

# Board Meeting Agenda

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

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
July 25, 2012  
3:00 P.M. – DISTRICT OFFICE

**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. Public Comments
2. General Manager comments.
3. Board of Director comments.
4. Consent Agenda
  - a. Minutes of the July 11, 2012 Board Meeting.
  - b. Minutes of the July 20, 2012 Board Meeting.
  - c. Recommend approval of the invoice to CSAC for Excess Workers Compensation coverage in the amount of \$72,876.
  - d. Resolution awarding a contract to Southwest Specialty Coatings, Inc. in the amount of \$46,975 for the recoating of Canada Larga, Santa Ana Main and Rancho Matilija Underground Vaults and Ojai Valley Pump Station above ground piping.
  - e. Recommend approval of a purchase order to Consulting West in the amount of \$34,400 for electrical engineering services to upgrade the Ojai Valley Pump Plant's electrical system.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills

6. Recommend approval of the proposal from David Taussig & Associates to assist the district with the formation of a Community Facilities District.

RECOMMENDED ACTION: Motion approving recommendation

7. Information Items:

- a. Recreation Area Report for June 2012.
- b. Investment Report

8. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))  
Conference with Legal Counsel – Anticipated Litigation (One case).

9. 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  
July 11, 2012

A meeting of the Board of Directors was held July 11, 2012 at Casitas' Office, Oak View, California. Directors Baggerly, Word, Hicks, and Bergen were present. Director Kaiser was absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were two staff members and no members of the public in attendance. President Baggerly led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

Mr. Wickstrum discussed the hit on Villanova Main that occurred on June 28<sup>th</sup> at 4:00 p.m. It took 24 hours to get to recovery state and full water supply. By 5:00 a.m. the following morning the line was patched and recharged and we began to bring the system back up. It was an emergency response by 23 staff who were directly involved. This is our first big emergency since 2005. Staff did a very good job. Our guys worked long and hard after working an eight hour shift and worked overnight to make the repairs. We are gathering the numbers for cost recovery for this incident. Underground Service Alert was not called for this instance. I spoke to the contractor an hour after it occurred. Culpability is on the contractor and developer. We will look for recovery of costs. There was not a lot of other collateral damage to ranchers or other parties. It was approximately an eight inch hole on a 30 inch line. A lot of water was lost and we had to move water we pumped in upper zones down to lower zones. We did a lot of manipulation at pump plants. President Baggerly added it was an amazing effort and asked Mr. Wickstrum to convey our thanks to all staff involved for their work. Mr. Wickstrum added he is going to have a luncheon for the pipeline crews and staff that were involved with the emergency on Friday. We will hold a lunch with recreation later in the year to show appreciation.

Mr. Wickstrum then informed the board that he has received notices of things our staff has been doing right. He had a message from Linda Colby regarding a notice that Luke Soholt gave her informing her that one of her sprinklers was broken and spraying on the street. These are little things that staff does on a regular basis and it is nice to get a positive response. Another was received regarding APSO Mitch Tull. Mitch stepped in for Ojai Rotary when they normally would have taken the boat out and there wasn't a captain to run the boat. Mitch gave the students a shore tour of Lake Casitas. They appreciated his efforts. He also participated in presenting a session to Cate School along with Cinnamon McIntosh. In addition, Bob Monnier informed me that Dorothy Fortner has found a correction for about \$5,000 on our Edison bills.

Mr. Wickstrum then informed the board that NMFS and DFG rescued nine trout out of the Robles Weirs. Today there has a four foot drop in water at the entrance pool and they are doing a rescue. President Baggerly suggested this may have come out of a lot of angst of over a hundred dead fish a couple of years ago. There was a policy that came out of that and I think we should send Chris Yeats a thank you for developing a policy and following through with the work.

Mr. Wickstrum reported that the Bureau of Reclamation came in yesterday morning for a distribution system review that they conduct every three years. The inspection went well and they are appreciative of the level of maintenance of our system. There will be a few minor things that will be on their list. They know we are in progress of a lot of things on our work list. They had no answers as to why they didn't install two tanks instead of one.

I have a meeting scheduled with Jeff Pratt regarding the San Antonio Creek spreading ground. The problem is the cost estimate and bids are far above the grant funding available. The only commitment from Casitas is \$15,000 for maintenance once it is built. I don't see us putting in more. They are approximately \$500,000 short. The amount of water back into the system is much less than originally estimated. The amount of water to be saved is about 200 acre feet per year.

3. Board of Director comments.

Director Hicks reminded the Board of the AWA BBQ on the 19<sup>th</sup>.

4. Consent Agenda APPROVED

a. Minutes of the June 27, 2012 Board Meeting.

Director Word suggested that the total number of written protests be recorded on the minutes as it was mentioned during the meeting.

On the motion of Director Word, seconded by Director Hicks and passed, the minutes with above suggestion were approved.

5. Bills APPROVED

Director Bergen questioned #012210 for Direct TV. Mr. Wickstrum explained this is for the Recreation Area. Park Services Manager Belser added it is not functioning properly but it will be looked into. Director Bergen then questioned the payment for LAFCO apportionment. Mr. Wickstrum explained that we as well as all special districts' pay a portion of the LAFCO budget.

On the motion of Director Word, seconded by Director Bergen and passed, the bills were approved.

6. Committee/Manager Reports APPROVED FOR FILING

- a. Recreation Committee Minutes
- b. Executive Committee Minutes

On the motion of Director Word, seconded by Director Hicks and passed, the Committee/Manager Reports were approved for filing.

7. Nomination for CSDA Board of Directors Election 2012. APPROVED

On the motion of Director Word to nominate Moira Barron, seconded by Director Hicks and passed, the nomination was approved.

8. Information Items:

- a. News Articles.
- b. Letter from Rotary Club of Ojai West regarding appreciation to APSO Mitch Tull.
- c. Memo regarding Quagga Mussel Survey.
- d. Memo regarding O. mykiss rescue from Robles Weir pools due to receding flow.

President Baggerly moved the meeting to closed session at 3:45 p.m.

9. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))  
Conference with Legal Counsel – Anticipated Litigation (One case).

President Baggerly reconvened the meeting in open session at 4:06 p.m. stating there was nothing to report.

10. Adjournment

President Baggerly adjourned the meeting at 4:07 p.m.

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Bill Hicks, Secretary

Minutes of the Casitas Municipal Water District  
Board Meeting Held  
July 20, 2012

A special meeting of the Board of Directors was held July 20, 2012 at Casitas' Office, Oak View, California. Directors Baggerly, Word, Hicks, Bergen and Kaiser were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were no staff members and no members of the public in attendance. President Baggerly led the group in the flag salute.

1. Public Comments

None

2. General Manager comments.

None

3. Board of Director comments.

Director Hicks thanked Director Word for his work on the AWA BBQ. It went well but the event is getting stale and perhaps there needs to be a change in venue and some games added.

President Baggerly reported that the TMDL is being released today by the Regional Water Quality Control Board.

President Baggerly moved the meeting to closed session at 9:04 a.m.

4. Closed Session

- a. (Govt. Code Sec. 54956.9 (c))  
Conference with Legal Counsel – Anticipated Litigation (One case).

President Baggerly reconvened the meeting in open session at 10:06 a.m. with John Mathews stating the Board met with district counsel and no specific action was taken.

5. Adjournment

President Baggerly adjourned the meeting at 10:07 a.m.

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Bill Hicks, Secretary

CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: July 20, 2012  
TO: Board of Directors  
FROM: Assistant to General Manager, Rebekah Vieira  
Re: CSAC Excess Workers' Compensation Insurance Renewal

**RECOMMENDATION:**

It is recommended that the Board of Directors approve the CSAC Excess Workers' Compensation Program renewal in the amount of \$72,876.

**BACKGROUND:**

Casitas is self insured for Workers' Compensation coverage but participates in the CSAC Excess Workers' Compensation Program to provide additional insurance coverage or coverage in excess of our self-insured retention of \$125,000. Casitas has participated in this program for a number of years and continues to benefit from being self-insured.



**CSAC Excess  
Insurance Authority**

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

**Invoice Number:** 1310071-IN  
**Invoice Date:** 7/1/2012  
**Due Date:** 7/31/2012

**Attn:** Rebekah Vieira

Excess Workers' Compensation

**Terms:** NET 30 DAYS

Description	Amount
Period Covered: 7/1/2012 - 7/1/2013	
Deposit Premium	59,992.00
EIA Administration Fee	6,585.00
Public Entity Admin Fee	300.00
Broker Fee	5,999.00

Please note our invoice number on your remittance.

\* Delinquent if not paid in full by the due date.\*

**Invoice Total:** 72,876.00



**CASITAS MUNICIPAL WATER DISTRICT  
Interdepartmental Memorandum**

**To:** Steve Wickstrum, General Manager

**From:** Andy Benitez, Engineering Technician

**Subject:** Award Contract for Recoating Cañada Larga, Santa Ana Main and Rancho Matilija Underground Vaults & Ojai Valley Pump Station Above Ground Piping - Specification 12-354

**Date:** July 10, 2012

**RECOMMENDATION:**

It is recommended that the Board of Directors adopt a resolution accepting the proposal submitted by South West Specialty Coatings, Inc., the lowest responsible bidder, and award a contract for the above referenced project in the amount of **\$ 46,975.00**. It is further recommended that the President of the Board execute an agreement for said work and the Board authorize staff to proceed with the administration of the contract.

**BACKGROUND AND DISCUSSION:**

The underground vaults have severely deteriorated due to natural runoffs, moisture and water accumulation caused by lack of sealant on the station manholes covers. This project consists of applying a new, more resistant epoxy coating to all affected metal surfaces of the vaults and above ground piping. The project was advertised on the District's website and with F.W. Dodge. Three (3) firms submitted bids.

<u>Firm</u>	<u>Bid Amount</u>	<u>Lowest Apparent Bidder</u>
1) Southwest Specialty Coatings, Inc., N. Las Vegas	\$ 46,975.00	<b><u>\$ 46,975.00</u></b>
2) C.T. Georgiou Painting Co., Wilmington	\$ 98,000.00	-----
3) Industrial Coating, Oceanside	\$ 56,000.00	-----

Southwest Specialty Coatings, Inc. has a Contractor's license in good standing and has satisfactorily performed vault coatings work for other Water Agencies.

**BUDGET**

Funding for this project is included the FY 2012-2013 budget. Casitas has budgeted \$ 50,000.00 for vault and above ground piping maintenance coatings.

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT FOR RECOATING OF  
CAÑADA LARGA, SANTA ANA MAIN &  
RANCHO MATILIJA UNDERGROUND VAULTS &  
OJAI VALLEY PUMP STATION ABOVE GROUND PIPING**

**SPECIFICATION NO. 12-354**

**WHEREAS**, the District invited bids from qualified contractors for the above-referenced project, and

**WHEREAS**, the District received three bids, and

**WHEREAS**, Southwest Specialty Coatings, Inc. submitted the low bid in the amount of \$ 46,975.00.

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

1. That Southwest Specialty Coatings, Inc. bid substantially complies with the requirements set forth in the bid invitation and is responsive.
2. That the bid from Southwest Specialty Coatings, Inc. in the amount of \$ 46,975.00 be accepted for the recoating of Cañada Larga, Santa Ana Main and Rancho Matilija Underground Vaults and Ojai Valley Pump Station above ground piping, Specification 12-354, and a contract awarded.
3. That staff is hereby authorized and directed to proceed with the administration of the contract with Southwest Specialty Coatings, Inc.

**ADOPTED** this 25<sup>th</sup> day of July, 2012.

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Russ Baggerly, President  
Casitas Municipal Water District

**ATTEST:**

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Bill Hicks, Secretary  
Casitas Municipal Water District

# Memo

To: General Manager

From: Treatment Plant Manager

Date: July 20, 2012

Re: Capital Project 172 -- Ojai Valley Electrical Upgrade

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## Recommendation:

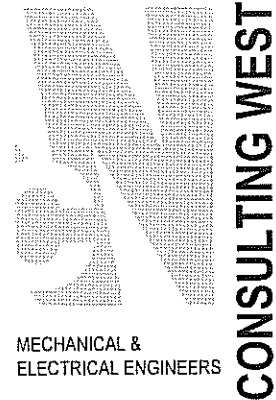
It is recommended that the Board of Directors approve a purchase order to Consulting West in the amount of \$34,400.00 for electrical engineering services to upgrade the Ojai Valley pump plant's electrical system.

## Discussion:

The FY 2012/13 budget contains approved funding in the amount of \$243,500.00 for the upgrade of the Ojai Valley pump plant electrical system. The purchase order to Consulting West is for electrical engineering services addressing SCE submittals, equipment specifications, electrical drawings, integration of new control programs, and technical support.

Staff recommends that the electrical engineering and technical services for this complex and specialized project be provided under sole source designation from Consulting West due to the need for continuity between activities, unique expertise and practical working knowledge of the contractor.

The purchase order is a "not to exceed amount" for time and materials based on Consulting West's proposal dated 7-10-12.



July 10, 2012

Casitas Municipal Water District  
Attn: Bob Monnier  
1055 Ventura Ave  
Oak View, CA 93022

**Subject: OJAI VALLEY PUMPING PLANT  
Proposal for Electrical Engineering Services**

Dear Bob,

Consulting West Engineers is pleased to provide this proposal for electrical engineering services specific to the Ojai Valley Pumping Plant electrical upgrade. The scope of work has been divided into chronological sections, with details listed for each activity.

**1. S. C. EDISON SUBMITTAL DOCUMENTS: Cost= \$4,200**

1. Preparation of a drawing submittal package for the review and approval of S. C. Edison Co. as follows:

- Proposed location of new pad-mount Transformer.
- Single Line Diagram, Calculations, and Elevation Details
- Floor Plan and Site Plan, including primary and secondary conduit with service feeders
- Panel Schedule for new 120/240V 1-Phase subpanel in new MCC
- Logic Control Panel outline

## **2. BID PHASE CONSTRUCTION DOCUMENTS: Cost= \$12,600**

When authorized by CMWD and after confirmation by S. C. Edison of the electrical service for the project, Consulting West will prepare drawings and specifications setting forth in detail the requirements for the construction of the project, including:

1. Preparation of a "SWITCHGEAR BUY-OUT DOCUMENT" including single line diagrams and specifications for the **pre purchase** of the new Service Switchgear, Motor Soft Starters and Logic Control System.
2. Preparation of a "Basis of Design Document" specific to this project, to confirm the specific objectives of CMWD with respect to this electrical upgrade, including a construction sequence.
3. Preparation of a "Request For Bid Document"  
The intent is to develop a document with sufficient details to obtain quotations from trade contractors for the construction of the project.
4. Preparation of detailed CONSTRUCTION DRAWINGS:  
E0.0 Cover Sheet, General Notes, Abbreviations, Drawings Directory  
E1.0 Site Plan  
E1.1 Single Line Diagram and Electrical Details  
E1.2 Lighting Panel Schedule and Automatic Lighting Controls  
E2.1 Demolition and Staging Details  
E2.2 Electrical Switchboard Enclosures Floor Plan  
E2.3 Power and Controls Conduit and Wiring Plan  
E3.1 Logic Control Panel Detailed Wiring Diagram 1  
E3.2 Logic Control Panel Detailed Wiring Diagram 2  
E3.3 Logic Control Panel Detailed Wiring Diagram 3
5. Preparation of Section 16 Electrical Specifications (Construction Manual) for the project.

## **4. CONSTRUCTION PHASE, AND SOFTWARE PROGRAMMING: Cost= \$12,000**

1. Construction Supervision, including Submittal Reviews, RFI responses, periodic site inspections, and other activities that may become necessary during the course of the project.
2. Software, Programming and Integration: We are specifically including in this proposal the programming, by Mr. DeKreek, of the new Allen-Bradley "CompactLogic" PLC, the programming of the new Allen-Bradley "PanelView Plus" operator interface, and the necessary changes to the existing CMWD SCADA PLC and existing HMI workstations to integrate the new electrical and control items into the overall CMWD SCADA system. Also included is any temporary programming that may be required during the construction period.

**4. COMMISSIONING PHASE:**

**Cost= \$5,600**

1. Startup and Commissioning Support and Supervision
2. Software completion and testing: This includes eliminating indications and alarms relating to the motorized valves, testing all new functions and alarms for proper operation and indication, and documenting all new programs and all changes to existing programs.
3. As-built drawing preparation and turn over package to CMWD.

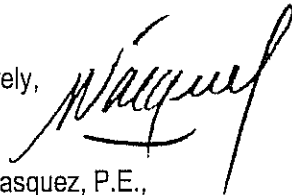
**5. FEES and EXPENSES for ENGINEERING SERVICES LISTED ABOVE**

We will provide the design services described in this proposal for a total cost not to exceed the totals listed below. All costs for work associated with this project are included in this project, barring future scope expansion or undisclosed or latent site conditions that add significantly to the effort required to provide the specified services and documents.

1. S. C. Edison Submittal	\$ 4,200
2. Bid Phase Construction Documents	\$12,600
3. Construction Support and Programming	\$12,000
4. Post Construction Phase	\$ 5,600
<b>TOTAL=</b>	<b>\$34,400</b>

Thank you for the opportunity of serving Casitas Municipal Water District once again.

Sincerely,



Rod Vasquez, P.E.,  
Dirk DeKreek, P.E.  
Automations Engineer  
Consulting West

CERTIFICATION

Payroll disbursements for the pay period ending 07/07/12  
Pay Date of 07/12/12  
have been duly audited and are  
hereby certified as correct.

Signed: Rebekah Vieira  
Rebekah Vieira

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.

000346	A/P Checks:	012265-012280
	A/P Draft to P.E.R.S.	071323
	A/P Draft to State of CA	071322
	A/P Draft to I.R.S.	071321
	Void:	

000347	A/P Checks:	012281-012379
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	012343-012344

The above numbered checks,  
have been duly audited are hereby  
certified as correct.

 7/18/12  
\_\_\_\_\_  
Denise Collin, Accounting Manager

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature



**CASITAS MUNICIPAL WATER DISTRICT**  
**Payable Fund Check Authorization**  
**Checks Dated 7/13/12-7/18/12**  
**Presented to the Board of Directors For Approval July 25, 2012**

<b>Check</b>	<b>Payee</b>			<b>Description</b>	<b>Amount</b>
000346	Payables Fund Account	#	9759651478	Accounts Payable Batch 071312	\$770,020.71
000347	Payables Fund Account	#	9759651478	Accounts Payable Batch 071812	\$133,499.50
					\$903,520.21
000345 ***	Payroll Fund Account	#	9469730919	Special Payroll Requirements	\$35,000.00
000348	Payroll Fund Account	#	9469730919	Estimated Payroll 8/9/12	\$150,000.00
					\$185,000.00
				Total	\$1,088,520.21

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, 000345-000348 have been duly audited is hereby certified as correct.

*Denise Collin* *7/18/12*  
 \_\_\_\_\_  
 Denise Collin, Accounting Manager

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Signature

\*\*\*General Fund Ck#000338 for \$150,000.00 for Payroll Account erroneously omitted from Board Documents dated 6/27/12

7/18/2012 2:57 PM  
 VENDOR SET: 01 Casitas Municipal Water D  
 BANK: \* ALL BANKS  
 DATE RANGE: 7/13/2012 THRU 7/18/2012

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	7/18/2012			012343		
C-CHECK	VOID CHECK	V	7/18/2012			012344		

\* \* T O T A L S \* \*

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	0	0.00	0.00	0.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	2	VOID DEBITS 0.00		
		VOID CREDITS 0.00		
		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK:	TOTALS:	2	0.00	0.00	0.00
BANK:	TOTALS:		2	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01705	RJ FADDIS							
I-Jun 12	Gas for Rogue Boat	R	7/13/2012	351.88		012265		351.88
01270	SCOTT LEWIS							
I-Jun 12	Reimburse Expenses 6/12	R	7/13/2012	1,777.66		012266		1,777.66
00215	SOUTHERN CALIFORNIA EDISON							
I-063012	Acct#2210502480	R	7/13/2012	92,558.00		012267		
I-063012A	Acct#2210505426	R	7/13/2012	2,253.61		012267		
I-063012B	Acct#2237789169	R	7/13/2012	22.22		012267		
I-070312	Acct#2269631768	R	7/13/2012	19.47		012267		94,853.30
00048	STATE OF CALIFORNIA							
I-070112	State Water Plan Payment	R	7/13/2012	553,578.00		012268		553,578.00
00234	UNITED WATER CONSERVATION							
I-062712	State Water Plan Payment	R	7/13/2012	7,949.50		012269		7,949.50
00949	CITY OF VENTURA							
I-062712	State Water Plan Payment	R	7/13/2012	15,899.00		012270		15,899.00
00274	JAMES WORD							
I-Jun 12	Reimburse Mileage 6/12	R	7/13/2012	58.27		012271		58.27
1	MERIDIAN ESTATE BROK							
I-000201206260583	US REFUND	R	7/13/2012	42.14		012272		42.14
1	MINSTER, JOAN							
I-000201206260582	US REFUND	R	7/13/2012	21.68		012273		21.68
00329	MCMASTER-CARR SUPPLY CO.							
I-31208781	5 Water Regulators, PP	R	7/13/2012	329.85		012274		329.85
00247	County of Ventura							
I-155708	LCRA 2012-13 Crosswalk Permit	R	7/13/2012	190.00		012275		190.00
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201207110585	457 CATCH UP	R	7/13/2012	569.24		012276		
I-DCI201207110585	DEFERRED COMP FLAT	R	7/13/2012	2,861.52		012276		
I-DI%201207110585	DEFERRED COMP PERCENT	R	7/13/2012	171.06		012276		3,601.82
01960	Moringa Community							
I-MOR201207110585	PAYROLL CONTRIBUTIONS	R	7/13/2012	16.75		012277		16.75

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201207110585	457 CATCH UP	R	7/13/2012	423.06		012278		
I-DCN201207110585	DEFERRED COMP FLAT	R	7/13/2012	4,077.68		012278		4,500.74
00180	S.E.I.U. - LOCAL 721							
I-UND201207110585	UNION DUES	R	7/13/2012	610.50		012279		610.50
00230	UNITED WAY							
I-UWY201207110585	PAYROLL CONTRIBUTIONS	R	7/13/2012	45.00		012280		45.00
02398	Juan Abalos							
I-071012	Waterpark Fee Refund	R	7/18/2012	72.00		012281		72.00
02033	Abbot Industrial Supplies							
I-39458	Trash Bags for LCRA	R	7/18/2012	1,445.19		012282		1,445.19
01441	ADVANTAGE TELECOM, INC							
I-38479	LCRA Monthly Phone Charges	R	7/18/2012	692.94		012283		692.94
01985	AFLAC/FLEX ONE							
I-071212	Reimbursed Medical 2012	R	7/18/2012	60.00		012284		60.00
00010	AIRGAS USA LLC							
I-9006864641	Wire for Pipelines	R	7/18/2012	73.14		012285		
I-9006864642	Wire for Pipelines	R	7/18/2012	73.14		012285		
I-9903039063	Cylinder Rental for Pipelines	R	7/18/2012	46.75		012285		193.03
00011	ALERT COMMUNICATIONS							
I-120600847101	Call Center 7/12	R	7/18/2012	256.85		012286		256.85
00014	AQUA-FLO SUPPLY							
C-339172	Credit Inv#335923	R	7/18/2012	92.66CR		012287		
I-335923	Repair Near Boardman Road	R	7/18/2012	114.20		012287		
I-339174	Repair Near Boardman Road	R	7/18/2012	129.60		012287		
I-346297	Sprinkler for Ave 1 Pump Plant	R	7/18/2012	34.11		012287		185.25
00015	ARDEMCO, INC							
I-0056286IN	Toilet Repair Parts, LCRA	R	7/18/2012	594.09		012288		594.09
02179	Art Street Interactive							
I-86108	Reserv Software Hosting/Maint	R	7/18/2012	542.15		012289		542.15
01543	ASTRA INDUSTRIAL SERVICES, INC							
I-00126098	R.P. Valve Rebuild Kit for TP	R	7/18/2012	374.59		012290		374.59

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01666	AT & T							
	I-000003498253	T-1 Line Acct#8310001729783	R	7/18/2012		357.32	012291	
	I-000003500035	T-1 Line Acct#8310002969306	R	7/18/2012		1,154.11	012291	1,511.43
00018	AT & T MOBILITY							
	I-829434088X07142012	PT Wildlife Biologist Cell	R	7/18/2012		7.63	012292	7.63
00020	AVENUE HARDWARE, INC							
	I-47089	Hose Clamps for Dam	R	7/18/2012		20.77	012293	
	I-47165	Parts for Canal Bridge Repair	R	7/18/2012		69.94	012293	
	I-47848	Turnbuckle, Thimble for DM	R	7/18/2012		49.91	012293	140.62
00021	AWA OF VENTURA COUNTY							
	I-071612	AWA BBQ 7/19/12	R	7/18/2012		120.00	012294	
	I-2012	CCWUC Memembership 0812-0713	R	7/18/2012		150.00	012294	270.00
00756	BOARD OF EQUALIZATION							
	I-071812	Use Tax 4/1/12-6/30/12	R	7/18/2012		1,002.00	012295	1,002.00
01616	FRED BRENNEMAN							
	I-071612	7/8/12-7/21/12	R	7/18/2012		391.00	012296	391.00
00463	Farm Plan							
	I-48304	Mower Deck for "F" Camp	R	7/18/2012		464.77	012297	464.77
09983	CALIFORNIA URBAN WATER							
	I-2012G1234	2012 Membership Dues	R	7/18/2012		1,650.17	012298	1,650.17
02356	Carboline Company							
	I-20871409	Lazy River Paint	R	7/18/2012		691.38	012299	691.38
00055	CASITAS BOAT RENTALS							
	I-001393	Service Arima Boat, Eq#138	R	7/18/2012		263.22	012300	
	I-001394	Service Pac Angler Boat, Eq#136	R	7/18/2012		464.35	012300	
	I-Jun 12 Gas	Gas for Boats at LCRA	R	7/18/2012		1,246.50	012300	1,974.07
00511	Centers for Family Health							
	I-15800	Drug Tests	R	7/18/2012		675.00	012301	675.00
01384	CLEAN HARBORS ENVIRONMENTAL SE							
	I-6W1285106	Waste Disposal Services 6/7/12	R	7/18/2012		93.20	012302	93.20
00057	CLEAN SOURCE							
	I-268534800	Janitorial Supplies	R	7/18/2012		3,840.64	012303	3,840.64

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00059	COASTAL PIPCO							
I-S1729628001	Valve Keys for LCRA Maint	R	7/18/2012	11.84		012304		11.84
00062	CONSOLIDATED ELECTRICAL							
I-9009660202	Dam Fuses for Treatment Plant	R	7/18/2012	763.17		012305		763.17
00331	COORDINATED WIRE ROPE							
I-73543	Cable Clamps for Anchor Work	R	7/18/2012	57.49		012306		
I-73544	Binders for Eq Trailer, Garage	R	7/18/2012	153.41		012306		210.90
00719	CORELOGIC INFORMATION SOLUTION							
I-80548279	Realquest Subscription	R	7/18/2012	125.00		012307		125.00
01764	CSG Systems, Inc.							
I-706665	UB Mailing 5/23/12	R	7/18/2012	1,211.28		012308		1,211.28
01001	CUSTOM PRINTING							
I-118831	1,500 Violation Notices	R	7/18/2012	157.66		012309		
I-118832	Business Cards for APSOs	R	7/18/2012	311.83		012309		
I-118833	2,000 Field Interview Cards	R	7/18/2012	217.65		012309		687.14
02034	D.K. Mechanical							
I-2303	Repair Clutch, Eq#267, Sprayer	R	7/18/2012	734.05		012310		734.05
01856	DATA FLOW							
C-65184A	Accrue Use Tax	R	7/18/2012	7.86CR		012311		
C-65192A	Accrue Use Tax	R	7/18/2012	11.04CR		012311		
D-65184A	Accrue Use Tax	R	7/18/2012	7.86		012311		
D-65192A	Accrue Use Tax	R	7/18/2012	11.04		012311		
I-65184	2,000 Trailer Storage Invoices	R	7/18/2012	122.79		012311		
I-65192	3,000 Window Envelopes	R	7/18/2012	184.20		012311		306.99
00182	DEWITT PETROLEUM							
I-0020429IN	Gas and Diesel for LCRA	R	7/18/2012	3,915.38		012312		
I-0020744IN	Gas for LCRA	R	7/18/2012	2,122.94		012312		6,038.32
00662	Diamond A Equipment							
I-IX30318	Auger Teeth, Roll Pins, Pipeline	R	7/18/2012	105.98		012313		105.98
00086	E.J. Harrison & Sons Inc							
I-915	Acct#500546088	R	7/18/2012	840.00		012314		840.00
00095	FAMCON PIPE & SUPPLY							
I-142523	Couplings, Nipples for WH Stock	R	7/18/2012	305.34		012315		
I-142690	Valve Boxes for Pipelines	R	7/18/2012	572.72		012315		
I-142920	Gate Valve for TP Backflow	R	7/18/2012	1,576.58		012315		2,454.64

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10120	CHARLES Z. FEDAK & COMPANY							
I-062212	Audit Srvcs FY Ending 6/30/12	R	7/18/2012	1,580.00		012316		1,580.00
00093	FEDERAL EXPRESS							
I-794449986	Documents Shipped for Mgmt	R	7/18/2012	86.74		012317		
	Re: Villanova Break							
I-795140915	Ship Docs to County, Admin	R	7/18/2012	18.48		012317		105.22
00013	FERGUSON ENTERPRISES INC #1083							
I-8253378	Coyote Fish Sink Grinder Parts	R	7/18/2012	136.74		012318		136.74
00099	FGL ENVIRONMENTAL							
I-204737A	Wet Chemistry	R	7/18/2012	1,666.00		012319		
I-205866A	Wet Chemistry-NO3	R	7/18/2012	43.00		012319		
I-205867A	Wet Chemistry-NO3	R	7/18/2012	43.00		012319		
I-206152A	Sub Contracted-Chlorophyll	R	7/18/2012	332.00		012319		
I-206153A	EPA 547-Glyphosate Analysis	R	7/18/2012	446.25		012319		
I-206154A	Wet Chemistry-NO3	R	7/18/2012	43.00		012319		
I-206155A	Metals, Total-Mn	R	7/18/2012	45.00		012319		
I-206440A	Wet Chemistry-NO3	R	7/18/2012	43.00		012319		
I-206703A	Radio Chemistry-Gross Alpha	R	7/18/2012	73.10		012319		2,734.35
00096	FIREMASTER - LOS ANGELES REG.							
I-121380115	Fire Extinguisher Svc, LCRA	R	7/18/2012	1,330.45		012320		1,330.45
02399	Braulio Flores							
I-070412	Waterpark Fee Refund	R	7/18/2012	36.00		012321		36.00
02400	Valeria Flores							
I-070412	Waterpark Fee Refund	R	7/18/2012	24.00		012322		24.00
00104	FRED'S TIRE MAN							
I-58866	Flat Repair, Eq#27, LCRA	R	7/18/2012	15.00		012323		
I-59378	2 Tires for Eq#28, LCRA Maint	R	7/18/2012	338.42		012323		
I-59382	2 Tires for Eq#29, LCRA Maint	R	7/18/2012	338.42		012323		
I-59394	Mount Spare Tire, Eq#112, BH	R	7/18/2012	15.00		012323		706.84
00106	FRONTIER PAINT							
I-25505	Traffic Paint for LCRA Maint	R	7/18/2012	84.33		012324		84.33
00485	FRUIT GROWERS SUPPLY COMPANY							
I-91057058	Safety Glasses, Gloves for DM	R	7/18/2012	80.07		012325		80.07

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01280	FRY'S ELECTRONICS, INC.							
I-4578289	Computer Monitor for O & M	R	7/18/2012	175.00		012326		175.00
02158	Google, Inc.							
I-2511012	Additional Usage, IT Dept	R	7/18/2012	3.25		012327		3.25
00115	GRAINGER, INC							
I-9859551229	Packing Seal for Waterpark	R	7/18/2012	23.60		012328		
I-9868339681	Ear Plugs, Grease for DM	R	7/18/2012	99.54		012328		123.14
01052	HARBOR FREIGHT TOOLS USA, INC							
I-141917	Winch, Wheel for LCRA Maint	R	7/18/2012	57.50		012329		57.50
00369	HARRINGTON INDUSTRIAL PLASTICS							
I-01373748	Desiccant for Turbidimeter, TP	R	7/18/2012	113.12		012330		113.12
02401	Juan Hernandez							
I-070412	Waterpark Fee Refund	R	7/18/2012	15.00		012331		15.00
01594	HIGHWAY TECHNOLOGIES, INC.							
I-65106284001	Signs for LCRA	R	7/18/2012	557.17		012332		557.17
00125	IDEXX DISTRIBUTION CORP							
I-260945489	Lab Testing Supplies	R	7/18/2012	929.43		012333		
I-261077152	Quanti-Tray for Lab	R	7/18/2012	176.96		012333		
I-261077152A	Freight on Inv#261077152	R	7/18/2012	14.36		012333		1,120.75
00131	JCI JONES CHEMICALS, INC							
I-552743	Chlorine for TP, CM#552767	R	7/18/2012	1,770.00		012334		1,770.00
02203	KEYT TV							
I-121278	Commercials for Waterpark	R	7/18/2012	690.00		012335		
I-121281	Commercials for Waterpark	R	7/18/2012	640.00		012335		1,330.00
02406	Jeff Laliberte							
I-071512	Waterpark Fee Refund	R	7/18/2012	66.00		012336		66.00
00360	LESLIE'S POOL SUPPLIES, INC							
I-142297575	Chem-test Reagents for WP	R	7/18/2012	52.87		012337		
I-142297576	Chem-test Reagents for WP	R	7/18/2012	8.36		012337		61.23
00328	LIGHTNING RIDGE							
I-7031203	Jr Lifeguard Shirts	R	7/18/2012	285.75		012338		285.75



VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01359	LINDSAY ENGINEERING							
I-12036001	Pump Plant Vibration Analysis	R	7/18/2012	350.00		012339		350.00
02407	Mireya S Magana							
I-071412	Waterpark Fee Refund	R	7/18/2012	30.00		012340		30.00
00856	MATTHEW BENDER & CO., INC.							
I-33642915	Labor Relations Guide Updates	R	7/18/2012	241.02		012341		241.02
00151	MEINERS OAKS ACE HARDWARE							
I-498382	Hose Connector, Playground M	R	7/18/2012	9.75		012342		
I-498807	Irrigation Parts, Camp F	R	7/18/2012	3.80		012342		
I-500109	Mender Hose for Pipelines	R	7/18/2012	5.24		012342		
I-501482	Switch for Cas#2 Fluorescents	R	7/18/2012	6.63		012342		
I-501834	Parts for Canal Bridge Repair	R	7/18/2012	14.50		012342		
I-501925	Sprayprimer, Treatment Plant	R	7/18/2012	5.89		012342		
I-501959	Nozzles, Ruler Tape, PL	R	7/18/2012	26.23		012342		
I-502031	Padlocks, Flagging Tape, WP	R	7/18/2012	55.38		012342		
I-502144	Can Liners for LCRA Maint	R	7/18/2012	18.22		012342		
I-502150	GFI for Camp F-24	R	7/18/2012	40.98		012342		
I-502319	Duct Tape, Glue for Telemetry	R	7/18/2012	24.73		012342		
I-502332	Parts for WP Lounge Chairs	R	7/18/2012	30.34		012342		
I-502537	Cable for Fisheries	R	7/18/2012	7.51		012342		
I-502547	Gorilla Glue, Drill Bits, WP	R	7/18/2012	50.17		012342		
I-502571	Batteries, Blades for Maint	R	7/18/2012	12.61		012342		
I-503078	Oil, Lubricant for Pipelines	R	7/18/2012	56.57		012342		
I-503110	Bolts, Wasp Spray, Dist Maint	R	7/18/2012	43.04		012342		
I-503115	Brooms for Dist Maint	R	7/18/2012	12.85		012342		
I-503175	Hand Cleaner	R	7/18/2012	9.64		012342		
I-503191	Bolts for Fairview Pump Plant	R	7/18/2012	1.06		012342		
I-503305	Steel Ruler for Pipelines	R	7/18/2012	25.73		012342		
I-503316	Breakers & Bolts for B-22,B-51	R	7/18/2012	8.94		012342		
I-503346	Latex Gloves for Pipelines	R	7/18/2012	5.98		012342		
I-503515	Deadbolt, Breakers for Maint	R	7/18/2012	51.51		012342		
I-503611	Pruner for LCRA Maint	R	7/18/2012	39.03		012342		
I-504194	Caulk for Motors, Pump Plants	R	7/18/2012	15.09		012342		
I-504195	Rope Clips for Canal Bridge	R	7/18/2012	14.23		012342		595.65
00163	OFFICE DEPOT							
I-1479839138	Office Supplies	R	7/18/2012	12.81		012345		
I-613814555001	Office Supplies	R	7/18/2012	51.80		012345		
I-614691155001	Office Supplies	R	7/18/2012	296.62		012345		
I-614691310001	Office Supplies	R	7/18/2012	3.83		012345		
I-614872365001	Office Supplies	R	7/18/2012	61.86		012345		
I-614872395001	Office Supplies	R	7/18/2012	20.05		012345		
I-614872396001	Office Supplies	R	7/18/2012	119.04		012345		
I-615534216001	Office Supplies	R	7/18/2012	68.90		012345		
I-616500495001	Office Supplies	R	7/18/2012	71.46		012345		706.37

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00160	I-062512	OILFIELD ELECTRIC CO, INC Pump Plant Transformer Replace	R 7/18/2012	68,791.50		012346		68,791.50
01570	I-247064	Ojai Auto Supply LLC Hose Clamps for Grand Ave PP	R 7/18/2012	17.07		012347		
	I-247453	Wiper Blades for Eq#43, Maint	R 7/18/2012	21.43		012347		38.50
00602	I-41911	OJAI TRUE VALUE Supplies for Treatment Plant	R 7/18/2012	40.57		012348		
	I-41931	Coaxial Cable, Pliers, Maint	R 7/18/2012	40.62		012348		81.19
00168	I-02715067001	OJAI VALLEY NEWS Ad for Waterpark	R 7/18/2012	75.00		012349		
	I-02715214001	Public Notice CCR	R 7/18/2012	22.50		012349		97.50
00169	I-14592	OJAI VALLEY SANITARY DISTRICT Cust#20594 Sewer Service	R 7/18/2012	150.63		012350		
	I-14674	Cust#52921 Sewer Service	R 7/18/2012	50.21		012350		200.84
01381	I-7453364	ONTRAC Refrigerated Sample to Biovir	R 7/18/2012	3.87		012351		3.87
02402	I-070812	Emmanuel Ortega Waterpark Fee Refund	R 7/18/2012	60.00		012352		60.00
01627	I-9942	OSCAR'S TREE SERVICE Picnic 4 & 6, Tree Work	R 7/18/2012	1,185.00		012353		
	I-9984	Tree Removal in B Camp	R 7/18/2012	650.00		012353		
	I-9985	Tree Removal Camp C-8	R 7/18/2012	550.00		012353		2,385.00
00170	I-116108	OXNARD AUTO ELECTRIC COMPANY Heavy Weed Trimmer Line, DM	R 7/18/2012	248.50		012354		
	I-116156	Air Cleaner for WP Weedwacker	R 7/18/2012	17.12		012354		265.62
02403	I-070412	Eloisa Rayo Waterpark Fee Refund	R 7/18/2012	36.00		012355		36.00
00313	I-5802	ROCK LONG'S AUTOMOTIVE Lube & Oil Change Eq#22, E&M	R 7/18/2012	70.89		012356		
	I-5830	Renew Left Headlamp Socket #28	R 7/18/2012	101.59		012356		172.48
01109	I-12368	SALVADOR LOERA TRANSPORTATION Fill Sand for Dist Sand Bins	R 7/18/2012	337.68		012357		
	I-12371	Base for Casitas Dam	R 7/18/2012	525.00		012357		
	I-12372	Wash Sand for Dam	R 7/18/2012	580.72		012357		
	I-12983	Sand & Base for Stock Yard	R 7/18/2012	453.93		012357		1,897.33

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02408 I-070812	Vernardo Verna Ortega Salazar Waterpark Fee Refund	R	7/18/2012	120.00		012358		120.00
02404 I-070412	Salerna Santos Waterpark Fee Refund	R	7/18/2012	36.00		012359		36.00
01107 I-S82660	SAWYER PETROLEUM Oil for Equip at LCRA	R	7/18/2012	165.24		012360		165.24
02344 I-10586	ServiceMaster Building Mainten Janitorial Service for Dst Ofc	R	7/18/2012	1,032.00		012361		1,032.00
02003 I-1937	Sostre & Associates Monthly CMS Fee & Webhosting	R	7/18/2012	249.00		012362		249.00
02409 I-071712	Mayank Srivastava Citation Refund	R	7/18/2012	75.00		012363		75.00
02405 I-070412	John Stewart Waterpark Fee Refund	R	7/18/2012	60.00		012364		60.00
00223 I-4753767900	STOCK BUILDING SUPPLY Lumber to Repair Canal Bridge	R	7/18/2012	382.89		012365		382.89
02397 I-BO0504396	Summit Training Source, Inc. Online Safety Training	R	7/18/2012	3,675.00		012366		3,675.00
02410 I-071312	Candice Sunda Waterpark Fee Refund	R	7/18/2012	12.00		012367		12.00
00266 I-825301209	THOMSON WEST Government Code Updates	R	7/18/2012	219.85		012368		219.85
01662 I-02543399 I-02547490	TYLER TECHNOLOGIES, INC. Content Mgr Maintenance UB Online Monthly Fees	R R	7/18/2012 7/18/2012	1,880.87 153.00		012369 012369		2,033.87
00225 I-620120092	UNDERGROUND SERVICE ALERT 152 New Tickets	R	7/18/2012	228.00		012370		228.00
00185 I-LA783672 I-LA787507	Univar USA Inc Sodium Hypochlorite for WP Sodium Hypochlorite for WP	R R	7/18/2012 7/18/2012	1,552.74 1,913.03		012371 012371		3,465.77

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00238	VCSDA							
I-070912	Annual Dues 7/12-6/13	R	7/18/2012	150.00		012372		150.00
02281	County of Ventura							
I-071112	New District Division Maps	R	7/18/2012	27.50		012373		27.50
00251	VENTURA COUNTY STAR							
I-1069501	Public Notice, Budget, Rates	R	7/18/2012	183.04		012374		183.04
00257	VENTURA RIVER COUNTY WATER							
I-063012	Acct#0350100A	R	7/18/2012	19.17		012375		
I-063012A	Acct#0537500A	R	7/18/2012	99.93		012375		119.10
09955	VENTURA WHOLESALE ELECTRIC							
I-165906	Clamps for Conduit Repair TP	R	7/18/2012	740.60		012376		
I-166182	Receptacles for B & F Camps	R	7/18/2012	51.48		012376		792.08
01283	Verizon Wireless							
I-1098348964	Dist Ofc Monthly Cell Charges	R	7/18/2012	593.04		012377		
Acct#1098348964								
I-1098349737	LCRA Monthly Cell Charges	R	7/18/2012	189.25		012377		782.29
Acct#77232361800001								
00271	WEST COAST AIR CONDITIONING							
I-S40697	A/C Repair at LCRA	R	7/18/2012	135.38		012378		
I-S40816	PM Service LCRA A/C Unit	R	7/18/2012	130.00		012378		265.38
01998	XM For Business							
I-A497183	XM Music Service 7/12-6/13	R	7/18/2012	359.40		012379		359.40
00128	INTERNAL REVENUE SERVICE							
I-T1 201207110585	Federal Withholding	D	7/13/2012	25,957.92		071321		
I-T3 201207110585	FICA Withholding	D	7/13/2012	23,425.62		071321		
I-T4 201207110585	Medicare Withholding	D	7/13/2012	6,532.14		071321		55,915.68
00049	STATE OF CALIFORNIA							
I-T2 201207110585	State Withholding	D	7/13/2012	8,031.84		071322		8,031.84
00187	CALPERS							
I-PER201207110585	PERS EMPLOYEE PORTION	D	7/13/2012	10,064.49		071323		
I-PRR201207110585	PERS EMPLOYER PORTION	D	7/13/2012	12,182.61		071323		22,247.10

7/18/2012 2:57 PM  
 VENDOR SET: 01 Casitas Municipal Water D  
 BANK: AP ACCOUNTS PAYABLE  
 DATE RANGE: 7/13/2012 THRU 7/18/2012

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
* * T O T A L S * *								
		NO		INVOICE AMOUNT		DISCOUNTS		CHECK AMOUNT
	REGULAR CHECKS:	113		817,325.59		0.00		817,325.59
	HAND CHECKS:	0		0.00		0.00		0.00
	DRAFTS:	3		86,194.62		0.00		86,194.62
	EFT:	0		0.00		0.00		0.00
	NON CHECKS:	0		0.00		0.00		0.00
	VOID CHECKS:	0	VOID DEBITS	0.00				
			VOID CREDITS	0.00		0.00		
				0.00				
TOTAL ERRORS: 0								
VENDOR SET: 01	BANK: AP	TOTALS:	116	903,520.21		0.00		903,520.21
BANK: AP	TOTALS:		116	903,520.21		0.00		903,520.21
REPORT TOTALS:			118	903,520.21		0.00		903,520.21

CASITAS MUNICIPAL WATER DISTRICT  
Inter-Office Memorandum

DATE: July 20, 2012

TO: Board of Directors

FROM: General Manager, Steve Wickstrum

Re: Consideration of Proposal to Assist the District with the Formation of a Community Facilities District

**RECOMMENDATION:**

It is recommended that the Board of Directors consider the proposal submitted by David Taussig & Associates, Inc., and authorize the scope of services and the fees that are described in the proposal.

**BACKGROUND:**

In consideration of a public request to acquire the Golden State Water Company's water utility in the Ojai service area, the district is seeking a financial consultant to assist with the formation of a community facilities district. The District has requested four consultants to submit proposals. The District has received two proposals, one from David Taussig & Associates, Inc., and another from Raftelis Financial Consultants, Inc.

After review of the proposals it is staff's recommendation to contract with the firm of David Taussig & Associates, Inc., for Phase One of the proposal and bifurcate Phase Two of the proposal in order to provide the District options with the Phase Two scope of work.

The proposal by David Taussig & Associates, Inc. is attached to this memorandum. If you have any questions, please discuss your question with me or our legal counsel.

DAVID  
TAUSSIG  
& ASSOCIATES, INC.



**PROPOSAL FOR  
FINANCIAL CONSULTANT TO ASSIST WITH  
FORMATION OF COMMUNITY FACILITIES  
DISTRICT (CFD) AND SALE OF CFD BONDS**

PROPOSAL SUBMISSION:  
JULY 13, 2012

Prepared for  
CASITAS MUNICIPAL WATER DISTRICT  
1055 Ventura Avenue  
Oak View, CA 93022

Prepared by  
DAVID TAUSSIG & ASSOCIATES, INC.  
5000 Birch Street, Suite 6000  
Newport Beach, CA 92660

PUBLIC FINANCE  
FACILITIES PLANNING  
URBAN ECONOMICS

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Newport Beach  
Riverside  
Fresno  
San Francisco  
Chicago, Illinois  
Dallas, Texas

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**ATTACHMENT A:      PRELIMINARY FORMATION AND BOND ISSUANCE SCHEDULE**



# DTA DAVID TAUSSIG & ASSOCIATES

Public Finance and Urban Economics

5000 Birch Street, Ste. 6000, Newport Beach, CA 92660  
Phone: 949,955,1500 / Fax: 949,955,1590

John M. Mathews  
Arnold LaRochelle Mathews VanConas & Zirbel LLP  
300 Esplanade Drive, Suite 2100  
Oxnard, CA 93036

RE: RFP – Financial Consultant to Assist with Formation of Community Facilities District and Sale of CFD Bonds

I am pleased to submit the enclosed proposal under which David Taussig & Associates, Inc. ("DTA") would provide special tax consulting services to the Casitas Municipal Water District ("Casitas MWD") for the establishment of a community facilities district ("CFD") to provide funding for the potential acquisition of the Golden State Water Company water utility in its Ojai service area, and the issuance of Mello-Roos bonds by such CFD. The enclosed proposal is organized to address all of the items within the Request for Proposals issued by Arnold LaRochelle Mathews VanConas & Zirbel LLP on behalf of the Casitas MWD on July 3, 2012 (the "RFP"), including a brief history of DTA's background in the formation of CFDs and related studies, key management and professional staff, proposed compensation (including a description of how our time would be accounted for and invoiced), and a proposed schedule of events.

The contents of our proposal have been prepared to establish the following:

- **DTA's experience/qualifications.** Since its establishment in 1985, DTA has completed consulting assignments pertaining to the financing of public infrastructure and services for more than 2,000 clients in ten states. During this period, the firm has been involved in the formation of more than 1,500 public finance districts, with total authorized bonded indebtedness in excess of \$50 billion. DTA's level of experience with the formation and issuance of bonds for CFDs is unequalled, as our firm is the State of California's leading special tax consultant, having prepared special tax formulas on behalf of public agencies for the establishment of over 1,000 CFDs. We take a hands-on, detail oriented approach with an emphasis on accuracy, efficiency, and reliability. Automation is a key component of our services as it aids in the elimination of errors, documentation of procedures, and development of audit trails. Additional information on DTA is available on our website ([www.taussig.com](http://www.taussig.com)).
- **DTA's commitment to providing superior service to the Casitas MWD.** DTA has earned the trust of public agencies, bond investors, and other industry participants. Our name is synonymous with quality, accuracy, and responsiveness. Our clients understand that there is a quantifiable difference to our consulting services, a clear edge over the competition. Clients that retain us to clean up after our competitors' mistakes do not leave. DTA is committed to excellence and innovation which allows us to attract and retain the most experienced and knowledgeable personnel in the industry. Our work product is simply better. And our commitment to our clients needs is unsurpassed.
- **DTA's high-level support.** Perhaps DTA's most outstanding qualification is the dedication and loyalty of the senior employees in our firm, many whom have worked with us for fifteen years or more, enabling our clients to count on the same personnel year-after-year on the job. As a result, DTA is able to offer a level of management expertise that is unequalled throughout the fields of financial and special tax consulting.

Thank you for taking the time to read our proposal. Should you have any questions, please do not hesitate to call me at (949) 955-1500.

Very truly yours,



David Taussig, President

## INTRODUCTION

### FIRM'S BACKGROUND

DTA is a California public finance consulting firm with a national practice focusing on the establishment and implementation of infrastructure and public services financing programs. The firm, which provides public finance consulting services to both public and private sector clients, has offices in Newport Beach, Riverside, Fresno and San Francisco, California, as well as in Chicago, Illinois, and Dallas, Texas. Since our formation in 1985, our firm has assisted over 2,000 public and private sector clients in meeting their infrastructure and public services goals. Additional information on DTA is available on our website ([www.taussig.com](http://www.taussig.com)).

Typically, municipalities seek out the services of a special tax consultant or assessment engineer to utilize the consultant's specialized expertise to advise and provide technical assistance to (i) ensure numerical and technical accuracy in special tax/assessment calculations, (ii) develop an equitable distribution of public improvement and/or services costs, and (iii) otherwise assist with the structuring and implementation of the CFD in a manner which is consistent with the municipality's stated goals and policy objectives. DTA has the necessary expertise to provide these consulting services by virtue of its professional staff's many years of experience specializing in the formation and administration of special districts.

While DTA is particularly known for its specialized expertise in the design and administration of Mello-Roos community facilities districts and assessment districts, as well as the issuance of a variety of types of municipal debt, the firm also provides fiscal and economic impact and development impact fee consulting services, and is experienced in grant writing for federal and State funding and tax credit programs. All of these capabilities are frequently combined with our infrastructure finance consulting services to develop public infrastructure and services financing strategies and plans.

DTA's consulting services include:

- Special Tax and Assessment Engineering
- Public Infrastructure and Public Services Financing Strategies
- Fiscal and Economic Impact Analyses
- Proposition 218 and AB 1600 Compliance Studies
- Redevelopment Finance
- Federal and State Grant and Loan Applications
- Economic Development and Revitalization Studies
- Public Improvement Construction Management Services

**DTA is the State of California's leading special tax consultant. Our level of experience with the formation and issuance of bonds for CFDs is unequalled, as our firm has prepared special tax formulas on behalf of public agencies for the establishment of over 1,000 CFDs.** Since its

establishment in 1985, DTA has been involved in the formation of more than 1,500 public finance districts, with total authorized bonded indebtedness in excess of \$50 billion. Our financing programs have utilized a variety of public financing mechanisms such as Community Facilities Districts ("CFDs"), 1913/1915 Act Assessment Districts ("ADs"), 1972 Act Landscaping and Lighting Districts, Certificates of Participation, Tax Allocation Bonds, Sewer and Water Revenue Bonds, Marks-Roos Bond Pools, Integrated Financing Districts and various types of fee programs. DTA also has considerable experience establishing a variety of financing districts and property owner associations for the purpose of funding public service shortfalls created by new development.

On a national basis, DTA has planned and implemented public facilities financing plans that have ranged from the quantitative analysis of a single financing mechanism for an individual facility, to preparation of a comprehensive public financing plan, covering multiple facilities and public services through a series of financing mechanisms. We at DTA feel strongly that our financial analyses provide public officials, as well as landowners and other interested parties, with the level of information necessary to make fully informed decisions regarding land use, infrastructure, and public services financing issues. Furthermore, DTA staff has extensive experience working with various stakeholder groups including public agencies, local residents and businesses, property owner associations, land developers, public finance professionals, chambers of commerce and other interested parties.

### **SUMMARY OF QUALIFICATIONS**

DTA has provided public finance consulting services to virtually every major City and urban County in the State. Our County clients have included the Counties of Alameda, Butte, Colusa, Contra Costa, Fresno, Imperial, Los Angeles, Madera, Marin, Nevada, Orange, Placer, Riverside, Sacramento, San Bernardino, San Diego, San Francisco, San Luis Obispo, Santa Barbara, Shasta, Sutter, Stanislaus and Yuba. Our City clients are too numerous to list individually, but include the Cities of Anaheim, Coachella, Fresno, Irvine, Long Beach, Los Angeles, Sacramento, San Diego and San Francisco. DTA has also provided public finance consulting services for over 200 school districts and water districts throughout California, including the formation of CFDs for the Borrego Water District, Eastern Municipal Water District, Lee Lake Water District, Rancho California Water District, Rancho Santa Margarita Water District, and Western Municipal Water District. In Ventura County, DTA is currently engaged by the Cities of Fillmore, Oxnard, San Buenaventura, and Simi Valley. The quality of DTA's consulting work has been recognized by the American Planning Association, which presented the Award of Merit to DTA for its Public Facilities Financing Plan ("PFFP") (including a Fiscal Impact Report) prepared for the County of Santa Barbara.

DTA has an enviable reputation for producing high quality work in a quick and efficient manner to correspond with even the most aggressive financing schedule. DTA's clients also receive high levels of personal attention from senior staff, with the President or a Vice President always available to meet with public agency staff and other groups. DTA's strength is built upon the experience of its professional staff, which currently consists of 30 employees. Our senior

management team personnel all have 15 plus years of hands-on industry experience. All DTA professional staff has extensive experience in computer-based analysis and modeling, which is a key component of the firm's consulting services. We place great emphasis on quantitative skills and simply outwork the competition. Our staff prides itself on its accuracy, responsiveness, and ability to meet our clients' highest expectations.

In addition to the planning and implementation of public finance plans and funding mechanisms, DTA is also involved in the fiscal analysis of land development impacts, as well as the preparation of AB 1600 Development Impact Fee Justification Studies and water and sewer rate studies. DTA staff has prepared over 250 fiscal impact reports ("FIRs") estimating the revenue and cost impacts of various land use decisions on cities, counties and special districts. These FIRs have been prepared in conjunction with specific plans, environmental impact reports, incorporations and annexations, reuse studies, general plan amendments, development agreements, and individual project proposals, covering different types of residential, commercial/industrial and mixed use projects. DTA has also prepared over 250 AB 1600 Development Impact Fee Justification Studies to assure that all nexus requirements of the California Mitigation Fee Act have been satisfied, and that a municipality is fully funded to construct all categories of municipality-wide regional backbone infrastructure. Similarly, DTA water and sewer rate studies determine utility rates that are nexus related, and that encourage the conservation of water, which has become a major issue throughout the State.

As noted previously, DTA has been involved in the implementation of over 1,500 public financing programs since its establishment in 1985, using mechanisms such as CFDs, ADs, revenue bonds, certificates of participation, Marks-Roos bond pools, tax increment revenues, impact fee studies and other local public financing options. Total authorized bonded indebtedness for these programs currently exceeds \$50 billion.

DTA staff is frequently engaged to prepare and implement financing strategies and plans to fund public facilities and services in newly developing areas, as well as for existing development. We call our work product in these instances "Public Facilities Financing Plans." Financing plans prepared by many other firms are often limited in scope and largely descriptive in nature. In contrast, DTA's public facilities financing plans are quantitative, specific, and prepared for implementation. DTA provides detailed revenue projections from all available sources and matches feasible revenue streams with costs for all public improvements projected to be required in future years.

In addition to CFD financings, which are discussed below, DTA has been involved in the use of numerous types of financing districts and mechanisms, including the following:

- Special Assessment Districts – A more restrictive type of land-secured financing that can be used for public improvements that directly benefit those properties which are assessed to pay for the improvements, including, but not limited to, Business Improvement Districts, Benefit Assessment Districts, and Landscape and Lighting Districts.

- Redevelopment Project Area Financing - Funding available for infrastructure improvements within redevelopment project areas, using the tax increment generated from increases in the assessed valuation of properties located in these project areas.
- Revenue Bond Financing – Utilizing revenues available to the public agency, particularly from enterprise funds such as those generated by water and sewer facilities, to pay for capital costs.
- Certificates of Participation – Utilizing revenues available to the public agency to fund lease financing programs that do not require a vote of the electorate.
- Infrastructure Financing Districts – A new type of district which allows the use of tax increment financing for infrastructure, without a requirement that the area be predominantly urban, as is required for redevelopment areas.
- Development Impact Fee Programs – Fee collections that can be used for pay-as-you-go infrastructure funding, or as a source of debt service payments for revenue bonds. Fees are generally benefit based, and can be established in accordance with the requirements of Assembly Bill 1600, or to implement the provisions of a development agreement.
- Federal and State Grants and Loans - Federal and State governments often have funding available for grants and low interest loans to finance certain types of improvements, such as road, water and sewer facilities. DTA can evaluate the opportunity to finance any of the needed public improvements with funding from these sources, complete applications for these grants and loans, and work with lobbying firms to enhance the likelihood of application approval. DTA has also been involved in successfully applying for federal tax credit revenues for commercial development.

DTA also has considerable experience assisting cities, counties, school districts and other public agencies in their negotiations with landowners regarding entitlement and development agreement mitigation requirements for public improvements, as well as the structuring of public financing programs. Our experience dates back to the mid-1980s, when DTA began providing financial consulting services that included the development of "fair share" methods of apportioning costs among multiple landowners participating in a bond financing, thereby gaining the landowners' cooperation and increasing the bond financing capacity of the public agency.

#### **FIRM'S EXPERIENCE IN THE FORMATION OF CFDs AND RELATED STUDIES**

DTA's financial and special tax consulting experience takes many forms, including the following:

- **Broad-based Experience:** DTA has considerable experience with virtually every CFD scenario

imaginable. We have participated in districts with single and multiple property owners; improvement areas and zones; single and multiple series of bonds; escrowed bonds; fixed and variable rate and capital appreciation bonds, and residential and non-residential land uses. DTA has developed apportionment methodologies for the financing of master plan capital improvements, local subdivision improvements, public services, and even the undergrounding of existing overhead utilities. We have participated in districts with less than a 100 dwelling units to more than 20,000 dwelling units. Our staff have participated in numerous refundings and restructurings as well. This experience gives us the ability to analyze the Casitas MWD's needs and match those needs with the financing mechanism that would maximize the capacity of the financing program while minimizing burdens on homebuyers and other property owners. Furthermore, the variety of financing structures for which we have provided these services have given us a perspective and level of skill that is unmatched. DTA's financial consulting services and work products reflect the scrutiny and refinement that can only come through such extensive experience. This experience can be crucial in identifying and resolving issues and helping the Casitas MWD avoid the pitfalls that we have seen cause problems for other municipalities;

- **Legal Knowledge:** Our senior professional staff is not only intimately familiar with the text of the Municipal Improvement Act of 1913, Improvement Bond Act of 1915, Landscaping and Lighting Act of 1972, Benefit Assessment Act of 1982, Mello-Roos Community Facilities Act of 1982 (the "Act"), and Proposition 218, but has extensive real world experience with each of their application. This means that our advice and consulting services are not merely a restatement of industry practices, but are grounded in a true understanding of each law;
- **Innovation:** Having been involved with Mello-Roos consulting since its infancy, DTA has pioneered many of the industry's techniques and standards. In fact, many of our competitors simply copy our work product rather than develop their own. Today, DTA continues to seek innovative solutions and refine our work product to better serve and protect our clients;
- **Adaptability:** Each member of DTA's professional staff has considerable experience in computer-based financial analysis and modeling. This experience gives DTA the ability to adapt and create new models to meet any of the Casitas MWD's changing needs; and

**High-Level Support:** DTA's clients receive high levels of personal attention from senior staff, with the President or Managing Director always available to meet with public agency staff and other groups. Because of the loyalty of DTA's senior staff, many of whom have worked with us for twenty years or more, DTA is able to offer a level of management expertise that is unequalled throughout the field of special tax consulting.

## 1. Community Facilities District Formation

While DTA's financing district formation consulting services have covered all types of residential, commercial and mixed-use developments, we have been particularly successful in financing infrastructure for large-scale projects, including dozens of planned communities. DTA

has been singularly responsible for a majority of the technical innovations which have occurred in the special tax consulting field, and many of these innovations are now considered standards in the industry. For example, DTA developed and implemented the first CFD “back-up” taxes, special tax prepayment formulas, special tax zones and improvement areas, all of which impact the amount of debt that can be supported by a CFD. Listed below are examples of some of the techniques that DTA pioneered which are now being employed throughout the State:

- Utilization of escalating debt service to increase bonding capacity in CFDs.
- Employment of a series of CFDs or one CFD with a series of Improvement Areas or zones for a multi-issue bond program, so that future residents cannot lower the Special Tax and void future bond issues, and to increase bonding proceeds by reflecting increases in property values when later Improvement Areas or zones are established.
- Combining a series of small CFD bond issues, sometimes on separate properties owned by small landowners, into a Marks-Roos Bond Pool to attain economies of scale and build regional as well as local improvements.
- Establishment of boundaries for a CFD that include properties impacted by the CFD’s improvements, as well as properties located elsewhere (sometimes owned by the same landowner) in order to increase the CFD’s land values for value to lien purposes. The properties located elsewhere can be removed from the CFD when the properties impacted by the financing have appreciated to a satisfactory level of value.
- Combining tax-exempt and taxable bonds within a CFD bond issue to finance public and private improvements.
- Establishment of an A-B bond structure, with senior and junior liens, where B bonds convert to A bonds automatically as property within the CFD is developed.

DTA’s special tax formulas have been utilized to provide debt service coverage for the sale of hundreds of land-secured bond issues, and have provided the firm with considerable experience working with landowners, public agencies, underwriters, bond counsels and financial advisors to provide special tax apportionment methods satisfactory to all parties. In the process, DTA has also worked frequently with institutional bond purchasers, all of whom are familiar with the firm and its expertise in the field of special tax consulting. DTA has also developed substantial experience and a strong reputation in the areas of overlapping debt analysis, value to lien studies, developer disclosure documentation, and other elements of the bond issuance process.

DTA’s special tax formulas, some of which have been in use since 1985, are based on a variety of methodologies that have withstood the test of time. Our firm’s objective has been to take a balanced approach and utilize innovative and state-of-the-art techniques that enable all parties to receive the maximum benefit from public financing. DTA is aware of - and has contributed to - the most innovative and creative concepts in land secured public financing. This knowledge and experience has allowed DTA to *maximize the capacity* of land secured financing programs

*while minimizing burdens* on homebuyers and other property owners.

## 2. Community Facilities District Administration

DTA has served as special tax consultant for numerous cities, counties, and school districts. For your reference, we levied over 192,000 assessor's parcels in over 240 districts in fiscal year 2011-2012. In addition, we prepared and/or disseminated more than two hundred continuing disclosure reports in the last twelve months.

In addition to being the State's leading special tax consultant for the formation of CFDs, DTA has also been a State leader in the enrollment and collection of special taxes for over twenty years. Therefore, unlike many consulting firms, we bring a depth of experience that is only achieved by providing consulting services on both the formation and administration of special districts. Furthermore, DTA's ability to retain the vast majority of its senior employees enables our firm to provide management expertise that is without peer in the special tax consulting field. The fact that DTA, unlike other firms, encourages its employees to work on both the formation and the administration of CFDs, has provided our staff with a much more comprehensive understanding of the details involved in implementing a successful CFD.

Our staff is extremely knowledgeable with respect to the relevant law governing the enrollment of special taxes and has helped establish the industry's practices through our participation in various trade groups, such as CASTOFF. We are also intimately familiar with County Auditor-Controller, Assessor, Treasurer-Tax Collector, and Recorder practices, which is critical for the successful administration of special districts. DTA fully utilizes all internet resources, and our staff regularly accesses Assessor and title company files as necessary to establish overlapping debt information and perform other due diligence functions related to special district formations and annual administration.

Special district administration consulting services provided by DTA include the following:

- **Data Collection:** DTA would meet with Casitas MWD staff to establish and/or review procedures for capturing data (e.g., approved tentative maps, recorded final maps, building permits, and status of district funded improvements). District information would be maintained in a relational database with Assessor's parcel number as the key field. Changes to the district database would be recorded independently, with actual updates made programmatically to increase accuracy, preserve history, and leave an audit trail. In other words, parcel deletions and additions and building permit information would be recorded in separate files and then programmatically linked to the district database in order to reflect changes.
- **Bond Fund Accountability Analysis:** DTA maintains its own bond account database which allows us to produce management level account activity reports. This facilitates indenture compliance review and reconciliation of disbursements, special tax receipts, and investment earnings. In our experience, trust account statements are virtually



useless for management purposes. There is simply too much paper with a 5 to 10 page statement produced for each account each month. DTA re-keys the statement data into a database and is able to run consolidated reports for any time period, showing all accounts on a single page. Inconsistencies with the indenture would be communicated to the trustee.

- **Calculation and Enrollment of Special Taxes:** Using the data compiled in the bond fund accountability analysis, DTA would prepare a year-end sources and uses of funds. Budgeted revenues and expenditures would be compared to actuals and year-end balances would be estimated. DTA would determine the coming year's CFD expenditures, calculate the special tax rates, and enroll the special taxes with the County.
- **Public Information:** DTA would service as the point of contact for taxpayers and other interested parties. Our professionals can be reached using a toll free "800" number and would respond to telephone inquiries directly and/or in writing as requested. DTA, upon request, would also visit builder sales offices to verify accuracy of information provided by the sales staff. DTA professional staff are available to conduct training sessions with builder sales staff and realtors to facilitate the disclosure of accurate information.
- **Delinquency Management:** DTA would meet with Casitas MWD staff to review existing and/or establish delinquency management guidelines to insure appropriate procedures are in place in the event foreclosure action is required, and insure compliance with appropriate bond covenants. DTA would review property tax payment data and prepare a report which lists each delinquent parcel and the corresponding amount of delinquent special taxes. Delinquency data would be reviewed after each tax installment due date, the end of the Casitas MWD's fiscal year, and prior to initiation of foreclosure proceedings. Delinquency notices would be mailed in accordance with the established delinquency management procedures.
- **Disclosure:** DTA would prepare and file the various disclosure reports required in connection with CFDs and coordinate with the Casitas MWD's financial advisor on an overall municipal bond disclosure program. Disclosure reports would include the Mello-Roos Yearly Fiscal Status Report which is filed with the California Debt and Investment Advisory Commission required pursuant to Section 53359.5 of the Government Code; the annual report of revenues, expenditures, and status of improvements as specified in Government Code Section 50075.3; periodic continuing disclosure reports required in connection with the issuance of bonds; and the notice of special tax for resale properties pursuant to Section 1102.6b of the Civil Code and Section 53340.2 of the Government Code.
- **Automation Software:** DTA uses SmartMuni.com, the most advanced Software as a Service available for special tax/assessment administration. SmartMuni.com allows DTA

to easily automate the management of district data, including parcels, building permits and calculation of special tax/assessment rates. SmartMuni.com is capable of managing large complex districts, year over year, while maintaining historical data for audit and compliance purposes. SmartMuni.com leverages a rule based approach allowing DTA to model each district's special tax/assessment formula to consistently automate the assignment of property classifications and calculation of special tax/assessment rates for individual parcels. In addition to system validations, DTA is able to visually verify the results using detailed summarization screens to show the allocation of tax classifications and combined totals for each class. Extensive Reporting and Dashboards provide even further visualization of the resulting data which can be easily shared across the team.

With SmartMuni.com DTA can enforce governance over each phase of the district administration lifecycle. This allows DTA staff to focus on quality and consistency while leveraging technology to ensure process and data compliance.

- **Program Management:** DTA's engineering staff can help to smooth the transition from the design and finance stage to actual construction. DTA's program management services include critical path scheduling, cash flow reporting, value engineering, status reporting, funding assistance, bid solicitation and analysis, contract administration, contract change management, claim resolution, constructability review, utility coordination, schedule analysis, and project coordination.

## PROJECT TEAM

DTA has assembled a project team to provide financial and special tax consulting services to the Casitas MWD with the breadth of experience needed to provide these services in a professional and timely manner. David Taussig would be Principal-in-Charge, and Shayne Morgan would be Project Manager and the Casitas MWD's primary point of contact throughout the course of DTA's involvement. Mr. Morgan would be responsible for the ongoing execution and completion of the entire work plan – matching the project team's work and deliverables with the Casitas MWD's needs and objectives. Mr. Morgan would be assisted in these tasks by Kuda Wekwete and other support staff. Alfredo Ayuyao would act as the Project Engineer and would be responsible for any engineering work related to DTA's services, including the review of facilities/services cost estimates, as well as benefit apportionments. All work would be performed in DTA's Newport Beach office.

Brief resumes for our key team members are provided below and hourly rates are provided in the Proposed Compensation section included herein:

### **DAVID TAUSSIG, AICP**

President | [dtadavid@taussig.com](mailto:dtadavid@taussig.com)

Project Role – Principal-in-Charge

Mr. Taussig has over 35 years of experience in the fields of real estate finance and urban economics. His areas of expertise include municipal finance programs for infrastructure and public facilities development, fiscal and redevelopment impact analysis, and land development project feasibility studies.

Mr. Taussig has an extensive background in computerized financial analysis. Since founding DTA in 1985, Mr. Taussig has developed a number of state-of-the-art analytical methods and modeling approaches, as well as personally directed the formation of more than 1,000 public financing districts and the subsequent sale of tax-exempt municipal bonds. These districts have funded public infrastructure and services for a variety of types of residential and non-residential development, and have included several hundred master planned communities built throughout California, as well as in several other western states. Mr. Taussig's work has involved both the preparation and implementation of financing plans, and his public sector clients have included virtually every major urban county and city within California, as well as hundreds of special districts. He has provided similar consulting services to many of the largest land development firms in the State. The financing programs implemented by Mr. Taussig have ranged from land-secured Community Facilities Districts to redevelopment tax-increment programs and lease revenue-based Certificates of Participation. He is also responsible for DTA's successful efforts related to funding opportunities through federal and State grant programs and various tax credit programs.

Mr. Taussig has also overseen the preparation of numerous feasibility and impact studies involving the computerized analysis of project cash-flows and/or impacts on public agencies

and landowners. This has included several hundred fiscal impact analyses that have evaluated the municipal revenues generated by a land development project as compared with the costs to a municipality of providing public services to that project. In addition, Mr. Taussig has established and implemented development impact fee programs and affordable housing programs for numerous public agencies. He has also established DTA's sister firm, MuniAnalytics, which is a Registered Investment Advisor that provides information and recommendations to investors interested in acquiring discounted tax-exempt municipal bonds.

Prior to establishing his own firm, Mr. Taussig was Director of Finance for Gfeller Development Company, where he was responsible for all take-out and construction financing for the Company's residential projects and infrastructure. He also prepared development project proformas that were used by prospective lenders and joint venture partners to evaluate the Company's proposed projects.

Mr. Taussig was previously employed for six years by Mission Viejo Company (MVC) where, as Manager of Housing and Community Development, he was involved in the planning and financing of two planned communities encompassing over 50,000 homes. Mr. Taussig was responsible for a substantial portion of MVC's mortgage financing and infrastructure financing during that period. He also worked for five years in the public sector as the administrator of a federal housing and community development program, and as a land-use planner. Mr. Taussig's educational background includes a Masters in City Planning from the University of California at Berkeley and a B.A. in Economics from Cornell University. He is a full member of the American Institute of Certified Planners.

**SHAYNE M. MORGAN**

Vice President | [shayne@taussig.com](mailto:shayne@taussig.com)

Project Role – Project Manager

Mr. Morgan has a background in finance and investment analysis. Since joining DTA in 1997, Mr. Morgan has been involved in all aspects of the formation and implementation of more than 250 Mello-Roos Community Facilities Districts, as well as the sale of over \$600 million in refunding and parity CFD bonds, including those involving multiple landowners, improvement areas, Marks-Roos bond pools, capital appreciation bond structures, variable rate bond structures, subordinate bond tranches, and the refunding of defaulted Mello-Ross CFD bonds. Mr. Morgan's responsibilities related to these CFDs have included the preparation of tax spread proforma analyses, as well as the preparation of Public Reports, overlapping debt analyses, escrow release provisions, private placement requirements, and letter of credit determinations. Mr. Morgan has honed and developed his extensive CFD financing skills to become among the industry leaders in the restructuring and refunding of defaulted Mello-Ross CFD bonds affecting distressed properties throughout California.

In addition to CFD financing, Mr. Morgan also has experience in the preparation of development impact fee justification studies, fiscal impact reports, public facilities financing plans, water/sewer revenue bond analyses, and redevelopment tax increment analyses for a

variety of residential, commercial, and mixed-use developments throughout California. Mr. Morgan's responsibilities in relation to these various reports have included the preparation of comprehensive facilities lists needed to serve future development, and the allocation of such facilities costs to various land use groups, the analysis of annual recurring fiscal impacts of future development on local agencies, the review of redevelopment pass-through agreements to confirm the generation and allocation of tax increment revenues attributable to qualifying projects, and the negotiation and implementation of development agreements and ownership participation agreements to enhance a project's economic viability. Mr. Morgan applies his experience and knowledge to help clients quantify the impacts that new development will have on public agencies, then, identify and implement funding sources to mitigate any impact.

Mr. Morgan further established his role in the company by developing a user-friendly fiscal impact report model, creating a more efficient template that is used as a standard for each analysis prepared today. Financial models are constructed during the early stages of a project's development and are structured to be consistent with a public agency's approved development policies. These models can then be utilized by both developers and public agencies throughout the project development to ensure that a fiscal balance is maintained at project build-out.

Prior to joining DTA, Mr. Morgan was an investment intern with Smith Barney Inc. in Boston, where he performed fundamental equity analysis. Mr. Morgan holds a B.S. in finance from Boston College.

**ALFREDO AYUYAO, PE**

Vice President, Engineering Services | [aayuyao@taussig.com](mailto:aayuyao@taussig.com)

Project Role – Project Engineer

Mr. Ayuyao specializes in preparing assessment apportionment formulas and fee studies for roads, sewer, water, and storm drain facilities. With more than 30 years of experience in managing civil engineering projects, he has held key positions in the design, permitting, and construction of public works infrastructure and recreation facilities in large master planned communities. Mr. Ayuyao's past responsibilities have included water system design, land surveying, cost estimating and budgeting, project scheduling, and construction management. He has a proven track record of meeting schedules and adhering to budgets.

Prior to joining David Taussig & Associates, Mr. Ayuyao worked with various public agencies and a prominent engineering consulting firm, including Caltrans, the City of Los Angeles Department of Water and Power, and Dames & Moore (now URS), as well as, senior land development positions with national homebuilding companies.

Mr. Ayuyao holds a M.S. in Civil Engineering and a M.B.A. from Stanford University and a B.S. in Civil Engineering from Loyola Marymount University. Mr. Ayuyao is a registered Civil Engineer in the State of California.

**KUDA WEKWETE**

Senior Associate | [kwekwete@taussig.com](mailto:kwekwete@taussig.com)

Project Role – Task Specialist

Mr. Wekwete has a background in mathematical modeling and statistical analysis. Since joining DTA in 2005, Mr. Wekwete has been assisting senior staff at DTA in the formation of Community Facilities Districts, Assessment Districts, Landscaping and Lighting Maintenance Districts, and the sale of special district bonds. His work has involved the preparation of tax spreads and overlapping debt analyses for the formation and/or sale of bonds for over 75 special districts established throughout California. In this role, Mr. Wekwete has prepared Rates and Methods of Apportionment, CFD and Engineers' Reports, and documents required for the formation of a CFD, the sale of property, and the annual levying of a special tax.

Mr. Wekwete has also been actively involved in the preparation of impact fee studies, especially in the areas of infrastructure costing and the apportionment of these costs over various land use types based on benefit criteria. His engineering background has enabled him to assist DTA's Vice President of Engineering Services in applying a variety of apportionment methodologies to the development of fee studies and the establishment of benefit assessment districts for public sector clients.

Mr. Wekwete also has experience in the preparation of fiscal impact reports, tax increment analyses, and public facilities financing plans, and has performed due diligence services and disclosure documentation for land purchasers, public agencies, and lenders.

Mr. Wekwete received his B.S. in Operations Research & Industrial Engineering from Cornell University.

## WORK APPROACH AND SCOPE OF SERVICES

### APPROACH TO CFD FORMATION SERVICES

The central focus of DTA's responsibilities associated with its CFD formation and bond issuance scope of services would be (i) to assist the Casitas MWD in structuring the financing program and negotiating the terms of the CFD, and (ii) to prepare a Rate and Method of Apportionment ("RMA") to establish a tax formula for the CFD. In developing the RMA, much of DTA's work would involve imparting information to Casitas MWD staff regarding the allocations of special taxes, as well as preparing detailed quantitative analyses prior to the actual preparation of the RMA for the CFD. DTA's objectives related to these issues shall include the following:

- The special tax formula is structured so it is consistent with the Casitas MWD's approved CFD policies
- There are timely phasings of bond issuances and escrow releases, if applicable, by the CFD, based on adequate land value to public lien ratios and debt service coverages
- The acquisition by Casitas of Golden State's water authority in its Ojai service area and possible CFD financed capital improvements are acquired/constructed in a timely manner to meet the goals of the Casitas Board
- Casitas MWD and bondholders' interests are protected through the use of prepayment options, and bondholders and the Casitas MWD are protected against changes in development plans through a variety of mechanisms, including back-up taxes
- Cashflow analyses are prepared which identify the level of public financing required each year
- Appropriate release mechanisms are established so that public monies are only expended as improvements are built and/or acquired
- Existing and projected overlapping debt are thoroughly analyzed to assure a reasonable total public debt burden on the project
- If appropriate, multiple public financing mechanisms (e.g., impact fee revenues) are evaluated in cashflow analyses to complement CFD financing and maximize the feasibility of the project

As noted previously, DTA has in fact pioneered many of the innovations now utilized in CFD formations throughout the State. It is crucial that the Casitas MWD's special tax consultant be able to evaluate the long term impact that changes in land use, product mix and absorption have on special tax rates, debt service coverage and parity bond issues. DTA's pro formas have been honed from years of experience modeling cash flows for new districts. Issuers should not make the mistake of refunding or issuing bonds without a pro forma offering the following features:

- What-if analyses to evaluate changing development scenarios,
- Special tax rate projections,
- Revenue forecasting,

- Debt service coverage calculations,
- Parity bond analysis, and
- Bond refunding feasibility

DTA prepares a series of such pro formas on all of its CFD financings, enabling both Issuers and property owners to make informed decisions regarding district formations and bond sales.

In managing CFDs, DTA recognizes that every jurisdiction and financing program is different, and that it is important for a special tax consultant to take into consideration a multitude of factors intended to protect a public agency from the vagaries of the economy, future development patterns, the bond market and contingencies which may occur in the future. DTA's unmatched experience in the formation and implementation of hundreds of successful CFDs over the past 25 years has enabled our firm to anticipate problems before they occur, thereby assuring that our tax formulas can adapt to virtually any future situation.

#### **SCOPE OF SERVICES FOR CFD FORMATION AND BOND ISSUANCE SERVICES**

Listed below are two phases of DTA consulting work related to (i) the formation of a CFD and (ii) the sale of CFD bonds. This proposed Scope of Services has been designed to provide a high level of professional and technical support to the Casitas MWD related to the provision of these services. Our work approach is focused on our firm's specialized qualifications to advise and provide technical assistance to (i) ensure numerical and technical accuracy in the special tax calculations and apportionment methodology, (ii) develop an equitable distribution of the special tax burden, and (iii) otherwise assist with the structuring of a CFD in a manner which is consistent with the Casitas MWD's stated goals and policy objectives. DTA has the necessary expertise to provide these consulting services by virtue of its professional staff's many years of experience specializing in the formation and administration of over 1,000 CFDs to-date.

DTA shall perform all tasks set forth in the RFP, and more specifically the activities and tasks to be performed by DTA under this Scope of Services include the following:

#### **(Phase One) Community Facilities District Formation**

DTA shall provide special tax consulting services necessary to assist the Casitas MWD in the formation of a CFD. The Phase One tasks listed below represent work completed through the Resolution of Formation for the CFD, and do not include the actual issuance of CFD bonds.

#### **Task 1 Background Research**

Review available planning, engineering, development absorption and financial information regarding the project area. All information shall be provided by the Casitas MWD and/or its consultants. DTA shall base its analysis on data received from these sources, and shall not conduct any independent research to verify the accuracy of such data. Upon request, DTA's Project Engineer would review water service rates and other applicable capital costs.



**Task 2 Property Tax Research**

Request Assessor's Parcel Numbers and property tax bills from the representatives for the project in order to identify the existing property tax rate, special taxes, and assessments. DTA shall contact the related taxing entities and service providers, as appropriate, to determine projected and maximum rates and the methods of assessment. DTA shall utilize this information to identify the base property tax rate for purposes of modeling the projected total effective tax rate. DTA would evaluate estimated total tax burdens in order to gauge the "affordability" of special taxes imposed on the property owners in the Golden State's Ojai service area.

**Task 3 Public Facilities Eligibility, Phasing, Reimbursement**

Review the construction and/or acquisition of public infrastructure proposed to be financed. Evaluate eligibility under the Mello-Roos Community Facilities Act of 1982, laws of the State, as well as the Casitas MWD's policy guidelines.

**Task 4 Preliminary Tax Spread Analysis**

Prepare preliminary spread of special taxes (the "Tax Spread") to estimate CFD revenues and expenses. Determine supportable bonded indebtedness and the special tax rates required to fund desired public infrastructure. Estimate total effective property tax rates. The Tax Spread analysis would focus on:

- **Effective Tax Rate:** Estimate total effective tax rates for the property owners in the Golden State's Ojai service area to ensure compliance with the Casitas MWD's approved CFD policies.
- **Debt Service Coverage:** Estimate aggregate debt service coverage ratios for the bonds. Estimate coverage produced from developed and undeveloped property categories.
- **Bond Sizing and Structure:** Coordinate with financial advisor and underwriter regarding structure and sizing of bonds to establish an optimal schedule of bond sales to maximize funding capacity and alleviate cash flow constraints, including an analysis of level and increasing debt service, sales of multiple series of bond issues, use of improvement areas or zones, trade-offs between capitalized interest and bond-financed facilities, required reserve funds, and escrowed bond proceeds, if applicable.

As requested, DTA would prepare additional Tax Spreads based on varying land use types, absorption, interest rate, bond phasing and structuring, and other assumptions. DTA Tax Spreads shall provide special tax structures necessary to support proposed financing, with a variety of combinations of tax levels to be applied to various land use types. These Tax Spreads would allow Casitas MWD staff to evaluate alternative special tax scenarios to determine the most politically attractive set of tax rates. DTA may recommend alternative techniques to apportion special taxes to enhance project feasibility. DTA shall prepare Tax Spread revisions until all parties are satisfied.

**Task 5 Rate and Method of Apportionment of Special Tax (the Special Tax Formula)**

Prepare the rate and method of apportionment of the special tax ("RMA"). The RMA would

document the special tax formula, maximum special tax rates, classification of property for purposes of the annual levy, the prepayment methodology, etc. All such components of the RMA would be structured so they are consistent with the Casitas MWD's approved CFD policies. The RMA would be designed to adapt to changes in land use, densities and absorption. DTA would also evaluate the need for improvement areas or zones, and if required, develop a separate RMA for each improvement area or zone.

**Task 6 Joint Community Facilities Agreement and Funding and Acquisition Agreement**

Review and comment on Joint Community Facilities Agreements (if applicable) and Funding and Acquisition Agreement. Assist participating parties in executing such agreements.

**Task 7 CFD Report**

Prepare the public report which shall contain a description and estimated cost of the proposed public facilities to be financed by the CFD, estimated bonded indebtedness and related issuance costs and incidental expenses, and an explanation of the special tax apportionment methodology.

**Task 8 Registrar of Voter's Certification**

Request from the Ventura County (the "County") Registrar of Voters confirmation of registered voters status residing in the boundaries of the CFD prior to the adoption of the Resolution of Formation (Government Code Section §53322).

**Task 9 Document Review and Preparation**

Assist the Casitas MWD and its finance team in the preparation and review of legal documents for the formation of the CFD, including the Resolution of Intention and Resolution of Formation, and assist participating parties in executing such agreements, as needed. Also provide necessary data and advice to Bond Counsel regarding the implementation of the CFD, including policies which address changes in land uses which occur after district formation, integration of reimbursement programs from the State or other public districts or fee programs.

**Task 10 Notice of Special Tax Lien**

Provide a list of Assessor's Parcels to be attached to the Notice of Special Tax Lien and coordinate its recordation with the County, pursuant to the Streets & Highway Code §3114.5.

**Task 11 General and Technical Assistance**

Answer questions and provide technical advice to the Casitas MWD and its finance team regarding the CFD formation during the period in which Tasks 1 through 10 of the Phase One Scope of Services are being completed.

**Task 12 Meetings**

DTA shall attend up to a total of three (3) meetings. These meetings may be used to discuss or present the Tax Spread(s), Rate and Method of Apportionment of Special Tax, CFD Report, or other items prepared by DTA. They may also be used for the protest hearing, or other public meetings. After a total of three (3) meetings attended by DTA have been completed, additional

meetings may require fees beyond the maximum established if the agreed upon total fee amount has been completely expended based on hourly rates quoted herein. DTA shall also provide verbal assistance to the Casitas MWD and its finance team as necessary.

**Task 13      CFD Boundary Map (Optional)**

This task entails the preparation and/or review of the CFD boundary map pursuant to the requirements of the Mello-Roos Act and the County Recorder's Office, assuming that computerized base maps are provided by the Casitas MWD. The boundary map would describe the property to be subject to the special tax. When finalized, and as requested, DTA would prepare mylar and black line originals of the boundary map and coordinate execution of the signature blocks and recordation.

**(Phase Two) Community Facilities District Issuance of Bonds**

DTA shall provide special tax consulting services necessary to assist the Casitas MWD with the issuance of CFD bonds.

**Task 14      Revisions to CFD Tax Spreads**

Prepare revised CFD Tax Spreads as needed, up to a total of 25 Tax Spreads including those prepared under Task 4.

**Task 15      Appraisal**

Recommend appraiser(s) if requested. Review appraisal process and methodology. Assist appraiser by providing bond phasing and undeveloped property tax projections for appraiser's discounted cashflow analysis.

**Task 16      Market Absorption Study**

Recommend market absorption study consultant(s) if requested. Review and comment on market absorption study. Adapt CFD Tax Spreads to pricing and absorption rates in market absorption study.

**Task 17      Value to Lien Analysis**

Utilizing information contained in the market absorption study and appraisal, prepare value to lien ratio estimates by special tax class to assist in identifying bond underwriting issues and timing of bond issues.

**Task 18      Bond Documents**

Assist the Casitas MWD and its finance team in the preparation and review of legal and bond documents for the CFD bond issuance, including Bond Indenture, Official Statement, Continuing Disclosure Agreements, Statement of Overlapping Debt for the Official Statement, Special Tax Coverage tables, and Sample Tax Bills.

**Task 19      Special Tax Certification**

After receiving executed certificates from the Casitas MWD and/or its consultants confirming

taxable acreage and other data provided, prepare and execute Special Tax Consultant Certificate confirming adequacy of special taxes to meet debt service requirements for first bond issue. If there are one or more improvement areas, DTA shall prepare and execute a Special Tax Consultant Certificate confirming the adequacy of special taxes for the first series of bonds issued for the CFD and/or each improvement area, provided that all such bonds are issued at the same time. Certifications for all other bond issues would be covered under separate agreements.

**Task 20**      **General and Technical Assistance**

Answer questions and provide technical advice to the Casitas MWD and its finance team regarding the CFD bond issuance during the period in which Tasks 14 through 19 of the Phase Two Scope of Services are being completed. Coordinate with the Casitas MWD's financial advisor and underwriter regarding structure of final debt service and bond schedule. Prepare final CFD Tax Spread(s).

**Task 21**      **Meetings**

Attend up to two (2) meetings (in addition to meetings specified in the Phase One Scope of Services above) with the Casitas MWD and its finance team, as well as other interested parties, to present and/or discuss the appraisal, market absorption study, Official Statement, Bond Indenture or other bond documents.

**PROPOSED COMPENSATION**

**(Phase One) Community Facilities District Formation**

DTA’s proposed maximum compensation for completion of the Phase One Scope of Services is \$28,500, plus out-of-pocket expenses. Casitas MWD shall be charged on a time and materials basis, according to the hourly rates shown in the table below, with invoices being submitted on a monthly basis. Phase Two of the Scope of Services shall be a fixed fee based on the magnitude of the first CFD bond issue, as discussed below:

David Taussig & Associates, Inc. Year 2012 Hourly Rate Table	
President	\$250/Hour
Vice President	\$200/Hour
Senior Associate	\$175/Hour
Associate	\$165/Hour
Senior Analyst	\$155/Hour
Financial Analyst	\$135/Hour
Research Assistant	\$100/Hour

The cost for the preparation of the official recorded CFD boundary map (Optional Task No. 13), if requested by the Casitas MWD, shall be an additional flat fee of \$3,500. Additionally, should one or more Improvement Areas or Zones be included in the CFD, additional time and materials may be charged, up to a maximum of \$6,000 per Improvement Area or Zone. In addition to fees for services, Casitas MWD shall reimburse DTA for out-of-pocket and administrative expenses by paying a charge equal to 3% of DTA’s monthly billings for labor, plus clerical time @ \$75 per hour, travel costs, and any outside vendor payments, not to exceed a total of \$1,500.

Any additional tasks not listed in the Phase One Scope of Services that are assigned by the Casitas MWD if the total fee listed above has been exceeded shall require fees above the maximum amount at the hourly rates listed above.

**(Phase Two) Community Facilities District Issuance of Bonds**

DTA shall be paid for its work on the Phase Two Scope of Services through a fixed fee paid upon the sale of the first series of CFD bonds. The fixed fee shall be based on the magnitude of the bond issue due to the increased work and liability risk associated with larger bond issues. The Phase Two fee paid to DTA shall be as follows:

<u>First Bond Issue Size</u>	<u>Phase Two Fee</u> (including out-of-pocket Expenses)
Less than \$2,000,000	\$7,500
\$2,000,000 - \$5,000,000	\$7,500 +.0010 of amount over \$2,000,000

\$5,000,000 - \$10,000,000  
\$10,000,001+

\$10,500 +.0006 of amount over \$5,000,000  
\$13,500 +.0005 of amount over \$10,000,000

If a first CFD bond issue is not sold within six months after the date of commencement of Phase Two services, DTA shall receive an interim payment from the Casitas MWD based on time and materials for its work completed to date, using the hourly rates shown in the table above. Such interim payments shall continue to occur every six months thereafter. If a first series of CFD bonds are eventually sold, such interim payments shall be credited towards the Phase Two fee paid to DTA at bond sale. DTA's fees for a second issuance of bonds would be provided to the Casitas MWD at the time such second issuance of bonds is contemplated.

**LIMITATIONS**

The maximum fees listed above assume the formation and sale of bonds for a CFD with a schedule between (i) initiation of Phase One services and formation of a CFD that is no longer than six months, and (ii) initiation of Phase Two services and sale of bonds that is no longer than six months. DTA may request an increase in the maximum fees if these time limits have been exceeded. An excessive number of meetings (more than five) or Tax Spread computer runs (more than twenty-five) may also require additional fees if the total maximum amount listed above has been exceeded. Such additional fees shall be added to the "Total Fee" amounts listed above. Additionally, hourly billing rates are also subject to a cost-of-living increase after 12 months from execution of an agreement covering special tax consulting services.

## REFERENCES

Below is a list of references for whom DTA has provided financial and special tax consulting services similar to the nature and scope as set forth in the RFP. DTA prides itself on the high level of service that we provide to our clients, and we encourage you to contact our references to learn firsthand how well DTA staff meets the needs of our clients.

### I. City of Oxnard

DTA was the special tax consultant for the formation of CFD Nos. 1, 2, 3, 4, 5, and most recently, CFD No. 6. At buildout, the property within CFD No. 6 consists of approximately 292 residential units. CFD No. 6 was formed to finance the restoration and remediation of the project site as well as other water, sewer, street, storm drain, park, police, fire, library, civic center, and elementary school improvements.

CFD No. 3 (Seabridge), formed in 2004, sold \$32,275,000 in bonds in November 2005. The property in CFD No. 3 overlaps CFD No. 4, which is being developed by D.R. Horton and K&G Equities, LLC. At buildout, the project consists of approximately 610 single family residential units and 158,517 building square feet of commercial property on 135 gross acres. CFD No. 3 was formed to finance sewer connection fees, sewer conveyance fees, water connection and meter fees, storm drain fees, traffic impact fees, growth capital fees, trash fees and fire sprinkler fees. CFD No. 4 was formed to finance annual services for dredging and remediation services as well as police protection services, the maintenance of parks, parkways and open spaces, channels flood and storm drain protection facilities, and public boat docks.

**Reference:**

Mr. Michael More  
Financial Services Manager  
City of Oxnard  
Phone: (805) 385-7480

### II. City of Simi Valley

DTA completed the formation and contributed to the successful 2005 bond issuance for the first ever special district within the City of Simi Valley known as the Town Center Project. DTA's assistance included the overall structuring of the CFD, as well as the preparation of the special tax formula and Rate and Method of Apportionment to establish the CFD special taxes. Additionally, DTA has provided annual administration services to the City of Simi Valley commencing in fiscal year 2005-06. These services include researching all subdivision, parcel change and building permit activity, calculating and enrolling the special taxes, reporting delinquencies, preparing prepayment calculations, preparing direct bills for formed City-owned parcels, and

responding to property owner inquiries. Most importantly, DTA worked closely with the Deputy City Manager and Treasury Officer to develop and implement the annual administration procedures for the CFD, educating City Council along the way.

**Reference:**

Ms. Denise Willis  
Treasury Officer  
City of Simi Valley  
Phone: (805) 583-6803

**III. City of Irvine**

DTA assisted with the formation of the City of Irvine's only two Mello-Roos CFDs, CFD No. 2004-1 (Central Park West) and CFD No. 2005-1 (Columbus Grove). DTA administers both of the City's CFDs. In addition, DTA is currently aiding in the development of the Orange County Great Park, a 1,347 acre metropolitan park on the site of the former El Toro Marine Corps Air Station in the City. The construction of the Great Park is anticipated to be funded through Development Agreement fees and CFDs. DTA has been involved in the entitlement process on behalf of the City and produced a Fiscal Impact Report to determine a land use alternative which will be most cost-effective to the City in terms of generating sufficient revenues for the General Fund to pay all of the project's costs. DTA has also played an important role throughout the negotiation of several entitlement agreements between the City and landowner, including the Development Agreement.

**Reference:**

Ms. Donna Mullally  
Manager of Fiscal Services  
City of Irvine  
Phone: (949) 724-6000

**IV. City of Tustin**

In 2000, DTA prepared a Public Facilities Financing Strategy for the City of Tustin that determined the financing capacity of the 1,600 acre Tustin Marine Corps Air Station that was being annexed to the city. This development, which is now underway, is projected to include the construction of over 4,000 new dwelling units and approximately nine million square feet of commercial/industrial buildings. DTA's analysis included both CFD financing and redevelopment agency tax increment financing, both of which are being used to fund infrastructure within the project. DTA established an initial CFD for the first phase of the project in July 2004, and has also completed the establishment of two additional CFDs to fund both infrastructure and public services for approximately 1,540 residential units and 550,000 square feet of commercial/retail buildings with bond sales in August 2007. These CFDs funded a variety of public improvements for two large



residential developments, as well as for The District at Tustin Legacy, an open-air lifestyle and entertainment shopping center.

**Reference:**

Ms. Christine Shingleton  
Assistant City Manager  
City of Tustin  
Phone: (714) 573-3124

**V. City of Los Angeles**

DTA is the special tax consultant for 6 CFDs in the City of Los Angeles. The City's CFDs comprise both residential and non-residential projects, including the master planned community known as Playa Vista, which is being developed by Playa Vista, LLC and various merchant builders. At buildout, Playa Vista will consist of approximately 5,890 residential units and 3.5 million building square feet of non-residential property on 367 gross acres. CFD No. 4 (Playa Vista – Phase 1), which was formed in 1999, issued \$135 million in bonds in April 2003. CFD Nos. 5 and 6, which comprise the last two phases in Playa Vista, consist of a special tax for both facilities and services. Two additional bond sales are expected as CFD Nos. 5 and 6 develop.

In addition, DTA is currently assisting the City with the formation of a new CFD to fund a streetcar transportation system in downtown Los Angeles. The CFD is expected to encompass over 6,300 parcels in the downtown area.

**Reference:**

Ms. Sarai Bhaga  
Office of the City Administrative Officer  
City of Los Angeles  
Phone: (213) 978-0604

**VI. Borrego Water District**

DTA has served as the special tax consultant to the District since 1995. DTA currently assists the District with the annual administration of CFD No. 2007-1 and four other fixed charges, including (i) a water availability standby charge, (ii) a water, sewer, flood control charge for the area known as ID No. 1, (iii) a pest control standby charge, and (iv) a water standby charge for the area known as ID No. 3. For fiscal year 2011-12, DTA enrolled over \$2.3 million in taxes for the District's special taxes and charges.

DTA assisted with the formation and the sale of bonds for Borrego Water District CFD No. 95-1 which was subsequently restructured in 2007 as CFD No. 2007-1. DTA assisted in the sale of bonds for CFD No. 2007-1 which refunded the prior bonds issued by CFD No. 95-1. CFD No. 2007-1 includes a majority of the property that was in CFD No. 95-1

and is anticipated to contain 802 residential units and 349 acres of golf course property at buildout.

**Reference:**

Mr. Jerry Rolwing  
General Manager  
Borrego Water District  
Phone: (760) 767-5806

**VII. Santa Margarita Water District**

DTA currently serves as the special tax consultant for CFD No. 99-1, which has sold over \$202 million in special tax bonds, including, most recently, refunding bonds issued in 2011. In our role as special tax consultant, we prepared overlapping debt tables, value-to-lien analyses, sample property tax bills, and debt service coverage tables. We also assisted the financing team with the review of bond documents including the official statement.

In addition, each year for CFD No. 99-1, DTA enrolls the special tax levy with the County for placement on the County property tax bills. In our role as annual administrator, DTA researches and monitors all parcel change and building permit activity. DTA also reviews monthly bond fund account activity for compliance with the indentures, enrolls the special taxes, reports delinquencies, and answers all property owner inquiries.

DTA also assists the Water District with the preparation of overlapping debt and value-to-lien statements.

**Reference:**

Ms. Kristin Griffith  
Director of Finance  
Santa Margarita Water District  
Phone: (949) 459-6400

## PROJECT SCHEDULE

The CFD formation schedule is dependent on availability of Casitas MWD staff for key review points and responsiveness to data requests. Our Project Manager would work closely with his counterpart at the Casitas MWD to monitor and report on the status of this schedule. Formation of a CFD typically takes four to six months. A sample CFD formation schedule identifying key milestones and submittals is included as Attachment A to this proposal. Additionally, included within Attachment A is a sample CFD bond issuance schedule.

DTA would meet with Casitas MWD staff in an initial kick-off meeting to finalize the details of the scope of services, discuss potential CFD structuring options, and identify information needed and available. This information would help DTA to design a final CFD formation and bond issuance schedule specific for this engagement.

**ATTACHMENT A**  
**Proposed Community Facilities District  
of the Casitas Municipal Water District (Casitas)  
Preliminary Formation and Bond Issuance Schedule**

<u>TARGET</u>	<u>DESCRIPTION OF CFD MILESTONES</u>	<u>RESPONSIBILITY</u>
(Week 1)	Kickoff meeting to discuss CFD structure and financing capacity, eligible improvements and segmentation of project	ALL
(Weeks 2 - 4)	Determine special tax levels and draft Rate and Method of Apportionment ("RMA"), prepare CFD boundary map (hold conference calls as necessary)	DTA
(Weeks 5 - 6)	Determine final wording and special taxes in RMA and other Resolution of Intention ("ROI") documents, send Joint Communities Facilities Agreements ("JCFAs"), if applicable, to participating agencies (hold meetings as necessary)	ALL
(Week 7)	Conference call to finalize RMA, ROI documents, and JCFAs  All legal and ROI documents submitted for Casitas Board Meeting	ALL  CASITAS BOARD & BOND COUNSEL
(Week 9)	Casitas Board adopts ROI to form CFD and ROI to Incur Bonded Indebtedness: <ul style="list-style-type: none"> <li>• Approves boundaries</li> <li>• Designates CFD name</li> <li>• Identifies facilities</li> <li>• Declares intention to form CFD and levy special tax</li> <li>• Declares intent to issue bonds</li> <li>• Sets time and place for public hearing</li> <li>• Establishes voting procedure</li> <li>• Approves RMA</li> </ul>	CASITAS BOARD
(Week 10)	Proposed CFD boundary map recorded	DTA
(Week 10)	Begin Appraisal and Absorption Analysis, draft CFD Report, confirm registered voters, other agencies approve JCFAs, draft Funding and Acquisition Agreement ("FAA") and other Resolution of Formation ("ROF") documents, and resolve other issues related to CFD (hold meetings as necessary)	ALL

TARGET	DESCRIPTION OF CFD MILESTONES	RESPONSIBILITY
(Week 11)	Conference call to finalize ROF documents	ALL
(Week 12)	All legal and ROF documents submitted for Casitas Board Meeting	CASITAS BOARD & BOND COUNSEL
(Week 14)	<p>Casitas Board conducts public hearing and adopts ROF:</p> <ul style="list-style-type: none"> <li>• Establishes boundaries</li> <li>• Determines necessity to incur bonded indebtedness</li> <li>• Authorizes levy of special tax</li> <li>• Approves types and cost of facilities</li> <li>• Sets election</li> <li>• Approves JCFA with other participating agencies</li> <li>• Approves FAA</li> <li>• Reading of Ordinance for levy of special tax</li> </ul> <p>Election to approve CFD formation and bonded indebtedness</p> <p>Canvassing of Election</p>	CASITAS BOARD
(Week 15)	<p>Notices of Special Tax Lien recorded</p> <p>Working group conference call to initiate bond issuance; discuss status of development; and review schedule</p>	<p>DTA</p> <p>ALL</p>
(Week 16)	<p>First draft of Fiscal Agent Agreement, Preliminary Official Statement ("POS"), Bond Purchase Agreement ("BPA"), and Continuing Disclosure Agreement ("CDA") distributed</p> <p>First draft of resolutions approving bond documents distributed to finance team</p>	<p>DISCLOSURE COUNSEL</p> <p>BOND COUNSEL</p>
(Week 17)	Conference call to discuss initial drafts of Fiscal Agent Agreement, POS, BPA, CDA, and resolutions approving bond documents	ALL
(Week 18)	Revise Fiscal Agent Agreement, POS, BPA, CDA, resolutions, and resolve other issues relating to CFD (hold meetings as necessary)	ALL
(Week 19)	Distribute revised drafts of Fiscal Agent Agreement, POS, BPA, and CDA	DISCLOSURE COUNSEL

TARGET	DESCRIPTION OF CFD MILESTONES	RESPONSIBILITY
	Absorption Analysis and Appraisal distributed	APPRAISER & ABSORPTION CONSULTANT
(Week 20)	Conference call to finalize Fiscal Agent Agreement, POS, BPA, CDA, and resolutions  All legal and financing documents submitted for Casitas Board Meeting	ALL  DISCLOSURE COUNSEL & BOND COUNSEL
(Week 21)	Casitas Board approves Resolutions approving legal and financing documents	CASITAS BOARD
(Week 22)	Print and Mail POS	DISCLOSURE COUNSEL & UNDERWRITER
(Week 23)	Pre-Price Bonds and Price Bonds  Print and Mail Final Official Statement  Distribute drafts of Closing Documents	CASITAS & UNDERWRITER  DISCLOSURE COUNSEL & UNDERWRITER  BOND COUNSEL
(Week 24)	Preclose Bonds  Close Bonds – Proceeds Available	ALL  ALL

CASITAS MUNICIPAL WATER DISTRICT  
LAKE CASITAS RECREATION AREA

DATE: July 19, 2012  
TO: Steve Wickstrum, General Manager  
FROM: Carol Belser, Park Services Manager  
SUBJECT: Recreation Area Monthly Report for June 2012

Visitation Numbers

The following is a comparison of visitations for June 2012:

	June 2011	June 2012	May 2012
Visitor Days	69,799	77,776	71,468
Camps	7,610	8,700	6,001
Cars	17,449	19,444	17,867
Boats	474	287	420
Kayaks & Canoes	2	5	11

Fiscal Year to Date Visitation	
2010/2011	655,843
2011/2012	689,352
% Change	5.109

Administration

On June 10, over 3000 people attended the 26th annual Ojai Wine Festival hosted by the Rotary Club of Ojai-West. The Ventura County Sheriff's Department provided security, there were no notable incidents to report.

Astronomy Night was held June 2 and the movie, RV, was shown June 23. Approximately 45 and 12 participants attended respectively.

Boating

There were 18 cables sold for new inspections, 18 boats and 13 kayaks were re-inspection and a total of 768 boats were retagged. Three failed the first inspection.

Shoreline fishing at night was held June 1,2 28,29 and 30. Moonlite fishing by boat was June 9 with 4 boats participating.

WON Bass night fishing tournaments were held June 2 and June 30 with 19 boats participating in each tournament.

Incidents

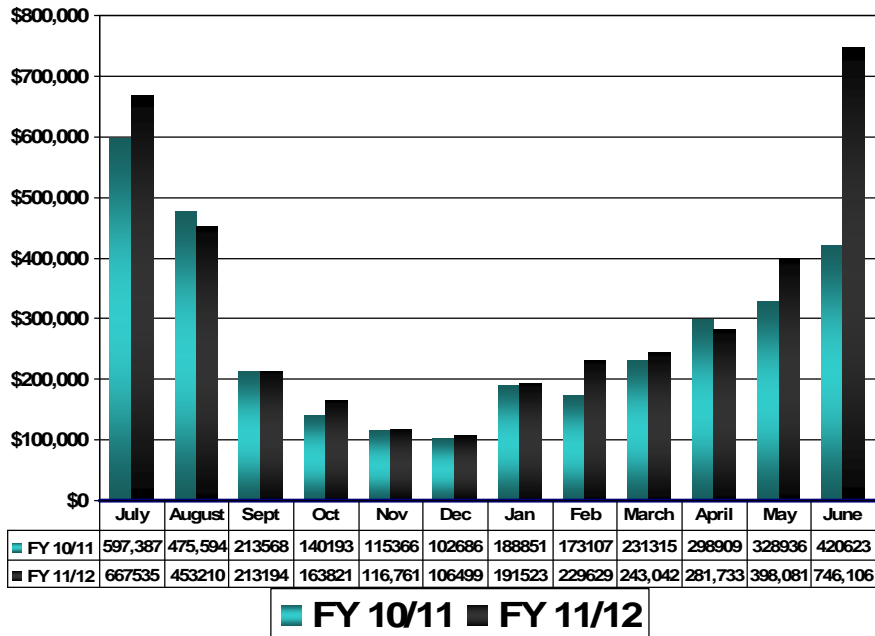
There were several incidents with three requiring calls for outside support for emergency service. Emergency support incidents included a scooter related injury, a bicycle related injury, and possible

alcohol poisoning. All three victims were transported by EMS to the hospital.

Revenue Reporting

The figures below illustrate all Lake Casitas Recreation Area’s revenue collected in the respective month (operations, concessions, Water Adventure, etc.) per the District’s Financial Summary generated by the Finance Manager.

LCRA TOTAL REVENUE



Note: June 2012 revenue included \$128,000 grant reimbursement from BOR and \$80,000 from Boating Waterways for a Patrol Vessel



**CASITAS MUNICIPAL WATER DISTRICT  
TREASURER'S MONTHLY REPORT OF INVESTMENTS  
07/19/12**

Type of Invest	Institution	CUSIP	Date of Maturity	Amount of Deposit	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	3133XSP930	12/13/13	\$743,750	\$728,147	3.125%	07/01/10	5.73%	504
*TB	Federal Home Loan Bank	3133XWNB10	06/12/15	\$729,603	\$749,056	2.875%	07/01/10	5.89%	1043
*TB	Federal Home Loan Bank	3134A4VG60	11/17/15	\$801,864	\$800,058	4.750%	07/19/10	6.29%	1198
*TB	Federal Home Loan MTG Corp	3134G3GT10	10/18/17	\$220,000	\$220,312	1.250%	01/03/12	1.73%	1889
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/16	\$696,737	\$703,312	1.375%	03/12/12	5.53%	1556
*TB	Federal National MTG Association	3136FR3N10	09/20/16	\$702,422	\$701,309	2.125%	09/20/11	5.51%	1501
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/17	\$1,211,010	\$1,218,320	5.125%	01/03/12	9.58%	1918
*TB	Federal Home Loan MTG Corp	3137EABS70	09/27/13	\$766,605	\$732,487	4.125%	07/01/10	5.76%	428
*TB	Federal Home Loan MTG Corp	3137EACD90	07/28/14	\$739,907	\$737,338	3.000%	07/01/10	5.80%	729
*TB	Federal Home Loan MTG Corp	3137EACE70	09/21/12	\$723,646	\$702,401	2.125%	06/30/10	5.52%	62
*TB	Federal Natl MTG Assn	31398AYY20	09/16/14	\$739,123	\$741,314	3.000%	07/01/10	5.83%	777
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/18	\$1,055,030	\$1,230,659	1.375%	07/06/10	9.68%	2156
*TB	US Treasury Notes	912828JW10	12/31/13	\$709,352	\$712,964	1.500%	04/01/10	5.61%	522
*TB	US Treasury Notes	912828LZ10	11/30/14	\$718,129	\$730,737	2.125%	07/01/10	5.75%	851
*TB	US Treasury Notes	912828MB30	12/15/12	\$709,707	\$702,737	1.125%	06/30/10	5.53%	146
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/20	\$1,041,021	\$1,250,059	1.375%	07/01/10	9.83%	2696
	Accrued Interest			\$59,036	\$57,382				
	<b>Total in Gov't Sec. (11-00-1055-00&amp;1065)</b>			<b>\$12,366,942</b>	<b>\$12,718,594</b>			<b>85.49%</b>	
*CD	CD -			\$0	\$0	0.000%		0.00%	
	<b>Total Certificates of Deposit: (11.13506)</b>			<b>\$0</b>	<b>\$0</b>			<b>0.00%</b>	
**	<b>LAIF as of: (11-00-1050-00)</b>		N/A	<b>\$443</b>	<b>\$443</b>	0.38%	Estimated	<b>0.00%</b>	
***	<b>COVI as of: (11-00-1060-00)</b>		N/A	<b>\$2,157,467</b>	<b>\$2,157,467</b>	0.81%	Estimated	<b>14.50%</b>	
	<b>TOTAL FUNDS INVESTED</b>			<b>\$14,524,851</b>	<b>\$14,876,503</b>			<b>100.00%</b>	
	Total Funds Invested last report			\$14,524,851	\$14,841,157				
	Total Funds Invested 1 Yr. Ago			\$14,530,844	\$14,685,241				
****	<b>CASH IN BANK (11-00-1000-00) EST.</b>			<b>\$3,146,753</b>	<b>\$3,146,753</b>				
	<b>CASH IN Western Asset Money Market</b>			<b>\$20,816</b>	<b>\$20,816</b>	0.010%			
	<b>CASH IN PIMMA Money Market</b>			<b>\$502,989</b>	<b>\$502,989</b>				
	<b>TOTAL CASH &amp; INVESTMENTS</b>			<b>\$18,195,410</b>	<b>\$18,547,061</b>				
	TOTAL CASH & INVESTMENTS 1 YR AGO			\$16,804,350	\$16,958,748				
*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.