802		77,228.16
03702	Cannon Corporation WaterPark Survey - WP	R	1/18/2023	2,892.00		048803		2,892.00
06004	Catalina Paints Rust Destroyer-Spray - EM	R	1/18/2023	90.06		048804		90.06
03021	Central Communications Call Center 12/22	R	1/18/2023	447.30		048805		447.30
02544	Department of Justice Fingerprinting - LCRA/MAINT	R	1/18/2023	113.00		048806		113.00
05940	Eno Scientific LLC Accrue Use Tax	R	1/18/2023	337.63CR		048807		
	D-5722a Accrue Use Tax	R	1/18/2023	337.63		048807		
	I-5722 Level Transducers - ENG	R	1/18/2023	4,657.00		048807		4,657.00
05937	Enterprise FM Trust CM 24045049-OT	R	1/18/2023	433.00CR		048808		
	I-FBN4636051 Vehicle Maintenance	R	1/18/2023	15,249.50		048808		14,816.50
00099	FGL ENVIRONMENTAL Nitrate Monitoring 12/13/22	R	1/18/2023	57.00		048809		
	I-220224A Nitrate Monitoring 12/20/22	R	1/18/2023	57.00		048809		
	I-220474A Nitrate Monitoring 12/27/22	R	1/18/2023	57.00		048809		171.00
01052	HARBOR FREIGHT TOOLS USA, INC Hose & Pump - WP	R	1/18/2023	203.66		048810		
	I-1003758 Utility Pump - TP	R	1/18/2023	207.56		048810		411.22
00125	IDEXX DISTRIBUTION CORP Colilert Comparator - LAB	R	1/18/2023	66.82		048811		66.82



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03179	Kooltronic, Inc.							
C-109653b	Accrue Use Tax	R	1/18/2023	258.59		048812		
D-109653a	Accrue Use Tax	R	1/18/2023	258.59		048812		
I-109653	Air Conditioner - EM	R	1/18/2023	3,566.68		048812		3,566.68
00151	MEINERS OAKS ACE HARDWARE							
I-028897	Fittings - WP	R	1/18/2023	139.52		048813		
I-029383	Heaters for Robles - TP	R	1/18/2023	336.72		048813		
I-029535	Fittings - WP	R	1/18/2023	29.23		048813		
I-029550	Couplings - WP	R	1/18/2023	12.39		048813		
I-029785	Hasp FXD - EM	R	1/18/2023	4.87		048813		
I-029966	ACE RSTP - EM	R	1/18/2023	20.46		048813		543.19
05904	Miner's Ace Hardware Inc							
C-G26836	Adjustment	R	1/18/2023	1.80		048814		
C-I04808	Adjustment	R	1/18/2023	1.80		048814		
I-681915	Screwdriver & Pliers Set - LCR	R	1/18/2023	42.39		048814		38.79
03444	Mission Linen Supply							
I-518525101	Uniform Pants - PL	R	1/18/2023	35.07		048815		
I-518525102	Uniform Pants - MAINT	R	1/18/2023	27.38		048815		
I-518525105	Uniform Pants - TP	R	1/18/2023	56.83		048815		
I-518569666	Uniform Pants - PL	R	1/18/2023	35.07		048815		
I-518569667	Uniform Pants - MAINT	R	1/18/2023	27.38		048815		
I-518569670	Uniform Pants - TP	R	1/18/2023	56.83		048815		238.56
05967	Mobile Relay Associates, LLC							
I-101009038-1	Mobile Radio Digital - SAFE	R	1/18/2023	630.00		048816		630.00
05994	NV5, Inc							
I-000000310240	Splashtacular Geotechnical -WP	R	1/18/2023	3,357.50		048817		3,357.50
00168	OJAI VALLEY NEWS							
I-4113	Legal Notice - 01/13/23	R	1/18/2023	37.50		048818		37.50
00169	OJAI VALLEY SANITARY DISTRICT							
I-24738	Cust #20594	R	1/18/2023	302.25		048819		302.25
00169	OJAI VALLEY SANITARY DISTRICT							
I-24816	Cust #52921	R	1/18/2023	60.45		048820		60.45
05848	Public Risk, Innovation, Solut							
I-23100330	Excess Workers Comp Insurance	R	1/18/2023	3,740.00		048821		3,740.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00790	PROFORMA							
I-BI85008843A	Logo for Jacket & Hoodies - UT	R	1/18/2023	215.50		048822		215.50
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-11061	Gas Tank Inspection - LCRA	R	1/18/2023	230.00		048823		
I-11157	Gas Tank Inspection - DO	R	1/18/2023	230.00		048823		
I-11158	Gas Tank Inspection - LCRA	R	1/18/2023	230.00		048823		690.00
00983	RECREONICS, INC.							
C-0905098-INb	Accrue Use Tax	R	1/18/2023	450.59CR		048824		
C-0905364-INb	Accrue use Tax	R	1/18/2023	643.46CR		048824		
D-0905098-INa	Accrue Use Tax	R	1/18/2023	450.59		048824		
D-0905364-INa	Accrue Use Tax	R	1/18/2023	643.46		048824		
I-0905098-IN	8" Pool Strainer for Recirc-WP	R	1/18/2023	3,215.03		048824		
I-0905364-IN	Drains for WP - WP	R	1/18/2023	8,875.22		048824		12,090.25
01107	SAWYER PETROLEUM							
I-S145921	Gas - LCRA	R	1/18/2023	1,045.41		048825		
I-S145930	Diesel - LCRA	R	1/18/2023	2,421.18		048825		3,466.59
02756	SC Fuels							
I-2303914-IN	Gas & Diesel - DO	R	1/18/2023	6,419.38		048826		6,419.38
02703	Sunbelt Rentals							
I-105170290-0034	Emergency Standby Generator -EM	R	1/18/2023	2,780.26		048827		
I-130700737-0006	Diesel Fuel for Generators -EM	R	1/18/2023	915.82		048827		3,696.08
02328	The Transmitter Shop							
C-107967b	Accrue Use Tax	R	1/18/2023	493.37CR		048828		
D-107967a	Accrue Use Tax	R	1/18/2023	493.37		048828		
I-107967	Pressure Transmitters - TP	R	1/18/2023	6,805.00		048828		6,805.00
00825	USA BLUEBOOK							
I-226753	Lab Reagents - TP	R	1/18/2023	2,038.46		048829		
I-226764	Ammonia Reagent Solution - TP	R	1/18/2023	80.43		048829		2,118.89
00258	VENTURA STEEL, INC							
I-279175	Fittings - EM	R	1/18/2023	354.94		048830		354.94
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-50020602584	Sand Filled Polypropylene - PL	R	1/18/2023	928.06		048831		928.06

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
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* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		110	450,515.93	0.00	450,515.93
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		11	395,272.84	0.00	395,272.84
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:		0	VOID DEBITS	0.00	
			VOID CREDITS	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			121	845,788.77	0.00	845,788.77
BANK: AP		TOTALS:	121	845,788.77	0.00	845,788.77
REPORT TOTALS:			121	845,788.77	0.00	845,788.77

## *Adjudication Charge Fund Account*

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

Adj. Checks:                      No checks were cut for this period.

Adj. Draft

Voids:



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Janyne Brown , Chief Financial Officer

Minutes of the Casitas Municipal Water District  
Board Meeting Held  
January 11, 2023

1. CALL TO ORDER

President Brennan called the meeting to order at 5:02 p.m.

2. ROLL CALL

Directors Bergen, Kaiser, and Hajas are present. President Brennan is joining the meeting remotely. Director Cole is absent at the beginning of the meeting. Also present are GM Flood, AGM Dyer, EA Vieira and Counsel McNulty.

3. PLEDGE OF ALLEGIANCE

Director Hajas led the pledge of allegiance.

4. AGENDA CONFIRMATION

Gm Flood requested that the Board add an emergency item to declare an emergency which is an important step to get FEMA funding. Mr. McNulty added that the board will need to make a finding that there is a need for immediate action and that the need came to the attention of the board after the agenda was posted.

On the motion of Director Kaiser, seconded by Director Bergen the board found there was a need for immediate action that came to the attention of the board after the posting of the agenda. This was approved by the following roll call vote:

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

Director Cole arrives at 5:06 p.m.

The resolution proclaiming an emergency was offered by Director Bergen, seconded by Director Kaiser and adopted by the following roll call vote:

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

Resolution is numbered 2023-02

GM Flood then explained that items 7d and e will be tabled to another agenda after additional research.

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

None

6. CONSENT AGENDA

- 6.a. Accounts Payable Report.  
[Accounts Payable Report.pdf](#)
- 6.b. Minutes of the December 14, 2022 Board Meeting.  
[12 14 2022 Min.pdf](#)
- 6.c. Resolution re-authorizing remote teleconference meetings for the legislative bodies of Casitas MWD for the period of January 11, 2023 to February 10, 2023.  
[Resolution Subsequent AB 361.pdf](#)

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

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

Resolution is numbered 2023-01

7. ACTION ITEMS

- 7.a. Discussion and possible action on Casitas MWD Board of Directors Bylaws.  
[Board Memo CMWD Bylaws Discussion 011123.pdf](#)

The board discussed the process laid out in the bylaws and had questions regarding requirements on the election and possible rotation. Additional information will be provided at the next meeting.

- 7.b. Board Elections  
- President  
- Vice President  
- Rotation of other officers.

This was tabled to the next meeting.

- 7.c. Appointment of District Committees  
- Finance Committee  
- Recreation Committee  
- Conservation Penalty Appeals Panel

This was tabled to the next meeting.

- 7.d. Deny request of Robert Feiss for refund of Casitas MWD 2013-1 property assessments for APN # 019-0-070-200 (910 El Toro Road, Ojai).  
[Board Memo on Dr. Feiss CFD 2013-1 Refund Request 011123.pdf](#)  
[Email Request from Dr. Feiss Special Tax CMWD CFD 2013-1 Reimbursement for Overpayment ATT1 011123.pdf](#)  
[CFD No. 2013-1 Taussig Response Letter to Feiss APN 019-0-070-200 ATT2 011123.pdf](#)

This item was removed from the agenda for additional research.

- 7.e. Approval of Casitas MWD Board of Directors Policy regarding refund of Casitas MWD Community Facilities District 2013-1 Assessment Funds.  
[CFD 2013-1 Refund Policy Draft 011123.pdf](#)

This item was removed from the agenda for additional research.

- 7.f. Approval of a request of 10.07 Acre-Foot Stage 1 water allocation for Assessor's Parcel Number (APN) 023-0-172-065, 318 Bryant Street, Ojai.  
[Board Memo\\_APN 023-0-172-065 Bryant St 011123.pdf](#)  
[Draft Site Plan\\_318 Bryant St ATT1 011123.pdf](#)

The board discussed the request and received comments from Barbara Marci-Ortiz, attorney for the project.

On the motion of Director Cole considering all other conditions are met, seconded by Director Bergen the above request was approved by the following roll call vote:

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

- 7.g. Approve increasing the Fiscal Year 2023 allocation limit for new development from 10 Acre-Feet to 20 Acre-Feet.  
[Board Memo FY 2023 New Allocation Increase 011123.pdf](#)

The board discussed increasing the allocation limit for the remainder of the fiscal year and received comments from a member of the public regarding how much water is provided to Ventura and other districts and expressing concern regarding missed opportunities to fill the lake with diversions.

On the motion of Director Cole to allow staff to issue 18 acre-feet for the remainder of the fiscal year, seconded by Director Bergen, and approved by the following roll call vote:

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

ABSENT: Directors: None

- 7.h. Approve list of pre-qualified pipeline contractors.  
[Contractor Pre-Qual Board Memo\\_20230111.pdf](#)

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

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

- 7.i. Approve list of pre-qualified trenchless pipeline contractors.  
[Trenchless Contractor Pre-Qual Board Memo\\_20230111.pdf](#)

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

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

## 8. INFORMATION ITEMS

- 8.a. Hydrology Reports for October and November 2022.  
[Hydrology October 2022.pdf](#)  
[Hydrology November 2022.pdf](#)
- 8.b. Memo from Casitas MWD District Counsel regarding revisions to the State of California Open Public Meeting Laws.  
[Memo 2023 Brown Act.pdf](#)
- 8.c. State Water Project Intertie Report.  
[SWP Intertie Project Cost 12-31-22.pdf](#)
- 8.d. Adjudication Charges Report.  
[Adjudication Charges YTD 12.31.22.pdf](#)
- 8.e. Consumption Report for November 2022.  
[Consumption 2022-2023.pdf](#)
- 8.f. CFD 2013-1 Report.  
[CFD 2013-1 Project Cost 12-31-2022.pdf](#)
- 8.g. Investment Report.  
[Investment Report 12.31.22.pdf](#)

Information items were received.



9. GENERAL MANAGER COMMENTS

GM Flood provided a presentation on the storm damage adding that we are fortunate to have a drone and drone pilot. Six customers are out of service as a result of a break on the Matilija Conduit. Lake Casitas is at 94,000 AF and rising, up from 70,000 AF in the fall.

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

Director Kaiser attended the AWA meeting.

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

Vice President Hajas commented that there have been a lot of inquiries at to what is going on at Robles. Having the bubbler out of service did not help. It is difficult to explain how Robles operates. Perhaps we could put together some means of communication to help people understand like a YouTube video. Director Bergen added that many people do not understand the power of water and the power when it is carrying car sized boulders and trees. It is a force of nature.

Vice President Hajas moved the meeting to closed session at 6:10 p.m.

12. CLOSED SESSION

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

Vice President Hajas moved the meeting back to open session at 6:45 p.m. with Mr. McNulty stating the board met in closed session regarding the existing litigation and no action was taken.

13. ADJOURNMENT

Vice President Hajas adjourned the meeting at 6:45 p.m.

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Secretary

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 2023-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CASITAS MUNICIPAL WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF CASITAS MUNICIPAL WATER DISTRICT FOR THE PERIOD JANUARY 25, 2023 TO FEBRUARY 24, 2023 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Casitas Municipal Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Casitas Municipal Water District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, the Board of Directors previously adopted a Resolution, Number 2021-23 on October 13, 2021, Resolution Number 2021-24 on November 10, 2021, Resolution Number 2021-26 on December 8, 2021, Resolution Number 2021-29 ON December 15, 2021, Resolution 2022-01 on January 12, 2022, Resolution Number 2022-05 on February 9, 2022, Resolution Number 2022-07 on March 9, 2022 and Resolution 2022-09 on March 23, 2022, Resolution 2022-11 on April 13, 2022, Resolution 2022-13 on May 11, 2022, Resolution 2022-16 on June 8, 2022, Resolution 2022-18 on June 22, 2022, Resolution 2022-25 on July 13, 2022, Resolution 2022-27 on August 10, 2022, Resolution 2022-29 on September 14, 2022, Resolution 2022-33 on October 12, 2022, Resolution 2022-36 on November 9, 2022, Resolution 2022-38 on December 14, 2022 and Resolution 2023-01 on January 11, 2023 finding that the requisite conditions exist for the legislative bodies of Casitas Municipal Water District to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, a state of emergency remains active; and

WHEREAS, the Board of Directors does hereby find that State of Emergency, and Social Distancing requirements and conditions causing imminent risk to attendees has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California and local orders for social distancing; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of Casitas Municipal Water District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, Casitas Municipal Water District has taken measures to ensure meeting access for the public via the Zoom platform including electronic video and telephone access.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF CASITAS MUNICIPAL WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and meeting in person would present imminent risk.

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The Staff, General Manager and legislative bodies of Casitas Municipal Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) January 13, 2023, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Casitas Municipal Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Casitas Municipal Water District, this 25<sup>th</sup> day of January, 2023.

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President

Attest:

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Secretary

# MEMORANDUM

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TO: Board of Directors  
From: Michael L. Flood, General Manager  
RE: **Discussion and possible action on Casitas MWD Board of Directors Bylaws**  
Date: January 20, 2023

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## RECOMMENDATION:

Consider Casitas MWD Board of Directors bylaws and direct staff accordingly.

## BACKGROUND:

At the December 14, 2022 Regular Meeting of the Board of Directors of the Casitas MWD, the Board asked for an item to be placed on the January 11, 2023 Board Meeting Agenda for discussion of the Casitas MWD Board of Directors Bylaws regarding election of Board Officers and assignment Board Committees.

The item was brought to the January 11, 2023 Regular Meeting of the Board of Directors.

## DISCUSSION:

As a result of the discussion regarding this item at the January 11, 2023 Board Meeting, the Board asked that clarifications be made on the terms of the President and Vice President Board Officer positions and rotational appointments.

California Water Code Section 71273 reads thus:

### **71273. Election of president; vice president**

**At its first meeting, and at its first meeting in the month of January of each odd-numbered year, the board shall elect one of its members president. The board may at any meeting elect one of its members vice president.**

Thus the current bylaws conform to the Water Code in regard to the Board President position in that the term is prescribed as two years (i.e. Election to take place at the first meeting of January of each odd-numbered year).

All other officer positions can be changed at any meeting thus annual appointments are allowed.

The Water Code does not prevent a rotational system for these appointments but does require an election be held for President and Vice President.

As a review, the following is a summary of the current Casitas MWD Board of Directors Bylaws in regard to Board Officer election/appointment and Standing Committee assignments.

#### Board Officers:

The Casitas MWD Board of Directors Bylaws provide for four Board Officer titles in Article VII; Section 1 (Titles and Functions):

- **President**
- **Vice-President**
- **Secretary**
- **Assistant Secretary**

The Board Member who isn't assigned one of these titles is referred to as the 'At-Large Member'.

Election and Appointment of Casitas MWD Board Officers is provided in Article VII; Section 3 (Board Officer Appointment Process):

#### **3.1 Board President and Vice President Election Process**

***At its first meeting in the month of January of each odd-numbered year, the board shall elect one of its members President and one of its members Vice President.***

#### **3.2 Other Board Officer Appointment Process**

***At its first meeting in the month of January of each odd-numbered year, Board Officers, other than President and Vice President, shall be appointed on a rotational basis with the Assistant Secretary succeeding the Secretary, the At-Large Member***

***succeeding the Assistant Secretary, and the Secretary becoming the At-Large Member.***

The term of Board Officers is provided in Section 2 (Terms of Board Officers):

### ***2.1 Length of Term***

***The terms of all officers shall be from the date of their election or appointment by the Board of Directors, for the following 24-month period when elections are held again. Any member can be reelected to continue in the same office.***

### **Board Committees:**

Board Committees are assigned on a seniority basis in Article XI; Section 1:

### ***Board Committee Formation and Authority:***

***Annually, following the election of Board officers, the Board will renew the Standing Committees deemed appropriate for the Board's needs. Board Standing Committee assignments will be made on a seniority basis with the Directors with the most total years served selecting his/her Committee assignment first and then proceeding to the next Director until each Committee is filled. All Board Committee actions are advisory and non-binding on the District unless otherwise provided for.***

The Casitas MWD Board of Directors Standing Committees, makeup, and schedules are defined in Article XI, Section 2 (Standing Board Committees):

### ***2.1 Board Standing Committees for the District are as follows:***

***Finance***

***Recreation***

***Conservation Penalty Appeals Panel***

***2.2 Board Committees shall consist of no more than 2 Board members, with the exception of the Conservation Appeals Panel which shall have 3 Board members as established by Board Resolution. At the first meeting of each standing committee, the committee will select one member to act as Committee Chairperson.***

***2.3 Standing Committee meeting schedules, other than that of the Conservation Penalty Appeals Panel, will be determined after committee assignments upon mutual***

**agreement of the committee members. The Conservation Penalty Appeals Panel shall meet once per fiscal year quarter in March, June, September, and December.**

Bylaws Amendment Procedures:

The procedure for amending the bylaws is provided in Article XIII (Adoption and Amendment of Bylaws):

**Adoption and Amendment of Bylaws:**

***These bylaws are adopted by resolution and become effective on June 26, 2019. Proposed amendments shall be presented in writing at a regular meeting of the Board of directors and may be adopted at the next regular meeting, provided at least 14 days have elapsed since the first meeting. Amendments shall be approved by resolution of the Board. Changes to the District's boundary map due to annexations or detachments, and changes to the sections of laws referenced, and any changes to these bylaws by reason of a change in the District's principal act or other State law affecting the District, shall be automatically incorporated as part of this document without the need for specific amendment following such changes.***

CONCLUSION:

- Board Officer positions are provided for by election (President and Vice-President) and a rotational appointment (Secretary and Assistant Secretary) basis.
- The Board Member without a Board Officer title is known as the 'At-Large Member'.
- Board Officer positions have a term of two years and the election/appointment process occurs at the first meeting in January in odd-numbered years.
- Board Standing Committees are assigned via a seniority basis based on the total number of years served.
- Amendments to the bylaws require the presentation of them at a Regular Meeting of the Board of Directors and then adoption of the amendments at the next Regular Meeting that is no less than 14 days later.



CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 2023-04

RESOLUTION AUTHORIZING THE APPOINTMENT OF A DIRECTOR AND AN ALTERNATE TO SERVE ON THE UPPER VENTURA RIVER GROUNDWATER AGENCY BOARD OF DIRECTORS

**WHEREAS**, the Casitas Municipal Water District, the City of San Buenaventura, the County of Ventura, the Meiners Oaks Water District, and the Ventura River Water District ("Member Agency" or "Member Agencies") have formed the Upper Ventura River Groundwater Agency ("UVR Groundwater Agency"); and

**WHEREAS**, the Joint Powers Agreement forming the UVR Groundwater Agency requires the governing board of each Member Agency to appoint a Director to the UVR Groundwater Agency Board of Directors ("UVR Groundwater Agency Board") as well as an Alternate Director to represent the Casitas Municipal Water District's interests; and

**WHEREAS**, in order to be eligible for appointment as a Director or Alternate Director, an individual shall be either a member of the Casitas Municipal Water District's staff or of the Board of Directors and shall cease to be a Director or Alternate Director when no longer a member of the Casitas Municipal Water District's staff or of the Board of Directors; and

**WHEREAS**, the Director and Alternate Director shall serve for a period of two years; and

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

1. All the recitals in this resolution are true and correct and the Casitas Municipal Water District so finds, determines and represents.
2. The Board of Directors hereby appoints \_\_\_\_\_ as the Director and appoints \_\_\_\_\_ as the Alternate Director to represent the Casitas Municipal Water District on the UVR Groundwater Agency Board.
3. The individuals appointed as the Director and Alternate Director are both a member of the Casitas Municipal Water District Board of Directors, as required by the JPA Agreement.
4. The Board of Directors hereby confirms that the Director and Alternate Director appointed pursuant to this resolution are authorized to represent Casitas Municipal Water District's interests with respect to all matters that come before the UVR Groundwater Agency Board.
5. This resolution shall take effect immediately upon passage and adoption.

**WE, THE UNDERSIGNED**, do hereby certify that the above and foregoing Resolution No. \_\_\_\_\_ was duly adopted and passed by the Board of Directors of the Casitas Municipal Water District at a regularly scheduled meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2021, by the following vote:

AYES:

NOES:

ABSENT:

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** AUTHORIZE THE GENERAL MANAGER TO ISSUE A CHANGE ORDER TO ANNETTE AYALA FOR CULTURAL RESOURCES MONITORING SERVICES, SPECIFICATION NO. 19-411  
**DATE:** JANUARY 25, 2023

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**RECOMMENDATION:**

Authorize an Amendment to the Professional Service Agreement with Annette Ayala for Native American monitoring for West and East Ojai Avenue Pipeline Replacement, Specification No. 19-411, for a fee increase not to exceed \$68,880.

**BACKGROUND:**

The West and East Ojai Avenue Pipeline Replacement project, Specification No. 19-411, includes installation of approximately 6,210 feet of 8-inch water line in Ojai Avenue in several segments between Bristol Road and Gridley Road. The Board awarded a contract to Burns Pacific Construction to install the pipeline on March 9, 2022.

Monitoring for cultural resources by a qualified Native American monitor is required by the Mitigated Negative Declaration (MND) and is provided by Annette Ayala. The original agreement was approved in May 2022 and included five months of as-needed monitoring services for the project, and the fee was not to exceed \$50,400. Due to Caltrans' restricted construction hours plus unforeseen underground conditions, excavations for pipeline installation are either extended or delayed. Annette Ayala submitted an updated estimate proposal to extend the monitoring services to June 2023, with an additional fee not to exceed \$68,880.

**FINANCIAL IMPACT:**

The budget for fiscal year (FY) 2022-23 includes funds for the West and East Ojai Avenue Pipeline Replacement, Specification No. 19-411 in the amount of 4,500,000. This project is funded by CFD 2013-01.

Attachments:

- Annette Ayala Proposal to Provide Additional Hours of Native American Monitoring Services during construction for West and East Ojai Pipeline Replacement, dated January 3, 2023.
- Amendment No. 1 to Agreement for Native American Cultural Monitoring Services

**TASK ORDER NO. 2018-08  
Amendment No. 3  
August 28, 2020**

**Water Works Engineers and Casitas Municipal Water District**

**Ojai Avenue Pipeline Replacement Project:  
Additional Permitting Support Services**

This Task Order is issued by Casitas Municipal Water District (herein referred to as CLIENT) and accepted by Water Works Engineers (herein referred to as ENGINEER) pursuant to the mutual promises, covenants and conditions contained in the most current Engineering Services Agreement between Casitas Municipal Water District and Water Works Engineers.

**PROJECT DESCRIPTION**

The project specifics are as follows:

<b>Location</b>	Ojai, California
<b>Facility Name</b>	West and East Ojai Avenue Pipelines
<b>Facility Type</b>	Potable Water Mains
<b>Facility Capacity</b>	TBD (8-inch pipeline replacements according to Draft Water Master Plan)
<b>Existing Facility or Site Description</b>	<ul style="list-style-type: none"> <li>• <u>West Ojai Avenue Pipeline (1,130-LF; Bristol Rd. to Canada St.)</u> <ul style="list-style-type: none"> <li>○ Existing undersized and aged 6-inch cast iron main</li> </ul> </li> <li>• <u>East Ojai Avenue Pipeline (4,395-LF; Ventura St. to Oak Glen Ave.)</u> <ul style="list-style-type: none"> <li>○ Existing aged 6-inch and 8-inch cast iron leaking, tuberculated main</li> </ul> </li> </ul>
<b>Improvements</b>	<ul style="list-style-type: none"> <li>• <u>West Ojai Avenue Pipeline (1,130-LF; Bristol Rd. to Canada St.)</u> Perform the following to improve fire flow and minimize main leaks <ul style="list-style-type: none"> <li>○ Replace 1,130-LF of 6-in. CIP with 8-in. PVC</li> </ul> </li> <li>• <u>East Ojai Avenue Pipeline (4,395-LF; Ventura St. to Oak Glen Ave.)</u> Perform the following to improve fire flow and minimize main leaks <ul style="list-style-type: none"> <li>○ Replace 375-LF of 8-in. CIP with 8-in. PVC (Ventura St. to Signal St.)</li> <li>○ <u>Does NOT</u> include 880-LF (Signal St. to Montgomery St.)</li> <li>○ Replace 4,470-LF of 6/8-in. CIP with 8-in. PVC (Montgomery St. to Oak Glen Ave.)</li> </ul> </li> </ul>
<b>Objectives</b>	<ul style="list-style-type: none"> <li>• Provide additional permit support for permit applications for Caltrans, City of Ojai, Ventura County Water Protection Agency, and Regional Water Quality Control Board, including: <ul style="list-style-type: none"> <li>○ Traffic Control Plans</li> <li>○ Traffic Management Plan</li> <li>○ Water Pollution Control Program, including WPCD</li> <li>○ Ventura County Water Protection Agency Permit Application</li> <li>○ RWQCB Permit Application</li> </ul> </li> </ul>

**SCOPE**

The following services will be provided by ENGINEER in addition to the original Task Order for the detailed design of the Ojai Avenue Pipeline Replacement Project. This Amendment splits Subtask 6 as follows:

<b>Subtask</b>	<b>Title</b>
6	Permitting Support Services
6A	Caltrans
6B	City of Ojai
6C	Ventura County Watershed Protection Agency
6D	Regional Water Quality Control Board - NPDES Permit

**Subtask 6 – Permitting Support Services**

Based on meetings with the listed Agencies and CLIENT during the preparation of the 80% Plans and Specifications, the following additional permitting support services have been requested by CLIENT for CLIENT’s use in obtaining project permits, as indicated. ENGINEER has teamed with subconsultants, MNS and Padre Associates Inc., to provide the requested services.

**Subtask 6A – Caltrans**

- a) Standard Encroachment Permit (Form TR-0100), requiring:
  - i) Plans
    - (1) Typical plan set content (e.g., plan and profiles, sections, notes, etc.)
    - (2) Boundary Survey – Limited to area within Caltrans ROW
    - (3) Exceptions Request Technical Memorandum (included in Original Task Order):
      - (a) Encroachments No Longer in Use,
      - (b) Longitudinal Utility Encroachments within Conventional Highway Right-of-way,
      - (c) Uncased Pressurized Facilities Prohibited on All State Highways, and
      - (d) Open-Cut Road
    - (4) Traffic Control Plan (TCP), 10 sheets
      - (a) Traffic Control Cover Sheet / General Notes
      - (b) North side installation – Typical Block
      - (c) North side installation – Typical Intersection
      - (d) South side installation – Typical Block
      - (e) South side installation – Typical Intersection
      - (f) Middles of street – Typical Block
      - (g) Middle of street – Typical Intersection
      - (h) Pipeline connection - Typical Side Street
      - (i) Service lateral installation – Typical Midblock
      - (j) Skewed intersection at El Paseo Road
    - (5) Traffic Management Plan (TMP)
      - (a) Executive Summary (Project Description, Traffic Impacts and Direct Mitigations and TMP)
      - (b) Introduction including Traffic Data
      - (c) Construction Schedule and Staging
      - (d) Potential Impacts and Mitigation Measures
      - (e) Disincentives
      - (f) Transportation Management Plan (Public Information, Motorist Information, Incident Management, Construction, Demand Management and Alternative Route Strategies)

- ii) Supporting Documents
  - (1) *Water Pollution Control Plan (WPCP) - total disturbed area is less than one acre*
    - (a) *Section 10 – WPCP Certification and Acceptance*
    - (b) *Section 20 – Project and Contractor Information*
    - (c) *Section 30 – Pollution Sources and Control Measures*
    - (d) *Section 40 – WPCP Implementation*
    - (e) *Section 50 – WPCP Reporting Requirements*
    - (f) *WPCD Drawing set*
- iii) Bonds/Insurance – To be provided by CLIENT
- iv) Permit Fees – To be provided by CLIENT

**2) Subtask 6B – City of Ojai**

- a) Single Event Encroachment Permit, requiring:
  - i) Plans – utilize subset of documents required by Caltrans (as listed in Subtask 6A)
  - ii) Supporting Documents - utilize subset of documents required by Caltrans (as listed in Subtask 6A)
  - iii) Bonds/Insurance – To be provided by CLIENT
  - iv) Permit Fees – To be provided by CLIENT

**3) Subtask 6C – Ventura County Watershed Protection Agency**

- a) Encroachment Permit: Work in District ROW not directly affecting channel
  - i) Completed application
  - ii) Location map including APN
  - iii) Engineered plans showing work and signed & stamped by registered civil engineer
  - iv) Geotechnical report
  - v) Bonds/Insurance – To be provided by CLIENT
  - vi) Trust Deposit – To be provided by CLIENT
- b) Permission to discharge into Fox Channel
  - i) NPDES Permit (*Included in Subtask 6D*)

**4) Subtask 6D – Regional Water Quality Control Board - NPDES Permit**

- a) Order No. R4-2013-0095, General NPDES Permit No. CAG994004 **OR** Individual Permit
  - i) Groundwater sampling activities (by subconsultant, Padre Associates, Inc.)
    - (1) Traffic control plan and City of Ojai encroachment permit
    - (2) Groundwater sampling collection
    - (3) Laboratory analytical program
    - (4) Letter-report signed by Professional Geologist
  - ii) Completed application package
  - iii) Maps and figures
  - iv) Engineered plans showing work and signed & stamped by registered civil engineer
  - v) Fees – To be provided by CLIENT

<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Assumes total of three (3) 2-hr Meetings for each Agency (via teleconference)</li> </ul>
<b>Deliverables</b>	<ul style="list-style-type: none"> <li>• Traffic Control Plans</li> <li>• Traffic Management Plans</li> <li>• Water Pollution Control Program, including WPCD</li> <li>• City of Ojai – Encroachment Permit Application</li> <li>• Ventura County Watershed Protection Agency – Encroachment Permit Application</li> <li>• RWQCB Permit Application</li> </ul>

**ASSUMPTIONS**

The following assumptions have been made in the development of this scope and fee. Additional Task Orders would be required in order to perform any of the work which is not listed in this scope or has been specifically identified as out of scope in the assumptions below:

1. Environmental Permitting (CEQA) assumptions:
  - a. CLIENT to provide all environmental study and permitting services; Not in scope
  - b. CLIENT anticipates a Notice of Exemption (NOE) will suffice for the Project
2. General Encroachment Permitting assumptions:
  - a. No permanent easements will be required for the Project.
  - b. The cost of permits will be paid for by CLIENT and all permits will be applied for with CLIENT as the applicant.
  - c. If re-submittal for encroachment permitting approval is required, Final Bid Documents shall be used for this purpose and shall address review comments. Re-submittals to address new comments (if any) on Final Bid Documents shall be considered additional services.
3. Caltrans assumptions:
  - a. Standard Encroachment Permit (Form TR-0100):
    - i. Total of 3 Traffic Control Plan submittals to obtain Caltrans’ approval
    - ii. Total of 3 Traffic Management Plan submittals to obtain Caltrans’ approval
    - iii. Total of 3 Water Pollution Control Plan submittals to obtain Caltrans’ approval
    - iv. The following items are not included in the plan set to be submitted, as they are deemed not applicable during the proposal development:
      1. Electrical Plans – No electrical improvements in the Project
      2. Drainage Plan; Hydrology Map and Calculations; Storm Drain Plans, Profiles, and Details; – Project does not include modifications to site drainage
      3. Planting and Irrigation Plans
      4. Signal and Lighting Plans
      5. Signal Warrant Studies
      6. Street Improvement Plan
      7. Structural Plans and Calculations
    - v. Provided by Contractor
      1. Shoring Plans
      2. Steel Plating

- b. Supporting Documents:
  - i. The following items are not included in the supporting documents to be submitted, as they are deemed not applicable during the proposal development:
    - 1. Drainage Report; Erosion and Sediment Control Plan / BMP – Project does not include modifications to site drainage
    - 2. Traffic Study Report – Subsurface utility modifications; No above ground modifications influencing traffic
- 4. Regional Water Quality Control Board assumptions:
  - a. Total of 2 RWQCB NPDES permit application submittals to obtain RWQCB’s approval
- 5. Performed by Others:
  - a. Construction Permitting
    - i. General construction permit(s)
    - ii. Temporary construction easements
  - b. Startup and Testing
  - c. Public outreach by CLIENT

**SCHEDULE**

The project schedule will be as shown in the attached CPM Project Schedule.

**PAYMENT**

Payment for Subtask 6 will be on a Time and Expense basis and invoiced in accordance with the Hourly Wage Rates in the following table.

Classification	Title	Hourly Rate
AA	Administrative	\$105
E1	Staff Engineer	\$131
E2	Associate Engineer	\$160
E3	Project / Structural Engineer	\$180
E4	Senior Project Engineer / Manager	\$209
E5	Principal Engineer	\$242
T1	CADD Tech 1	\$88
T2	CADD Tech 2	\$118
T3	CADD Tech 3	\$145

**Notes:**

- 1. A markup of 10% will be applied to all project related Direct Costs and Expenses.
- 2. An additional premium of 25% will be added to the above rates for Expert Witness and Testimony Services.
- 3. Rate effective through December 31, 2020. A 3% increase will be added for any services performed in each year thereafter.

Total Budget for each task will be as follows:

Subtask	Title	Budget
6	Permitting Support Services	
6A	Caltrans	\$88,558
6B	City of Ojai	\$13,724
6C	Ventura County Watershed Protection Agency	\$9,476
6D	NPDES Permit	\$32,221
	Project Total	\$143,979



**ATTACHMENTS**

Attached to this Scope for reference are the following:

<b>1</b>	Updated Project Schedule
<b>2</b>	Fee Basis Spreadsheet

**EFFECTIVE DATE**

**IN WITNESS WHEREOF**, duly authorized representatives of the parties have executed this Task Order with the effective date being the last date written below.

**CLIENT**

**ENGINEER**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: Sami Kader, PE

Title: \_\_\_\_\_

Title: Principal

Address: \_\_\_\_\_

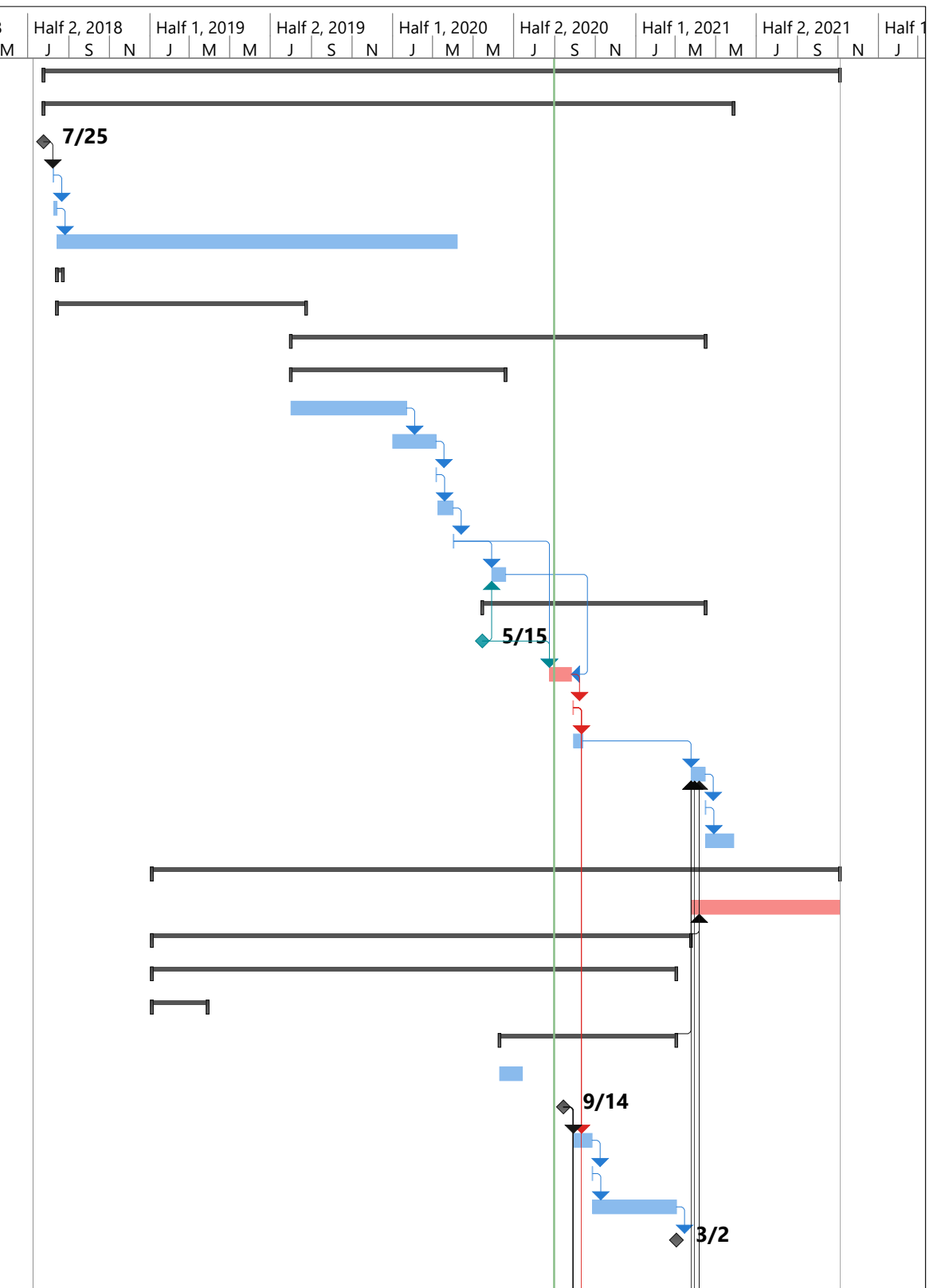
760 Cypress Ave., Suite 201  
Address: Redding, CA 96001

Date: \_\_\_\_\_

Date: \_\_\_\_\_

20-3148271  
*Employer I.D. No.*

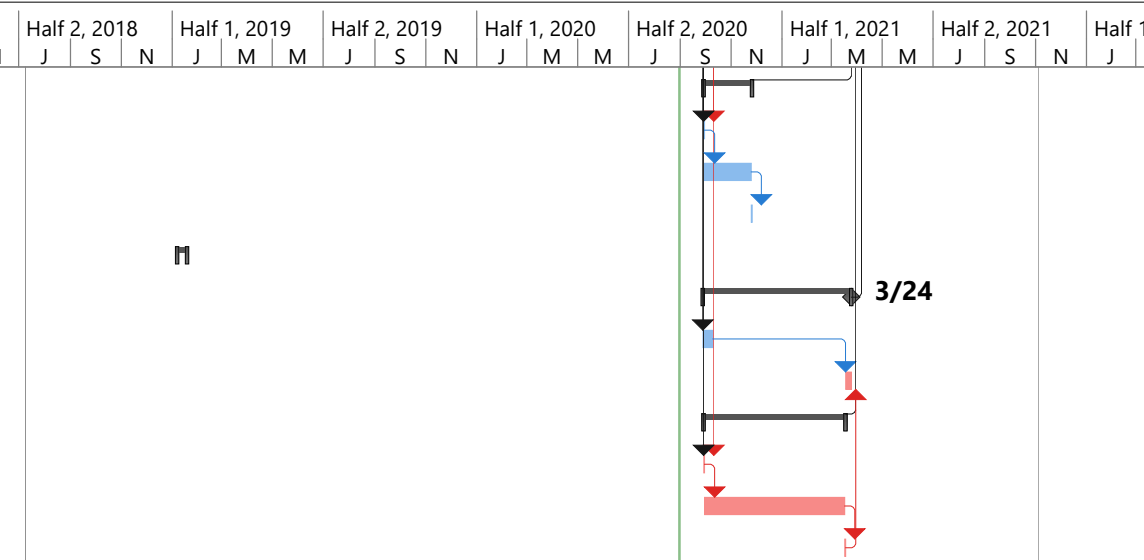
ID	Task Name	Duration	Start	Finish	Predecessors	18 M	Half 2, 2018 J S N	Half 1, 2019 J M M	Half 2, 2019 J S N	Half 1, 2020 J M M	Half 2, 2020 J S N	Half 1, 2021 J M M	Half 2, 2021 J S N	Half 1, 2022 J M M
1	<b>Total Project Duration</b>	<b>856 days</b>	<b>Wed 7/25/18</b>	<b>Wed 11/3/21</b>										
2	<b>Planning and Design</b>	<b>742 days</b>	<b>Wed 7/25/18</b>	<b>Thu 5/27/21</b>										
3	Submit Proposal	0 days	Wed 7/25/18	Wed 7/25/18										
4	Board Approval	1 day	Wed 8/8/18	Wed 8/8/18	3FS+10 days									
5	Notice to Proceed	3 days	Thu 8/9/18	Mon 8/13/18	4									
6	<b>Task 1 - Project Management</b>	<b>430 days</b>	<b>Tue 8/14/18</b>	<b>Mon 4/6/20</b>	5									
7	<b>Kickoff Meeting</b>	<b>7 days</b>	<b>Tue 8/14/18</b>	<b>Wed 8/22/18</b>										
10	<b>Task 2 - Preliminary Engineering</b>	<b>269 days</b>	<b>Tue 8/14/18</b>	<b>Fri 8/23/19</b>										
26	<b>Task 3 - Final Design</b>	<b>446 days</b>	<b>Thu 8/1/19</b>	<b>Thu 4/15/21</b>										
27	<b>Subtask 3.1 and 3.2 - 80% Design Submittal</b>	<b>231 days</b>	<b>Thu 8/1/19</b>	<b>Thu 6/18/20</b>										
28	CMWD Master Planning - Pause	124 days	Thu 8/1/19	Tue 1/21/20										
29	80% Design Plan Preparation	47 days	Wed 1/1/20	Thu 3/5/20	18,28FS-15 days									
30	Submit 80% Design	1 day	Fri 3/6/20	Fri 3/6/20	29									
31	CMWD 80% Design Review	17 days	Mon 3/9/20	Tue 3/31/20	30									
32	80% Design Review Meeting	1 day	Wed 4/1/20	Wed 4/1/20	31									
33	Over the Counter Agency Review (Caltrans and City)	15 days	Fri 5/29/20	Thu 6/18/20	32FS+5 days,35FS+10 days									
34	<b>Subtask 3.3 - 100% Design (Bid Documents) Submittal</b>	<b>240 days</b>	<b>Fri 5/15/20</b>	<b>Thu 4/15/21</b>										
35	Fiber Optic Task Order Approval	0 days	Fri 5/15/20	Fri 5/15/20										
36	100% Design Plan Preparation	25 days	Mon 8/24/20	Fri 9/25/20	32,33FF-10 days,35									
37	Submit 100% Design	1 day	Mon 9/28/20	Mon 9/28/20	36									
38	CMWD 100% Design Review	10 days	Tue 9/29/20	Mon 10/12/20	37									
39	Prepare Bid Documents	15 days	Thu 3/25/21	Wed 4/14/21	38,50,58,66,69									
40	Submit Bid Documents	1 day	Thu 4/15/21	Thu 4/15/21	39									
41	<b>Task 4 - Eng. Assistance During Bidding</b>	<b>30 days</b>	<b>Fri 4/16/21</b>	<b>Thu 5/27/21</b>	40									
42	<b>Construction Services</b>	<b>739 days</b>	<b>Fri 1/4/19</b>	<b>Wed 11/3/21</b>										
43	<b>Task 5 - Eng. Services During Constr.</b>	<b>160 days</b>	<b>Thu 3/25/21</b>	<b>Wed 11/3/21</b>	44									
44	<b>Task 6 - Permitting</b>	<b>579 days</b>	<b>Fri 1/4/19</b>	<b>Wed 3/24/21</b>										
45	<b>Caltrans</b>	<b>563 days</b>	<b>Fri 1/4/19</b>	<b>Tue 3/2/21</b>										
46	<b>Monitoring Wells Permit</b>	<b>60 days</b>	<b>Fri 1/4/19</b>	<b>Thu 3/28/19</b>										
50	<b>Construction Permit</b>	<b>190 days</b>	<b>Wed 6/10/20</b>	<b>Tue 3/2/21</b>										
51	Exceptions Request TM	24 days	Wed 6/10/20	Mon 7/13/20										
52	Amendment No. 3 Notice to Proceed	0 days	Mon 9/14/20	Mon 9/14/20										
53	TCP/TMP	20 days	Tue 9/29/20	Mon 10/26/20	52,37									
54	Submit Std Encl. Permit Form (TR-0100) and Assoc. Docs.	1 day	Tue 10/27/20	Tue 10/27/20	53									
55	Caltrans TR-0100 Processing (2 submittals assumed)	90 days	Wed 10/28/20	Tue 3/2/21	54									
56	Caltrans TR-0100 Approval	0 days	Tue 3/2/21	Tue 3/2/21	55									
57														



Project: CMWD\_Ojai Pipeline SC  
Date: Mon 8/31/20

Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
Split		Inactive Milestone		Manual Summary		Deadline			
Milestone		Inactive Summary		Start-only		Critical			
Summary		Manual Task		Finish-only		Critical Split			
Project Summary		Duration-only		External Tasks		Progress			

ID	Task Name	Duration	Start	Finish	Predecessors	18	Half 2, 2018				Half 1, 2019			Half 2, 2019			Half 1, 2020			Half 2, 2020			Half 1, 2021			Half 2, 2021			Half 1						
						M	J	S	N	J	M	M	J	S	N	J	M	M	J	S	N	J	M	M	J	S	N	J	S	N	J				
58	<b>City of Ojai</b>	<b>42 days</b>	<b>Tue 9/29/20</b>	<b>Wed 11/25/20</b>																															
59	Submit Single Event Encr. Permit Form and Assoc. Docs.	1 day	Tue 9/29/20	Tue 9/29/20	37,52																														
60	City Permit Processing (2 submittals assumed)	40 days	Wed 9/30/20	Tue 11/24/20	59																														
61	City Permit Approval	1 day	Wed 11/25/20	Wed 11/25/20	60																														
62	<b>Ventura County (Monitoring Wells)</b>	<b>10 days</b>	<b>Mon 1/7/19</b>	<b>Fri 1/18/19</b>																															
66	<b>Ventura County Watershed Protection Agency</b>	<b>128 days</b>	<b>Mon 9/28/20</b>	<b>Wed 3/24/21</b>																															
67	Sampling Activities	10 days	Mon 9/28/20	Fri 10/9/20	52FS+10 days																														
68	Encroachment and Watercourse Permit	5 days	Thu 3/18/21	Wed 3/24/21	72,67																														
69	<b>NPDES</b>	<b>122 days</b>	<b>Tue 9/29/20</b>	<b>Wed 3/17/21</b>																															
70	Submit Report of Waste Discharge/NPDES Permit	1 day	Tue 9/29/20	Tue 9/29/20	37,52																														
71	RWQCB Permit Processing	120 days	Wed 9/30/20	Tue 3/16/21	70																														
72	RWQCB Approval	1 day	Wed 3/17/21	Wed 3/17/21	71																														



Project: CMWD_Ojai Pipeline SC Date: Mon 8/31/20	Task		Inactive Task		Manual Summary Rollup		External Milestone		Manual Progress	
	Split		Inactive Milestone		Manual Summary		Deadline			
	Milestone		Inactive Summary		Start-only		Critical			
	Summary		Manual Task		Finish-only		Critical Split			
	Project Summary		Duration-only		External Tasks		Progress			

**Water Works Engineers Fee Estimate**

Client Casitas MWD  
 Project Ojai Avenue Pipeline Replacement Project:  
 Additional Permitting Support  
 Amendment 3  
 Prepared by A. Borgic and K. Alacon  
 Date 8/28/2020



		Hours and Fee							
		Subtask 6A		Subtask 6B		Subtask 6C		Subtask 6D	
		2020		2020		2020		2020	
		Caltrans Permitting		City of Ojai Permitting		Ventura County WPA Permitting		NPDES Permitting	
		hrs	fee	hrs	fee	hrs	fee	hrs	fee
<i>Water Works Engineers</i>	<b>2020</b>								
<b>Classification</b>	<b>Title</b>	<b>Hourly Rate</b>							
AA	Administrative		\$105						
E1	Staff Engineer		\$131						
E2	Associate Engineer		\$160						
E3	Project Engineer (Alacon)	60	\$10,800	40	\$7,200	40	\$7,200	8	\$1,440
E4	Project Manager (Borgic)	12	\$2,508	6	\$1,254	6	\$1,254	8	\$1,672
E5	Principal Engineer	4	\$968						
T1	CADD Tech 1		\$88						
T2	CADD Tech 2	40	\$4,720	40	\$4,720	4	\$472		
T3	CADD Tech 3		\$145						
<b>Expenses</b>									
	WWE Expenses		\$1,500		\$500		\$500		\$500
	Caltrans TCP and TMP - MNS	214	\$35,734						
	Caltrans WPCP - MNS	153	\$25,813						
	NPDES - MNS							69	\$11,933
	NPDES GW Sampling - Padre							71	\$14,030
Subconsultant/Expense Markup		10%	\$6,305		\$50		\$50		\$2,646
Annual Increase for WWE rates of		3%							
Subtask Total Hours		485		86		50		156	
Subtask Total Fee			\$88,558		\$13,724		\$9,476		\$32,221

Project Total	
Hours	Fee
777	\$143,979



AMENDMENT NO. 1

**NATIVE AMERICAN CULTURAL MONITORING SERVICES WITH  
ANNETTE AYALA CULTURAL CONSULTANT  
FOR WEST AND EAST OJAI AVENUE PIPELINE, SPECIFICATION NO. 19-411**

This Amendment No. 1 to Agreement for Environmental Consulting Services is made and entered into as of this 11<sup>th</sup> day of JANUARY, 2023 ("Effective Date") by and between Casitas Municipal Water District (Casitas or District) and Annette Ayala (Consultant) whose address is 188 S. Santa Rosa St, Ventura CA 93001, and is made with reference to the following:

**RECITALS**

- A. On May 11, 2022, District and Consultant entered into a Professional Services Agreement (Agreement) for environmental consulting services for the West and East Ojai Pipeline Replacement project (Project).
- B. District desires to enter this Amendment No. 1 to reflect additional services not included in the Agreement, to extend the term of the Agreement as June 30, 2023, and to increase the total compensation.
- C. District and Consultant mutually desire to amend the Agreement as provided below.

**NOW, THEREFORE**, it is mutually agreed by and between the undersigned parties as follows:

**1. SCOPE OF SERVICES**

Section 3 of the Agreement shall be supplemented to include Contract Amendment Request No. 1 to Provide Additional Native American Cultural Monitoring Services for the project dated January 3, 2023, which is attached hereto as Exhibit A and incorporated herein by reference.

**2. FEE FOR SERVICES**

The second paragraph of Section 4 shall be replaced in its entirety with the following: The total fee for services shall not exceed \$119,280.00 without prior written consent of the District.

**3. INTEGRATED CONTRACT**

Except as expressly modified herein, all other provisions, terms, and covenants set forth in the Agreement shall remain unchanged and shall be in full force and effect.

**[SIGNATURES ON NEXT PAGE]**

**IN WITNESS WHEREOF**, the parties have caused this Amendment to be executed on the day and year first above written.

**ATTEST:**

**CASITAS MUNICIPAL WATER DISTRICT**

\_\_\_\_\_

Secretary  
Casitas Municipal Water District

By: \_\_\_\_\_

Casitas Municipal Water District

**APPROVED AS TO FORM:**

\_\_\_\_\_

John M. Mathews, Attorney  
Arnold La Rochelle Mathews VanConas & Zirbel, LLC

**ANNETTE AYALA**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** BOARD OF DIRECTORS  
**FROM:** MICHAEL FLOOD, GENERAL MANAGER  
**SUBJECT:** HYDROLOGIC STATUS REPORT FOR DECEMBER 2022  
**DATE:** JANUARY 25, 2023

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**RECOMMENDATION:**

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

**DISCUSSION:**

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**Rainfall Data**

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	Casitas Dam	Matilija Dam	Thacher School
This Month	6.94"	9.15"	6.65"
Water Year (WY: Oct 01 – Sep 30)	8.42"	11.41"	1.62"
Average station rainfall to date	6.76"	8.09"	5.88"

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**Ojai Water System Data**

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Wellfield production	83.03 AF
Surface water supplement	0.54 AF
Static depth to water surface – Mutual #6	172.4 feet
Change in static level from previous month	+ 1.52 feet

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**Robles Fish Passage and Diversion Facility Diversion Data**

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Diversions this month	463.3 AF
Diversion days this month	6
Total Diversions WY to date	463.3 AF
Diversion days this WY	6

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**Casitas Reservoir Data**

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Water surface elevation as of end of month	482.15 feet AMSL
Water storage last month	70,717 AF
Water storage as of end of month	72,079 AF
Net change in storage	+ 1,362 AF
Change in storage from same month last year	- 9,064 AF

AF = Acre-feet

AMSL = Above mean sea level

WY = Water year

**CASITAS MUNICIPAL WATER DISTRICT**  
**MINUTES**  
**Recreation Committee**  
**(this meeting was held telephonically and in-person)**

DATE: January 20, 2023  
TO: Board of Directors  
FROM: General Manager, Michael Flood  
Re: Recreation Committee Meeting of January 10, 2023, 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 Pete Kaiser  
General Manager, Michael Flood  
Assistant General Manager, Kelley Dyer  
Park Services Manager, Joe Martinez  
Division Officer, Joe Evans  
Park Services Officer, Mitch Tull  
Aquatic Supervisor, Aaron Wall  
Guest Services Coordinator, Samantha Casey
  
2. **Public Comments.**  
None
  
3. **Review of customer letter regarding camping reservations**  
PSM Martinez reviewed the current camping reservation policy that has been in place since 2020 including the need to have a policy to reduce the costs of cancellations (Casitas does not currently charge for camping reservation cancellations).  
  
Director Kaiser asked if the policy has worked well and commented that the current policy appears to be appropriate.  
  
Director Brennan indicated that the current policy makes sense in terms of fairness and should remain in place.
  
4. **Review of Recreation Report for November 2022**  
PSM Martinez went over the report with the Committee including attendance, revenues, snowbird arrivals, various events, vessel tagging, the Casitas Water Adventure APS project, current storm damage issues and resulting closures, recruitment, and maintenance activities.  
  
Director Brennan asked about current roadway closures and that an update on the APS project and lifeguard recruitment be brought back to next month's meeting.  
  
Director Kaiser asked questions about the Casitas Water Adventure APS project.
  
5. **Review of Incidents and Comments**  
DO Evans went over the month's statistics including workload indicators, calls for service, patrol observations, violations, a rollover accident on Hwy 150, CHP contacts, and phone line trouble.  
  
Director Kaiser asked about meteorological station maintenance and commended staff's efforts.