



Board Meeting Agenda

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
Casitas Board Room
1055 Ventura Ave.
Oak View, CA 93022

January 23, 2019 @ 3:00 P.M.

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

1. Roll Call
2. Public comments (Items not on the agenda – three minute limit).
3. General Manager comments.
4. Board of Director comments.
5. Board of Director Verbal Reports on Meetings Attended.
6. Consent Agenda
 - a. Minutes from the January 9, 2019 meeting.
 - b. Minutes from the January 12, 2019 Special Meeting.
 - c. Minutes from the January 14, 2019 Special Meeting.
 - d. Recommend authorizing staff to execute the Notice of Completion for the Robles Diversion Canal Maintenance Project, Specification No. 18-405, have the notice recorded and after 35 calendar days in the absence of claims release the retention amount of \$4,862.50.
 - e. Recommend authorizing the General Manager to enter into an agreement for professional services with Roberts Consulting Group, Inc. for the recruitment of the position of Human Resources Manager with the District in an amount not to exceed \$27,000.00.

- f. Resolution, Cal OES Form 130, Designation of Subrecipient's Agent, Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program.

RECOMMENDED ACTION: Adopt Consent Agenda.

- 7. Review of District Accounts Payable Report for the Period of 1/03/19 - 01/16/19.

RECOMMENDED ACTION: Motion approving report.

- 8. Continuing Consideration of a Resolution Declaring a Stage 4 Water Supply Condition at Lake Casitas.

RECOMMENDED ACTION: Adopt Resolution or Direction to Staff

- 9. Recommend approval of the list of contractors who are pre-qualified to bid on the Rincon Pump Plant Electrical Upgrade project.

RECOMMENDED ACTION: Motion approving recommendation

- 10. Recommend authorizing the General Manager to enter into an agreement for professional engineering consulting services with Stantec Consulting Services, Inc. for preparation of the Comprehensive Water Resources Plan and Safe Yield Analysis for a fee not to exceed \$444,442.00.

RECOMMENDED ACTION: Motion approving recommendation

- 11. Recommend authorizing the General Manager to enter into an agreement for professional environmental study services with Padre Associates, Inc. for the preparation of an initial study for the Robles Vertical Test Bore Project for a fee not to exceed \$47,035.00.

RECOMMENDED ACTION: Motion approving recommendation

- 12. Recommend authorizing a budget increase for FY 18-19 Annual Patchwork budget from \$126,041.30 to \$226,041.30.

RECOMMENDED ACTION: Motion approving recommendation

- 13. Information Items:

- a. Hydrologic Status Report for December, 2018.
- b. Water Resources Committee Minutes.
- c. Finance Committee Minutes.
- d. Letter from Ventura River Water District regarding potential New Connection Moratorium.

- e. Investment Report.
14. Closed Session
 - a. Public Employee Appointment (Gov. Code §54957)
Title: General Manager
 15. Consider and Appoint New General Manager and Setting Terms and Conditions of Employment.
 16. Adjournment.

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



Minutes of the Casitas Municipal Water District
Board Meeting Held
January 9, 2019

A meeting of the Board of Directors was held January 9, 2019 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. President Word led the group in the flag salute.

1. Roll Call

Directors Spandrio, Brennan, Baggerly, Kaiser, and Word were present. Also present were Mike Flood, Interim General Manager, Rebekah Vieira, Clerk of the Board, and Attorney John Mathews. There were two staff members and fifteen members of the public in attendance

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

None

3. General Manager comments.

Mr. Flood wished the Board a Happy New Year and explained that there were many things that have occurred in the last 30 days. We had some main breaks. On December 25th on Grand Avenue and another one yesterday at the Lake. The Grand Avenue was 1930's 8 inch cast iron. We clamped it twice but it continued to dribble. We will have to do some major surgery on that line and replace about 100 foot of pipe. The break at the lake did involve a ten inch main and was repaired by the afternoon and put about half of the park out of water. They are back in service.

The Management Committee on the critical drought protection measures met this morning with 2/3's of the members. CA Department of Fish & Wildlife did not show up. The Bureau will send it to NMFS for final comment. We hope to have concurrence from NMFS by the end of the month to put those measures in place.

President Word asked how the diversion is doing. Mr. Flood responded that it seems to be able to handle the storms that we have had with the conditions of the facility. We are getting quick flashes of water and once the storm stops it decreases quickly. We have one permit for the fish screen bay

clean out and are waiting for the federal permit. We have engaged Monique Limon and the Bureau of Reclamation to help move it along. The State has given a verbal to back off of the 1600 permit now. We are in position to take advantage of it when there is a window of opportunity.

On the FS299 permit we have had little help from anyone we sent letters to. Po Fung is scheduling meetings with Senators Feinstein and Harris' to discuss. We are contacting Julia Brownley's office and are working with an individual in DC that moved the ball the last time to try to push this.

On the State Water Project they have informed us that we have 10% of our initial allocation. The snow survey showed they are 67% of normal. This is an extremely conservative allocation. I will alert you when the allocation changes. We may be interested in doing an exchange again this year.

4. Board of Director comments.

President Word suggested a special meeting on Saturday morning at 10:00 on the General Manager recruitment.

Director Brennan expressed thanks to staff who were called out on Christmas eve and on Christmas day. He also expressed thanks to the families whose holiday was disrupted.

Director Spandrio shared a slide on lake volume and demand assumptions and asked for an updated slide for our next board meeting and start discussing worse case planning for the future.

5. Board of Director Verbal Reports on Meetings Attended.

President Word reported on his attendance at the AWA meeting. The Water wise meeting is on the 17th and there is a session on Direct Potable reuse on the 30th. In the Government report they quoted Gov. Newsom's rejection of Governor Brown's plan for the twin tunnels and instead he supports narrowing the project and a more modest proposal. These will have direct bearings on cost of project with the intertie.

6. Election of Board Officers.

President Word explained our system of rotating the officer positions and if as there was no objection the Board Officers were presented as follows:

| | |
|-------------------------|-----------------|
| President | Pete Kaiser |
| Vice President | Russ Baggerly |
| Secretary | Brian Brennan |
| Assistant Secretary | Angelo Spandrio |
| Past President/At Large | Jim Word. |

The slate of officers was offered by Director Brennan, seconded by Director Baggerly and adopted by the following roll call vote:

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

The gavel passed to President Kaiser who then stated the following:

Fellow Board members, community members, and district staff:

I'm honored to take the helm as Board President at this pivotal time.

I first want to again welcome our new colleagues to the Board: Mr. Brennan and Mr. Spandrio and thank those Directors who most recently served this District, Ms. Bergen and Mr. Hicks.

This historic drought, notwithstanding recent rains, presents ongoing challenges. This is a critical time to think about who we are, how we operate and how we ensure long term water security for our customers. I believe this Board is committed to doing just that.

With change comes opportunity. As you know, in the fall of last year, our long-term General Manager retired. In the wake of the changing of the guard, I am committed to a top-to-bottom evaluation of the operations of the District.

We know there is still more to be done, but have started this important work. At this crossroads, as a Board, we will provide concerted direction and make the decisions necessary to focus on building a strong future.

Casitas will continue to implement purposeful changes that realign the District to effectively achieve its core function and mission: Delivering safe, clean and reliable water at a fair rate to consumers.

Personally, I come from a background in objective-based management. We need to show innovation, action and results. We've made progress but we need to do a better job District-wide of tracking all our projects and moving things forward to successful conclusions.

I want to ensure that we're going to innovate and streamline processes to make delivery of our services more efficient. That means continuing capital improvements to make service better, and, addressing our internal operations to effectively elicit ratepayer confidence. We need to set a new tome of leadership and results-oriented policymaking. And I expect the management team to follow the directions of this Board to timely completion.

We're going to push back on onerous, nebulous, or obtuse Federal and State bureaucratic inclinations that limit our ability to maintain our facilities, maximize diversions and steward the environment. Meanwhile, we need to be more proactive and prospective in working with these and local agencies to attain the progress that will improve our water security and enhance protection of Endangered Species.

I want to encourage local dependent water agencies to improve on their own water delivery system investments to facilitate more independence from Casitas. Water security rate setting needs to be commensurate with the responsibilities each agency has for the community it services. In my opinion, Casitas with its limited financial resources, cannot subsidize other districts only to see in turn their disproportionate artificial lower rates extended onto the back of Casitas' direct ratepayers. There needs to be a philosophy of capital improvement or system investment by all agencies to responsibly reduce reliance on Casitas as the primary source of water, but rather and truly, a back-up source only needed in the most critical emergency times.

We're going to continue to modernize and expand our communication and transparency efforts. We've started this process but need to continue to answer questions quickly and openly about the status of important projects and water supply so our customers can be confident in our plans to ensure water security.

In the coming weeks, I plan to organize the first 'State of the District' presentation with District managers and personally direct the presentation of this information with goals and objectives attached to it for our served community. I will institute an ad-hoc committee to begin immediately on this important effort.

As we start this year, a new Board is in charge now and soon, also a new General Manager. New directives are already in place with the expectation to be fulfilled. Together, the Board, District Managers, and dedicated staff look forward to working with the public to achieve many successes in 2019 and beyond!
Thank you.

Director Baggerly added that Casitas has a public franchise responsibility to make sure we can provide water to our customers forever. If the lake goes dry we will find water someplace else.

7. Selection of Board Committees and Ad Hoc Committees.
 - a. Board Member Assignments.
 - b. Schedule of Committee Meetings
 - c. President Assignments to Ad-Hoc Committees

The board discussed the committee meetings and decided that the Quagga Committee would be cancelled with any quagga issues being able to be handled in the Water Resources Committee.

The Committee Assignments and schedule is as follows:

COMMITTEE ASSIGNMENTS:

| | <u>Members</u> | <u>Alternate</u> |
|-----------------|-------------------|------------------|
| Executive | Kaiser/Baggerly | Word |
| Finance | Word/Kaiser | Spandrio |
| Personnel | Word/Brennan | Baggerly |
| Recreation | Brennan/Spandrio | Kaiser |
| Water Resources | Baggerly/Spandrio | Brennan |

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. |
| Recreation | 1 st Tuesday | 10:00 a.m. |
| Water Resources | 3 rd Tuesday | 10:00 a.m. |

Ad Hoc Committee Assignments

| | <u>Members</u> | <u>Alternate</u> |
|-----------------------|------------------|------------------|
| State Water | Brennan/Spandrio | Baggerly |
| Public Relations | Kaiser/Baggerly | Brennan |
| State of the District | Kaiser/Spandrio | Word |

The committee assignments and schedule was offered by Director Word, seconded by Director Baggerly and approved by the following roll call vote:

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

8. Assignments to Outside Associations and Approval of Authorized Meetings for the Board. APPROVED

Bruce Kuebler reminded the district that the appointment to UVRGA would need to be done by resolution. Mr. Mathews added you can do it by resolution today.

Director Brennan suggested adding the City of Ventura Water Commission meeting to the list with Director Word and Director Brennan as alternate.

Mr. Mathews instructed the board on attendance at committee meetings and suggested not attending a standing committee meetings that one does not sit on. If you attend an outside association meeting and receive compensation for a day of service you have to give a verbal report.

Director Brennan moved to approve the outside associations and meetings with the addition of the Ventura Water Commission and by resolution for the UVRGA. This was seconded by Director Word and adopted by the following roll call vote:

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

Director Spandrio then questioned attendance at the Supervisor Bennett meeting which is titled Ojai Ventura Water Agency Partnership. Director Brennan disclosed that he works in Supervisor Bennett's office and does not attend those meetings.

On the motion of Director Word, seconded by Director Baggerly, the Ojai Ventura Water Agency Partnership was added to the list by the following roll call vote:

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

9. Resolution authorizing memberships. ADOPTED

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

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

Resolution is numbered 19-01

President Kaiser asked that a board planning day be scheduled for Saturday, January 19th at 10:00 a.m. Director Brennan moved to hold the special

meeting, this was seconded by Director Baggerly and passed by the following roll call vote:

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

10. Consent Agenda APPROVED

- a. Minutes from the December 12, 2018 meeting.

On the motion of Director Baggerly, seconded by Director Word, the Consent Agenda was approved by the following roll call vote:

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

11. Review of District Accounts Payable Report for the Period of 12/06/18 - 01/02/19. APPROVED

On the motion of Director Word, seconded by Director Baggerly the Accounts Payable Report was approved by the following roll call vote:

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

12. Continuing Consideration of a Resolution Declaring a Stage 4 Water Supply Condition at Lake Casitas. Continued to next meeting

The Board discussed various alternatives and heard input from the following public:

Larry Fisher expressed concern on a possible moratorium and suggested that not be a part of the action on Stage 4.

A resident of the City of Ojai and owner of a vacant residential lot expressed concerns about the impact of any moratorium given the current state of development in the city of Ojai. As a residential lot owner I want to make it clear that the negative impact that a moratorium action would have on owners vacant lots. It would render it impossible to build. Second, the market would have seized up. Undeveloped property in Ojai is evaporating. No one knows how long this situation will exist. Everyone is doing their best. A lot of it is outside of our control. This could go on for a long period of time. Owners of

properties have carrying costs to deal with. If you own a property that is a tear down you can tear it down and have a meter and can build. If it is a vacant lot you are out of luck.

On the motion of Director Spandrio, seconded by Director Brennan, this item will be continued to the next board meeting. This was passed by the following roll call vote:

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

13. Recommend approval of the list of contractors who are pre-qualified for calendar year 2019 to bid for pipeline construction jobs and perform emergency pipeline repairs using their 2019 rate schedule.

APPROVED

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

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

14. Recommend authorizing the General Manager to enter into an agreement for professional engineering consulting services with Stantec Consulting Services, Inc. for preparation of the Comprehensive Water Resources Plan and Safe Yield Analysis for a fee not to exceed \$398,390.

Water Resources Committee to review

The Board discussed the scope of work and Director Spandrio asked that the item be reviewed in committee and then come back to the full board.

Richard Hajas suggested that a complex model may not give you the bang for the buck and you could spend a lot of time trying to get to a specific number which you will have to re-evaluate again in the future. Do it in a timely manner. Develop a minimum lake level as an insurance policy.

Director Word moved to accept option 2 and move forward with the consultant services agreement. This was seconded by Director Baggerly but failed for lack of majority approval. Director Brennan and Director Kaiser wanted to follow process and have it reviewed by the Water Resources Committee.

On the motion of Director Brennan, seconded by Director Spandrio, this item will go to the Water Resources Committee and the committee can make a

recommendation to the board for the next board meeting. This was passed by the following roll call vote:

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

15. Recommend awarding a contract to Pueblo Water Resources, Inc. in the amount of \$15,320.00 for assessment of the Teague Watershed groundwater resources in relation to proposed pilot bore test wells in the Teague Watershed. APPROVED

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

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

16. Discussion of a letter regarding Ojai Valley Drought Economic Study.

The Board discussed the request to engage in an economic study and heard from the following members of the public:

Mary Bergen discussed estimating the economic effect that the fire caused to Ag. This went out for proposal and Cal Lutheran said they would not bid on it. The scale of impact here is too small. There are so many variables in Ag and staff here is working hard with other priorities. You would have to determine the impact of the fire first and then determine what the impact is as a result of the drought.

William Weirick explained the issue here is as we move forward part of the key is we demonstrate the need and then attract the resources. To achieve water security we all agree to have sustainability in the Ag sector will have to have significant public investment. What will be key to attracting those resources? Ag has an effect on fire safety. Part of this is to demonstrate to ratepayers and public the kind of investment we need to make. Legislative and grant sources need a demonstrated need and collaboration.

Mike Krumpschmidt, resident of Meiners Oaks and Director for MO Water, speaking as a 40+ year resident of the Ojai Valley added that we generally talk about price tag on any kind of idea that is floated. Consider the pricetag. Huge price tags are those are the kinds of prices that set people on their heels and cause people to not support ideas that should be supported. We can anticipate those expenditures in the future. If we are unlucky and attempts made to find

other sources of water and conserve and we get rainfall and if we are lucky, great. Can we be confident those supplies can continue and the lake will give us what we need? We know now that things are looking dire. If we wait and don't prepare our constituents about what could befall us if not supplied with water we could be facing an unsolvable problem. What is the magnitude of problem in terms of dollars? We could get a lot of resistance. Build people towards the idea that answers may cost \$100 million dollars. Point out financial cost if we don't do that. Financial cost can run into the billions if we do not have backup water. The ripple effect can be pervasive. Ag can be impacted. Don't know price tag attached to that. Casitas needs to take the lead on this and develop for the clear understanding of our constituents the ramifications of not taking adequate steps. Encourage you to take that leap for the people in the valley.

Bert Rapp with Ventura River Water District explained that the sponsors put together a scope of work. If Casitas board participates the scope of work would modify to address areas of concern for the Casitas board. If an economic study of lake going dry is of value to you, a scope of work would need to be completed for Casitas. Sponsors are interested in working with you on a revised scope of work. Ag that is dependent on Casitas may not be able to afford the cost of supplemental water.

Mr. Flood added that District staff does not have the capacity to take this on right now and something focused exclusively on the valley does not take into account all of our customers. Our focus should be on projects and analyzing our safe yield to provide answers and solutions to what we are looking at. Members of the community find this important but the district isn't the right vehicle for this.

Directors Baggerly, Kaiser and Word did not support this item at this time. Director Spandrio was supportive and thought the Finance committee could review it. Director Brennan was not for or against it and suggested the Executive Committee could review it. President Kaiser suggested they approach the economic development collaborative and see if you get anything the then come back to use and we can assign it to an Executive Committee.

17. Information Items: APPROVED
- a. Monthly Engineering Status Report for January, 2019.
 - b. Monthly Water Security Project Status Report for January, 2019.
 - c. Hydrologic Status Report for November, 2018.
 - d. LAFCo 2018 Election Results
 - e. Water Consumption Report.
 - f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
 - g. Investment Report.

Director Word commended the Engineering Manager on item b. expressing that this is the kind of monthly report we would like to see on where we stand and realize there are some times when not much progress will show from one month to the next. It gives me a better feeling of seeing some progress

being made. The board concurred. Director Spandrio added I love this report but the one thing missing is an update on the State Water Interconnect with Ventura. Mr. Flood replied we can add that in. Director Spandrio asked for an update now. Mr. Flood reported that the CEQA document is in final internal review and revision. We sent comments a few months ago. The project is not in control of the district but it is expected that the CEQA document will be in front of their elected body in about a month. I would expect that it would get to its final form by summer and move forward in going out to bid later this year. The framework for how to operate has been worked on and the City of Oxnard has expressed an interest. Director Spandrio asked to be informed of when the next ad hoc committee is scheduled. Mr. Flood explained that the ad hoc is more focused on supply rather than projects and was conceived on the Cal water fix question and meeting that were held with the other contract holders. Mr. Spandrio responded that when the ad hoc committee was formed I was under the impression it was to attend 4 way meetings considering the interconnection. Mr. Flood explained it was put together for the Cal water fix issue. Mr. Spandrio responded I have the minutes from the first ad hoc committee meeting. I am under the impression that it was with the state water project tie in.

Mr. Spandrio then asked about the difference from the consumption report and the hydrology report. Mr. Flood explained that those two documents are not coordinated. Hydrology is done by Water Quality and Consumption is a billing issue on what goes through meter. Also billing is not on a perfect calendar month. Ms. Collin added that adjustments are made for billing. Meter read wrong or average for a stuck meter it will change the billing.

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

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

President Kaiser moved the meeting to closed session at 6:00 p.m. and called for a quick recess.

18. Closed Session

- a. Conference with Labor Negotiators (Govt. Code Sec. 54957.6)
Agency Designated Representatives: Rebekah Vieira, Draza Mrvichin
Employee Organization: Supervisory & Professional, General Unit and Recreation Unit.

- b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code §54956.9(a) *Santa Barbara Channelkeeper v. State Water Resources Control Board; City of San Buenaventura*, San Francisco County Superior Court, Case No. CPF-14-513875.

President Kaiser moved the meeting back into open session at 7:03 p.m. with Mr. Mathews stating that the Board met with Labor Negotiation representatives and also with General Counsel to discuss the status of the case. There were no actions taken.

- 19. Possible adoption of resolutions authorizing adoption of a Memorandum of Understanding with the General, Recreation, and Supervisory & Professional Units may be considered following the closed session.

ADOPTED

On the motion of Director Brennan, seconded by Director Word the resolutions were adopted by the following roll call vote:

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

Resolutions are numbered 19-02, 19-03, 19-04

- 20. Adjournment.

President Kaiser adjourned the meeting at 7:05 p.m.

Brian Brennan, Secretary



Minutes of the Casitas Municipal Water District
Special Board Meeting Held
January 12, 2019

A special meeting of the Board of Directors was held January 12, 2019 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 10:02 a.m.

1. Roll Call

Directors Baggerly, Spandrio, Brennan, Word and Kaiser were present. Also present was Attorney Robert Kwong. There were no members of the public in attendance.

2. Public Comments

None

3. At 10:04 AM the Board of Directors convened in Closed Session with legal counsel on the following two closed session agenda items.

a. PUBLIC EMPLOYMENT (Gov. Code 54957(b)(1))

Title: General Manager

b. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
(Government Code §54956.9(a))

Santa Barbara Channelkeeper v. State Water Resources Control Board; City of San Buenaventura, San Francisco County Superior Court, Case No. CPF-14-513875.

Interim General Manager Michael Flood joined the Board members for this closed session agenda item only.

4. There was no report out of closed session on either of the closed session agenda items.

5. The Board adjourned out of closed session at 12:07 PM.

Brian Brennan, Secretary



Minutes of the Casitas Municipal Water District
Special Board Meeting Held
January 14, 2019

A special meeting of the Board of Directors was held January 14, 2019 at the Crowne Plaza Ventura Beach Hotel's Santa Rosa Room located at 450 E. Harbor Blvd. in Ventura, California. The meeting was called to order at 8:32 a.m.

1. Roll Call

Directors Baggerly, Spandrio, Word and Kaiser were present. Director Brennan arrived at 8:35 AM. Also in attendance were Norm Roberts and Valerie Roberts from Roberts Consulting Group and Robert N. Kwong, A to Z Law, legal counsel. There were no members of the public in attendance.

2. Public Comments

None

3. At 8:40 AM, the Board of Directors convened in Closed Session on the following matter:

a. PUBLIC EMPLOYMENT INTERVIEW & APPOINTMENT(Gov. Code 54957)

Title: General Manager

4. Given the fact that there was nothing to report out of closed session, the Board of Directors adjourned out of closed session at 2:59 PM.

Brian Brennan, Secretary

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MIKE FLOOD, INTERIM GENERAL MANAGER
FROM: VIRGIL CLARY, CIVIL ENGINEER
SUBJECT: ROBLES DIVERSION CANAL MAINTENANCE (FY 18-19) PROJECT
FINAL ACCEPTANCE
DATE: JANUARY 23, 2019

RECOMMENDATION:

It is recommended the Board of Directors:

1. Authorize staff to execute the Notice of Completion for the Robles Diversion Canal Maintenance Project, Specification No. 18-405 and have the same recorded; and
2. In the absence of claims from subcontractors and others, release the retention in the amount of \$4,862.50, 35 calendar days after filing the Notice of Completion.

BACKGROUND AND DISCUSSION:

On October 24, 2018, the Board awarded a construction contract to Southwest General Engineering, Inc. in the amount of \$97,250 for the Robles Diversion Canal Maintenance Project, Specification No. 18-405. The project involved the replacement of numerous concrete-lined canal panels in the Robles Diversion Canal. Southwest General Engineering completed all construction and there are no outstanding issues to prevent final acceptance of the project. Pay Request No.1 reflecting 95% (5% retention withheld) of the revised contract total has been approved as it was within the General Manager's authority.

The Robles Diversion Canal Maintenance Project is complete. A Notice of Completion (NOC) form is attached readied for signature.

BUDGET IMPACT:

There is no financial impact.

Attachments:

Notice of Completion

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO

NO FEE PURSUANT TO GOVERNMENT CODE 27388

NAME: **Casitas Municipal Water District**

STREET ADDRESS: **1055 Ventura Avenue**

CITY: **Oak View**

STATE/ZIP: **CA 93022**

FILE: **SPEC. 18-405**

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion. (See reverse side for complete requirements.)

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is: **CASITAS MUNICIPAL WATER DISTRICT.**
3. The full address of the owner is **1055 VENTURA AVENUE, OAK VIEW, CA 93022.**
4. The nature of the interest or estate of the owner is: **PURCHASER UNDER CONTRACT OF PURCHASE.**
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are: **NONE.**
6. The full names and full addresses of the predecessors in interest of the undersigned, if the property was transferred subsequent to this commencement of the work or improvements herein referred to: **NONE.**
7. A work of improvement on the property hereinafter described was completed on **December 27, 2018.** The work done was: **Robles Diversion Canal Maintenance (FY 18-19), Spec No. 18-405.**
8. The names of the contractor, if any, for such work of improvement was: **Southwest General Engineering, Inc.**
9. The date of the contract was: **November 7, 2018.**
10. The property on which said work of improvement was completed is in various locations within the County of Ventura, State of California, and is described as follows: **Ventura, CA.**
11. The street address of said property is: **N/A.**

CASITAS MUNICIPAL WATER DISTRICT

Dated: _____

By: _____
Michael Flood, Interim General Manager

I, the undersigned, say: I am the Interim General Manager of Casitas Municipal Water District, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true to my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____ at Oak View, California.

Michael Flood, Interim General Manager

DO NOT RECORD

REQUIREMENTS AS TO NOTICE OF COMPLETION

Notice of completion must be filed for record **WITHIN 10 DAYS** after the completion of the work of improvement (to be computed exclusive of the day of completion) as provided in Civil Code Section 3093.

The "owner" who must file for record a notice of completion of a building or other work of improvement means the owner (or his successor in-interest at the date the notice is filed) on whose behalf the work was done, though his ownership is less than the fee title. For example, if A is the owner in fee, and B, lessee under a lease, causes a building to be constructed, then B, or whoever has succeeded to his interest at the date the notice is filed, must file the notice.

If the ownership is in two or more persons as joint tenants or tenants in common, the notice may be signed by any one of the co-owners (in fact, the foregoing form is designed for giving of the notice by only one cotenant), but the names and addresses of the other co-owners must be stated in paragraph 5 of the form.

Note that any Notice of Completion signed by a successor in interest shall recite the names and addresses of his transferor or transferors.

In paragraphs 3, 5 and 6, the full address called for should include street number, city, county and state.

As to paragraphs 7 and 8, this form should be used only where the notice of completion covers the work of improvement as a whole. If the notice is to be given only of completion of a particular contract, where the work of improvement is made pursuant to two or more original contracts, then this form must be modified as follows: (1) Strike the words "A work of improvement" from paragraph 7 and insert a general statement of the kind of work done or materials furnished pursuant to such contract (e.g., "The foundation for the improvements"); (2) Insert the name of the contractor under the particular contract in paragraph 8.

In paragraph 8 of the notice, insert the name of the contractor for the work of improvement as a whole. No contractor's name need be given if there is no general contractor, e.g. on so-called "owner-builder jobs."

In paragraph 9, insert the full, legal description, not merely a street address or tax description. Refer to deed or policy of title insurance. If the space provided for description is not sufficient, a rider may be attached.

In paragraph 10, show the street address, if any, assigned to the property by any competent public or governmental authority.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER

FROM: JULIA ARANDA, ENGINEERING MANAGER

SUBJECT: ADOPTION OF RESOLUTION (CAL OES FORM 130) DESIGNATION OF SUBRECIPIENT'S AGENT FOR THE HAZARD MITIGATION GRANT PROGRAM AND PRE-DISASTER MITIGATION PROGRAM

DATE: 01/23/19

RECOMMENDATION:

It is recommended the Board of Directors adopt a Resolution (Cal OES Form 130) Designation of Subrecipient's Agent for the Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program.

BACKGROUND AND DISCUSSION:

On September 4, 2018 the District submitted a subapplication to the California Office of Emergency Services (Cal OES) under the Hazard Mitigation Grant Program (HMGP) for the Casitas Backup Diesel Generator Mitigation project. The project includes installation of stationary generators at Avenue 1, Avenue 2, and Rincon Pump Plants. The subapplication will be forwarded to the Federal Emergency Management Agency (FEMA) to be considered for funding. Steve Wickstrum, former General Manager, signed the subapplication and supplemental letters as an Authorized Agent of the District.

Cal OES provided a Request for Information to the District dated January 4, 2019, requesting clarification and additional information to support the subapplication. In correspondence with Cal OES, Mr. Wickstrum's retirement was mentioned and the District was informed a new Resolution must be submitted stating new authorized agents. This resolution is necessary to maintain the District's subapplication for funding consideration.

The attached Cal OES Form 130 provides the required information to Cal OES.

BUDGET IMPACT:

There is no direct budget impact to this resolution.

Attachment:
Cal OES Form 130

**DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION
Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Subrecipient)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Subrecipient)

hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval below.

This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) _____

Passed and approved this _____ day of _____, 20____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20____.

(Signature)

(Title)

Cal OES Form 130 **Instructions**

A new Designation of Applicant's Agent Resolution is required if the previously submitted document is older than three (3) years from the last date of Board/Council approval.

When completing the Cal OES Form 130, Subrecipients should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the individual or group responsible for appointing and approving the Authorized Agents. Examples include: Board of Directors, City Council, Board of Supervisors, etc.

Name of Subrecipient: This is the official name of the non-profit, agency, city, county or special district that has applied for the grant. Examples include: City of Sacramento; Sacramento County; or Los Angeles Unified School District.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Service regarding grants applied for by the subrecipient. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency (e.g.; City Clerk, the Authorized Agent, Secretary to the Director) and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names and titles of the Authorized Agents should be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving board members. Examples include: Chairman of the Board, Superintendent, etc. The names and titles cannot be one of the designated Authorized Agents.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval. Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person cannot be one of the designated Authorized Agents to eliminate "Self Certification."

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 01/03/19-01/16/19
Presented to the Board of Directors For Approval January 23, 2019

| Check | Payee | | | Description | Amount |
|--------------|-----------------------|---|------------|-------------------------------|-----------------------|
| 000857 | Payables Fund Account | # | 9759651478 | Accounts Payable Batch 010919 | \$413,875.41 |
| 000858 | Payables Fund Account | # | 9759651478 | Accounts Payable Batch 011619 | \$460,461.50 |
| | | | | | \$874,336.91 |
| 000859 | Payroll Fund Account | # | 9469730919 | Estimated Payroll 01/31/19 | \$200,000.00 |
| 000860 | Payroll Fund Account | # | 9469730919 | Estimated Payroll 02/14/19 | \$200,000.00 |
| | | | | Total | \$1,274,336.91 |

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, 000857-000860 have been duly audited is hereby certified as correct.

Denise Collin

1/17/2019

Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 01/12/19
Pay Date of 01/17/19
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 1/14/19
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
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.

| | | |
|--------|--------------------------|-----------------------------------|
| 000857 | A/P Checks: | 32515-32538 |
| | A/P Draft to P.E.R.S. | |
| | A/P Draft to State of CA | |
| | A/P Draft to I.R.S. | |
| | Voids: | 032528 |
| 000858 | A/P Checks: | 32539-32686 |
| | 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: | 32603, 32609, 32617, 32618, 32619 |

Denise Collin 1/17/2019
Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 1/03/2019 THRU 1/16/2019

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|---------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| | C-CHECK | | VOID CHECK | | | | | |
| | C-CHECK | V | 1/09/2019 | | | 032528 | | |
| 00141 | C-CHECK | V | 1/16/2019 | | | 032603 | | |
| | LEWIS & LEWIS ENTERPRISES | | | | | | | |
| | C-CHECK | V | 1/16/2019 | | | 032609 | | 4,593.15CR |
| | C-CHECK | | VOID CHECK | | | 032617 | | |
| | C-CHECK | V | 1/16/2019 | | | 032618 | | |
| | C-CHECK | V | 1/16/2019 | | | 032619 | | |

* * 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 4,593.15CR | | |
| | | | 4,593.15CR | 0.00 |

TOTAL ERRORS: 0

| VENDOR SET: 01 | BANK: | TOTALS: | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|----------------|---------|---------|----|----------------|-----------|--------------|
| | | | 6 | 4,593.15CR | 0.00 | 0.00 |
| BANK: | TOTALS: | | 6 | 4,593.15CR | 0.00 | 0.00 |

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 1/03/2019 THRU 1/16/2019

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00049 | STATE OF CALIFORNIA | | | | | | | |
| C-T2 201901021450 | State Withholding | D | 1/16/2019 | 1.13CR | | 000000 | | |
| I-T2 201901151451 | State Withholding | D | 1/16/2019 | 10,947.32 | | 000000 | | 10,946.19 |
| 00128 | INTERNAL REVENUE SERVICE | | | | | | | |
| C-T1 201901021450 | Federal Withholding | D | 1/16/2019 | 2.81CR | | 000000 | | |
| I-T1 201901151451 | Federal Withholding | D | 1/16/2019 | 29,080.84 | | 000000 | | |
| I-T3 201901151451 | FICA Withholding | D | 1/16/2019 | 33,632.30 | | 000000 | | |
| I-T4 201901151451 | Medicare Withholding | D | 1/16/2019 | 7,865.58 | | 000000 | | 70,575.91 |
| 00187 | CALPERS | | | | | | | |
| C-PEB201901021450 | PEPRA EMPLOYEES PORTION | D | 1/16/2019 | 142.03CR | | 000000 | | |
| C-PRB201901021450 | PEBRA EMPLOYER PORTION | D | 1/16/2019 | 155.48CR | | 000000 | | |
| I-PBB201901151451 | PERS BUY BACK | D | 1/16/2019 | 150.08 | | 000000 | | |
| I-PBP201901151451 | PERS BUY BACK | D | 1/16/2019 | 161.96 | | 000000 | | |
| I-PEB201901151451 | PEPRA EMPLOYEES PORTION | D | 1/16/2019 | 5,517.09 | | 000000 | | |
| I-PEM201901151451 | PERS EMPLOYEE PORTION MGMT | D | 1/16/2019 | 2,135.55 | | 000000 | | |
| I-PER201901021450 | PERS EMPLOYEE PORTION | D | 1/16/2019 | 154.80 | | 000000 | | |
| I-PER201901151451 | PERS EMPLOYEE PORTION | D | 1/16/2019 | 6,473.16 | | 000000 | | |
| I-PRB201901151451 | PEBRA EMPLOYER PORTION | D | 1/16/2019 | 6,199.74 | | 000000 | | |
| I-PRR201901021450 | PERS EMPLOYER PORTION | D | 1/16/2019 | 184.04 | | 000000 | | |
| I-PRR201901151451 | PERS EMPLOYER PORTION | D | 1/16/2019 | 10,113.39 | | 000000 | | 30,792.30 |
| 00004 | ACWA JOINT POWERS INSURANCE AU | | | | | | | |
| I-0582712 | Health Insurance 12/18 | R | 1/09/2019 | 147,348.62 | | 032515 | | |
| I-0587576 | Health Insurance 1/19 | R | 1/09/2019 | 164,601.56 | | 032515 | | 311,950.18 |
| 01325 | Aflac Worldwide Headquarters | | | | | | | |
| I-515142 | Supplemental Insurance 12/18 | R | 1/09/2019 | 2,893.18 | | 032516 | | 2,893.18 |
| 00859 | AMERICAN FISHERIES SOCIETY | | | | | | | |
| I-121718 | 2019 Dues Renewal | R | 1/09/2019 | 105.00 | | 032517 | | 105.00 |
| 01703 | ARNOLD LAROCHELLE MATTHEWS | | | | | | | |
| I-54450 | Matter# 5088-016 11/18 | R | 1/09/2019 | 1,824.00 | | 032518 | | |
| I-54451 | Matter# 5088-001 11/18 | R | 1/09/2019 | 4,176.00 | | 032518 | | |
| I-54452 | Matter# 5088-021 11/18 | R | 1/09/2019 | 10,440.00 | | 032518 | | |
| I-54453 | Matter# 5088-020 11/18 | R | 1/09/2019 | 1,440.00 | | 032518 | | 17,880.00 |
| 01666 | AT & T | | | | | | | |
| I-000012389497 | Acct# 9391064013 | R | 1/09/2019 | 20.73 | | 032519 | | 20.73 |
| 01666 | AT & T | | | | | | | |
| I-000012412198 | Acct#9391064882 | R | 1/09/2019 | 1,037.31 | | 032520 | | 1,037.31 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00021 | AWA OF VENTURA COUNTY | | | | | | | |
| I-06-11348 | 2019 Annual Membership | R | 1/09/2019 | 6,000.00 | | 032521 | | 6,000.00 |
| 00051 | BOARD OF EQUALIZATION | | | | | | | |
| I-123118 | Underground Storage Tank Fee | R | 1/09/2019 | 319.52 | | 032522 | | 319.52 |
| 00051 | BOARD OF EQUALIZATION | | | | | | | |
| I-123118a | Underground Storage Tank Fee | R | 1/09/2019 | 357.08 | | 032523 | | 357.08 |
| 00756 | BOARD OF EQUALIZATION | | | | | | | |
| I-123118 | Use Tax Return 15300115 | R | 1/09/2019 | 678.00 | | 032524 | | 678.00 |
| 00208 | CareIQ | | | | | | | |
| I-6/13043508-1 | Patient#107891666 DOS 9/25/18 | R | 1/09/2019 | 337.91 | | 032525 | | |
| I-6/13046730-1 | Patient# 107344147 DOS 8/16/18 | R | 1/09/2019 | 99.63 | | 032525 | | |
| I-6/13046739-1 | Patient# 107886860 DOS 9/7/18 | R | 1/09/2019 | 141.13 | | 032525 | | |
| I-6/13046744-1 | Patient# 107886862 DOS 9/12/18 | R | 1/09/2019 | 130.64 | | 032525 | | |
| I-6/13046753-1 | Patient# 107886864 DOS 9/14/18 | R | 1/09/2019 | 141.13 | | 032525 | | |
| I-6/13046769-1 | Patient# 107900311 DOS 9/21/18 | R | 1/09/2019 | 143.54 | | 032525 | | |
| I-6/13133855-1 | Patient# 107283671 DOS 8/24/18 | R | 1/09/2019 | 99.63 | | 032525 | | |
| I-6/13135320-1 | Patient# 108971043 DOS 11/7/18 | R | 1/09/2019 | 337.91 | | 032525 | | 1,431.52 |
| 00511 | Centers for Family Health | | | | | | | |
| I-6/13023868-1 | Patient# 42068600 DOS 9/27/18 | R | 1/09/2019 | 71.83 | | 032526 | | 71.83 |
| 01483 | CORVEL CORPORATION | | | | | | | |
| I-6/13023868-1 | Bill Review | R | 1/09/2019 | 11.55 | | 032527 | | |
| I-6/13043508-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13046730-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13046739-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13046744-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13046753-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13046769-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13047581-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13104507-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13133855-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-6/13135320-1 | Bill Review | R | 1/09/2019 | 9.50 | | 032527 | | |
| I-C00205682041 | Claim#1102WC190000002 | R | 1/09/2019 | 25.00 | | 032527 | | |
| I-C00205682042 | Claim#1102WC190000002 | R | 1/09/2019 | 25.00 | | 032527 | | |
| I-C00205713026 | Claim#1102WC180000002 | R | 1/09/2019 | 120.00 | | 032527 | | |
| I-C00205715055 | Claim#1102WC180000001 | R | 1/09/2019 | 400.00 | | 032527 | | |
| I-C00205721261 | Claim#1102WC180000001 | R | 1/09/2019 | 120.00 | | 032527 | | |
| I-C00205723339 | Claim#1102WC180000002 | R | 1/09/2019 | 795.60 | | 032527 | | |
| I-C00205725807 | Claim#1102WC180000002 | R | 1/09/2019 | 199.20 | | 032527 | | 1,791.35 |

VENDOR SET: 01 Casitas Municipal Water D
BANK: AP ACCOUNTS PAYABLE
DATE RANGE: 1/03/2019 THRU 1/16/2019

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 03926 | Alan M Gross MD | | | | | | | |
| I-6/13104507-1 | Patient#C8B0000Q DOS 10/9/18 | R | 1/09/2019 | 625.00 | | 032529 | | 625.00 |
| 03927 | Deborah & Rex Kochel | | | | | | | |
| I-122118 | Water Meter Repair | R | 1/09/2019 | 170.00 | | 032530 | | 170.00 |
| 00625 | OfficeTeam | | | | | | | |
| I-52500495 | Admin Temp | R | 1/09/2019 | 1,020.00 | | 032531 | | |
| I-52521242 | Admin Temp | R | 1/09/2019 | 612.00 | | 032531 | | 1,632.00 |
| 01882 | OJAI BASIN GROUNDWATER | | | | | | | |
| I-123118 | Quarterly Pumping Fee | R | 1/09/2019 | 8,437.50 | | 032532 | | 8,437.50 |
| 00947 | CITY OF OJAI | | | | | | | |
| I-010719 | Encroachment Permits | R | 1/09/2019 | 350.00 | | 032533 | | 350.00 |
| 02268 | Curtis Orozco | | | | | | | |
| I-Dec 18 | Reimburse Expenses 12/18 | R | 1/09/2019 | 75.00 | | 032534 | | 75.00 |
| 00215 | SOUTHERN CALIFORNIA EDISON | | | | | | | |
| I-010319a | Acct#2269631768 | R | 1/09/2019 | 23.50 | | 032535 | | |
| I-010319b | Acct#2237789169 | R | 1/09/2019 | 31.81 | | 032535 | | |
| I-010319c | Acct#2210502480 | R | 1/09/2019 | 57,583.34 | | 032535 | | 57,638.65 |
| 03916 | Angelo Spandrio | | | | | | | |
| I-Dec 18 | Reimburse Mileage 12/18 | R | 1/09/2019 | 23.44 | | 032536 | | 23.44 |
| 02643 | Take Care by WageWorks | | | | | | | |
| I-8392116 | Reimburse Med/Dep Care | R | 1/09/2019 | 170.20 | | 032537 | | |
| I-8398542 | Reimburse Med/Dep Care | R | 1/09/2019 | 20.63 | | 032537 | | 190.83 |
| 00274 | JAMES WORD | | | | | | | |
| I-Dec 18 | Reimburse Mileage 12/18 | R | 1/09/2019 | 61.04 | | 032538 | | |
| I-Nov 18 | Reimburse Mileage 11/18 | R | 1/09/2019 | 136.25 | | 032538 | | 197.29 |
| 00188 | PETTY CASH | | | | | | | |
| I-011019 | Increase Petty Cash - DO | R | 1/10/2019 | 400.00 | | 032539 | | 400.00 |
| 02033 | Abbot Industrial Supplies | | | | | | | |
| C-C49051 | Black Trash Liner Return -LCRA | R | 1/16/2019 | 442.94CR | | 032540 | | |
| I-49037 | Black Trash Liners - LCRA | R | 1/16/2019 | 1,898.33 | | 032540 | | 1,455.39 |
| 00010 | AIRGAS USA LLC | | | | | | | |
| I-9083238726 | Battery - PL | R | 1/16/2019 | 11.24 | | 032541 | | |
| I-9083431656 | Pipe Wrap - PL | R | 1/16/2019 | 29.89 | | 032541 | | |
| I-9084008623 | Gloves - TP | R | 1/16/2019 | 47.41 | | 032541 | | 88.54 |

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 1/03/2019 THRU 1/16/2019

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 09569 | ALLCABLE | | | | | | | |
| I-4007886 | Pliers & Lube - IT/LCRA | R | 1/16/2019 | 77.22 | | 032542 | | 77.22 |
| 03044 | Amazon Capital Services | | | | | | | |
| C-1NFW-JYWJ-HF3Jb | Accrue Use Tax | R | 1/16/2019 | 1.52CR | | 032543 | | |
| C-1RCL-H676-T9QKb | Accrue Use Tax | R | 1/16/2019 | 1.30CR | | 032543 | | |
| D-1NFW-JYWJ-HF3Ja | Accrue Use Tax | R | 1/16/2019 | 1.52 | | 032543 | | |
| D-1RCL-H676-T9QKa | Accrue Use Tax | R | 1/16/2019 | 1.30 | | 032543 | | |
| I-19TX-69D1-QKFM | Hard Hats - OM/ENG | R | 1/16/2019 | 115.86 | | 032543 | | |
| I-1NFW-JYWJ-DKYP | Blind Spot Mirror - Unit 287 | R | 1/16/2019 | 27.87 | | 032543 | | |
| I-1NFW-JYWJ-HF3J | Whiteboard Sticker - IT | R | 1/16/2019 | 20.99 | | 032543 | | |
| I-1PLL-LGJQ-VNNX | Interior Door Lock - WHS | R | 1/16/2019 | 79.69 | | 032543 | | |
| I-1PLL-LGJQ-XLDL | Ranger Patrol Log - LCRA | R | 1/16/2019 | 48.73 | | 032543 | | |
| I-1RCL-H676-T9QK | Keys - Unit 138 | R | 1/16/2019 | 17.88 | | 032543 | | 311.02 |
| 01336 | AMERICAN LIFEGUARD PRODUCTS LL | | | | | | | |
| C-116595b | Accrue Use Tax | R | 1/16/2019 | 105.44CR | | 032544 | | |
| D-116595a | Accrue Use Tax | R | 1/16/2019 | 105.44 | | 032544 | | |
| I-116595 | Junior Lifeguard Shorts - WP | R | 1/16/2019 | 1,454.28 | | 032544 | | 1,454.28 |
| 00029 | AMERICAN TOWER CORP | | | | | | | |
| I-2880116 | Tower Rent-Red Mtn.Rincon Peak | R | 1/16/2019 | 2,013.15 | | 032545 | | 2,013.15 |
| 03917 | Catie Anaya | | | | | | | |
| I-731960 | Camping Cancellation - LCRA | R | 1/16/2019 | 245.00 | | 032546 | | 245.00 |
| 00417 | APPLIED INDUSTRIAL TECHNOLOGY | | | | | | | |
| I-7015194322 | Quadra Flex Sleeve Coupling-TP | R | 1/16/2019 | 271.35 | | 032547 | | 271.35 |
| 00014 | AQUA-FLO SUPPLY | | | | | | | |
| I-SI1310277 | Marking Paint - PL | R | 1/16/2019 | 19.32 | | 032548 | | |
| I-SI1310642 | PVC Cement & Primer - LCRA | R | 1/16/2019 | 55.26 | | 032548 | | |
| I-SI1312930 | Cement, Primer, Fitting - LCRA | R | 1/16/2019 | 76.01 | | 032548 | | |
| I-SI1313471 | PVC Fittings - LCRA | R | 1/16/2019 | 42.96 | | 032548 | | 193.55 |
| 00840 | AQUA-METRIC SALES COMPANY | | | | | | | |
| I-INV0072084 | SR2 Meter Parts - UT | R | 1/16/2019 | 5,087.78 | | 032549 | | 5,087.78 |
| 00030 | B&R TOOL AND SUPPLY CO | | | | | | | |
| I-1900923647 | Cutter - LCRA | R | 1/16/2019 | 23.48 | | 032550 | | |
| I-1900923878 | Hammers,Gloves,Can Air - PL | R | 1/16/2019 | 180.13 | | 032550 | | |
| I-1900924204 | Gaskets & Carburetor - PL | R | 1/16/2019 | 119.26 | | 032550 | | |
| I-1900924358 | Descaler, Rerounding Tool - PL | R | 1/16/2019 | 572.28 | | 032550 | | |
| I-1900924524 | Cutter & Tool Kit - LCRA | R | 1/16/2019 | 87.07 | | 032550 | | |
| I-1900924943 | Wrench & Pliers - TP | R | 1/16/2019 | 65.05 | | 032550 | | 1,047.27 |

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| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|--|--------|------------|----------------|----------|----------|--------------|--------------|
| 00679 | BAKERSFIELD PIPE & SUPPLY INC I-S2538511.001 Teflon Tape - PL | R | 1/16/2019 | 30.44 | | 032551 | | 30.44 |
| 00032 | BIOVIR LABORATORIES, INC I-182213 Giardia/Crypto Test 12/20/18 | R | 1/16/2019 | 365.00 | | 032552 | | 365.00 |
| 03207 | BMI PacWest Inc. I-011765 AC Service DO 1/19 | R | 1/16/2019 | 559.00 | | 032553 | | |
| | I-011818 Repair AC @ San Antonio - EM | R | 1/16/2019 | 1,019.84 | | 032553 | | 1,578.84 |
| 03612 | Boot Barn Inc. I-IVC0158313 Safety Boots - ENG | R | 1/16/2019 | 169.69 | | 032554 | | 169.69 |
| 03059 | Brenntag Pacific Inc. I-BPI905924 Chlorine for Ojai Sys. - TP | R | 1/16/2019 | 964.70 | | 032555 | | 964.70 |
| 03801 | Carol Brown I-734216 Camping Cancellation - LCRA | R | 1/16/2019 | 195.00 | | 032556 | | 195.00 |
| 03918 | John Burmeister I-750389 Camping Cancellation - LCRA | R | 1/16/2019 | 55.00 | | 032557 | | 55.00 |
| 03928 | Brandon Burnett I-752708 Camping Cancellation - LCRA | R | 1/16/2019 | 145.00 | | 032558 | | 145.00 |
| 00463 | Cal-Coast Machinery I-521667 Oil Filter - LCRA | R | 1/16/2019 | 18.62 | | 032559 | | 18.62 |
| 00067 | CALIFORNIA SPECIAL DISTRICTS A I-100118 2019 Membership Dues | R | 1/16/2019 | 7,252.00 | | 032560 | | 7,252.00 |
| 00055 | CASITAS BOAT RENTALS I-Dec 18 Gas for Boats - LCRA | R | 1/16/2019 | 832.98 | | 032561 | | 832.98 |
| 00055 | CASITAS BOAT RENTALS I-Nov 18 Gas for Boats - LCRA | R | 1/16/2019 | 729.90 | | 032562 | | 729.90 |
| 03171 | Mindy Chandler I-721605 Camping Reduction - LCRA | R | 1/16/2019 | 200.00 | | 032563 | | 200.00 |
| 03935 | Kimberely Cline I-768690 Camping Cancellation - LCRA | R | 1/16/2019 | 175.00 | | 032564 | | 175.00 |

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|---------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 01843 | COASTAL COPY | | | | | | | |
| I-828784 | Copier Usage - DO Downstairs | R | 1/16/2019 | 379.60 | | 032565 | | |
| I-831034 | Copier Usage - DO Downstairs | R | 1/16/2019 | 793.90 | | 032565 | | 1,173.50 |
| 00061 | COMPUWAVE | | | | | | | |
| I-SB02091683 | Toners - DO | R | 1/16/2019 | 427.93 | | 032566 | | 427.93 |
| 00062 | CONSOLIDATED ELECTRICAL | | | | | | | |
| I-9009-784330 | Mutual Plant Processor - TP | R | 1/16/2019 | 7,826.72 | | 032567 | | 7,826.72 |
| 00719 | CORELOGIC INFORMATION SOLUTION | | | | | | | |
| I-81938582 | Realquest Subscription | R | 1/16/2019 | 137.50 | | 032568 | | 137.50 |
| 03920 | Tamara Crudo | | | | | | | |
| I-761547 | Camping Cancellation - LCRA | R | 1/16/2019 | 115.00 | | 032569 | | 115.00 |
| 01764 | DataProse, LLC | | | | | | | |
| I-DP1804128 | UB Mailing 11/18 | R | 1/16/2019 | 3,315.18 | | 032570 | | 3,315.18 |
| 03919 | Colby Day | | | | | | | |
| I-770902 | Camping Cancellation - LCRA | R | 1/16/2019 | 115.00 | | 032571 | | 115.00 |
| 03026 | Christine De La Torre | | | | | | | |
| I-772179 | Camping Cancellation - LCRA | R | 1/16/2019 | 193.00 | | 032572 | | |
| I-772196 | Camping Cancellation - LCRA | R | 1/16/2019 | 160.00 | | 032572 | | 353.00 |
| 00081 | DELTA LIQUID ENERGY | | | | | | | |
| I-071861 | Propane - TP | R | 1/16/2019 | 427.72 | | 032573 | | 427.72 |
| 03606 | Oscar Demartino | | | | | | | |
| I-771014 | Camping Cancellation - LCRA | R | 1/16/2019 | 213.00 | | 032574 | | 213.00 |
| 01498 | Department of Industrial Relat | | | | | | | |
| I-P1611003SN | DIR Inspection Fee - WP | R | 1/16/2019 | 487.50 | | 032575 | | 487.50 |
| 03910 | DoiT International USA, INC | | | | | | | |
| I-EI188001446 | G-Suite for Business 12/18 | R | 1/16/2019 | 1,060.00 | | 032576 | | 1,060.00 |
| 02667 | Digital Telecommunications Cor | | | | | | | |
| I-33152 | Phone Extension Install - LCRA | R | 1/16/2019 | 472.36 | | 032577 | | 472.36 |
| 00086 | E.J. Harrison & Sons Inc | | | | | | | |
| I-1372 | Acct#500546088 | R | 1/16/2019 | 467.25 | | 032578 | | 467.25 |

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|---------------------|--|--------|------------|----------------|----------|----------|--------------|--------------|
| 00086 I-1510 | E.J. Harrison & Sons Inc Acct#500546088 | R | 1/16/2019 | 954.09 | | 032579 | | 954.09 |
| 00086 I-4132 | E.J. Harrison & Sons Inc Acct#1C00054230 | R | 1/16/2019 | 2,490.00 | | 032580 | | 2,490.00 |
| 01288 I-93568610 | ENVIRONMENTAL SYSTEMS ESRI GIS Support - ENG | R | 1/16/2019 | 47,000.00 | | 032581 | | 47,000.00 |
| 00095 I-214482 | FAMCON PIPE & SUPPLY Fittings - PL | R | 1/16/2019 | 832.26 | | 032582 | | |
| I-214514 | Fittings, Angle Meter, Clamps-PL | R | 1/16/2019 | 367.87 | | 032582 | | |
| I-214515 | Fittings & Gaskets - PL | R | 1/16/2019 | 1,407.12 | | 032582 | | |
| I-214516 | Flanges, Bolts, Nuts - PL | R | 1/16/2019 | 90.09 | | 032582 | | |
| I-214517 | Romac Bolts - PL | R | 1/16/2019 | 579.15 | | 032582 | | |
| I-214808 | Pipe Lube & Steel Probe - PL | R | 1/16/2019 | 75.08 | | 032582 | | 3,351.57 |
| 00099 I-815389A | FGL ENVIRONMENTAL Lake Nutrient Monitoring 11/16 | R | 1/16/2019 | 1,288.00 | | 032583 | | |
| I-815390A | Manganese Monitoring 12/20/18 | R | 1/16/2019 | 105.00 | | 032583 | | |
| I-816772A | Manganese Monitoring 12/18/18 | R | 1/16/2019 | 105.00 | | 032583 | | |
| I-816773A | Selenium Monitoring 12/31/18 | R | 1/16/2019 | 27.00 | | 032583 | | 1,525.00 |
| 00101 I-8559226 | FISHER SCIENTIFIC Beaker & Storage - LAB | R | 1/16/2019 | 72.43 | | 032584 | | |
| I-8811324 | Agar & Ethyl Alcohol - LAB | R | 1/16/2019 | 64.84 | | 032584 | | 137.27 |
| 01280 I-7315156a | FRY'S ELECTRONICS, INC. Battery, Cords, Switch - LCRA | R | 1/16/2019 | 178.30 | | 032585 | | |
| I-7315156b | Cords & USB - IT/BOARD | R | 1/16/2019 | 91.59 | | 032585 | | |
| I-7317982 | Battery & Cables - ADM | R | 1/16/2019 | 144.33 | | 032585 | | |
| I-7346165 | Flash Drive - IT | R | 1/16/2019 | 26.93 | | 032585 | | 441.15 |
| 03921 I-734113 | Doug Gallaher Camping Reduction - LCRA | R | 1/16/2019 | 60.00 | | 032586 | | 60.00 |
| 02720 I-10453734 | Garda CL West, Inc. Armored Truck Service | R | 1/16/2019 | 731.40 | | 032587 | | 731.40 |
| 03929 I-771130 | Marzena Gilbert Camping Reduction - LCRA | R | 1/16/2019 | 38.00 | | 032588 | | 38.00 |
| 03922 I-724314 | Nancy Goldstone Camping Reduction - LCRA | R | 1/16/2019 | 51.00 | | 032589 | | 51.00 |

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| 02217 | Greg Rents | | | | | | | |
| I-3861 | Cement Slurry - PL | R | 1/16/2019 | 311.00 | | 032590 | | |
| I-4393 | Cement Slurry - PL | R | 1/16/2019 | 106.18 | | 032590 | | 417.18 |
| 03923 | Theresa Hart | | | | | | | |
| I-736281 | Camping Cancellation - LCRA | R | 1/16/2019 | 355.00 | | 032591 | | 355.00 |
| 03700 | HDR Engineering, Inc. | | | | | | | |
| I-1200160273 | Ojai East Res. Repairs - ENG | R | 1/16/2019 | 1,377.25 | | 032592 | | |
| I-1200167940 | Camp Chafee Pipeline Phase 1 | R | 1/16/2019 | 4,518.50 | | 032592 | | |
| I-1200167941 | Camp Chafee Pipeline Phase 2 | R | 1/16/2019 | 3,091.25 | | 032592 | | 8,987.00 |
| 03924 | Barre Heller | | | | | | | |
| I-755573 | Camping Reduction - LCRA | R | 1/16/2019 | 50.00 | | 032593 | | 50.00 |
| 03936 | Esmeralda Hernandez | | | | | | | |
| I-710017 | Camping Cancellation - LCRA | R | 1/16/2019 | 207.00 | | 032594 | | 207.00 |
| 01186 | GERARDO M HERRERA | | | | | | | |
| I-011119 | Safety Boots | R | 1/16/2019 | 170.00 | | 032595 | | 170.00 |
| 03933 | Lisa Hess | | | | | | | |
| I-766705 | Camping Cancellation - LCRA | R | 1/16/2019 | 195.00 | | 032596 | | 195.00 |
| 00596 | HOME DEPOT | | | | | | | |
| I-1515491 | Concrete Dye - LCRA | R | 1/16/2019 | 53.58 | | 032597 | | |
| I-4904854 | Air Compressor - LCRA | R | 1/16/2019 | 162.57 | | 032597 | | |
| I-8595151 | Band Saw - EM | R | 1/16/2019 | 24.10 | | 032597 | | 240.25 |
| 00894 | HOSE-MAN, INC. | | | | | | | |
| I-5256345-0001-05 | Swivel & Pipe Brush - Unit 117 | R | 1/16/2019 | 132.70 | | 032598 | | |
| I-5256398-0001-05 | Adapters & Reducer - PL | R | 1/16/2019 | 200.54 | | 032598 | | 333.24 |
| 03937 | Teresa Hunter | | | | | | | |
| I-770719 | Camping Cancellation - LCRA | R | 1/16/2019 | 109.00 | | 032599 | | 109.00 |
| 02303 | Irrigation Association - Certi | | | | | | | |
| I-67625-2019 | Irrigation Cert Renewal - CONS | R | 1/16/2019 | 125.00 | | 032600 | | 125.00 |
| 00872 | Irrisoft, Inc. | | | | | | | |
| I-6474 | Weather Station Signal | R | 1/16/2019 | 79.00 | | 032601 | | 79.00 |
| 09910 | J.W. ENTERPRISES | | | | | | | |
| I-305820 | CT Pumping - AVE 1 PP | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305821 | CT Pumping - VILLANOVA RD | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305822 | CT Pumping - FAIRWAY LN | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305823 | CT Pumping - 4M PP | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305824 | CT Pumping - GRAND AVE | R | 1/16/2019 | 76.50 | | 032602 | | |

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| I-305825 | CT Pumping - 4M RES | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305826 | CT Pumping - SAN ANTONIO | R | 1/16/2019 | 153.00 | | 032602 | | |
| I-305827 | CT Pumping - UPPER OJAI | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305828 | CT Pumping - 3M PUMP | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305829 | CT Pumping - SIGNAL RES | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305830 | CT Pumping - FAIRVIEW RES | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305831 | CT Pumping - CASITAS DAM | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305832 | CT Pumping - RINCON TANK | R | 1/16/2019 | 76.50 | | 032602 | | |
| I-305833 | CT Pumping - BATES RD | R | 1/16/2019 | 76.50 | | 032602 | | 1,147.50 |
| 02344 | Janitek Cleaning Solutions | | | | | | | |
| I-33048A | Janitorial Services - DO | R | 1/16/2019 | 1,959.10 | | 032604 | | |
| I-33276A | Carpet Cleaning - ADM | R | 1/16/2019 | 300.00 | | 032604 | | 2,259.10 |
| 00131 | JCI JONES CHEMICALS, INC | | | | | | | |
| I-778186 | Chlorine - TP, CM 778590 | R | 1/16/2019 | 1,650.00 | | 032605 | | 1,650.00 |
| 01022 | KELLY CLEANING & SUPPLIES, INC | | | | | | | |
| I-45288993 | Janitorial Services - LCRA | R | 1/16/2019 | 280.00 | | 032606 | | 280.00 |
| 10241 | LBL EQUIPMENT REPAIR, INC | | | | | | | |
| I-R86944N | Filters & Solenoid - Unit 267 | R | 1/16/2019 | 1,032.52 | | 032607 | | 1,032.52 |
| 00360 | LESLIE'S POOL SUPPLIES, INC | | | | | | | |
| I-142-002-10463 | Filter Parts - WP | R | 1/16/2019 | 560.57 | | 032608 | | 560.57 |
| 03516 | Kelly Luedy | | | | | | | |
| I-754561 | Camping Cancellation - LCRA | R | 1/16/2019 | 109.00 | | 032610 | | 109.00 |
| 03892 | Brandi Macias | | | | | | | |
| I-754530 | Camping Cancellation - LCRA | R | 1/16/2019 | 235.00 | | 032611 | | 235.00 |
| 00145 | MAGNUM FENCE & SECURITY, INC. | | | | | | | |
| I-5550 | Fittings & Ties - MAINT | R | 1/16/2019 | 57.18 | | 032612 | | 57.18 |
| 02948 | David Mason | | | | | | | |
| I-753061 | Camping Cancellation - LCRA | R | 1/16/2019 | 109.00 | | 032613 | | 109.00 |
| 03930 | Allen May | | | | | | | |
| I-771368 | Camping Cancellation - LCRA | R | 1/16/2019 | 71.00 | | 032614 | | 71.00 |
| 02129 | Tracy Medeiros | | | | | | | |
| I-011119 | Workers Comp 1102WC180000001 | R | 1/16/2019 | 2,129.42 | | 032615 | | 2,129.42 |

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| 00151 | MEINERS OAKS ACE HARDWARE | | | | | | | |
| I-857047 | Cleaner & Wrench - TP | R | 1/16/2019 | 12.00 | | 032616 | | |
| I-857749 | Bright Box - PL | R | 1/16/2019 | 3.21 | | 032616 | | |
| I-857925 | Wire Brush,Wrench,Ratchet - UT | R | 1/16/2019 | 50.71 | | 032616 | | |
| I-858033 | Extension Cord,Rod,Mortar-LCRA | R | 1/16/2019 | 93.15 | | 032616 | | |
| I-858866 | Spring Assist - FISH | R | 1/16/2019 | 4.49 | | 032616 | | |
| I-858875 | Concrete Mix - WP | R | 1/16/2019 | 40.53 | | 032616 | | |
| I-858914 | Tape, Faucet, Paint Brush - WP | R | 1/16/2019 | 85.31 | | 032616 | | |
| I-858939 | Spring Extensions - FISH | R | 1/16/2019 | 5.34 | | 032616 | | |
| I-859218 | Paint, Bushings, Locknut -LCRA | R | 1/16/2019 | 160.81 | | 032616 | | |
| I-859356 | Gloves & Rebar - LCRA | R | 1/16/2019 | 57.70 | | 032616 | | |
| I-859359 | Putty & Bondo - LCRA | R | 1/16/2019 | 9.64 | | 032616 | | |
| I-859396 | Bolts,Screws,Fittings - LCRA | R | 1/16/2019 | 12.32 | | 032616 | | |
| I-859450 | Pipe,Seal,Pipe Thread - MAINT | R | 1/16/2019 | 66.09 | | 032616 | | |
| I-859451 | Blades - MAINT | R | 1/16/2019 | 11.70 | | 032616 | | |
| I-859476 | Screwdriver & Trash Bags - TP | R | 1/16/2019 | 37.49 | | 032616 | | |
| I-859540 | Oil, Bolts, Washers, Tape-LCRA | R | 1/16/2019 | 119.54 | | 032616 | | |
| I-859544 | Bolts & Screws - LCRA | R | 1/16/2019 | 34.11 | | 032616 | | |
| I-859568 | Sander, Liners, Rollers - LCRA | R | 1/16/2019 | 42.49 | | 032616 | | |
| I-859569 | Hooks, Wire Rope, Bolts - FISH | R | 1/16/2019 | 23.38 | | 032616 | | |
| I-859575 | Rod Thread - LCRA | R | 1/16/2019 | 11.68 | | 032616 | | |
| I-859598 | Gloves & Stripper - LCRA | R | 1/16/2019 | 31.21 | | 032616 | | |
| I-859656 | Socket Sets - MAINT | R | 1/16/2019 | 42.86 | | 032616 | | |
| I-859740 | Putty Knife & Paint - LCRA | R | 1/16/2019 | 27.07 | | 032616 | | |
| I-859778 | Rope & Bucket - UT | R | 1/16/2019 | 16.57 | | 032616 | | |
| I-860210 | Battery Adapter - MAINT | R | 1/16/2019 | 48.79 | | 032616 | | |
| I-860249 | Pine - LCRA | R | 1/16/2019 | 64.71 | | 032616 | | |
| I-860279 | Blade, Bolts, Paint - LCRA | R | 1/16/2019 | 59.77 | | 032616 | | |
| I-860297 | Concrete Mix - WP | R | 1/16/2019 | 68.43 | | 032616 | | |
| I-860299 | Duct Tape & Gloves - EM | R | 1/16/2019 | 15.20 | | 032616 | | |
| I-860311 | Shovel, Broom, Transplanter-UT | R | 1/16/2019 | 42.91 | | 032616 | | |
| I-860330 | Batteries - UT | R | 1/16/2019 | 17.54 | | 032616 | | |
| I-860364 | Tape, Key, Concrete - MAINT | R | 1/16/2019 | 51.66 | | 032616 | | |
| I-860398 | Thermostat - ENG | R | 1/16/2019 | 26.80 | | 032616 | | |
| I-860425 | Flashlight - PL | R | 1/16/2019 | 23.41 | | 032616 | | |
| I-860429 | Batteries - PL | R | 1/16/2019 | 15.59 | | 032616 | | |
| I-860481 | Key & Bag - ENG | R | 1/16/2019 | 30.45 | | 032616 | | |
| I-860600 | Chlorine - WHS | R | 1/16/2019 | 24.42 | | 032616 | | |
| I-860773 | Shear & Sand - LCRA | R | 1/16/2019 | 56.07 | | 032616 | | |
| I-860777 | Lysol, Tape, Sponges - LCRA | R | 1/16/2019 | 45.94 | | 032616 | | 1,591.09 |
| 00143 | METTLER TOLEDO, INC. | | | | | | | |
| I-654670179 | Calibrate Balance - LAB | R | 1/16/2019 | 200.50 | | 032620 | | 200.50 |

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 1/03/2019 THRU 1/16/2019

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|----------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 03724 | Michael K. Nunley & Associates | | | | | | | |
| I-4918 | Engineering Serv -Proj.421/422 | R | 1/16/2019 | 43,273.06 | | 032621 | | |
| I-5094 | Engineering Serv.-Proj 421/422 | R | 1/16/2019 | 2,910.75 | | 032621 | | |
| I-5138 | Fish Screen Redesign - ENG | R | 1/16/2019 | 1,297.33 | | 032621 | | 47,481.14 |
| 03444 | Mission Linen Supply | | | | | | | |
| I-508959481 | Uniform Pants - TP | R | 1/16/2019 | 28.76 | | 032622 | | |
| I-509014885 | Uniform Pants - TP | R | 1/16/2019 | 28.76 | | 032622 | | 57.52 |
| 03701 | MNS Engineers, Inc. | | | | | | | |
| I-71713 | Sunset Pipeline Replace - ENG | R | 1/16/2019 | 17,125.00 | | 032623 | | |
| I-71714 | Upper Rincon Lateral - ENG | R | 1/16/2019 | 3,204.27 | | 032623 | | |
| I-71715 | Wellfield Pipe Replace - ENG | R | 1/16/2019 | 1,187.50 | | 032623 | | 21,516.77 |
| 03938 | Duane Molloy | | | | | | | |
| I-734301 | Camping Cancellation - LCRA | R | 1/16/2019 | 235.00 | | 032624 | | 235.00 |
| 02194 | Draza Mrvichin | | | | | | | |
| I-123118 | Negotiator Services 12/18 | R | 1/16/2019 | 4,793.75 | | 032625 | | 4,793.75 |
| 03503 | National Commission for the Ce | | | | | | | |
| I-123118 | Crane Certification Fee | R | 1/16/2019 | 50.00 | | 032626 | | 50.00 |
| 00812 | KEVIN NGUYEN | | | | | | | |
| I-Dec 18 | Reimburse Mileage 12/18 | R | 1/16/2019 | 43.60 | | 032627 | | 43.60 |
| 03845 | Oakridge Geoscience, Inc. | | | | | | | |
| I-048.002-01 | Robles Panel Repairs - ENG | R | 1/16/2019 | 1,672.00 | | 032628 | | 1,672.00 |
| 02185 | Oasis Technology Inc. | | | | | | | |
| I-123118-1 | Scada Support 12/17-12/30 | R | 1/16/2019 | 6,000.00 | | 032629 | | 6,000.00 |
| 00163 | OFFICE DEPOT | | | | | | | |
| I-252669506001 | Office Supplies - LCRA | R | 1/16/2019 | 325.06 | | 032630 | | |
| I-256673873001 | Office Supplies - DO | R | 1/16/2019 | 448.62 | | 032630 | | |
| I-256681622001 | Office Supplies - DO | R | 1/16/2019 | 31.70 | | 032630 | | 805.38 |
| 00625 | OfficeTeam | | | | | | | |
| I-52570589 | Admin Temp | R | 1/16/2019 | 816.00 | | 032631 | | 816.00 |
| 01570 | Ojai Auto Supply | | | | | | | |
| I-448263 | Vehicle Fluids - GAR | R | 1/16/2019 | 279.28 | | 032632 | | |
| I-451649 | V Belt for Concrete Saw - PL | R | 1/16/2019 | 103.47 | | 032632 | | |
| I-452831 | Injector Cleaner - Unit 267 | R | 1/16/2019 | 24.32 | | 032632 | | 407.07 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
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| 00912 | OJAI BUSINESS CENTER, INC | | | | | | | |
| I-13924a | Shipping - LCRA | R | 1/16/2019 | 18.32 | | 032633 | | |
| I-13924b | Shipping - LAB | R | 1/16/2019 | 79.94 | | 032633 | | 98.26 |
| 00161 | OJAI VALLEY CHAMBER OF | | | | | | | |
| I-112458 | 2019 Membership Dues | R | 1/16/2019 | 690.00 | | 032634 | | 690.00 |
| 00169 | OJAI VALLEY SANITARY DISTRICT | | | | | | | |
| I-120418 | 2019 Discharge Permit Fee | R | 1/16/2019 | 1,480.50 | | 032635 | | |
| I-20907 | Cust # 52921 | R | 1/16/2019 | 56.14 | | 032635 | | |
| I-28032 | Cust # 20594 | R | 1/16/2019 | 168.42 | | 032635 | | 1,705.06 |
| 03931 | Sun Pedraza | | | | | | | |
| I-776270 | Camping Cancellation - LCRA | R | 1/16/2019 | 60.00 | | 032636 | | 60.00 |
| 00188 | PETTY CASH | | | | | | | |
| I-011119 | Replenish Petty Cash - DO | R | 1/16/2019 | 776.17 | | 032637 | | 776.17 |
| 00188 | PETTY CASH | | | | | | | |
| I-011419 | Replenish Petty Cash - LCRA | R | 1/16/2019 | 9.00 | | 032638 | | 9.00 |
| 10042 | PSR ENVIRONMENTAL SERVICE, INC | | | | | | | |
| I-9080 | Gas Tank Spill Bucket Mod -GAR | R | 1/16/2019 | 4,745.68 | | 032639 | | |
| I-9081 | Gas Tank Inspection - DO | R | 1/16/2019 | 220.00 | | 032639 | | |
| I-9082 | Gas Tank Inspection - LCRA | R | 1/16/2019 | 220.00 | | 032639 | | 5,185.68 |
| 02767 | Pueblo Water Resources, Inc. | | | | | | | |
| I-2018-191 | Supply Augmentation Assessment | R | 1/16/2019 | 1,845.00 | | 032640 | | 1,845.00 |
| 03554 | J. Harris Industrial Water Tre | | | | | | | |
| I-1682378 | Water Softner Service - WP | R | 1/16/2019 | 135.00 | | 032641 | | 135.00 |
| 03932 | Ron Quinine | | | | | | | |
| I-Aug 18 | PC 832 Course Fee | R | 1/16/2019 | 145.50 | | 032642 | | 145.50 |
| 03651 | Rincon LLC | | | | | | | |
| I-INV-0556 | PR Professional Services -MGMT | R | 1/16/2019 | 4,087.50 | | 032643 | | 4,087.50 |
| 00313 | ROCK LONG'S AUTOMOTIVE | | | | | | | |
| I-25530 | Oil Service - Unit 51 | R | 1/16/2019 | 351.88 | | 032644 | | |
| I-25565 | Oil Service - Unit 50 | R | 1/16/2019 | 109.24 | | 032644 | | 461.12 |
| 03925 | Leslee Rodgers | | | | | | | |
| I-754563 | Camping Cancellation - LCRA | R | 1/16/2019 | 175.00 | | 032645 | | 175.00 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-----------------|--------------------------------|--------|------------|----------------|----------|----------|--------------|--------------|
| 00978 | SAFETY GEAR CORPORATION | | | | | | | |
| C-0044137b | Accrue Use Tax | R | 1/16/2019 | 13.74CR | | 032646 | | |
| D-0044137a | Accrue Use Tax | R | 1/16/2019 | 13.74 | | 032646 | | |
| I-0044137 | Safety Vests - OM/ENG | R | 1/16/2019 | 189.54 | | 032646 | | 189.54 |
| 03934 | Kristine Salazar | | | | | | | |
| I-754538 | Camping Cancellation - LCRA | R | 1/16/2019 | 145.00 | | 032647 | | 145.00 |
| 02756 | SC Fuels | | | | | | | |
| I-1331179-IN | Gas & Diesel - LCRA | R | 1/16/2019 | 2,453.36 | | 032648 | | 2,453.36 |
| 00211 | SECORP INDUSTRIES | | | | | | | |
| I-I0059732 | Hydrotest Escape Hood - TP | R | 1/16/2019 | 80.98 | | 032649 | | 80.98 |
| 02003 | Sostre Enterprises Inc. | | | | | | | |
| I-3665 | Website/CMS Fee Hosting | R | 1/16/2019 | 249.00 | | 032650 | | 249.00 |
| 00215 | SOUTHERN CALIFORNIA EDISON | | | | | | | |
| I-011119 | Acct#2397969643 | R | 1/16/2019 | 13,814.44 | | 032651 | | 13,814.44 |
| 00767 | STATE WATER RESOURCES CONTROL | | | | | | | |
| I-LW-1022572 | SWRCB Water System Fees-Ojai | R | 1/16/2019 | 12,653.50 | | 032652 | | |
| I-LW-1022582 | SWRCB Water System Fees-Casita | R | 1/16/2019 | 12,737.50 | | 032652 | | 25,391.00 |
| 03939 | Gina Stevens | | | | | | | |
| I-752411 | Camping Cancellation - LCRA | R | 1/16/2019 | 109.00 | | 032653 | | 109.00 |
| 02643 | Take Care by WageWorks | | | | | | | |
| I-8445187 | Reimburse Med/Dep Care | R | 1/16/2019 | 63.00 | | 032654 | | 63.00 |
| 03003 | Stephen Taylor | | | | | | | |
| I-010919 | Workers Comp 1102WC170000001 | R | 1/16/2019 | 241.80 | | 032655 | | 241.80 |
| 00266 | THOMSON REUTERS - WEST | | | | | | | |
| I-839611136 | Government Code Updates | R | 1/16/2019 | 4,459.62 | | 032656 | | 4,459.62 |
| 00364 | TRI-COUNTY OFFICE FURNITURE | | | | | | | |
| I-137203 | Storage Cabinet - IT | R | 1/16/2019 | 820.26 | | 032657 | | 820.26 |
| 00225 | UNDERGROUND SERVICE ALERT | | | | | | | |
| I-1220180090 | 77 New Ticket Charges | R | 1/16/2019 | 137.05 | | 032658 | | 137.05 |
| 02784 | United Rentals | | | | | | | |
| I-164293130-001 | Steel Plates - PL | R | 1/16/2019 | 7,758.47 | | 032659 | | 7,758.47 |

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 1/03/2019 THRU 1/16/2019

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|--|--------|------------|----------------|----------|----------|--------------|--------------|
| 00246 | VENTURA COUNTY AIR POLLUTION Air Permit for TP Generator | R | 1/16/2019 | 602.00 | | 032660 | | 602.00 |
| 00251 | VENTURA COUNTY STAR Notice of Public Hearing - BRD | R | 1/16/2019 | 115.26 | | 032661 | | 115.26 |
| 02113 | Ventura County Watershed Prote Encroachment Permits | R | 1/16/2019 | 2,000.00 | | 032662 | | 2,000.00 |
| 09955 | VENTURA WHOLESALE ELECTRIC Conduit, Fittings, Locknuts-LCRA | R | 1/16/2019 | 163.21 | | 032663 | | 163.21 |
| 00247 | County of Ventura Encraochment Permits | R | 1/16/2019 | 2,220.00 | | 032664 | | 2,220.00 |
| 01283 | Verizon Wireless Monthly Cell Charges - DO | R | 1/16/2019 | 2,747.66 | | 032665 | | |
| | I-9821553411 Monthly Cell Charges - LCRA | R | 1/16/2019 | 756.59 | | 032665 | | 3,504.25 |
| 01396 | VULCAN CONSTRUCTION MATERIALS Recycle Asphalt - PL | R | 1/16/2019 | 50.00 | | 032666 | | |
| | I-72054426 Recycle Asphalt - PL | R | 1/16/2019 | 50.00 | | 032666 | | |
| | I-72054427 Recycle Asphalt - PL | R | 1/16/2019 | 548.86 | | 032666 | | |
| | I-72054428 Recycle Asphalt - PL | R | 1/16/2019 | 570.72 | | 032666 | | 1,219.58 |
| 00536 | Water Resource Engr Associates HOBO to VERBO - ENG | R | 1/16/2019 | 16,857.79 | | 032667 | | 16,857.79 |
| 02854 | Water Works Engineers, LLC WestEnd Ojai Ave Pipeline-ENG | R | 1/16/2019 | 28,701.45 | | 032668 | | 28,701.45 |
| 00663 | WAXIE SANITARY SUPPLY Towel Cabinets - DO | R | 1/16/2019 | 150.58 | | 032669 | | |
| | I-77979274 Peroxide Cleaner - LCRA | R | 1/16/2019 | 195.02 | | 032669 | | 345.60 |
| 00330 | WHITE CAP CONSTRUCTION SUPPLY Whisk Broom - PL | R | 1/16/2019 | 50.50 | | 032670 | | 50.50 |
| 01270 | SCOTT LEWIS Reimburse Expenses 12/18 | R | 1/16/2019 | 4,593.15 | | 032671 | | 4,593.15 |
| 00625 | OfficeTeam Admin Temp | R | 1/16/2019 | 1,030.40 | | 032672 | | 1,030.40 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------|---|-------------|-------------------------------------|------------------------------|----------|----------------------------|--------------|--------------|
| 00102 | FRANCHISE TAX BOARD I-G03201901151451 Payroll Deduction | R | 1/16/2019 | 50.00 | | 032673 | | 50.00 |
| 00124 | ICMA RETIREMENT TRUST - 457 I-DCI201901151451 DEFERRED COMP FLAT I-DI%201901151451 DEFERRED COMP PERCENT | R R | 1/16/2019 1/16/2019 | 575.00 141.44 | | 032674 032674 | | 716.44 |
| 00985 | NATIONWIDE RETIREMENT SOLUTION I-CUN201901151451 457 CATCH UP I-DCN201901151451 DEFERRED COMP FLAT I-DN%201901151451 DEFERRED COMP PERCENT | R R R | 1/16/2019 1/16/2019 1/16/2019 | 230.77 5,360.39 387.31 | | 032675 032675 032675 | | 5,978.47 |
| 00180 | S.E.I.U. - LOCAL 721 I-COP201901151451 SEIU 721 COPE I-UND201901151451 UNION DUES | R R | 1/16/2019 1/16/2019 | 40.00 791.75 | | 032676 032676 | | 831.75 |
| 1 | DRONEY, TIM I-000201812311438 US REFUND | R | 1/16/2019 | 77.96 | | 032677 | | 77.96 |
| 1 | TERZIAN, MAIA I-000201812311439 US REFUND | R | 1/16/2019 | 21.38 | | 032678 | | 21.38 |
| 1 | HUNTER, JOSEPH & LEA I-000201812311440 US REFUND | R | 1/16/2019 | 10.75 | | 032679 | | 10.75 |
| 1 | YACURA, RYAN I-000201812311441 US REFUND | R | 1/16/2019 | 17.15 | | 032680 | | 17.15 |
| 1 | J & H ENGINEERING I-000201812311443 US REFUND | R | 1/16/2019 | 245.62 | | 032681 | | 245.62 |
| 1 | TILLMAN, BRITTANY & I-000201812311442 US REFUND | R | 1/16/2019 | 21.32 | | 032682 | | 21.32 |
| 1 | A/A THACHER I-000201812311446 US REFUND | R | 1/16/2019 | 44.25 | | 032683 | | 44.25 |
| 1 | JAYNE, TERESA I-000201812311445 US REFUND | R | 1/16/2019 | 12.08 | | 032684 | | 12.08 |
| 1 | OLSON, DAVID & AGNES I-000201812311444 US REFUND | R | 1/16/2019 | 3.29 | | 032685 | | 3.29 |

| VENDOR I.D. | NAME | STATUS | CHECK DATE | INVOICE AMOUNT | DISCOUNT | CHECK NO | CHECK STATUS | CHECK AMOUNT |
|-------------------|--|--------|------------|----------------|----------|----------|--------------|--------------|
| 00793 I-011619 | LOS ANGELES REGIONAL WATER Robles Timber Cut-off Repair | R | 1/16/2019 | 2,122.00 | | 032686 | | 2,122.00 |

| * * T O T A L S * * | NO | INVOICE AMOUNT | DISCOUNTS | CHECK AMOUNT |
|---------------------|-----|-------------------|-----------|--------------|
| REGULAR CHECKS: | 166 | 762,022.51 | 0.00 | 762,022.51 |
| HAND CHECKS: | 0 | 0.00 | 0.00 | 0.00 |
| DRAFTS: | 3 | 112,314.40 | 0.00 | 112,314.40 |
| 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 |
|----------------|----------|---------|-----|----------------|-----------|--------------|
| | | | 169 | 874,336.91 | 0.00 | 874,336.91 |
| BANK: AP | | TOTALS: | 169 | 874,336.91 | 0.00 | 874,336.91 |
| REPORT TOTALS: | | | 169 | 874,336.91 | 0.00 | 874,336.91 |

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, Interim General Manager
RE: **Resolution Declaring Stage 4 Water Supply Condition at Lake Casitas**
Date: January 18, 2018

RECOMMENDATION:

The Board of Directors consider adopting a resolution declaring that a Stage 4 Water Supply Condition exists for the Lake Casitas water supply and provide direction to staff to implement specific actions in accordance with the Casitas MWD Water Efficiency and Allocation Program (WEAP).

BACKGROUND:

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

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

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

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

Since the adoption of the Stage 3 resolution, the level in Lake Casitas saw a minor recovery in early 2017 but a continued decline since that time. As of early December 2018, the level at Lake Casitas is nearing the 30% full threshold which is one criteria within the WEAP (Section 5.4, Table 5) that the Board of Directors can use in consideration of a declaration of a Stage 4 water supply condition.

On December 12, 2018, the Board of Directors held a hearing in regard to adopting a resolution declaring that a Stage 4 water condition exists at Lake Casitas. Subsequent to that hearing, the Board determined it would defer the decision to the January 9th, 2019 Board meeting.

On January 9, 2019, the Board of Directors considered adopting a resolution declaring that a Stage 4 water condition exists at Lake Casitas. The Board determined it would defer the decision to the January 23rd, 2019 Board meeting.

As a result of recent storm activity, the water supply percentage in Lake Casitas has risen to 32.2 %.

DISCUSSION:

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

A presentation was provided by the Interim General Manager during the December 12, 2018 Board meeting that went into more detail on these factors as well as others such as timing of its implementation, a summary of public feedback on the issue and actions being taken by Casitas' wholesale customers. A list of recommendations of means as well as options for timing of the implementation of these means was included and will be available at the January 23rd, 2019 Board Meeting.

The Board requested that the 'Health & Safety Analysis' slide from the September Water Resources Committee meeting be updated and provided for this discussion. That updated slide is attached.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 19-

RESOLUTION DECLARING AND IMPLEMENTING
A STAGE 4 WATER SUPPLY CONDITION
FOR ALL CASITAS CUSTOMERS

WHEREAS, on April 26, 2016 the Board of Directors of the Casitas Municipal Water District adopted Resolution 16-09 declaring that a Stage 3 water supply condition did exist at Lake Casitas, and

WHEREAS, as of November 2018, Lake Casitas has continued to decline to nearly 30% of its full capacity of 237,975 Acre-Feet, and

WHEREAS, the National Weather Service in their November 15, 2018 U.S. Seasonal Drought Outlook indicates continued but improving drought conditions through February 28, 2019, and

WHEREAS, the Casitas Water Efficiency and Allocation Program adopted on May 9, 2018 identifies a decline to thirty (30) percent of storage available in Lake Casitas as the possible Stage 4 condition and subject to water demand reduction measures to preserve the Lake Casitas water supply during a continuation of the drought; and

WHEREAS, Article X, Section 2 of the California Constitution declares that the general welfare requires that water resources be put to beneficial use, that waste or unreasonable use or unreasonable method of use of water be prevented and that conservation of water be fully exercised with a view to the reasonable and beneficial use thereof; and

WHEREAS, California Water Code, Section 375, authorizes a water supplier to adopt and enforce a comprehensive water conservation program to reduce water consumption and conserve water supplies; and

WHEREAS, California Water Code, Section 71611 provides that a district may sell water under its control, without preference, to cities, other public corporations and agencies, and persons, within the district for use within the district.

WHEREAS, California Water Code Section 71640 authorizes the governing body of a municipal water district to restrict the use of district water during any emergency caused by drought, or other threatened or existing water shortage, and may prohibit the wastage of district water or the use of district water during such periods for any purpose other than

household uses or such other restricted uses as the district determines to be necessary, and may prohibit use of district water during such periods for specific uses which it finds to be nonessential; and

WHEREAS, California Water Code Section 71642 authorizes the governing body of a municipal water district to find the existence or threat of a drought emergency or other threatened or existing water shortage, and that finding is prima facie evidence of the fact or matter so found, and such fact or matter shall be presumed to continue unchanged unless and until a contrary finding is made by the board by resolution or ordinance; and

WHEREAS, pursuant to Water Code section 71641 and Government Code section 6061, the [District] must publish in a newspaper of general circulation any ordinance setting forth the restrictions, prohibitions, and exclusions determined to be necessary under Water Code section 71640 within 10 days after its adoption; and

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

1) Pursuant to Water Code section 71642, and for the reasons set forth herein, the Board continues with the determination of the existence or threat of a drought emergency or other water shortage condition; and

2) Pursuant to California Water Code Section 71611 and under the authority of Water Code Section 71640, any water that is delivered from Lake Casitas and the Casitas distribution system that is used outside the District boundaries is considered an unreasonable use and an unreasonable method of use; and

3) Casitas hereby declares that a Stage 4 water supply condition exists within the service area of the Casitas Municipal Water District; and

4) The Board of Directors hereby directs staff to take the following actions that are described in the 2018 Water Efficiency and Allocation Program for a Stage 4 condition in Lake Casitas, in the specified time, that include:

- a) Effective upon adoption of this Resolution:
 - i. Continue with the Stage 1, Stage 2 and Stage 3 measures; and
 - ii. Expand and intensify the public information campaign within Casitas Municipal Water District that an increased and continued mandatory reduction in water use is required during Stage 4 water supply conditions.
 - iii. Implement measures to inform and educate all water users within Casitas Municipal Water District as to methods for achieving the reduction in water use.

- iv. Increase the current level of public outreach in relation to a specific Stage 4 message.
 - v. Develop a budget including staffing requirements to support water conservation and public outreach efforts.
- b) Prior to March 23, 2019, bring forward to the Board of Directors recommendations to consider a moratorium or more restrictive controlled issuance of new water service connection and allocations.
- c) Effective XX,XX,20XX, implement the following Stage 4 actions and measures:
- i. Reduce the initial allocation of every customer by an additional ten (10) percent; and
 - ii. Maintain the conservation penalty at \$5.00 per unit for all water usage exceeding monthly allocations for residential customers and annual allocations for all other customers; and
 - iii. Restrict landscape irrigation watering to the hours of 8PM to 8AM.

5) The Stage 4 water supply condition shall be presumed to continue unchanged unless and until a contrary finding is made by the Board by resolution or ordinance or when Lake Casitas reaches a volume of 90,000 AF upon which time the water supply condition will be declared as Stage 3.

ADOPTED this 23rd day of January, 2019.

Pete Kaiser, President
Casitas Municipal Water District

ATTEST:

Brian Brennan, Secretary
Casitas Municipal Water District

Health & Safety Analysis

Assumptions:

1. Dry/Difficult Conditions Persist
2. Ag Demands Remain Constant @ 6,300 AF/Year
3. Health & Safety @ 5,600 AF/Year
4. Net Evaporation @ 2,500 AF/Year
5. Total Yearly Demand of 14,400 AF

| | |
|---|-----------------|
| Assume FY 2019 Lake Demands (Feb through June): | 4,000 AF |
| Add Remaining Net Lake Evaporation: | <u>1,000 AF</u> |
| FY 2019 Total Estimated Lake Demand: | 5,000 AF |

Estimate End FY 2019 Lake Level: 76,000 AF – 5,000 AF = **71,000 AF (29.8%)** (Conservative)

Stage 5 Lake Volume: **59,494 AF (25%)**

| | <u>With Ag (14,400 AF/Year)</u> | <u>W/O Ag (8,100 AF/Year)</u> |
|-----------------------------------|---------------------------------|------------------------------------|
| Estimate End FY 2020 Lake Level : | 56,600 AF (23.8%) | N/A |
| Estimate End FY 2021 Lake Level : | 42,200 AF (17.7%) | 48,500 AF (20.4%) (6 Years Supply) |
| Estimate End FY 2022 Lake Level : | 27,800 AF (11.7%) | 40,400 AF (17.0%) (5 Years Supply) |

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER

FROM: LINDSAY CAO, CIVIL ENGINEER

SUBJECT: PREQUALIFICATION OF RINCON PUMP PLANT ELECTRICAL
UPGRADE

DATE: 01/23/19

RECOMMENDATION:

It is recommended the Board of Directors determine bids for Rincon Pump Plant Electrical Upgrade will only be accepted from the provided list of contractors who are pre-qualified for this project.

BACKGROUND AND DISCUSSION:

The District issued a Request for Qualifications for Rincon Pump Plant Electrical Upgrade on November 15, 2018. Five qualification packages were received. One of the contractors was deemed non-responsive as their package did not include (1) necessary financial information and (2) required list of recently completed projects. The four remaining contractors received passing scores based on reference checks, safety record, bonding capacity, compliance with civil and criminal law, and other factors in the questionnaire. The contractors who are eligible to submit bids for Rincon Pump Plant Electrical Upgrade construction are (in no particular order):

1. Venco Electric, Inc.
2. Eco Energy Solutions, Inc. dba High volt Electric
3. Oilfield Electric Company dba Oilfield Electric and Motor
4. Taft Electric Company

BUDGET IMPACT:

The fiscal year 2018-19 capital improvement program budget includes \$600,000 for the design and construction for the subject project.

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER

FROM: JULIA ARANDA, ENGINEERING MANAGER

SUBJECT: AUTHORIZE GENERAL MANAGER TO SIGN PROFESSIONAL SERVICES AGREEMENT FOR COMPREHENSIVE WATER RESOURCES PLAN

DATE: 01/23/19

RECOMMENDATION:

It is recommended the Board of Directors authorize the General Manager to enter into an agreement for professional engineering consulting services with Stantec Consulting Services, Inc. (Stantec) for preparation of the Comprehensive Water Resources Plan and Safe Yield Analysis for a fee not to exceed \$444,442.

BACKGROUND AND DISCUSSION:

This item was presented at the Board meeting of January 9, 2019 and was directed to the Water Resources Committee for discussion and recommendation.

In their proposal, Stantec presented two options for the safe yield analysis of the lake. The first option includes a model update using a 'traditional' safe yield analysis methodology. The second option is a Probabilistic Yield Analysis which incorporates multiple possible future hydrologies and presents reliability under different scenarios. The two options were presented to the Water Resources Committee on January 15, 2019 and the Committee recommended proceeding with Option 2. Stantec also revised their proposal to update the period of record from the existing model (1944-1965) with current data (through 2018), at the Committee's recommendation.

Stantec is well qualified and committed to completing the Comprehensive Water Resources plan in a timely fashion. The proposal includes the following schedule milestones:

| | |
|--------------------------------------|----------------|
| Early Action Plan | April 2019 |
| Probabilistic Yield Update Tech Memo | July 2019 |
| Water Supply Alternatives Tech Memo | August 2019 |
| Funding Alternatives Tech Memo | September 2019 |
| Draft CWRP | November 2019 |
| Final CWRP | December 2019 |

BUDGET IMPACT:

This project was not included in the fiscal year 2018-19 budget. The base fee proposal from Stantec is \$367,186 for preparation of the Comprehensive Water Resources Plan, including the Early Action Plan. The total estimated fee with the Probabilistic Yield Analysis and period of record update is \$444,442.

Attachment:

Proposal from Stantec Consulting Services, Inc. dated January 17, 2019



Stantec Consulting Services Inc.
111 E. Victoria St.
Santa Barbara, CA 93101

January 17, 2019
File: 184032004

Attention: Ms. Julia Aranda
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

VIA EMAIL: jaranda@casitaswater.com

Dear Ms. Julia Aranda

Reference: Comprehensive Water Resources Plan Scope of Work

SCOPE OF SERVICES

Stantec will prepare the Casitas Municipal Water District (Casitas) Comprehensive Water Resources Plan. The tasks proposed to be completed are described below.

TASK 1 – PROJECT MANAGEMENT

1.1 Project Management

Stantec will implement its formal project management framework that must be applied to all projects. The framework is tailored to each project based on its size and complexity. Stantec will prepare a Project Management Plan that will include the following components:

- Scope of Work
- Budget
- Schedule
- Quality Control/Quality Assurance Plan—This plan will describe how work products and analyses will be checked by internal subject matter experts. All project deliverables will be reviewed by one of the Strategic Advisors prior to submittal to Casitas.
- Communications Plan—This plan will describe lines of communication between the Stantec team and Casitas, and between the Stantec team and external stakeholder groups.
- Risk Register—This will include a list of possible project risks in technical, schedule, budget, and management categories, as well as proposed mitigation strategies to be implemented by Stantec.
- Change/Issues Log—This is a log of direction provided by Casitas to address changes to the scope and budget.

Stantec will submit monthly invoices and brief progress reports providing the status of scope, schedule and budget.

Reference: **Comprehensive Water Resources Plan Scope of Work**

1.2 Quality Control/Assurance

Stantec will implement quality control/assurance procedures to check all work products for accuracy and use of best practices. All project deliverables will be checked by one of Stantec's senior project team members.

1.3 Meetings

Stantec will attend the following meetings at the District offices unless otherwise noted:

- Project kickoff meeting, including the key Stantec staff and Casitas staff.
- Monthly progress meetings—these will be in person meetings and will focus on key milestones when important decisions need to be made; some team members may attend via conference call when providing routine project status updates. (assumes up to 10 meetings)
- Project updates at Water Resources Committee meetings—we will prepare presentation materials for use by Casitas staff or by our project staff as desired. (assumes up to 3 meetings)
- Three (3) presentations at Casitas Board meetings—we will prepare presentation materials for use by Casitas staff or by our project staff as desired.
- Meeting to review Draft Comprehensive Water Resources Plan—this in-person meeting will be conducted to review the draft Comprehensive Water Resource Plan report and recommendations.
- A final board meeting to present the final Comprehensive Water Resources Plan

For all meetings Stantec will prepare and distribute an electronic copy of the draft agenda a minimum of three (3) days prior to each meeting. Stantec will prepare and distribute an electronic copy of the meeting minutes a minimum of five (5) days after each meeting.

1.4 Stakeholder Engagement

Stantec will implement a stakeholder engagement program in close coordination with Casitas. The stakeholder engagement program will be implemented in two phases.

1.4.1 Phase 1 - Initial Information Gathering and Outreach

Phase 1 activities will include:

1. Prepare Stakeholder Engagement Plan.
2. Create and update the stakeholder database in the Stakeholder Engagement Plan, which lists known stakeholder groups (e.g., Ojai FLOW, Ojai Valley Land Conservancy, Ojai Valley Sanitary District, Ojai Valley Water Advisory Group, Ojai Water Conservation District, City of Ojai, US Bureau of Reclamation, US Forest Service, Ventura River Water District, Oak View, Meiners Oaks, Ventura County).
3. Develop themes and messaging framework for engaging with the community and stakeholders.
4. Develop simple online microsite for the community to ask questions and express concerns.
5. Conduct outreach to elected officials at the County and City levels to help ensure Casitas has identified the key stakeholders they would like to participate in the process (e.g. City of Ventura, County of Ventura, and City of Ojai).

Reference: Comprehensive Water Resources Plan Scope of Work

1.4.2 Phase 2 - Ongoing Stakeholder Involvement

Phase 2 activities will include:

1. Support community outreach meetings for each of the stakeholders identified in Phase 1. This will include up to 12 outreach meetings. A summary of the initial issues, questions, feedback and concerns raised by the stakeholders will be provided to the team for use in updating the Stakeholder Engagement Plan. The summary information will be presented at a Casitas Board meeting.
2. Launch online microsite for broader community input.
3. Update themes and messaging framework for the proposed solutions as a result of the community outreach effort.
4. Conduct a final meeting with the Casitas Board to present results of the Comprehensive Water Resources Plan, with an invite to all stakeholders.

TASK 1 DELIVERABLES

1. Project Management Plan in PDF format (A hardcopy will be available upon request)
2. Monthly invoices
3. Monthly updated project schedule
4. Meeting agendas and minutes (delivered as outlined in task 1.3)
5. PowerPoint presentations (delivered electronically; assumes three (3) board presentations, three (3) Water Resources Committee presentations, one (1) draft plan review presentation, and one (1) final plan review presentation)
6. Stakeholder Engagement Plan in PDF format (A hardcopy will be available upon request)

TASK 2 – REVIEW AND SUMMARIZE EXISTING PLANNING DOCUMENTS AND CURRENT PROJECT STATUS

2.1 Review Existing Planning Documents

Stantec will review existing planning documents available from Casitas and other sources that describe water supplies, demands, existing water sources, and potential future projects. In addition, to assessing previous supply options in this task, Stantec will also review previous demand forecasts for the Casitas service area. Stantec will review past demand estimates in light of recent drought and significant conservation efforts and adjust if needed to provide realistic forecasts of future demand in the service area.

2.2 Review Water Security Project Status

Stantec will review the status of existing water security projects on which Casitas is currently working and/or coordinating with other agencies. These include the State Water Project Interconnection and Matilija Formation Deep Wells.

Reference: Comprehensive Water Resources Plan Scope of Work

2.3 Summarize Existing Planning Documents and Status of Current Water Supply Projects

Stantec will prepare a Background Information Technical Memorandum (TM) that summarizes the review of previous demand estimates, water supply options, and current status of water security projects. The TM will discuss the advantages and disadvantages of the alternatives from their respective studies and evaluate whether they are viable alternatives to reconsider. The information will be presented in matrix, figure or graphical format that can be presented to the general public as an informational tool. The TM will recommend options to be evaluated further in Task 3.

The TM will be formatted to become Section 2 of the final project report. The draft TM will be submitted to Casitas for review and comment, and comments will be incorporated into a final TM. The draft TM will represent a key project milestone; it will be reviewed in a face-to-face monthly progress meeting with Casitas.

2.4 Early Action Plan (Alternate Task)

If approved by Casitas, Stantec will help Casitas develop an Early Action Plan to address the current water supply crisis as expeditiously as possible.

Stantec will quickly screen all the past water supply options and identify those that can be implemented within a few months. Stantec will perform a rapid assessment of those options and work with Casitas staff to recommend those that have the most chance of success and prepare a high-level implementation strategy. Accompanying the technical assessment will be a stakeholder involvement effort as described in Phase 1 of the Stakeholder Engagement task to assess the level of public acceptance for candidate immediate strategies.

The result of this task will be a brief write-up and presentation of the proposed strategy that staff can use with Board members, stakeholders and the public to demonstrate it has a plan to mitigate the current situation and is taking action. The Early Action Plan will keep in mind the potential long-range water supply options, so early actions do not preclude pursuing other opportunities in the future. This task would be completed within three (3) months from award of contract.

TASK 2 DELIVERABLES

1. Early Action Plan, if approved, in PDF format (A hardcopy will be available upon request)
2. Matrix and graphical exhibit of previously identified water supply alternatives in electronic format
3. Draft Background Information TM in PDF format (a hardcopy will be available upon request)
4. Final Background Information TM in PDF format (a hardcopy will be available upon request)

TASK 3 – DEVELOP WATER SUPPLY ALTERNATIVES

3.1 Develop Long List of Options

Stantec will develop a list of potentially feasible water supply alternatives based on the outcome of Task 2, supplemented by other input from Casitas, stakeholders, and the consultant team. This list could include

Reference: Comprehensive Water Resources Plan Scope of Work

the State Water Project Interconnection, Matilija Formation Deep Wells, other regional projects, other groundwater development, seawater desalination, stormwater harvesting, and demand management. The list will be made as broad as possible to assure that all potentially feasible options are addressed.

3.2 Develop Ranking Criteria and Decision-Making Tool

Stantec will develop ranking criteria based on the criteria used in Task 2 to describe alternatives identified in previous studies. These criteria may be refined, and other criteria may be added based on the need to discriminate among options on the long-list of alternatives. Criteria will cover technical requirements as well as Triple Bottom Line factors and may include cost-benefit, regulatory constraints, timeline, risk versus reliability, and vulnerability to impacts associated with climate change. Criteria will be validated by Casitas in a monthly progress meeting.

Development of water supply solutions in an environment of uncertainty around future climate, future growth, and future economic conditions requires a process that applies risk-based planning methods. Scenario planning is a strategy for incorporating future uncertainty. This approach develops different versions of the future (e.g., different combinations of demand levels and hydrologic/climate conditions) and finds robust water supply solutions that would be effective across all the possible futures. Stantec will develop two narrative futures for planning that represent high and low bookends of supply and demand; these may be described on a semi-quantitative basis. This will be accomplished fairly simply using past Lake Casitas safe yield estimates and alternate growth and economic forecasts at the regional or County level. Having at least two future scenarios will provide Casitas useful information on the range of possible future conditions it could face when needing to meet customer demands with available supplies.

Stantec will prepare a decision support tool to assist Casitas and stakeholders in evaluating the sensitivity of each alternative to the various factors (assessment criteria). Selection of the decision support tool will be made by Casitas based on options provided by Stantec, varying from Excel-based tools to vendor-supplied tool. The decision support tool will include graphical output showing how each project responds to the factors and how those responses influence their rating and ranking.

3.3 Develop Water Supply Projects

Based on the outcome of the alternative evaluation process using the decision support tool with Casitas and stakeholders, Stantec will coordinate with Casitas to select up to six alternatives that have the most potential for successfully meeting Casitas' needs across the two scenarios developed in task 3.2. In addition to performing well against the criteria identified previously, alternatives must be able to meet short-, mid-, and/or long-term needs of Casitas. Stantec will include alternatives that can meet Casitas' immediate needs and can be implemented in a short period of time, as well as those that involve a longer implementation period and can meet Casitas' long-term needs.

Stantec will prepare the following for the up to six selected alternatives:

- Conceptual level layout and design of required facilities. This will consist of facility maps and schematic drawings showing relationships to other facilities, and approximate facility sizes and

Reference: Comprehensive Water Resources Plan Scope of Work

locations. Where possible this information will be based on the data extracted from the previous studies reviewed in Task 2, with updates to reflect current conditions and project needs.

- Conceptual cost estimate. This will consist of a construction cost estimate at an AACE Class 5 level, or Class 4 where sufficient information is available. Where applicable, cost estimates will be updated from previous studies to reflect currently feasible project configurations and sizes, and if possible, past cost estimates will be escalated to current conditions using common construction cost indexes such as the ENR Construction Cost Index.
- Regulatory Permits. This will consist of a list of the major regulations, permits, and water administration factors affecting implementation and operation of the facility.
- Environmental Compliance. This will consist of an assessment of the nature and complexity of environmental studies, permits, mitigation, and other factors associated with compliance with environmental laws and regulations (e.g., CEQA/NEPA compliance). This will also consider the water quality delivered by the alternative, and any treatment requirements necessary to be consistent with current drinking water quality provided to Casitas customers.
- Inter-Agency Coordination. This will consist of a description of the level and complexity of necessary coordination with other local or state agencies to implement and operate the alternative. It is anticipated that some alternatives can be implemented by Casitas alone, while others could require significant coordination and cooperation with other agencies (e.g., State Water Project Interconnect).
- System Integration. This will consist of a description of how alternatives would connect to and be operated in conjunction with current Casitas assets. In addition to how physical connections would be made, this section will describe how the new water resources would be used on conjunction with current resources (e.g., as drought supply, wet year supply, or base supply).
- Timeline. This will consist of an assessment of the time required to design and implement each alternative. Key implementation tasks and milestones (e.g., engineering studies, preliminary and final design, major permits, agreements with other agencies, construction) will be shown on an implementation schedule. It will also indicate whether the alternative can be used as a short-, mid-, or long-term solution.
- Phasing. This will consist of an assessment of whether implementation of the alternative can be phased over time.

Stantec will combine individual project alternatives into water supply portfolios that are capable of meeting the future water supply needs for Casitas. Portfolios will be assessed using the same or similar criteria as the individual alternatives.

Results from Task 3 will be summarized in a Water Supply Alternatives TM. The TM will be formatted to become Sections 4, 5 and 6 of the final project report. A draft TM will be provided to Casitas for review and comment. A final TM will not be prepared, but comments will be incorporated into the final report sections.

TASK 3 DELIVERABLES

1. Decision-support tool in electronic format
2. Draft Water Supply Alternatives TM in electronic format (a hardcopy will be available upon request)

Reference: Comprehensive Water Resources Plan Scope of Work

TASK 4 – REVIEW FUNDING ALTERNATIVES

4.1 Review Funding Alternatives

Stantec will prepare a conceptual funding plan that will look at the various funding options including grants, loans, bonds, rate and fee revenues, cost-sharing with regional partners, and public-private partnerships. The funding plan will include advantages and disadvantages of each funding source based on criteria including customer rate impacts, the implementation timeline, leveraging of outside funding sources, administrative obligations, Casitas control, and any other key information relevant to the project(s).

The funding plan will also include potential rate impacts to customers based on estimated project costs and potential equivalent dwelling units (EDUs) served by the project(s). This will provide Casitas a way to evaluate the potential impact of various project options.

The funding plan will provide Casitas with a road map and/or strategies for funding and implementing the project(s). Stantec will summarize results of the funding review in an Alternative Funding Mechanisms TM. The TM will be formatted to become Section 7 of the final project report. A draft TM will be provided to Casitas for review and comment. A final TM will not be prepared, but comments will be incorporated into the draft Comprehensive Water Resources Plan report. Task 5 – Draft and Final Comprehensive Water Resources Plan.

TASK 4 DELIVERABLES

1. Draft Alternatives Funding Mechanisms TM in electronic format (a hardcopy will be available upon request)

TASK 5 – COMPREHENSIVE WATER RESOURCES PLAN

5.1 Draft Comprehensive Water Resources Plan

Stantec will prepare a draft Comprehensive Water Resources Plan report to serve as the blueprint for addressing Casitas' existing and future water supply challenges. The first step in this task will be to develop a final report outline. Unless revisions are approved, this will follow the report outline provided in the Request for Proposal (RFP). The recommended projects and programs will be described at a conceptual level including an implementation schedule and specific tasks for further evaluation and study.

The Plan will incorporate the Background Information TM, Water Supply Alternatives TM, and Alternative Funding Mechanisms TM, which will be formatted as sections in the final report.

The Plan will rely heavily on tables and figures to present information in a manner accessible to the public and nontechnical decision makers. In particular, the Executive Summary will be a public-facing document that assists Casitas in communicating its process and recommendations to the public and stakeholders in a convincing manner. The Plan report will be prepared in a searchable, indexed PDF format.

The Plan will include recommendations for next steps. Depending on the outcome of Task 3, this may consist of a strategy for implementing a single alternative, or a strategy for pursuing multiple alternatives in

Reference: Comprehensive Water Resources Plan Scope of Work

parallel. Recommendations will also include triggers for implementing mid- and long-term solutions that would be dependent on future conditions such as drought/climate change, demand increases, or decisions by other regional or State agencies.

Stantec will meet with Casitas to review the draft plan and obtain comments to be incorporated into a final plan.

5.2 Final Comprehensive Water Resources Plan

Stantec will incorporate agreed upon comments into a final Comprehensive Water Resources Plan. As defined in the RFP, the Plan report will be prepared in a searchable, indexed PDF format. The final report will be stamped and signed by a Professional Engineer in the State of California.

TASK 5 DELIVERABLES

1. Draft Comprehensive Water Resources Plan in PDF format (hard copies available upon request)
2. Final Comprehensive Water Resources Plan in PDF format (hard copies available upon request)

TASK 6 – EVALUATE LAKE CASITAS SAFE YIELD

This task was not in the original RFP. It was requested by Casitas subsequent to selection of Stantec to perform the Comprehensive Water Resources Plan study.

Background

Casitas has used the “safe yield” concept in its past water resources plans. By definition the safe yield of a reservoir is the largest demand that can be met from the reservoir in every year during a given hydrologic period without the reservoir storage falling below a minimum allowable level.

The current Lake Casitas safe yield estimate of 20,540 acre-feet per year (AFY) is based on a modeling analysis performed by Casitas in 2004 and summarized in a report that is appended to the 2016 Urban Water Management Plan (Water Supply and Use Status Report, December 2004, prepared by Casitas staff). The modeling analysis used the historical hydrologic record from 1945-2003 and identified a 21-year critical period to determine the safe yield. The safe yield of 20,540 AFY accounts for removal of Matilija Dam and operation of the Robles Diversion Fish Passage project. The UWMP adopted this safe yield value for all future planning conditions.

The safe yield concept has a number of technical flaws in the current water supply planning context. The primary problem is that it assumes historical hydrology will repeat in the same sequence as occurred in the past. In an era of climate change and uncertainty, this assumption is flawed in that it does not account for possible shifts in temperature or precipitation in the future, or for the possibility of longer droughts than occurred in the past. California’s Fourth Climate Change Assessment, Statewide Summary Report notes that both these trends are highly likely in the future (State of California, 2016). In addition, the safe yield concept assumes water demand is constant in every year. In reality demand is variable from year to year and affected by weather on a daily to monthly time-scale, climate on a decadal and longer time scale, and by human factors such as demand management programs. For these reasons many water utilities are moving away from the safe yield concept and adopting risk-based or reliability-based approaches to

Reference: Comprehensive Water Resources Plan Scope of Work

planning in which estimates of water availability are based on probabilistic concepts, e.g., “under a given set of future conditions, a water demand of X AFY can be met Y% of the time” (Water Research Foundation, Framework for Evaluation Alternative Water Supplies, 2018).

While Casitas may choose to move to a more risk-based planning approach in the future, the District has indicated it wants to update the current safe yield estimate for the Comprehensive Water Resources Plan to account for possible future climate change. Stantec has identified the following two possible scope of work options to accomplish this task, depending on the availability of past data and the level of effort Casitas wants to invest in this task.

6.1 – Evaluate Lake Casitas Safe Yield

Option 1 - Reanalysis of Safe Yield Using Adjusted Historical Hydrology

This option requires availability of the water supply model used to estimate the Lake Casitas safe yield from the 2004 report.

Stantec will use estimates of future temperature and precipitation from the Assessment and other sources to develop adjusted parameters used in the Lake Casitas safe yield model based on offsets from historical temperature and precipitation. The modified model input will be used to estimate an adjusted safe yield based on the historical hydrologic sequence of years under moderate and severe climate change conditions. This will result in three water availability scenarios: the current estimated safe yield based on historical hydrology, an adjusted safe yield assuming moderate climate change effects, and an adjusted safe yield assuming severe climate change effects.

Option 2 – Probabilistic Yield Analysis Using Resequenced, Adjusted Historical Hydrology (Alternate)

This option requires availability of the water supply model used to estimate the Lake Casitas safe yield from the 2004 report, or development of a new model of Lake Casitas hydrology and operations. Budget and schedule estimates assume the 2004 model is available to Stantec.

Stantec will use accepted statistical methods to resequence historical hydrologic data required by the Lake Casitas model such that historical means and standard deviations are preserved. One hundred “baseline” hydrologic sequences will be developed that have the same statistics as the historical record, but that may contain longer and more severe drought periods. The Lake Casitas model will be used to simulate each of the 100 baseline hydrologic sequences, and estimate the yield that can be met for different reliabilities (e.g., 50% to 100%) across the entire hydrologic ensemble for baseline conditions. Stantec will use estimates of future temperature and precipitation from the Assessment and other sources to develop adjusted parameters used in the Lake Casitas safe yield model based on offsets from historical temperature and precipitation. Modified model input parameters will be based on temperature and precipitation offsets for two future climate conditions: moderate climate change effects and severe climate change effects. Stantec will then apply the adjusted model parameters and estimate the yield that can be met for different reliabilities across the range of 100 hydrologic sequences for the two future climate conditions. This will result in probabilistic yield estimates for three scenarios – baseline and two future climate conditions.

Reference: Comprehensive Water Resources Plan Scope of Work

Each of the two options will generate three scenarios for future water availability from Lake Casitas. Casitas will select two scenarios to be used in the development of Comprehensive Water Resources Plan water supply portfolios.

Pros and cons of the two scope options are summarized below.

| | Option 1 – Reanalysis of Safe Yield Using Adjusted Historical Hydrology | Option 2 – Reanalysis of Safe Yield Using Re-sequenced, Adjusted Hydrology |
|---|--|---|
| Estimated Budget | \$31,200 | \$67,800 |
| Estimated Schedule | 3 months | 5 months |
| 2004 Model Required | Yes | Yes |
| Incorporation of Climate Change Effects | Moderate | High |

6.2 Extend Safe Yield Model Simulation Period (add 2000-2018)

Stantec will update the existing 2004 safe yield model provided by Casitas to extend the simulation period through 2018 by adding years 2000-2018. This will include adding recent streamflow data for the streamgages represented in the model, applying previously developed routines for filling missing data and accounting for depletion and accretions, updating the Robles Diversion Canal logic, and updating yield estimates from contributing groundwater basins based on published or available information.

6.3 Safe Yield Update Technical Memorandum

Stantec will present methods and results of the updated safe yield analysis in a technical memorandum.

TASK 6 DELIVERABLES

1. Safe Yield Analysis Technical Memorandum in PDF format (hard copies available upon request)

FEES

Stantec's proposed services will be performed on a time and materials, not to exceed basis and shall be billed monthly per the attached rate schedule. Charges for "time" include professional, technical, and clerical support services provided by Stantec. "Materials" include reimbursable expenses, such as photocopies, shipping/delivery, mileage, plots, prints, maps/documents, and outside consultant fees.

Reference: Comprehensive Water Resources Plan Scope of Work

Based on Stantec's understanding of Casitas' requirements and experience with similar projects, the estimated fee required for services under this scope of work will be:

| | |
|------------------------------------|------------------|
| Tasks 1-5..... | \$367,186 |
| Additional requested items: | |
| Task 6.1 | |
| Option 1..... | \$31,204 |
| Option 2..... | \$67,752 |
| Task 6.2..... | \$9,504 |

A fee breakdown by labor hour and task is attached.

Stantec's charges will not exceed the above fee estimate without prior authorization by Castias. Stantec reserves the right to reallocate budget between the tasks if necessary provided the overall total is not exceeded.

Stantec has estimated the cost of services based on its understanding of the scope and complexity of the work at this time. During the performance of this scope of services, the need for additional or expanded services may be determined. Stantec will keep Casitas informed of progress and costs incurred through submittal of monthly invoices and progress reports.

SCHEDULE

Stantec will commence work upon receipt of an executed contract. The work will be completed per the attached schedule.

We appreciate the opportunity to provide this scope of services proposal. Should you require additional information or wish to discuss this proposal further, please call Autumn Glaeser at (805) 285-9093.

Regards,

Stantec Consulting Services Inc.



Autumn Glaeser PE
Project Manager
Phone: (805) 285-9093
Autumn.Glaeser@stantec.com



Venu Kolli PE
Principal In Charge
Phone: (626) 568-6073
Venu.Kolli@Stantec.com

January 17, 2019
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Reference: **Comprehensive Water Resources Plan Scope of Work**

Attachment: Fee breakdown
 Rate Schedule
 Proposed schedule

c. file

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**CMWD RFP for Proposals for Comprehensive Water Resources Plan
Stantec Staff Time and Fees**

| | | Position | PIC & QA/QC | Principal Engineer | Senior Engineer | PM | Project Civil Engineer | Associate Engineer | Tech. Asst. | Admin | TOTAL HOURS | TASK STAFF COST | TASK DIRECT COST (10% markup) (a) | TOTAL TASK COST |
|---|---|---------------|-------------|--------------------|-----------------|-------|------------------------|--------------------|-------------|-------|-------------|-----------------|---|-----------------|
| | | Billing Level | 16 | 15 | 14 | 13 | 11 | 8 | 6 | 4 | | | | |
| | | Billing Rate | \$225 | \$211 | \$201 | \$185 | \$168 | \$142 | \$126 | \$107 | | | | |
| TASK 1 - PROJECT MANAGEMENT | | | | | | | | | | | | | | |
| 1.1 | Project Management | | | | | 60 | | | | 48 | 108 | \$ 16,236 | | \$ 16,236 |
| 1.2 | Quality Control/Assurance | | 50 | 20 | | | | | | | 70 | \$ 15,470 | | \$ 15,470 |
| 1.3 | Meetings - Progress Meetings | | | 30 | | 50 | 30 | | 20 | | 130 | \$ 23,140 | \$ 4,400 | \$ 27,540 |
| 1.4 | Stakeholder Engagement | | | | | | | | | | 0 | \$ - | \$ 60,500 | \$ 60,500 |
| Task 1 Subtotal | | | 50 | 50 | 0 | 110 | 30 | 0 | 20 | 48 | 308 | \$ 54,846 | \$ 64,900 | \$ 119,746 |
| TASK 2 - Review and Summarize Existing Planning Documents and Current Project Status | | | | | | | | | | | | | | |
| 2.1 | Review Existing Planning Documents | | | 8 | 30 | 16 | 30 | 20 | | | 104 | \$ 18,558 | | \$ 18,558 |
| 2.2 | Review Existing Water Security Project Status | | | 8 | 20 | 8 | 20 | | | | 56 | \$ 10,548 | | \$ 10,548 |
| 2.3 | Summarize Existing Planning Documents and Status of Current Water Supply Projects | | | 8 | 30 | 8 | 60 | 30 | 40 | 8 | 184 | \$ 29,434 | | \$ 29,434 |
| 2.4 | Early Action Plan (Alternate Task) | | | 24 | 40 | 24 | 30 | | | 4 | 122 | \$ 23,012 | | \$ 23,012 |
| Task 2 Subtotal | | | 0 | 48 | 120 | 56 | 140 | 50 | 40 | 12 | 466 | \$ 81,552 | \$ - | \$ 81,552 |
| TASK 3 - Develop Water Supply Alternatives | | | | | | | | | | | | | | |
| 3.1 | Develop Long List of Options | | | 4 | 8 | 8 | | | | | 20 | \$ 3,932 | | \$ 3,932 |
| 3.2 | Develop Ranking Criteria and Decision-Making Tool | | | 8 | 60 | 8 | 60 | | | | 136 | \$ 25,308 | | \$ 25,308 |
| 3.3 | Develop Water Supply Projects | | | 8 | 80 | 20 | 80 | 80 | 80 | 8 | 356 | \$ 57,204 | | \$ 57,204 |
| Task 3 Subtotal | | | 0 | 20 | 148 | 36 | 140 | 80 | 80 | 8 | 512 | \$ 86,444 | \$ - | \$ 86,444 |
| TASK 4 - Review Funding Alternatives | | | | | | | | | | | | | | |
| 4.1 | Review Funding Alternatives | | | 8 | 40 | 8 | 24 | 24 | | 4 | 108 | \$ 19,076 | | \$ 19,076 |
| Task 4 Subtotal | | | 0 | 8 | 40 | 8 | 24 | 24 | 0 | 4 | 108 | \$ 19,076 | \$ - | \$ 19,076 |
| TASK 5 - Draft and Final Comprehensive Water Resources Plan | | | | | | | | | | | | | | |
| 5.1 | Draft Comprehensive Water Resources Plan | | | 8 | 40 | 20 | 80 | 40 | 40 | 8 | 236 | \$ 38,444 | | \$ 38,444 |
| 5.2 | Final Comprehensive Water Resources Plan | | | 8 | 40 | 10 | 40 | | 20 | 8 | 126 | \$ 21,674 | \$ 250 | \$ 21,924 |
| Task 5 Subtotal | | | 0 | 16 | 80 | 30 | 120 | 40 | 60 | 16 | 362 | \$ 60,118 | \$ 250 | \$ 60,368 |
| TASKS 1-5 SUB-TOTAL | | | 50 | 142 | 388 | 240 | 454 | 194 | 200 | 88 | 1756 | \$ 302,036 | \$ 65,150 | \$ 367,186 |
| TASK 6 - Safe Yield Update Options | | | | | | | | | | | | | | |
| 6.1 | Option 1 - Reanalysis of Safe Yield Using Adjusted Historical Hydrology | | | 12 | 20 | 20 | 40 | 80 | 16 | 8 | 196 | \$ 31,204 | | \$ 31,204 |
| | Option 2 - Reanalysis of Safe Yield Using Re-sequenced, Adjusted Hydrology | | | 16 | 50 | 30 | 120 | 160 | 40 | 8 | 424 | \$ 67,752 | | \$ 67,752 |
| 6.2 | Extend Safe Yield Model Simulation Period (add 2000-2018) | | | 4 | 4 | | 40 | 8 | | | 56 | \$ 9,504 | | \$ 9,504 |
| Project Total with task 6 option 1 | | | | | | | | | | | | | | \$ 407,894 |
| Project Total with task 6 option 2 | | | | | | | | | | | | | | \$ 444,442 |

NOTES

- (a) Mileage, reproduction, CAD charges, and field equipment etc.
Also includes Consensus subcontract

SCHEDULE OF BILLING RATES – 2019

| Billing Level | Hourly Rate | Description |
|----------------------|----------------------------------|---|
| 3 4 5 | \$102 \$107 \$121 | <p>Junior Level position</p> <ul style="list-style-type: none"> <input type="checkbox"/> Independently carries out assignments of limited scope using standard procedures, methods and techniques <input type="checkbox"/> Assists senior staff in carrying out more advanced procedures <input type="checkbox"/> Completed work is reviewed for feasibility and soundness of judgment <input type="checkbox"/> Graduate from an appropriate post-secondary program or equivalent <input type="checkbox"/> Generally, one to three years experience |
| 6 7 8 | \$126 \$137 \$142 | <p>Fully Qualified Professional Position</p> <ul style="list-style-type: none"> <input type="checkbox"/> Carries out assignments requiring general familiarity within a broad field of the respective profession <input type="checkbox"/> Makes decisions by using a combination of standard methods and techniques <input type="checkbox"/> Actively participates in planning to ensure the achievement of objectives <input type="checkbox"/> Works independently to interpret information and resolve difficulties <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, three to six years experience |
| 9 10 11 | \$152 \$158 \$168 | <p>First Level Supervisor or first complete Level of Specialization</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provides applied professional knowledge and initiative in planning and coordinating work programs <input type="checkbox"/> Adapts established guidelines as necessary to address unusual issues <input type="checkbox"/> Decisions accepted as technically accurate, however may on occasion be reviewed for soundness of judgment <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, five to nine years experience |
| 12 13 14 | \$177 \$185 \$201 | <p>Highly Specialized Technical Professional or Supervisor of groups of professionals</p> <ul style="list-style-type: none"> <input type="checkbox"/> Provides multi-discipline knowledge to deliver innovative solutions in related field of expertise <input type="checkbox"/> Participates in short and long range planning to ensure the achievement of objectives <input type="checkbox"/> Makes responsible decisions on all matters, including policy recommendations, work methods, and financial controls associated with large expenditures <input type="checkbox"/> Reviews and evaluates technical work <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, ten to fifteen years experience with extensive, broad experience |
| 15 16 17 18 | \$211 \$225 \$234 \$237 | <p>Senior Level Consultant or Management</p> <ul style="list-style-type: none"> <input type="checkbox"/> Recognized as an authority in a specific field with qualifications of significant value <input type="checkbox"/> Provides multidiscipline knowledge to deliver innovative solutions in related field of expertise <input type="checkbox"/> Independently conceives programs and problems for investigation <input type="checkbox"/> Participates in discussions to ensure the achievement of program and/or project objectives <input type="checkbox"/> Makes responsible decisions on expenditures, including large sums or implementation of major programs and/or projects <input type="checkbox"/> Graduate from an appropriate post-secondary program, with credentials or equivalent <input type="checkbox"/> Generally, more than twelve years experience with extensive experience |

Note: Rates subject to escalation at end of calendar year.

Gantt Chart Schedule - Casitas Comprehensive Water Resources Plan

| | 2019 | | | | | | | | | | |
|---|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Task | Feb | Mar | Apr | May | Jun | Jul | Aug | Sep | Oct | Nov | Dec |
| 5.3 Final Presentation | | | | | | | | | | ● | |
| Task 6 - Safe Yield Update | | | | | | | | | | | |
| <i>Option 1 - Adjust Historical</i> | | | 📄 | | | | | | | | |
| 6.1 Safe Yield Update | | | | | | | | | | | |
| 6.2 Tech Memo | | | | | 📄 | | | | | | |
| <i>Option 2 - Resequence Historical</i> | | | | | | | | | | | |
| 6.1 Safe Yield Update | | | | | | | | | | | |
| 6.2 Tech Memo | | | | | | 📄 | | | | | |

MEMORANDUM

TO: Board of Directors

From: Michael L. Flood, Interim General Manager

RE: **Consideration of an award to Padre Associates, Inc. of a contract for professional environmental study services to provide an initial study for the Robles Vertical Bore Test Well Project in an amount not to exceed \$47,035.00.**

Date: January 17, 2019

RECOMMENDATION:

The Board of Directors approve the proposal from Padre Associates, Inc. in the amount of \$47,035.00 for professional environmental study services to provide an initial study for the Robles Vertical Bore Test Well Project.

BACKGROUND:

Early in 2018, Casitas staff considered the possibility of drilling emergency groundwater well on the property owned by Casitas MWD near the Robles Fish Passage facility. As opposed to the Horizontal Bore Project or HoBo being considered at the same site, this well would be drilled straight down into the Matilija formation directly under Casitas' MWD property at that location.

The project engineer, Water Resource Engineering Associates (WREA), employed Padre Associates, Inc. to review the possibility of filing a CEQA Category 6 exemption for the test well. Padre Associates' review revealed that noise impacts from this project would need to be mitigated and thus filing a Category 6 exemption might increase the risk of a challenge.

On January 15, 2019, the Water Resources Committee was provided a staff presentation on this issue and recommends that an initial study be completed.

DISCUSSION:

Padre Associates, Inc proposal will provide an initial study for this project along with any recommended mitigations. The timeline for this work to be completed will coincide with the design-bid-build work that is currently underway with WREA and thus not become a critical path issue for the project. Under this proposal, Casitas MWD would contract directly with Padre Associates, Inc.

A copy of Padre Associates' initial study proposal is attached.

December 20, 2018
Project No. 1802-4231

Casitas Municipal Water District
1055 N. Ventura Avenue
Oak View, CA 93022

Attention: Ms. Julia Aranda, P.E.

Subject: Casitas Municipal Water District's Robles Deep Vertical Bore Test Well Project –
Proposal to Provide Environmental Review Assistance

Dear Ms. Aranda:

Padre Associates, Inc. (Padre) is pleased to provide this proposal in response to a verbal request from Mr. Michael Flood, General Manager of Casitas Municipal Water District (CMWD) made on December 14, 2018. This proposal is for the provision of California Environmental Quality Act (CEQA) compliance assistance for the CMWD Robles Deep Vertical Bore Test Well Project (Project). Our understanding of the proposed Project is based on our communications with CMWD personnel, staff from WREA and Jordan Kear of Kear Groundwater.

Project Understanding

The CMWD (or District) proposes to conduct an exploratory vertical well boring (test well) ultimately into the Matilija formation (passing through several other formations) to a depth of approximately 7,000 feet. If the test well is successful (e.g. water quality, water quantity, technical feasibility and cost parameters are favorable) it would be followed by construction and operation a permanent water supply well (not the subject of this proposal). Under this scenario, the test bore would be converted into a permanent monitoring well.

The test well will be constructed on CMWD property located approximately 1,100-feet southwest of the Robles Diversion Dam on the west side of the Ventura River near the intersection of Rice Canyon and Cooper Canyon Roads. This is the same location as proposed for the spud point for the drilling of the horizontal bore into the Matilija formation (HOB0).

We understand that the test bore will commence with a relatively shallow 22-inch diameter borehole drilled to 50 feet into which a 16-inch conductor casing will be set in cement. A 15-inch bore would then be drilled to about 1,000 feet, e-logged, then set with a 9-inch-diameter steel casing equipped with a bottom grout shoe. The casing would then be completely cemented in place. Upon cement cure, an 8-inch diameter bore would be drilled toward 7,000 feet, with cuttings logged on a full-time basis. Upon reaching total depth, the bore would be e-logged, and a 5-1/2-inch diameter steel casing would be installed. The annular space would be cemented from the bottom up via a grout shoe. Once hardened, selected zones would be subject to gun-perforation to allow the formation water to enter the casing and flow upwards to be quantified and sampled. Several zones will be sampled via this method. Upon completion, the well head will be equipped with a high-pressure valve such that the entire flow can be quantified, monitored, and

tested over several years (estimated at three years). Installation of the well will take approximately three weeks to complete.

The test bore completion will be much smaller diameter than that required for a permanent well, but the valves may have similar if not higher pressure ratings. The water flow would be artesian; therefore, no pumps would be required.

Because the currently proposed Robles Deep Vertical Bore would be a test well only, the well would discharge tested waters to the Robles Canal. Therefore, a new approximately 450 feet long 6-inch diameter, above-ground lay-flat pipeline from the test well to the Robles Canal would need to be installed. Installation of the discharge pipeline is estimated to take less than five days.

The amount of water that would be produced by the test bore and monitoring functions would be inadequate to be considered a water supply source. It is understood that discharge would be of such low quantities that it is expected to evaporate before it would have the chance to enter into Lake Casitas. Because of the high quality of the water that is expected to be accessed through the test well, no treatment processes are proposed as part of the Robles Deep Vertical Bore Test Well operations.

Should the location of the initial test well be determined not to be ideal from a structural and stratigraphic standpoint (i.e., the test bore shows that a permanent well at this location is infeasible) the well would be properly abandoned, and any associated infrastructure removed. Any possible alternate location of another test bore or permeant well at a different location is not included as part of the scope of this CEQA compliance proposal.

SCOPE

Padre under contract to WREA engaged in very preliminary review of the Project for qualification for an exemption to CEQA. The most likely candidate exemption category for the Project was:

Information Collection (CEQA Guidelines 15306) – Class 6 consists of basic data collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource. These may be strictly for information gathering purposes, or as part of a study leading to an action which a public agency has not yet approved, adopted or funded.

As can be seen from the description above, the use of this exemption is contingent upon the test bore having no serious or major disturbance to an environmental resource which would require evaluations of certain resources such as biological, cultural, paleontological resources, including field work. Additionally, exceptions to exemptions are identified in CEQA Guidelines Section 15300.2 as follows:

- a) Location. Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located – a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.

- b) Cumulative Impact. All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.
- c) Significant Effect. A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.
- d) Scenic Highways. A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.
- e) Hazardous Waste Sites. A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.
- f) Historical Resources. A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

Based upon project description information provided to Padre including the need for 24-hour boring, seven days a week for three weeks, Padre did a preliminary level noise contour for drilling operations at the site and based upon the preliminary data the noise levels at the closest residences to the east would exceed County thresholds for evening and nighttime construction noise. The County thresholds for residential areas is 3 dB over ambient or fixed 60 dB for day time, 3 dB over ambient or a fixed level of 50 dBA for the evening, and 3 dB over ambient or 45 dBA for night time.

Task 1. CEQA Initial Study for Robles Deep Test Bore

An Initial Study is the first step in determining the type of CEQA compliance document that is appropriate for a given project, once it is clear that an exemption to CEQA does not apply.

Task 1a. - Project Description. The preparation of the Initial Study begins with development of a detailed Project Description that can be used for the purposes of environmental review and preparation of the Initial Study. It is assumed that most if not all of this information will have already been developed as part of the preliminary work conducted by WREA and Kear Groundwater at the initiation of the Initial Study. However, any final details will be added as part of this task to ensure a complete project description is developed pursuant to Section 15124 of the CEQA Guidelines. (Responses to any outstanding Project Description-related information requests made by Padre will need to be provided by the District and/or its Project contractors.)

A draft and final Project Description incorporating one round of consolidated comments from the District and its contractors are proposed. Once the Project Description has been approved by the District, it will serve as the basis for the impact analysis to be included in the Initial Study.

Task 1b. Initial Study Checklist and Analysis (Administrative and Public Draft). Padre will prepare an Initial Study using a CEQA checklist approved by the District. The analysis will focus on the Project as described through the process outlined above but must also consider

cumulative impacts. All CEQA checklist items will be addressed. The following is a list of environmental issues to be addressed in the Initial Study.

| Environmental Issues to be Addressed in the Initial Study | |
|---|--|
| <ul style="list-style-type: none"> • Aesthetics • Agriculture and Forest Resources • Air Quality/Greenhouse Gas Emissions • Archaeological and Historic Resources • Biological Resources • Paleontological Resources • Geology and Soils • Groundwater and Surface Water Quality • Flooding • Hazards and Hazardous Materials | <ul style="list-style-type: none"> • Hydrology/Groundwater and Surface Water Supply • Land Use and Planning • Mineral Resources • Noise • Population and Housing • Public Services • Recreation • Transportation/Traffic • Tribal Cultural Resources • Utilities and Service Systems |

Methodology for Select Issues. The following is a brief scope for the environmental issue areas requiring the largest effort.

Aesthetics. Padre will describe the visual setting of the Project Site and vicinity including identification of sensitive receptors such as Highway 33 which is an Eligible Scenic Highway in the Project area. Short-term visual impacts associated with the 70-foot tall drill rig and night-time lighting will be discussed. Using GIS software Padre will identify viewing locations with a line of site to the drill rig. Impacts will be qualitatively discussed, and mitigation proposed to reduce impacts.

Air Quality/Greenhouse Gases. This section will include preparation of a setting section including current air quality planning efforts, summary of local ambient air quality, Air Quality and Greenhouse Gases (GHG) regulatory environment. Significance thresholds used for other District projects will be identified. Construction-related air pollutant and GHG emissions will be estimated based on equipment lists and construction scenarios (peak day and total annual equipment activity) provided by the District and its contractors. Mitigation measures will be provided as needed to avoid and/or minimize any significant impacts to air quality or global climate change, including standard County of Ventura Air Pollution Control District measures.

Archaeological Resources. A Padre archaeologist has ordered an expedited archaeological records search from the South-Central Coast Information Center (SCCIC) using a 0.25-mile search radius, as part of Padre’s scope of work with WREA. Padre is waiting for the results of this request. It is understood that the project area has been the recipient location for cut material from the diversion structure construction and sediment from bi-annual maintenance of the Robles Canal. Depending upon the results of the records search and considering the fact that much if not all of the Project Site has been covered with offsite earth material, Padre will determine if it is necessary to conduct a Phase I archaeological pedestrian survey of the Project site. (However, a survey is included in the budget to be conservative.) An Archaeological Survey Report, which will include Padre’s conclusions and recommendations regarding archaeological resources at the Project site will be prepared.

Optional Task - Assist with Assembly Bill (AB) 52 Consultation. Pursuant to Public Resources Code (PRC) § 21080.3.1, within 14 days of the decision to undertake the Project, Padre will provide written notification to the tribes that are on the District's Notice List. The written notification will include a brief project description, location, District contact information, and a statement that the tribe has 30 days to request consultation. Padre has also included an optional 11 hours of time to assist the District with the consultation process if a request for consultation is received within 30 days under this optional task cost estimate. Please note that compliance with AB 52 must be accomplished by the District in order to inform the analysis of Tribal Cultural Resources in the Initial Study.

Biological Resources. A Padre biologist will evaluate the biological setting of the test bore site focusing on the proposed wellhead, pipeline connections and vicinity. This will include a literature review to identify special-status species in the project area and a biological survey to characterize vegetation and wildlife habitats. Padre will identify appropriate biological significance thresholds and evaluate the direct and indirect impacts to special-status species based on construction impact areas and test well operational plans. Mitigation measures will be provided as needed to avoid and/or minimize any significant impacts to biological resources.

Noise. As indicated above, construction noise has the potential to be significant for the Project. The primary impact would be associated with 24-hour/day, seven days per week drilling operations. Padre will obtain day, evening and night-time ambient noise measurements at or proximate to the residential area that would be impacted by Project noise using a Larson Davis LxT1 Sound Level Meter. Padre will also communicate with potential Project driller Barbour Well Inc. to request that a representative of Padre be allowed to take noise measurements at a drilling operation using Rig #77 which is representative of the type of rig that would be used at the Project site. From previous communication with Dennis Chapman, General Manager of Barbour Well, Inc. it is understood that the rig will be in use in Santa Maria in January 2019. Project noise impacts will be evaluated based upon noise calculations and or modeling of the numbers and types of equipment to be used at the Project Site, measured noise data, and the distance from the Project Site to sensitive receptors. Projected noise levels will be compared to County of Ventura thresholds. Mitigation measures will be provided.

Paleontological Resources. Based on mapping of the Project wellhead, the Project would impact the Sespe Formation (tsp) which is considered to be of high paleontological significance in Ventura County. Padre will subcontract with local paleontologist, Trevor Lindsey who will conduct a Project site visit; paleontological records search/research; and prepare a report that includes setting, and Project impact evaluation for the test bore. Mitigation will be developed if necessary.

Other Issue Area Evaluations. Other environmental issues (e.g., geology, hydrology, transportation, etc.) will also be qualitatively evaluated and will include research efforts such as consulting online databases, maps, other relevant existing documentation and agency personnel as necessary. This proposal assumes that the District and its consultants will provide the information needed to support the hydrology/water quality evaluation including finding that the pilot bore would not adversely impact groundwater and/or surface water flows (quantity or quality).

Task 2. Preparation of a Draft Mitigated Negative Declaration

Assuming that the findings of the Initial Study will support the conclusion that a Mitigated Negative Declaration (MND) will be the appropriate CEQA document for the test bore Project, no further environmental analysis will be required prior to public circulation (after District review) because the Initial Study will have addressed the checklist items in sufficient detail. A brief MND cover document will be added to the Initial Study and provided to the CMWD for internal review and comment. Padre will make any necessary revisions and prepare a Draft document for public circulation by the District. The schedule of the MND preparation will be concurrent with the Initial Study schedule. (In the unanticipated event that it is determined that an EIR is required for the test bore CEQA compliance, a modification of this scope and budget would be warranted.)

The budget assumes that one single sided original and 20 bound photocopies, and one electronic copy of the Draft MND/IS will be provided to the District for public circulation. Please note that 15 hard copies, or 15 summaries and electronic copies must be provided to the State Clearinghouse for distribution to State agencies if a project is of regional significance or such circulation is desired for other reasons such as it is a requirement of a funding agency. Although, circulation to the State Clearinghouse may not be required for this project, it is recommended in order to help ensure that any and all Responsible Agencies, Trustee Agencies, or other agencies that have jurisdiction by law with respect to the project are notified.

Task 3. Preparation of Notice of Intent to Adopt an MND and State Clearinghouse Notice of Completion

Pursuant to Section 15072 of the CEQA Guidelines, Padre will prepare a Notice of Intent to Adopt an MND and Notice of Completion for submittal to the State Clearinghouse. This task does not include the development of a distribution list, necessary mailing/distribution, publication in a local newspaper or posting at the County Clerk's Office, State Clearinghouse, or project site. If desired by CMWD, these tasks can be provided by Padre on a time and expenses basis.

Task 4. Preparation of Final MND/IS (Administrative Final and Public Final)

At the close of the 30-day public comment period, Padre will review comment letters, email or oral testimony (provided notes or written transcript is available) received by the CMWD regarding the proposed MND/IS. Responses to environmental issues or concerns raised in these letters and other communications will be prepared and provided to the CMWD. It is assumed that no more than five letters/emails requiring responses with no more than five unique comments each will be received. Additionally, it is assumed that no new analysis will be required in order to respond to the comments. Once finalized, the Final MND/IS will be ready for adoption by the CMWD. The budget assumes that one single sided original, 20 bound photocopies, and one electronic copy of the final MND/IS will be provided to the District for public circulation.

Task 5. Draft and Final Mitigation Monitoring Program

Section 15097 of Title 14 of the California Code of Regulations, requires a lead agency in making findings related to significant impacts, to adopt a mitigation monitoring and/or reporting program. The program is to address adopted or required changes made to a project or imposed as conditions of approval to mitigate the significant environmental impacts of the project. This legislation is included as Section 21081.6 in the State Public Resources Code. As such, a Mitigation Monitoring Program (MMP) is required to be adopted by the District concurrent with the

adoption of findings required under Sections 15091 and 15093 of the State CEQA Guidelines. Padre will prepare a draft and final MMP concurrently with the preparation of the MND and Final MND.

Task 6. Notice of Determination

Pursuant to Section 15075 of the State CEQA Guidelines, Padre will prepare a Notice of Determination (NOD) on behalf of the CMWD for the proposed project. This task does not include mailing or posting of the NOD at the County Clerk's Office or State Clearinghouse. If desired by the CMWD, these tasks can be provided by Padre on a time and expenses basis. (It should be noted that when filing the NOD a California Department of Fish and Game fee [currently \$2,280.75 for an MND] and County processing fee [\$50] must be paid and is not included in Padre's budget proposal.)

Task 7. Meetings and Hearing

During the course of the environmental documentation preparation, there may be occasions when it is useful and necessary to have meetings between Padre and District staff. Our proposal assumes participation in up to two project-related meetings during the Initial Study/MND preparation process. (Meetings may be in person or via telephone.) Additionally, the Padre project manager will be available to be present at one District hearing to provide responses to any questions raised by the members of the reviewing body or general public with regard to the MND/IS.

Task 8. Findings (optional)

Padre can prepare draft and final Findings and Statements of Fact regarding mitigation measures and project alterations to address the requirements of Section 15091(a) of the State CEQA Guidelines on a time and material basis if desired by CMWD.

ASSUMPTIONS

The following assumptions have been made in the preparation of this proposal in addition to any previously made herein and not repeated here.

- The District and its contractors will provide responses to requests for information regarding the Project Description and Water/Hydrology issues.
- All project plans/diagrams will be provided by the District and its contractors in GIS or CAD files that can be easily manipulated by the Padre Mapping and Spatial Services staff.
- All documentation to be provided by the District and its contractors in support of the Padre scope of work will be provided in editable electronic formats compatible with Microsoft Word.
- The District will arrange access to the Project site for the purposes of environmental site visits and surveys to be conducted by Padre and its subconsultant.
- No archaeological resources will be observed within the Project site during the archaeological pedestrian survey, and therefore, no archaeological subsurface testing or data recovery investigations will be warranted.

- If the District requests assistance with AB 52 consultation, Padre assumes the District will provide a list of tribes that have requested notification.
- No sources of potential environmental contamination requiring further analysis will be identified during records review or site visitations.

If any of the above assumptions are not met, any additional effort necessitated may be subject to a budget augmentation.

PROJECT SCHEDULE AND COST ESTIMATE

Schedule. Padre will begin the proposed scope of work upon authorization to proceed. Preparation of the Initial Study will be started upon approval of the project description and can be completed in approximately six weeks from final approval of the project description. If possible, Padre will attempt to complete the Initial Study sooner. An administrative draft MND/IS, including the Mitigation Monitoring Program, will be submitted to the District for review and comment. The Draft MND/IS ready for public circulation will be completed within two weeks of receiving comments on the administrative draft from the District.

At the conclusion of the public review period (assumed to be 30 days), all comments received by the District should be sent to Padre. Assuming minimal comments (estimated five letters/emails with an average of five comments each) are received, an administrative Final MND will be completed within two weeks of the receipt of the comments. The Final MND will be prepared within one week of receipt of all comments on the administrative Final MND.

Cost Estimate. Padre estimates that the total budget for the scope of work identified above is \$45,605 as further detailed in Table 1. All work will be conducted on a time and materials basis in accordance with our fee standard schedule (attached). Padre will inform the District if it appears that unanticipated scope items/effort is warranted that would require costs above those identified herein and will not proceed with work beyond the budget estimate without previous approval.

Table 1 – Budget Estimate for Initial Study/MND

| Tasks | Time (hours) | Cost | Principal Professional \$160 | Senior Professional \$130 | Project Professional \$110 | Senior Tech. \$95 | Word Processing \$60 | Graphics \$70 |
|------------------------------------|--------------|-----------------|---------------------------------|------------------------------|-------------------------------|----------------------|-------------------------|------------------|
| Task 1 Initial Study | | | | | | | | |
| 1a. Project Description | 24 | \$2,320 | 2 | | 12 | | 2 | 8 |
| 1b. Aesthetics | 14 | \$1,380 | | | 10 | | | 4 |
| 1b. Air Quality/GHG | 14 | \$1,780 | | 12 | 2 | | | |
| 1b. Archaeological Resources | 34 | \$3,510 | | 10 | 2 | 18 | | 4 |
| 1b. Biological Resources | 26 | \$3,100 | | 20 | 2 | | | 4 |
| 1b. Noise | 32 | \$3,560 | | 6 | 24 | | | 2 |
| 1b. Paleontological Resources | 8 | \$800 | | | 6 | | | 2 |
| 1b. Other Sections and Evaluations | 88 | \$9,660 | 2 | 16 | 60 | | 4 | 6 |
| 2. Draft MND | 16 | \$1,580 | | | 12 | | 2 | 2 |
| 3. NOI/NOC | 6 | \$660 | | | 6 | | | |
| 4. Final MND/IS | 43 | \$4,720 | 1 | 6 | 32 | | 2 | 2 |
| 5. Mitigation Monitoring Program | 10 | \$1,000 | | | 8 | | 2 | |
| 6. Notice of Determination | 7 | \$720 | | | 6 | | 1 | |
| 7. Meetings (2) / Hearing (1) | 16 | \$1,760 | | | 16 | | | |
| Padre Staff Hours | 338 | \$36,550 | 5 | 70 | 198 | 18 | 13 | 34 |

Direct Charges

| | |
|--------------------------------|----------------|
| Vehicle (6@\$80) | \$480 |
| Supplies and misc. expense | \$100 |
| Camera (3@20) | \$60 |
| GPS Unit (2 @ \$120) | \$240 |
| Noise Meter (3 @ \$50) | \$150 |
| Paleontologist T. Lindsey | \$3,204 |
| Printing MND/Initial Study | \$1,800 |
| Printing Final MND/IS | \$1,840 |
| Administrative (cost plus 15%) | \$1,181 |
| Subtotal Direct Charges | \$9,055 |

Optional Tasks:

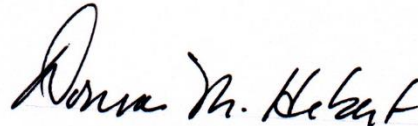
AB 52 Consultation Assistance - \$1,430
 Mailing/Distribution of Notices - time and material basis
 Publication of NOI in local newspaper - time and expenses basis
 Findings - time and expenses basis

Total Cost **\$45,605**

This proposal remains in effect for a period of 90 days. If you have any questions or concerns regarding this proposal, please contact me at 805-644-2220 x 15 or dhebert@padreinc.com.

Sincerely,

Padre Associates, Inc.



Donna Hebert
Project Manager

Attachments:

Fee Schedule

Proposal for Paleontological Services

c: Simon Poulter, Principal, Padre Associates, Inc.

2019 FEE SCHEDULE



2019 STANDARD FEE SCHEDULE

PROFESSIONAL SERVICES

| | | |
|--|----|--------|
| Principal Professional | \$ | 160/hr |
| Senior Professional II..... | \$ | 140/hr |
| Senior Professional..... | \$ | 130/hr |
| Project Professional II..... | \$ | 120/hr |
| Project Professional..... | \$ | 110/hr |
| Staff Professional II..... | \$ | 100/hr |
| Staff Professional..... | \$ | 95/hr |
| Senior Technician (Non-Prevailing Wage)..... | \$ | 90/hr |
| Senior Technician (Prevailing Wage)..... | \$ | 95/hr |
| Technician (Non-Prevailing Wage) | \$ | 80/hr |
| Technician (Prevailing Wage) | \$ | 85/hr |
| Drafting..... | \$ | 70/hr |
| Word Processing | \$ | 60/hr |

*Overtime rates for Technicians and Office Staff is 1.3 x rates shown.

Fees for expert witness preparation, testimony, court appearances, or depositions will be billed at the rate of \$425 per hour.

OTHER DIRECT CHARGES

| | |
|--|---------------|
| Subcontracted Services..... | Cost Plus 15% |
| Outside Reproduction..... | Cost Plus 15% |
| Travel, Subsistence, and Expenses..... | Cost Plus 15% |
| SCUBA Charge | \$ 100/day |
| Vehicle | \$ 80/day |
| Photoionization Detector | \$ 120/day |
| Nuclear Density Gauge | \$ 85/day |
| Automobile Mileage | \$ 0.85/mile |

1861 Knoll Drive ■ Ventura, California 93003 ■ 805-644-2220 ■ Fax 805-644-2050



TREVOR LINDSEY/PALEONTOLOGIST

May 22, 2018

Ms. Donna M. Hebert
Padre Associates, Inc.
1861 Knoll Drive
Ventura, CA 93003

Dear Ms. Hebert:

Thank you for the opportunity to provide paleontological services for Casitas Water District's Vertical Bore in Matilija Formation Project. The project includes a test bore referred to as the Robles Deep Test Bore as well as the construction of a permanent water supply well should the test bore prove to be successful. The purpose of this letter is to provide a scope of work and cost estimate to support review for an exemption to the California Environmental Quality Act for the test bore, and/or an Initial Study for the Project.

The project includes boring and possible trenching through several geologic formations, including the Sespe Formation, which is considered by Ventura County to be of high paleontological importance. I will prepare a report comprising setting, impact analyses, and mitigation for the project per the County's Initial Study Assessment Guidelines. Impact significance will be based on thresholds developed in accordance with CEQA requirements, applicable Ventura County guidelines and thresholds, as well as relevant General Plan Goals and Policies. I have not included time to respond to public comments on the draft CEQA document in this proposal.

I request Padre provide a thorough project description, with construction schedule and maintenance plan, as well as provide maps depicting the project over geologic resource maps to support the impact analysis. I also request Padre prepare graphics for the Initial Study document.

Expected cost to develop the report supporting the Initial Study is \$3,204.00, as shown below. This includes a draft report for your review, then the final document.

| TASK | HOURS | RATE | TOTAL |
|--------------------|-----------|----------|-------------------|
| Site Visit | 8 | \$89.00 | \$712.00 |
| Records Search | 8 | \$89.00 | \$712.00 |
| Report Preparation | 20 | \$89.00 | \$1,780.00 |
| TOTAL | 36 | - | \$3,204.00 |

I appreciate the opportunity to provide paleontological services to Padre Associates, Inc. Please call me at 805-987-9020 if you have any questions concerning this proposal.

Sincerely,
Trevor Lindsey
Trevor Lindsey
Paleontologist

2121 ROCKLYN ST. ♦ CAMARILLO, CALIFORNIA 93010
805.987.9020 ♦ EMAIL: OIB805@GMAIL.COM

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: VIRGIL CLARY, CIVIL ENGINEER
SUBJECT: REQUEST FOR ADDITIONAL FUNDS, 2018-2019 FISCAL YEAR ANNUAL PATCHWORK BUDGET
DATE: JANUARY 23, 2019

RECOMMENDATION:

It is recommended the Board of Directors approve an additional \$100,000 to increase the 2018-2019 Fiscal Year Annual Patchwork budget from \$126,041.30 to \$226,041.30.

BACKGROUND AND DISCUSSION:

Repairs to water services and mainline leaks and breaks require excavation, causing damage to roadways, curbs, gutters, and sidewalks. District staff install a temporary asphalt patch to cover the damaged area and paving repairs are performed by an outside contractor. The Fiscal Year 2018-19 budget included \$100,000 to perform asphalt paving meeting City of Ojai, County of Ventura, and Caltrans requirements. At the Board meeting of July 25, 2018 the budget was increased to \$126,041.30 based on the bid received from BSN Construction, who was the contractor awarded the work. Since contract inception, there have been five patchlists released to BSN for completion. Table 1 provides a summary of verified pay requests, as well as pending pay request estimates, to determine an approximate remaining budget.

Table 1

| Patchlist No. | Amount |
|----------------------|---------------------|
| 1 | \$24,453.39 |
| 2 | \$27,516.18 |
| 3 | \$0.00 ¹ |
| 4 | \$30,232.12 |
| 5 | \$34,301.82 |
| TOTAL | \$116,503.51 |
| Budget | \$126,041.30 |
| Remaining | \$9,537.79 |

The original memo provided to the Board of Directors in July 2018 stated that notification and additional funding will be requested in advance of exceeding the currently budgeted funds as the amount may not be enough to cover all patchwork required during FY 2018-2019.

¹ Patchlist #3 does not have an amount because the funds were allocated to another project budget (18-403 – La Conchita Valves and Appurtenances Replacement).

CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: JORDAN SWITZER, WATER QUALITY SPECIALIST
SUBJECT: MONTHLY HYDROLOGIC STATUS REPORT FOR DECEMBER, 2018
DATE: JANUARY 10, 2019

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 |
|----------------------------------|-------------|---------------|----------------|
| December, 2018 | 1.16 | 2.12" | 1.84" |
| Water Year (WY: Oct 01 - Sep 30) | 4.41 | 6.00" | 4.18" |
| Average Station Rainfall To Date | 6.77" | 10.08" | 5.86" |

**Matilija Dam rainfall data unavailable at this time, Matilija Canyon rainfall station used as proxy*

Ojai Water System Data

| | |
|---|-----------|
| Well field production (December, 2018) | 94.9 AF |
| Surface water supplementation (December, 2018) | 0.1 AF |
| Static depth to water surface- Mutual #6 (December, 2018) | 163.4 ft |
| Change in static level from November, 2018 | + 21.4 ft |

Robles Fish Passage and Diversion Facility Diversion Data

| | | | |
|-----------------------------|---------|-----------------------------|----------|
| Diversions (December, 2018) | 50.0 AF | Total diversions WY to date | 190.9 AF |
| Diversion days in December | 1 | Diversion days this WY | 3 |

Casitas Reservoir Data

| | |
|--|----------------|
| Water surface elevation (12/31/2018) | 481.10 ft AMSL |
| Water storage on January 01, 2019 | 72,278 AF |
| Water storage last month | 72,667 AF |
| Net change in storage | - 389 AF |
| Change in storage from December 31, 2017 | -10,641 AF |

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Water Resources Committee

DATE: January 18, 2019
TO: Board of Directors
FROM: Interim General Manager, Michael Flood
Re: Water Resources Committee Meeting of January 15, 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 Russ Baggerly
Director Angelo Spandrio
Interim General Manager, Michael Flood
Engineering Manager, Julia Aranda
2. **Public Comments.**
None
3. **Board comments.**
Director Spandrio made comments in relation to an update on the Health & Safety Analysis slide from a previous Water Resources Committee meeting.
4. **Manager's Comments.**
IGM Flood reported the State Water Resources Control Board is expected to complete work on the Federal Clean Water Act 404 permit by the end of the week and that efforts to obtain the FS299 permit from the US Forest Service are being sought through the offices of Senators Harris and Feinstein.
5. **Water Security Projects Status Update**
IGM Flood provided a written update to the Committee.

Director Spandrio commented that a second opinion should be sought for the Matilija Deep Well projects as to their feasibility.
6. **Review of Stantec proposal for the Casitas Municipal Water District Comprehensive Water Resources Plan**
Provided some an introduction to the presentation by Stantec.

Chip Paulson of Stantec attended by phone conference and presented detailed information as to choices of analytical methods for the project.

Director Baggerly and Spandrio asked clarifying questions and provided commentary on the presentation.

Jim Kentosh addressed the Committee and offered help using his own modeling analysis.

Richard Hajas addressed the Committee and indicated support for Option #2.

The Committee determined that it would recommend Option 2 for approval by the Board of Directors and asked Stantec to include a cost to extend the period of record.

7. **Discussion of CEQA methodology for the Matilija Deep Well Project Vertical Well (VerBo) Test Bore.**

IGM Flood presented information in regard to this item through a PowerPoint presentation.

Director Baggerly & Spandrio asked clarifying questions and made comments.

The Committee determined to recommend approval of the contract with Padre Associates, Inc. for approval by the Board of Directors.

8. **Presentation by Ted Moore of PWR.**

Ted Moore of Primary Water Resources provided a proposal letter along with maps involving various information sharing and groundwater well water contracts including proposed pricing.

Committee members asked clarifying questions and made comments.

Director Spandrio expressed support for the concept of a private-public partnership that could provide additional water supply to the District.

Director Baggerly requested that the letter proposal be reviewed by District counsel and be reconsidered at the next Water Resources Committee meeting on February 19, 2019.

9. **Discussion of coordination between the Rates and Regulations, Water Efficiency Allocation Program, Drought Contingency, Urban Water Management Plan and possible other District planning Documents.**

IGM Flood passed out a status report and promised further details at the February 19, 2019 Water Resources Committee meeting.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Finance Committee

DATE: January 18, 2019
TO: Board of Directors
FROM: Interim General Manager, Michael Flood
Re: Finance Committee Meeting of January 18, 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 Jim Word
Director Peter Kaiser
Interim General Manager, Michael Flood
Accounting Manager, Denise Collin
Engineering Manager, Julia Aranda

2. **Public Comments.**

None.

3. **Board/Management comments.**

IGM Flood made comments regarding diversions and water supply.

4. **Request by Judith Lambert-Grodin for relief of the Conservation Penalty totaling \$1,130.00.**

Mr. Kaneb addressed the Committee and explained his case.

Directors asked clarifying questions and made comments.

The Committee determined it would recommend denial of this request to the Board of Directors.

5. **Request by Roger Erickson for relief of the Conservation Penalty totaling \$1,030.00.**

Mr. Erickson addressed the Committee and explained his case.

Directors asked clarifying questions and made comments.

The Committee determined it would recommend denial of this request to the Board of Directors.

6. **Request by Don Black for relief of the Conservation Penalty totaling \$525.00.**

Mr. Black addressed the Committee and explained his case.

Directors asked clarifying questions and made comments.

The Committee determined it would recommend denial of this request to the Board of Directors.

7. **Request by George Lanning for relief of the Conservation Penalty totaling \$6,775.00.**

Mr. Lanning addressed the Committee and explained his case.

Directors asked clarifying questions and made comments.

The Committee determined it would recommend approval of this request to the Board of Directors

pending further information from Mr. Lanning and Casitas Staff.

8. **Request by Richard Hodges for possible Consumption relief as well as the Conservation Penalty of \$805.00.**

Mr. Hodges did not attend the Committee meeting.

Directors asked staff members present clarifying questions and made comments.

The Committee determined it would recommend denial of this request to the Board of Directors.

9. **Request by Sam Chang for relief of the Conservation Penalty totaling \$345.00.**

Mr. Chang did not attend the Committee meeting.

Directors asked staff members present clarifying questions and made comments.

The Committee determined it would recommend denial of this request to the Board of Directors.

10. **Request by Rebecca Willhite for relief of the Conservation Penalty totaling \$1,620.00.**

Mr. & Ms. Willhite provided additional written comments, addressed the Committee and explained their case.

Directors asked clarifying questions and made comments.

The Committee determined it would recommend approval of this request to the Board of Directors pending further information from the customer and Casitas staff.

11. **Review of the Financial Statements for October and November, 2018.**

AM Collin provided the financial statements and reviewed current revenues with the Committee.

Director Kaiser asked questions about certain aspects of the report including revenues, overtime, and other expenses.

Staff provided clarifying comments.

12. **Review of the October and November, 2018 Consumption Report.**

AM Collin provided the consumption report.

Directors asked clarifying questions and made comments.

13. **Discussion regarding opening a Rabobank Wealth Management Custodian Account.**

AM Collin reviewed the issue with the Committee and provided recommendations.

The Committee determined that staff should bring in additional portfolio managers for interviews and consideration at the next Finance Committee meeting on February 22, 2019.

14. **Request the Finance Committee recommend the Board approve additional budget for fiscal year 2018-2019 Annual Patchwork contract from \$126,041 to \$226,041.**

EM Aranda provided information as to the increase in budget for this effort.

Committee members asked clarifying questions and made comments.

The Committee determined it would recommend the Board of Directors approve this budget augmentation.

15. **Discussion regarding a Director request for monthly purchase order summary report.**

IGM Flood explained the request.

AM Collin passed out a proposed reporting format.

The Committee determined that staff should research this further and bring this item back to a future Finance Committee meeting.

December 21, 2018

Board of Directors
Casitas Municipal Water District
1055 Ventura Ave.
Oak View, CA 93022

Subject: Potential New Connection Moratorium

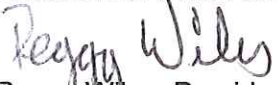
Dear Board of Directors;

The Ventura River Water District (VRWD) Board of Directors would like to express the VRWD Board desires regarding a possible connection moratorium being considered by Casitas. As you may be aware, in accordance with the Memorandum of Understanding between Casitas and VRWD dated May 16, 2018, we are committed to complying with a connection moratorium if implemented by Casitas. The VRWD Board preference is that a new connection moratorium **not be implemented** but instead consider the following parameters and perhaps add additional requirements on new connections:

1. Owners of vacant properties within the Casitas Municipal Water District have been paying property taxes for at least 60 years to pay for the dam, water treatment plant, pipes, pumps and tanks in the Casitas system.
2. New homes and businesses built in the Ojai Valley must capture rainwater to prevent runoff and install low water landscaping. These improvements benefit the water supply in the watershed and lower water demand.
3. The amount of additional water demand imposed upon Lake Casitas by new development in the Ojai Valley is very minimal.
4. A connection moratorium would only add one day to the life of the lake if the lake were to go dry 6 years from now.
5. A Casitas moratorium would not affect the City of Ventura where the majority of new development occurs.
6. The Casitas Municipal Water District could add a requirement that new development offset any proposed increased water demand with Casitas approved offsite conservation measures.

Thank you for considering our views on this matter.

Very Truly Yours,
VENTURA RIVER WATER DISTRICT


Peggy Wiles, President

We Serve



Water

**VENTURA
RIVER**
WATER DISTRICT

409 Old Baldwin Road
Ojai, CA 93023
Phone (805)646-3403
E-Mail:

Bert@VenturaRiverWD.com
www.VenturaRiverWD.com

DIRECTORS

President:

Peggy Wiles

Vice President:

Ed Lee

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Bruce Kuebler

Directors:

Jack Curtis

Marvin Hanson

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Bert Rapp, P.E.

OFFICE MANAGER

Amy Joy Bakken

FIELD SUPERVISOR

Joe Zuniga

ATTORNEY

Lindsay Nielson, ESQ

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
01/16/19**

| Type of Invest | Institution | CUSIP | Date of Maturity | Adjusted Cost | Current Mkt Value | Rate of Interest | Date of Deposit | % of Portfolio | Days to Maturity |
|----------------|---------------------------------|-----------|------------------|---------------|-------------------|------------------|-----------------|----------------|------------------|
| *TB | Farmer MAC | 31315PYF0 | 5/2/2028 | \$511,145 | \$488,180 | 2.925% | 11/20/2017 | 2.42% | 3346 |
| *TB | Federal Farm CR Bank | 3133EGZW8 | 10/25/2024 | \$833,918 | \$797,828 | 2.014% | 10/25/2016 | 3.96% | 2079 |
| *TB | Federal Farm CR Bank | 31331VWN2 | 4/13/2026 | \$883,424 | \$825,382 | 1.901% | 5/9/2016 | 4.09% | 2607 |
| *TB | Federal Farm CR Bank | 3133EFK71 | 3/9/2026 | \$851,069 | \$821,192 | 2.790% | 3/28/2016 | 4.07% | 2573 |
| *TB | Federal Farm CR Bank | 3133EFYH4 | 2/8/2027 | \$1,012,400 | \$971,640 | 3.000% | 3/24/2016 | 4.82% | 2902 |
| *TB | Federal Farm CR Bank | 3133EGWD | 9/29/2027 | \$694,629 | \$655,537 | 2.354% | 11/17/2016 | 3.25% | 3133 |
| *TB | Farmer MAC | 3133EEPH7 | 2/12/2029 | \$480,048 | \$456,576 | 2.710% | 11/20/2017 | 2.27% | 3626 |
| *TB | Federal Home Loan Bank | 3130A3DL | 9/8/2023 | \$1,559,613 | \$1,479,240 | 1.486% | 10/13/2016 | 7.34% | 1672 |
| *TB | Federal Home Loan Bank | 313379EE5 | 6/14/2019 | \$1,352,746 | \$1,345,059 | 1.625% | 10/3/2012 | 6.67% | 148 |
| *TB | Federal Home Loan Bank | 3130A0EN | 12/10/2021 | \$525,132 | \$503,295 | 1.107% | 5/9/2016 | 2.50% | 1044 |
| *TB | Federal Home Loan Bank | 3130A5R35 | 6/13/2025 | \$756,536 | \$714,449 | 2.875% | 2/19/2016 | 3.54% | 2307 |
| *TB | Federal Home Loan Bank | 313383YJ4 | 9/8/2023 | \$455,572 | \$427,209 | 1.203% | 7/14/2016 | 2.12% | 1672 |
| *TB | Federal Home Loan Bank | 3130A5VW6 | 7/10/2025 | \$1,020,313 | \$989,720 | 2.360% | 5/10/2017 | 4.91% | 2334 |
| *TB | Federal Home Loan Bank | 3130AIXJ2 | 6/14/2024 | \$912,191 | \$850,104 | 2.875% | 8/2/2016 | 4.22% | 1948 |
| *TB | Federal Home Loan Bank | 3130ADNW8 | 2/14/2020 | \$998,230 | \$1,000,030 | 3.400% | 1/16/2013 | 4.96% | 388 |
| *TB | Federal Home Loan Bank | 3133XFKF | 6/11/2021 | \$614,590 | \$598,797 | 2.375% | 9/8/2014 | 2.97% | 865 |
| *TB | Federal Home Loan MTG Corp | 3137EADB | 1/13/2022 | \$671,655 | \$660,335 | 1.721% | 5/1/2016 | 3.28% | 1077 |
| *TB | Federal National Assn | 31315P2J7 | 5/1/2024 | \$782,627 | \$739,957 | 2.625% | 5/25/2016 | 3.67% | 1905 |
| *TB | Federal National Assn | 3135G0ZR | 9/6/2024 | \$1,459,728 | \$1,388,946 | 2.125% | 5/25/2016 | 6.89% | 2030 |
| *TB | Federal National Assn | 3135G0K3 | 4/24/2026 | \$2,524,775 | \$2,382,625 | 1.375% | 7/6/2010 | 11.82% | 2618 |
| *TB | US Treasury Inflation Index NTS | 912828MF | 1/15/2020 | \$1,171,022 | \$1,164,904 | 1.375% | 11/18/2015 | 5.78% | 359 |
| *TB | US Treasury Note | 912828WE | 11/15/2023 | \$767,620 | \$772,650 | 2.750% | 12/13/2013 | 3.83% | 1739 |

Accrued Interest \$123,820

Total in Gov't Sec. (11-00-1055-00&1065) \$20,838,986 \$20,157,476 99.98%

Total Certificates of Deposit: (11.13506) \$0 \$0 0.00%

** **LAIF as of: (11-00-1050-00) N/A \$461 \$461 2.49% Estimated 0.00%**

*** **COVI as of: (11-00-1060-00) N/A \$2,914 \$2,914 1.96% Estimated 0.01%**

TOTAL FUNDS INVESTED \$20,842,361 \$20,160,851 100.00%

Total Funds Invested last report \$20,849,444 \$20,182,150

Total Funds Invested 1 Yr. Ago \$21,098,095 \$20,497,959

**** **CASH IN BANK (11-00-1000-00) EST. \$4,135,015 \$4,135,015**
CASH IN Western Asset Money Market \$1 \$1 1.79%

TOTAL CASH & INVESTMENTS \$24,977,377 \$24,295,867

TOTAL CASH & INVESTMENTS 1 YR AGO \$24,969,573 \$24,467,239

- *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.