



## Special Board Meeting Agenda

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

Pete Kaiser, Director  
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT  
Special Meeting to be held at the  
Casitas Board Room  
1055 Ventura Ave.  
Oak View, CA 93022  
December 20, 2017 @ 3:00 P.M.

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

1. Roll Call
2. Public comments (Items not on the agenda – three minute limit).
3. General Manager comments.
4. Board of Director comments.
5. Board of Director Verbal Reports on Meetings Attended.
6. Consent Agenda
  - a. Resolution authorizing joint funding agreement with United States Geological Survey in the amount of \$15,300.
  - b. Recommend approval of a purchase order to Herzig Engineering in the amount of \$8,545 for an Arc Flash study to be performed on the recent electrical upgrade at the Treatment Plant.
  - c. Recommend approval of a purchase order and contract to J & H Engineering Inc. in the not to exceed amount of \$20,000 for raising of valve cans within the city of Ojai for the AC Overlay Project

RECOMMENDED ACTION: Adopt Consent Agenda.

7. Recommend approval of a purchase order to Abasco in the not to exceed amount of \$75,000 for the purchase of turbidity curtains.

RECOMMENDED ACTION: Motion approving recommendation

8. Recommend approval of a budget of \$38,000 for provisioning of the District's new pipeline vehicle including power generator equipment, crane, air compressor and installation.

RECOMMENDED ACTION: Motion approving recommendation

9. Discussion regarding the use of Lake Casitas Recreation Area for temporary housing requests.

RECOMMENDED ACTION: Direction to staff

10. Staff presentation and discussion regarding Casitas preliminary damage assessment.

11. Recommendation to reschedule the Executive Committee meeting to January 5, 2018 at 10:00 a.m.

RECOMMENDED ACTION: Direction to staff

12. Information Items:

- a. Lake Casitas Status Report for November, 2017.
- b. Finance Committee Minutes.

13. 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)).

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** STEVEN E. WICKSTRUM, GENERAL MANAGER  
**FROM:** LINDSAY CAO, CIVIL ENGINEER  
**SUBJECT:** USGS-CMWD COOPERATIVE STREAM GAGING PROGRAM FOR  
NOVEMBER 1, 2017 TO OCTOBER 31, 2018 - VENTURA RIVER NEAR  
VENTURA GAGING STATION  
**DATE:** DECEMBER 20, 2017

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**RECOMMENDATION:**

It is recommended that the Board of Directors approve continuing the cooperative stream gaging program with the U.S. Geological Survey (USGS) for the Ventura River near Ventura station and adopt the resolution.

**BACKGROUND:**

Since 1961 Casitas and the USGS have maintained agreements for the USGS operation of various stream and reservoir gaging stations within the District. In 1988, Casitas assumed the operation of all subject stations, with the exception of the Ventura River near Ventura gaging station that is located near the Foster Park Bridge. The USGS has reliably provided Casitas, City of Ventura and Ventura County with information gathered from this key gaging station.

Attached is a letter from the U.S. Geological Survey dated December 4, 2017 that outlines the proposed source of funding for the gaging station program. The local cost share portion of the agreement has increased to \$15,300 from \$14,700 for the 2017-18 water year, a 4.1% increase. The City of San Buenaventura (Ventura) and Ventura County Watershed Protection District (VCWPD) will continue to be partners with Casitas and divide this cost equally. The actual cost to Casitas will be \$5,100.

The cost for this agreement is included in the FY 2017-18 Budget. USGS has provided two copies of a Joint Funding Agreement for Casitas to sign and return.

Attachment – USGS letter and Joint Funding Agreement

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION DIRECTING EXECUTION OF A  
JOINT FUNDING AGREEMENT BETWEEN  
UNITED STATES GEOLOGICAL SURVEY AND  
CASITAS MUNICIPAL WATER DISTRICT

WHEREAS, Casitas Municipal Water District and the U.S. Geological Survey, U.S. Department of the Interior, have previously entered into a cooperative agreement involving matching funds covering the operation and maintenance of a certain stream gaging stations in the Ventura River watershed; and

WHEREAS, it is desirable that arrangements for the U.S. Geological Survey to perform the operation and maintenance of the Ventura River near Ventura stream gaging station during the November 1, 2017 to October 31, 2018 period; and

WHEREAS, the U.S. Geological Survey has indicated that subject to the availability of Federal matching funds, the U.S. Geological Survey will provide \$7,700 in funds; and

Whereas, Casitas Municipal Water District's cost to have the U.S. Geological Survey operate and maintain the Ventura River near Ventura stream gaging station during the November 1, 2017 to October 31, 2018 period will be \$15,300;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water District that the General Manager is hereby authorized and directed on behalf of Casitas to sign the Joint Funding Agreement in the form provided by the U.S. Geological Survey, and request continuation of said cooperative arrangements during the period November 1, 2017 through October 31, 2018 at a fixed total cost of \$15,300 to Casitas. Further, direct staff to seek reimbursement of two-thirds of the \$15,300 upon receipt of the billing from the U.S. Geological Survey.

ADOPTED this 20th day of December, 2017.

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Russ Baggerly, President  
Casitas Municipal Water District

ATTEST:

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Bill Hicks, Secretary  
Casitas Municipal Water District



# United States Department of the Interior

## U.S. GEOLOGICAL SURVEY

California Water Science Center  
6000 J Street, Placer Hall  
California State University  
Sacramento, California 95819-6129  
Phone: (916) 278-3000 Fax: (916) 278-3070  
<https://ca.water.usgs.gov>

December 4, 2017

Mr. Steve Wickstrum, General Manager  
Casitas Municipal Water District  
1055 Ventura Avenue  
Oak View, California 93022

Attention: Mr. Neil Cole, P.E.

Dear Mr. Wickstrum:

This letter confirms discussions between our respective staffs, concerning the continuation of our cooperative water resources program between the Casitas Municipal Water District (CMWD) and the U.S. Geological Survey (USGS) for the period November 1, 2017 to October 31, 2018.

The proposed program and associated costs are as follows:

<u>Station number and name</u>	<u>CMWD Funds</u>	<u>USGS Funds</u>	<u>Total Funds</u>
11118500 Ventura River near Ventura	\$15,300	\$7,700	\$23,000
<b>TOTAL</b>	<b>\$15,300</b>	<b>\$7,700</b>	<b>\$23,000</b>

Total cost of the proposed program is \$23,000. Cost to CMWD is \$15,300, and subject to the availability of Federal matching funds, the USGS will provide \$7,700.

Enclosed are two originals of Joint Funding Agreement (JFA) 18WSCA05100, signed by our agency, for your approval. If you are in agreement with this proposed program, please return one fully executed JFA to our office. Work performed with funds from this agreement will be conducted on a fixed-price basis. Billing for this agreement will be rendered annually.

The USGS is required to have an agreement in place prior to any work being performed on a project. We request that the JFA be returned prior to January 15, 2018. If a JFA is not received by January 15, we will be required to suspend operations until an agreement is received.

**Mr. Steven E. Wickstrum, General Manager- Casitas Municipal Water District**

If you have any questions concerning this program, please contact Stuart Hill, in our Santa Maria Field Office, at (805) 928-9539. If you have any administrative questions, please contact Tammy Seubert, in our Sacramento Office, at (916) 278-3040.

Sincerely,

A handwritten signature in blue ink, appearing to read "E. Reichard (acting)".

Eric G. Reichard  
Director, USGS California Water Science Center

Enclosure

cc: Stuart Hill, USGS CAWSC

U.S. Department of the Interior  
U.S. Geological Survey  
Joint Funding Agreement  
FOR  
Water Resource Investigations

Agreement#: 18WSCA05100  
Customer#: 600000825  
Project #: ZG00GZV  
TIN #: 95-6004993  
USGS DUNS #: 1761-38857

Fixed Cost Agreement YES[ X ] NO[ ]

THIS AGREEMENT is entered into as of the 1<sup>st</sup> day of November, 2017, by the U.S. GEOLOGICAL SURVEY, California Water Science Center, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the CASITAS MUNICIPAL WATER DISTRICT, party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation for cooperative water resources investigations in the Casitas Municipal Water District area, herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00.

- (a) \$7,700.00 by the party of the first part during the period  
November 1, 2017 to October 31, 2018
- (b) \$15,300.00 by the party of the second part during the period  
November 1, 2017 to October 31, 2018
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of : \$0.00

Description of the USGS regional/national program:  
*Not Applicable*

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program and, if already published by the party of the first part shall, upon request; be furnished by the party of the first part; at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties.

9. USGS will issue billings utilizing Department of the Interior Bill for Collection (form DI-1040). Billing documents are to be rendered **annually**. Payments of bills are due within 60 days after the billing date. If not paid by the due date, interest will be charged at the current Treasury rate for each 30 day period, or portion thereof, that the payment is delayed beyond the due date. (31 USC 3717; Comptroller General File B-212222, August 23, 1983.)

U.S. Department of the Interior  
U.S. Geological Survey  
Joint Funding Agreement  
FOR  
Water Resource Investigations

Agreement#: 18WSCA05100  
Customer#: 6000000825  
Project #: ZG00GZV  
TIN #: 95-6004993  
USGS DUNS #: 1761-38857

**USGS Technical Point of Contact**

Name: Stuart Hill  
Supervisory Hydrologic Technician  
Address: 3130 Skyway Drive, Suite 602  
Santa Maria, CA 93455  
Telephone: (805) 928-9539  
Fax: (805) 928-9220  
Email: [sahill@usgs.gov](mailto:sahill@usgs.gov)

**Customer Technical Point of Contact**

Name: Steve Wickstrum  
General Manager  
Address: 1055 Ventura Avenue  
Oak View, CA 93022  
Telephone: (805) 649-2251  
Fax:  
Email:

**USGS Billing Point of Contact**

Name: Tamara Seubert  
Budget Analyst  
Address: 6000 J Street - Placer Hall  
Sacramento, CA 95819  
Telephone: (916) 278-3040  
Fax: (916) 278-3070  
Email: [tseubert@usgs.gov](mailto:tseubert@usgs.gov)

**Customer Billing Point of Contact**

Name:  
Address:  
Telephone:  
Fax:  
Email:

U.S. Geological Survey  
United States  
Department of Interior

CASITAS MUNICIPAL  
WATER DISTRICT

Signature

Signatures

By  Date: 12/4/2017  
Name: Eric G. Reichard  
Title: Director, USGS California Water Science  
Center

By \_\_\_\_\_ Date: \_\_\_\_\_  
Name:  
Title:

By \_\_\_\_\_ Date: \_\_\_\_\_  
Name:  
Title:

By \_\_\_\_\_ Date: \_\_\_\_\_  
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U.S. Department of the Interior  
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**Customer Technical Point of Contact**

Name: Steve Wickstrum  
General Manager  
Address: 1055 Ventura Avenue  
Oak View, CA 93022  
Telephone: (805) 649-2251  
Fax:  
Email:

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Name:  
Address:  
Telephone:  
Fax:  
Email:

U.S. Geological Survey  
United States  
Department of Interior

CASITAS MUNICIPAL  
WATER DISTRICT

Signature

By  Date: 12/4/2017  
Name: Eric G. Reichard  
Title: Director, USGS California Water Science  
Center

Signatures

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

Name:  
Title:

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

Name:  
Title:

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

Name:  
Title:

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**CASITAS MUNICIPAL WATER DISTRICT  
MEMORANDUM**

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**TO:** STEVE WICKSTRUM, GENERAL MANAGER  
**FROM:** GREG ROMNEY, SAFETY OFFICER  
**SUBJECT:** ARC FLASH STUDY – MARION WALKER TREATMENT PLANT  
**DATE:** 12/14/17

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**SUMMARY:**

It is recommended that the Board of Directors authorize the General Manager to enter into a Purchase Order Contract for an Arc Flash study to be performed on the recent electrical upgrade at the Marion Walker Treatment Plant by Herzig Engineering for a cost of \$8,545.

**BACKGROUND:**

The Marion Walker Treatment Plant had construction performed on the electrical system earlier this year. An Arc Flash study needs to be performed on the section of the electrical system that was affected by the construction.

A Request for Proposal (RFP) was submitted to four (4) engineering companies and three (3) responses were received. The breakdown of results are:

Vendor	\$
<b>Herzig Engineering</b>	<b>\$ 8,545</b>
Power Engineering Services	\$ 76,440
DL Steiner	\$ 17,780

Herzig Engineering provided the same Arc Flash service on the initial Arc Flash study of the treatment plant at a satisfactory level.

The 2017/18 budget has \$7,500 set aside for an Arc Flash study which has been exceeded by \$1,545 based on the results of the RFP request.

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**CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** STEVEN E. WICKSTRUM, GENERAL MANAGER  
**FROM:** JORDAN SWITZER, ENGINEERING TECHNICIAN *AC*  
**SUBJECT:** RAISING VALVE CANS WITHIN CITY OF OJAI AC OVERLAY PROJECT  
**DATE:** NOVEMBER 29<sup>TH</sup>, 2017

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**RECOMMENDATION:**

It is recommended the General Manager approves the quote received from J & H Engineering Inc. for raising CMWD water valve cans during their paving contract with the City of Ojai. The estimated total cost of this project is \$12,000 – \$20,000 with a conservative likely cost of \$17,000. J& H is currently in the grinding portion of their contract and will begin paving immediately. It is recommended that CMWD staff be authorized to proceed with the administration of a contract.

**DISCUSSION:**

Bill Winfrey (J&H) recently contacted Jordan Switzer (CMWD) proposing to raise CMWD's water valve cans as they pave streets through their contract with the City Of Ojai. J&H stated they could provide a discounted price as they are 1) already mobilized and 2) already providing traffic control. The price quoted is \$150 per "Slip Can" and \$350 per "G-3 Box".

This would save time spent by District Employees of locating and temporarily exposing valve cans after they have been paved over. Furthermore, when accounting for bid sheet items of the current annual paving contract (traffic control, raising can, paving, mobilization) the cost savings is between \$200 and \$400 per valve can or approximately \$20,000 for the entire project.

There are roughly 70 valve-cans within the to-be-paved ROW. The majority of valves on older streets have been observed to have slip cans, and some are in the gutter/sidewalk or shoulder and will not be raised. If approved, the total number and type of valve cans that are raised will be tallied during the inspection process.

J & H Engineering Inc. is currently under contract with CMWD to pave Mallory Way and Eucalyptus St following the recent main replacement for those streets.



**J&H ENGINEERING**

GENERAL CONTRACTORS, INC.

Casitas Municipal Water District  
1055 N Ventura Ave  
Oak View, CA 93001

November 29, 2017

Subject: Raise Valve Cans, Ojai

**QUOTATION #1813**

<b>DESCRIPTION</b>	<b>QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
Raise valve cans - slip can	1	EA	\$ 150.00	\$ 150.00
Raise valve cans - G3 Box	1	EA	\$ 350.00	\$ 350.00

Final price will be charged per unit and based on actual quantities installed

**Exclusions:** Permits, bonds, engineering, inspection fees, application fees, soils and/or compaction tests, survey and/or staking, striping and/or street markings, traffic control, de-watering, construction water and/or meter, haul off of excess and/or hazardous materials, street cleaning or restriping due to tracking of tack oil from paving operations.

All work described herein this proposal to be completed in a substantial and workmanlike manner according to standard practices for the sum of unit prices shown.

**Prices are firm for acceptance 30 days from the date of quotation and start of work within 60 days from quotation date after which time quotation is subject to review and/or revision.**

**ACCEPTANCE**

J & H ENGINEERING is hereby authorized to furnish all labor, equipment and materials required to complete the work as described herein and by signing this document we agree to pay the amount stated in said proposal according to the terms & conditions indicated within. Furthermore, it is hereby agreed that the above stipulated payment terms are acceptable. Acceptance of this proposal constitutes agreement to include this proposal in any and all subcontract agreements.

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

Accepted By: \_\_\_\_\_ Print name: \_\_\_\_\_

***Thank You***

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**CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** STEVE WICKSTRUM, GENERAL MANAGER  
**FROM:** NEIL COLE, PRINCIPAL CIVIL ENGINEER  
**SUBJECT:** AUTHORIZE PURCHASE ORDER FOR TURBIDITY CURTAINS  
**DATE:** DECEMBER 14, 2017

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**RECOMMENDATION:**

It is recommended that the Board of Directors authorize the General Manager to sign a Purchase Order with Abasco in an amount not to exceed \$75,000.

**BACKGROUND AND DISCUSSION:**

The Thomas Fire will leave a significant amount of ash and debris within the Lake Casitas watershed. One tool to reduce the potential impacts to Lake Casitas water quality from the debris and ash is a turbidity curtain.

Casitas is proposing to purchase 2000 feet of turbidity curtain. The curtain will arrive in 100 foot sections. Each section will have a float tube and 20 foot filter fabric curtain that hangs from the float tube. The current plan is to install the curtains with Casitas staff and boats. The curtains will be deployed at Santa Ana and Coyote arms. There will be sufficient curtain amount to also deploy the curtains at one more location, possible at Ayers Creek or near the intake structure.

Casitas will likely have to purchase some additional chain and cabling to anchor the curtains to the shoreline. The deliver time for the curtains is approximately 4-5 weeks.

**Fiscal Impacts:**

The \$75,000 will be from the emergency reserve account. Casitas will attempt to get reimbursement from FEMA.



## ABASCO Type 2 DOT Turbidity Curtain

ABASCO Type 2 DOT Turbidity Curtains include heavy duty tension members at the top and bottom of the curtain and premium 22 oz. PVC coated fabric. They are ideal for silt and sediment control during dredging and marine construction activities in areas exposed to mild current, wind and wave activity. Meets or exceeds most state DOT requirements.

Fabric	22 oz/yd <sup>2</sup> PVC Coated Polyester Fabric. Optional filter fabric in skirt.
Flotation	8"-12" dia. (depending on skirt depth) EPS foam contained within Individually sealed float pockets
Top Tension	5/16" galvanized steel cable (9,800 lbs breaking strength) contained in a polyethylene tube
Bottom Tension & Ballast	5/16" galvanized steel chain (7,600 lbs breaking strength, 0.93 lbs/ft)
End Connectors	High tensile strength aluminum 'Universal' connector at float and top tension cable. ASTM 3/8" stainless steel locking pins. Grommets on reinforced fabric on lower skirt. Chain ends shackled section-to-section. Tool free connections. Aluminum stress plates at bottom corners.
Section Length	50/100 ft.
Skirt Depth	To 50 ft. Depth can be tapered to conform to bottom profile.
Furling Lines	Available on request
Accessories	Anchor Systems, Ropes, Marker Buoys, Solar Lights, Repair Kits



ABASCO, LLC  
 8561 East North Belt  
 Humble, Texas 77396  
 Phone # 281-446-1500  
 Fax # 832-553-7498  
 www.abasco.com

# Quotation

Date : 12/14/2017  
 Quotation # 151986.01  
 FILE NO: 41030

QuotationTo:  
 Casitas Municipal Water District  
 Neil Cole

Email... Clint.LaBounty@abasco.com

ncole@casitaswater.com

TEL: 805-649-2251

Item	Description	Qty.	U/M	Unit Price	Total
1	ABASCO Turbidity Curtain- Type 2 DOT - 20 Permeable ft Skirt Depth - 8" EPS Flotation - 5/16" HG Top Tension Cable - 5/16" HG Ballast Chain - 22 oz PVC Coated Fabric w/500 lb. tensile strength - Universal Tool-Free Aluminum Connectors w/ Anchor Points - ASTM Toggle Pins - SS Lacing Grommets at Skirt Ends - Optional Tapering at Ends - 100 ft Length	20	EA	2,417.00	48,340.00T
2	ABASCO TB-18 Tow Bridle	8	Ea	55.00	440.00T
3	Estimated Freight to 93001	1	Ea	2,750.00	2,750.00
	Sales Tax			3,536.55	3,536.55

<b>Delivery:</b>	3-4 Weeks ARO		
<b>Shipment:</b>	FOB Plant Humble, TX		
<b>Terms:</b>	TBD by ABASCO Credit Department		
<b>Validity:</b>	60 Days	<b>Total</b>	<b>\$55,066.55</b>



# MEMORANDUM

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TO: Board of Directors  
From: Michael Flood – Assistant General Manager  
RE: Purchase of Unbudgeted Items for New Pipeline Vehicle  
Date: November 15, 2017

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## RECOMMENDATION:

- Recommend the Board approve a budget of \$38,000.00 for provisioning of the District's new pipeline vehicle including power generator equipment, an equipment crane, an air compressor, and installation.

## BACKGROUND:

The District purchased a new pipeline vehicle in October of this year for use with the expanded pipeline staff that is expected to come online in early 2018. In order to fully outfit this vehicle with all of the necessary equipment to complete its mission, there are a few big-ticket items that need to be purchased that were not included in this year's budget. The items and their estimated costs are listed below:

- Power Generator/Air Compressor – \$ 22,500.00
- Equipment Crane - \$ 9,300.00
- Installation - \$ 5,000.00

Estimated Total - \$ 36,800.00

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**CASITAS MUNICIPAL WATER DISTRICT  
INTEROFFICE MEMORANDUM**

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**TO:** NEIL COLE, PRINCIPAL CIVIL ENGINEER  
**FROM:** JORDAN SWITZER, ENGINEERING TECHNICIAN  
**SUBJECT:** LAKE CASITAS MONTHLY STATUS REPORT FOR NOVEMBER, 2017  
**DATE:** DECEMBER 14<sup>TH</sup>, 2017

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**RECOMMENDATION:**

This item is presented for information only and no action is required.

**DISCUSSION:**

Rainfall Data for November, 2017

	<u>Casitas Dam</u>	<u>Matilija Dam</u>
November, 2017	0.03"	0.06"
Water Year (Oct 1-Sep 30)	0.03"	0.06"
Average Annual Rainfall	23.68"	28.23"

Robles Fish Passage and Diversion Facilities

Diversion Data

November 2017:	0 A.F.	Total Diversions to Date:	0 A.F.
Diversion Days in November:	0	Diversion Days this WY:	0

Reservoir Data

Water Surface Elevation (11/30/17):	491.14 Feet
Water Storage on December 1 <sup>st</sup> , 2017:	84,755 A.F.
Water Storage Last Month:	86,080 A.F.
Net Change in Storage:	-1,325 A.F.
Change in Storage from November, 30 <sup>th</sup> , 2016:	+5,784 A.F.*

\*Water storage is reported using the 2017 rating table prepared by Tetra Tech as of October 1<sup>st</sup>, 2017. In order to convey actual change in reservoir storage, comparisons between current storage and storage prior to October 1<sup>st</sup> is calculated using the 2017 rating table.

**CASITAS MUNICIPAL WATER DISTRICT**

**MINUTES**  
**Finance Committee**

DATE: December 15, 2017  
TO: Board of Directors  
FROM: General Manager, Steve Wickstrum  
Re: Finance Committee Meeting of December 15, 2017, at 1000 hours.

**RECOMMENDATION:**

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

**BACKGROUND AND OVERVIEW:**

1. **Roll Call.**  
Director Peter Kaiser and Director Jim Word  
General Manager, Steve Wickstrum  
Assistant General Manager, Michael Flood  
Accounting Manager/Treasurer, Denise Collin
2. **Public Comments.** None.
3. **Board/Management comments.**  
Director Word asked that staff consider and bring to the Board a discussion of meeting needs of displace residents by providing access to the Lake Casitas Recreation Area during the off season. Staff have been directed to assess the options and report to the Board.
4. **Discussion regarding the costs to raise valve cans in the City of Ojai**  
The Committee discussed staff recommendation to award a purchase order, based on time and materials and not to exceed \$20,000, to J&H Paving to raise valve cans in the City of Ojai. This work is in conjunction with the City's paving of streets. This item will move forward to the Board for consideration of approval.
5. **Discussion regarding costs and charges associated with the Thomas Fire.**  
Staff are developing the preliminary damage assessment (PDA) and costs that are associated with the Thomas Fire. The Ventura County OES has asked that all PDAs be submitted by 5:00PM, Tuesday, December 19<sup>th</sup>. Associate Engineer Lindsay Cao has been assigned the responsibility to compile the PDA for Casitas. Staff will present the PDA at the December 20th meeting of the Board of Directors.
6. **Review of the Financial Statements for September 2017.**  
The Committee reviewed the financial statement with no critical changes or issues.
7. **Review of the September 2017 Consumption Report.**  
The Committee commented on the breakout of the Ojai system water demand numbers.