



Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
Casitas Board Room
1055 Ventura Ave.
Oak View, CA 93022
October 24, 2018 @ 3:00 P.M.

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

1. Roll Call
2. Public comments (Items not on the agenda – three minute limit).
3. General Manager comments.
4. Board of Director comments.
5. Board of Director Verbal Reports on Meetings Attended.
6. Consent Agenda.
 - a. Minutes of the October 10, 2018 Board Meeting.
 - b. Recommend approval of a purchase order to Vista Ford in the amount of \$33,757.88 for the purchase of a F250 truck.
 - c. Recommend approval of a purchase order to Winner Chevrolet in the amount of \$24,365.23 for the purchase of a Colorado truck.
 - d. Resolution to award the Robles Diversion Canal Maintenance Project to Southwest General Engineering, Inc. in the amount of \$97, 250 and adopt the Notice of Exemption.
 - e. Recommend approval of a purchase order to AAA Awnings, Inc. in the amount of \$23,080 to construct a removable awning cover over the San Antonio Tank MCC panel.
 - f. Resolution cancelling the December 26, 2018 Board Meeting.

RECOMMENDED ACTION: Adopt Consent Agenda

7. Review of District Accounts Payable Report for the Period of 10/04/18 - 10/17/18.

RECOMMENDED ACTION: Motion approving report.

8. Request of William Funk to reverse the allocation penalty.

RECOMMENDED ACTION: Motion approving or denying request

9. Update from Rincon Strategies regarding the Public Relations Action Plan.

10. Presentation by Fisheries Biologist Scott Lewis on the Operation of Robles Diversion Facility in the Biological Opinion.

11. Discussion regarding funding the Upper Ventura River Groundwater Agency in the amount of \$50,000 and possible expectation of reimbursement.

RECOMMENDED ACTION: Direction to staff

12. Recommend approval of a Memorandum of Agreement with Ojai Land Conservancy regarding the Rice Road Bridge at the Robles Canal.

RECOMMENDED ACTION: Motion approving recommendation

13. Recommend authorizing the General Manager to sign Task Orders with Cannon Corporation for De La Garrigue Bridge and Rice Bridge Replacement Projects.

RECOMMENDED ACTION: Motion approving recommendation

14. Discussion regarding the ability to create a foundation to be able to receive private non-binding funds for Casitas Water Security Projects.

RECOMMENDED ACTION: Board discretion

15. Discussion regarding drafting a letter to Senators Feinstein and Harris requesting intervention with the USFS to assist with our VerBo and HoBo projects and the obtaining of the FS299 permit for environmental documentation needed for this water shortage emergency.

RECOMMENDED ACTION: Direction to Staff

16. Discussion regarding drafting a letter to Michael P. Jackson, U.S. Bureau of Reclamation requesting his assistance with the USFS to assist with our VerBo and HoBo projects and obtaining the FS299 permit for environmental documentation needed for this water shortage emergency.

RECOMMENDED ACTION: Direction to Staff

17. Information Items:

- a. Lake Casitas Monthly Status Report for September, 2018.
- b. Executive Committee Minutes.
- c. Quagga Committee Minutes.
- d. Finance Committee Minutes.
- e. Water Consumption Report.
- f. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- g. Investment Report.

18. 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
October 10, 2018

A meeting of the Board of Directors was held October 10, 2018 at the Casitas Municipal Water District located at 1055 Ventura Ave. in Oak View, California. The meeting was called to order at 3:00 p.m. President Word led the group in the flag salute.

1. Roll Call

Directors Baggerly, Kaiser, Bergen, Hicks and Word were present. Also present were Mike Flood, Interim General Manager, Rebekah Vieira, Clerk of the Board, and Attorney Robert Kwong. There were one staff member and two members of the public in attendance

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

None

3. General Manager comments.

Mr. Flood reported that the Agricultural Town Hall meeting is set for next Wednesday evening at 6:00 at the resource center. Postcards were sent to the Ag and Ag Domestic customers. The main purpose of this is to provide some information and them to get feedback. This group uses 50% of our supply. Director Bergen added that many of the Ag customers have managers who are controlling the water use and she said she will get the word out to them as well. Mr. Flood continued to inform the board that the Ag customers can set up appointments if they want to discuss their allocations and what stage 4 might mean to them. Director Kaiser mentioned that the graphics were very appealing. Mr. Flood explained that was developed by the employees in the Conservation department.

Mr. Flood then informed the board of a meeting with Metropolitan on Monday the 15th to give their staff a feeling of what folks up here are doing with water. This will help them to be able to explain when we get a wheeling agreement in front of them. He also mentioned a planned shutdown in La Conchita/Mussel Shoals area to allow for some valve replacements that a contractor will be doing.

Director Hicks asked if there is any feedback on the Solimar problem. Mr. Flood replied that we have hired a consultant but do not have results yet.

4. Board of Director comments.

Director Baggerly commented that Casitas is not the only water purveyor in the area. Casitas should not be the only water purveyor looking for new water and trying to meet the challenge of this drought. It should be incumbent on every water purveyor to find new water, not just refurbishment of existing wells but they need to start looking just as judiciously as Casitas has been to find new sources of water for their customers.

Director Kaiser agreed with Director Baggerly stating it is time other purveyors look for sources. He then asked about the exploratory drill and Mr. Flood explained that WREA and Padre are working on getting the categorical exemption together so we can come to the board and get that filed. It is expected next month.

Director Hicks commented on the hiring of the new City Manager and that they interviewed the candidates in one day. President Word added it is good to see the brochure is out. Director Hicks suggested that it be put in the ACWA newsletter.

5. Board of Director Verbal Reports on Meetings Attended.

President Word attended the meeting with Director Baggerly on what was the Water Conjunctive Use Partners and is now decided to be the Ojai Ventura Water Agency Partnership. We heard an update on state water from Kevin Brown. Most of the members didn't remember that Casitas has been operating under a local emergency drought declaration that was done in 2016. Director Bergen added it was originally declared in 2014. President Word added and it was reaffirmed this year. I hope other agencies join us in declaration of a drought. There was discussion of grants being worked on for the area and there is a meeting for Dec 3-4 with the Salmonid Restoration Federation and NMFS. Mr. Flood informed the board that Scott Lewis will be at the next meeting to give an overview of the BO and where we are with the critical drought protection measures.

6. Consent Agenda.

ADOPTED

a. Minutes of the September 26, 2018 Board Meeting.

The consent agenda was offered by Director Hicks, seconded by Director Bergen and adopted by the following roll call vote:

AYES:	Directors:	Baggerly, Kaiser, Bergen, Hicks, Word
NOES:	Directors:	None
ABSENT:	Directors:	None

7. Review of District Accounts Payable Report for the Period of 9/20/18 - 10/03/18. APPROVED

Director Hicks questioned the payment to Oasis and Mr. Flood explained that they have been helping after the loss of our SCADA Technician to dissect where he was with his work and get us on firm ground. Director Kaiser questioned the payment for batter kit with Rebekah explaining they were batteries for a cart.

The accounts payable report was offered by Director Hicks, seconded by Director Kaiser and approved by the following roll call vote:

AYES: Directors: Baggerly, Kaiser, Bergen, Hicks, Word
NOES: Directors: None
ABSENT: Directors: None

8. Recommend authorization for the General Manager to sign task order for professional Web Design and Content Management Services with Vision by Granicus in the not to exceed amount of \$40,000. APPROVED

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

AYES: Directors: Baggerly, Kaiser, Bergen, Hicks, Word
NOES: Directors: None
ABSENT: Directors: None

9. Recommend approval of the agreement for the 2019 Ojai Wine Festival from Rotary Club of Ojai West Foundation. APPROVED

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

AYES: Directors: Baggerly, Kaiser, Bergen, Hicks, Word
NOES: Directors: None
ABSENT: Directors: None

10. Recommend approval of a letter of support for the proposed boundary modification of the Carpinteria Groundwater Basin Boundary. APPROVED

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

AYES: Directors: Baggerly, Bergen, Hicks, Word
NOES: Directors: Kaiser
ABSENT: Directors: None

11. Information Items:

- a. Water Resources Committee Minutes.
- b. Recreation Committee Minutes
- c. Lake Casitas Recreation Area Monthly Report for August, 2018.

On the motion of Director Kaiser, seconded by Director Bergen the information items were approved for filing by the following roll call vote:

AYES:	Directors:	Baggerly, Kaiser, Bergen, Hicks, Word
NOES:	Directors:	None
ABSENT:	Directors:	None

President Word moved the meeting to closed session at 3:36 p.m.

12. Closed Session

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

President Word moved the meeting back into open session at 4:04 p.m. with Mr. Kwong stating that the board met with counsel regarding the case and no action was taken.

13. Adjournment.

President Word adjourned the meeting at 4:05 p.m.

Mary Bergen, Secretary

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, Interim General Manager
RE: Approval of purchase order to Vista Ford in the amount of \$33,757.88 for the purchase of a F250 truck.
Date: October 18, 2018

RECOMMENDATION:

Board of Directors approve a purchase order to Vista Ford in the amount of \$33,757.88 for the purchase of a F250 truck.

DISCUSSION:

Thirteen Dealerships were solicited with the vehicle specification requirements which included specifications for both an F250 and a Chevrolet 2500 with a utility bed.

Vista Ford was the low bidder with a price of \$33,757.88 which includes a Scelzi utility bed.

The FY2019 budget for this item is \$35,000.00 and will replace a 2003 Chevrolet 2500 currently in use by the Treatment Plant department.

MEMORANDUM

TO: Board of Directors
From: Michael L. Flood, Interim General Manager
RE: Approval of purchase order to Winner Chevrolet in the amount of \$24,365.23 for the purchase of a Colorado truck.
Date: October 18, 2018

RECOMMENDATION:

Board of Directors approve a purchase order to Winner Chevrolet in the amount of \$24,365.23 for the purchase of a Colorado truck.

DISCUSSION:

Thirteen Dealerships were solicited with the vehicle specification requirements which include specifications for both a Chevrolet Colorado and a Ford Ranger truck.

Winner Chevrolet was the low bidder with a price of \$24,365.23.

The FY2019 budget for this item is \$25,000.00 and will replace a 2001 Chevrolet 1500 currently in use by the Engineering department.

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MIKE FLOOD, INTERIM GENERAL MANAGER
FROM: JULIA ARANDA, ENGINEERING MANAGER
SUBJECT: AWARD OF CONTRACT FOR ROBLES DIVERSION CANAL MAINTENANCE
(FY 18-19) SPECIFICATION NO. 18-405
DATE: OCTOBER 24, 2018

RECOMMENDATION:

It is recommended the Board of Directors:

1. Authorize a budget of \$115,000 for construction of the Robles Diversion Canal Maintenance (FY 18-19) Specification No. 18-405; and
2. Adopt Notice of Exemption for Robles Diversion Canal Maintenance (FY 18-19) Specification No. 18-405; and
3. Adopt the resolution accepting the bid submitted by the lowest responsible bidder, and award the contract for the construction of Robles Diversion Canal Maintenance, (FY 18-19) Specification No. 18-405 to Southwest General Engineering, Inc. in the amount of \$97,250. It is further recommended the President of the Board execute the agreement for said work and the Board authorize staff to proceed with the administration of the contract.

BACKGROUND AND DISCUSSION:

The Robles Diversion Canal is an unreinforced concrete-lined channel that delivers water from the Robles Fish Passage Facility to Lake Casitas for storage. Casitas staff performed a condition assessment of the Robles Diversion Canal after the fiscal year 2018-2019 budget was finalized in preparation for the wet season. Upon completion of the assessment, it was determined more panels than anticipated require replacement due to offset cracks and diagonal corner cracks. A total of 21 side panels and bottom panels require immediate removal and replacement.

The correction of the panels within the scope of the proposed project is preventative maintenance. This project is Categorical Exempt from the California Environmental Quality Act (CEQA) under Section 15301 (d). A Notice of Exemption has been prepared and will be filed with the County of Ventura upon adoption by the Board.

The following represents the timeline of the project to date:

Notice Inviting Bids	September 24, 2018
Mandatory Pre-Bid Meeting/Tour	October 2, 2018
Bid Opening	October 17, 2018

Five bids were received at the bid opening as shown in Table 1.

Table 1 – Bid Summary

Contractor	Bid Total
Civic Construction Associates	\$95,400.00
Southwest General Engineering, Inc.	\$97,250.00
Aguilera Brothers	\$150,206.00
Toro Enterprises	\$150,656.00
Bosco Constructors	\$401,780.00

The bid from Civic Construction Associates is not considered responsive due to:

1. The bidder’s plan for construction describes shotcrete as the material to be installed rather than 3,000 psi concrete as specified in the contract documents.
2. Addendum No. 1 was acknowledged as an attachment but not acknowledged below the bid schedule as required.

For these reasons the Civic Construction Associates bid was rejected. The next lowest bidder was Southwest General Engineering, Inc whose bid is considered responsive and responsible and is recommended for award. A detailed bid summary is attached. The Engineer’s Estimate for this portion of the work is \$103,000. Materials testing is also required to confirm compliance with concrete strength and soil compaction contract requirements. Oakridge Geoscience provided a proposal in the amount of \$6,030 for material testing.

FINANCIAL IMPACT:

The FY 18-19 Budget for the Robles Diversion Canal Maintenance is \$55,000. The request is for a budget authorization of \$115,000 based on items in Table 2. A contingency is also included in the event additional work is deemed necessary during construction.

Table 2 – Budget Request Summary

Item	Budget
1 – Contract Award	\$ 97,250
2 – Materials Testing	\$ 6,030
3 – Contingency	\$ 11,720
Total	\$115,000

Attachments: Bid Summary	Notice of Exemption
Proposal from Oakridge Geoscience	Resolution

CASITAS MUNICIPAL WATER DISTRICT
 1055 VENTURA AVENUE
 Oak View, CA 93022
 (805) 649-2251
 SPEC 18-405
 Project: Robles Diversion Canal Maintenance
 Bid: 10/17/18 2:00 PM

				Engineer's Estimate		Civic Construction Associates Lic.#994455; 79 Daily Drive, #171 Camarillo, CA 93010		Southwest General Engineering, Inc. Lic.#762752; 3625 Placentia Lane Riverside, CA 92501		Aguilera Brothers Construction, Inc. Lic.#873775; 288 Country View Ct Santa Paula, CA 93060		Toro Enterprises, Inc. Lic.#710580; 2101 E. Ventura Blvd. Oxnard, CA 93036		Bosco Constructors, Inc. Lic.#972065; 21353 Mayall Chatsworth, CA 91311	
ITEM #	DESCRIPTION	APROX. QTY	UNIT	BID UNIT PRICE	TOTAL AMT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT	BID UNIT PRICE	TOTAL AMOUNT
1	R&R OF CANAL BOTTOM PANEL	6	EA	\$ 3,088.00	\$ 18,528.00	\$ 3,000.00	\$ 18,000.00	\$ 4,195.00	\$ 25,170.00	\$ 4,340.00	\$ 26,040.00	\$ 6,240.00	\$ 37,440.00	\$ 6,250.00	\$ 37,500.00
2	R&R OF CANAL SIDE PANEL	3	EA	\$ 4,470.00	\$ 13,410.00	\$ 4,000.00	\$ 12,000.00	\$ 4,195.00	\$ 12,585.00	\$ 7,195.00	\$ 21,585.00	\$ 9,770.00	\$ 29,310.00	\$ 9,360.00	\$ 28,080.00
3	R&R OF (2) CANAL SIDE PANELS	3	EA	\$ 8,940.00	\$ 26,820.00	\$ 10,000.00	\$ 30,000.00	\$ 8,385.00	\$ 25,155.00	\$ 14,348.00	\$ 43,044.00	\$ 12,160.00	\$ 36,480.00	\$ 38,400.00	\$ 115,200.00
4	R&R OF (3) CANAL SIDE PANELS	2	EA	\$ 13,400.00	\$ 26,800.00	\$ 12,000.00	\$ 24,000.00	\$ 12,580.00	\$ 25,160.00	\$ 21,460.00	\$ 42,920.00	\$ 14,620.00	\$ 29,240.00	\$ 85,000.00	\$ 170,000.00
5	INSTALLATION OF SEALANT	660	LF	\$ 25.00	\$ 16,500.00	\$ 15.00	\$ 9,900.00	\$ 4.75	\$ 3,135.00	\$ 23.00	\$ 15,180.00	\$ 22.10	\$ 14,586.00	\$ 75.00	\$ 49,500.00
6	IMPORT AND COMPACTION OF SOIL	3	CY	\$ 75.00	\$ 225.00	\$ 500.00	\$ 1,500.00	\$ 2,015.00	\$ 6,045.00	\$ 479.00	\$ 1,437.00	\$ 1,200.00	\$ 3,600.00	\$ 500.00	\$ 1,500.00
BASE BID TOTAL AMOUNT FOR BID ITEMS 1 THROUGH 6				\$ 102,283.00	\$ 95,400.00	\$ 97,250.00	\$ 150,206.00	\$ 150,656.00	\$ 401,780.00						
DIVISION OF WORK OR TRADE				SUBCONTRACTOR		SUBCONTRACTOR		SUBCONTRACTOR		SUBCONTRACTOR		SUBCONTRACTOR		SUBCONTRACTOR	
					Gonsalves & Santucci Inc.	N/A		N/A		N/A		N/A		N/A	



PO Box 2540, Camarillo, California 93011
www.Oakridgegeo.com
805-603-4900

October 16, 2018

Proposal No. OGI0173

Casitas Municipal Water District
1055 Ventura Avenue
Oak View, California 93022

Attention: Mr. Virgil Clary

Subject: Proposal for Materials Testing, Robles Diversion Canal Maintenance, Specification 18-405

Dear Mr. Clary:

As described in Casitas Municipal Water District's Request for Proposal (RFP) dated October 12, 2018, the Robles Diversion Canal Maintenance Project is scheduled for construction in November 2018. The project includes removal and replacement of existing side and bottom unreinforced concrete panels as well as placement and compaction of any soil required to restore the finish grade to original elevation. This project involves performing all required material testing during the course of construction.

SCOPE OF WORK

Material testing services for the Robles Diversion Canal Maintenance Project are based on the RFP and are described below.

Task 1 – Soil Testing

Test native or import (fill) materials to determine the engineering properties of the soils for construction purposes. This includes both field (compaction) and laboratory testing. Reports of laboratory tests will be submitted following completion of the individual laboratory tests. For field (compaction) testing, test locations and depths deemed appropriate in order to provide information pertaining to the relative compaction within the tested areas. Based upon the results of the tests, notice of compliance or non-compliance with the project specifications shall be provided. Daily reports of test results of on-site compaction testing shall be submitted to the District.

Task 2 – Material Testing

Perform acceptance testing of construction materials to be included in the final product. Such materials shall include, but may not be limited to, asphalt concrete pavements and components (aggregates) and field sampling of concrete and associated laboratory compression testing. Reports of laboratory tests shall be submitted following completion of the individual laboratory tests.

Estimated Manhours, Tests, Fee, and Schedule

The anticipated scope items, manhours, and number of laboratory tests are summarized in the following table. The testing estimate assumes a 3-hour minimum per field visit, which is 1 hour more than then suggested in the proposal but provides additional flexibility for unforeseen conditions or retesting, if required. OGI does not charge a minimum call out time, but we do bill portal to portal from our laboratory in Camarillo. Our project manager will be Mr. Craig Prentice. We have included a resume for Craig Prentice and our current fee schedule per our telephone discussion.

Table 1. Estimated Manhours, Tests, and Fee

Type of Testing - Field	No of site Visits	No. of Hours	Estimated Fee (\$)
Compaction Testing Sampling Soil/Base	10	30	\$3,000
Concrete Testing (Canal Panels)	4	12	1,200
Cylinder Transport/Prep	2	4	240
Type of Testing - Laboratory		No. of Tests	
Proctor Curves - Native Soil		4	740
Proctor Curves - Base Material		2	370
Concrete Compression		15 (est. 5 sets of 3 cylinders ea.)	480
Estimated Totals:	16		\$6,030

Deliverables

OGI will provide Daily Reports documenting field test results at the end of each day of testing. Laboratory test results will be provided on an ongoing basis as the laboratory tests are completed.



PO Box 2540, Camarillo, California 93011
www.Oakridgegeo.com
805-603-4900

CLOSURE

Thank you for the opportunity to provide this proposal to the Casitas Municipal Water District for construction materials testing services for the Robles Diversion Canal Maintenance, Specification 18-405. Please contact us if you have any questions on our proposed scope or fee.

Sincerely,

OAKRIDGE GEOSCIENCE, INC.

Craig Prentice
Principal

Copies Submitted: (1 via email)

OAKRIDGE GEOSCIENCE, INC.
2018 FEE SCHEDULE

<u>Classification</u>	<u>Hourly Rates (\$)</u>
Staff Engineer/Geologist	100
Project Engineer/Geologist	120
Senior Engineer/Geologist	135
Principal Engineer/Geologist	160
Field Technician	
Prevailing Wage (PW)	100
Non-Prevailing Wage (non-PW)	85
Special Inspection (PW)	110
Technical Assistant	60
CADD/Illustrator	65
Overtime Rates for Field Technician	
Saturday and over 8 hours/day Weekdays (PW/non-PW)	125/105
Saturday over 8 hours, Sunday, and Holidays (PW/non-PW)	140/125
Expert Witness, Deposition, Legal Support	300

<u>Laboratory Tests and Equipment</u>	<u>Rate (\$)</u>
Moisture Content (ASTM 2216)	15
Moisture and Density (ASTM 2937)	20
Plastic and Liquid Limits (ASTM D4318)	150
Sieve Analyses through #200 (ASTM D6913)	150
Percent Passing #200 Sieve (ASTM D1140)	100
Hydrometer and Sieve (ASTM D422/C202)	175
Expansion Index (ASTM D4829)	255
Incremental Consolidation (ASTM D2435)	375
Direct Shear (ASTM D3080; Sand/Clay).....	350/465
Sand Equivalent (ASTM D2419)	140
Soil Chemistry for Corrosion (pH, Res, Cl, SO ₄)	200
Modified Proctor (ASTM D1557)	200
R-Value (ASTM D2844)	320
Concrete Compression (ASTM C39); per cylinder	32
Nuclear Gauge; per day	50

<u>Laboratory Tests and Equipment – Caltrans Methods</u>	<u>Rate (\$)</u>
Sieve Analysis, Coarse and Washed Fine Aggregate (CTM 202).....	270
Sieve Analyses through #200 (CTM33)	175
Sand Equivalent (CTM 217)	190
Soil Chemistry for Corrosion (Caltrans Method)	265
R-Value Aggregate Base (CTM 301)	365
R-Value Oversize Correction	50
Durability Index, Coarse (CTM 229)	180
Durability Index, Fine (CTM 229)	200
Laboratory Maximum Density (CTM 216)	185

<u>Reimbursable Expenses</u>	<u>Rate (\$)</u>
Direct Project Expenses	Cost +10%
Authorized Travel Expenses	Cost +10%
Mileage	IRS Rate
Field Vehicle; per day	75

Additional testing services available and can be quoted on a project-specific basis.
Revised annually on January 1 of each year.

A DBE/SWBE/SBE Certified Firm

RESUME

Craig D. Prentice, P.G., C.E.G.

OAKRIDGE GEOSCIENCE, INC.

EDUCATION:

BS Geology, University of California, Santa Barbara, 1981

LICENSES AND CERTIFICATIONS:

Professional Geologist No. 5120, California, 1991

Certified Engineering Geologist No. 1602, California, 1991

American Concrete Institute Field Testing Technician - #01364795, previous concrete technician

Caltrans Certified for soils and asphalt

Current American Heart Association Heartsaver First Aid, CPR, and AED Training

PROFESSIONAL HISTORY:

**Principal Engineering Geologist, Oakridge Geoscience, Inc.
Camarillo, California, January 2015 to Present**

Mr. Prentice is Certified Engineering Geologist registered in California with over 30 years of geologic experiencing in southern California focusing on providing high quality, geologic and geotechnical services for public works infrastructure to municipal and private clients.

**Staff to Principal Engineering Geologist, Fugro Consultants, Ventura,
California, May 1986 to January 2015**

CORE COMPETENCIES:

Project management of geologic and geotechnical projects including preliminary desktop studies, design studies and construction services. Geologic/Geotechnical site characterization; seismic hazard evaluations including liquefaction potential, potential for strong ground shaking, fault rupture potential; fault evaluations; landslide characterization, evaluation, and stabilization; geologic evaluations; groundwater well installation and logging; and geotechnical studies for pipelines, buildings, roadways, and bridge foundations, reservoirs/dams, water and wastewater treatment facilities, oil/gas facilities, blasting, rock slope stability and stabilization, and forensic studies.

Mr. Prentice is an ACI certified field testing technician Grade 1 (Certification #01364795) by the American Concrete Institute and is Caltrans Certified for soil and asphalt testing. He provides field testing for soils, aggregate base, asphalt concrete, and concrete.

RELEVANT PROJECT EXPERIENCE

Oakridge
Geoscience
(Jan 2015 to
Present):

Citywide Railroad Crossing Improvement Project, City of Santa Paula, California – Federal Project Number CML-5121(023). Construction materials testing services for the \$2M Citywide railroad crossing improvement project that includes replacement of 10 at-grade rail crossings in Santa Paula with new rails and Omega concrete panels. CMT services include field and laboratory density testing of subgrade soils and base materials, sampling and testing of conventional asphalt, and railroad ballast materials.

2017 Pavement Rehabilitation Project, Ojai, California – Federal Project Number STPL-5251(025). Construction materials testing services for the \$1.1M pavement rehabilitation project for 10 ten streets in the City of Ojai. CMT services include field and laboratory density testing of subgrade soils and base materials, sampling and testing of conventional asphalt, and concrete in accordance with Cities QAP program.

Miramar Lift Station and Force Main Project, Construction Materials Testing, Montecito Sanitary District, Montecito CA. OGI is under contract to Phoenix Civil Engineering to provide construction materials testing for Miramar Lift Station and Force Main Projects in Montecito, California. The projects consist of the construction of about 1,800 feet of 6- to 18-inch diameter Force main pipeline in Jameson Lane (Santa Barbara County street) and 25-foot deep buried lift station. CMT services consist of field density compaction testing for pipeline and lift station backfill, aggregate base and asphalt concrete testing, and concrete testing. Testing within Jameson Lane is being provided using Caltrans IAP procedures required by County of Santa Barbara.

Montecito Sanitary District, Emergency Pipeline Repair Project, Construction Materials Testing. OGI is under contract to Phoenix Civil Engineering to provide construction materials testing for emergency pipeline repair project in Montecito, California. The projects consist of the replacement of a 6-inch diameter sewer pipeline destroyed by recent flooding. Professional services consist of geologic observations to identify dense alluvial deposits to support the pipeline, field density testing for pipeline subgrade, and concrete testing for pipeline encasement.

Arroyo Vista Park Trail Project, City of Moorpark, California. Construction materials testing services for the \$1M AVP trail project that includes a new multi-use trail and parking improvements. CMT services included density testing of the parking lot expansion and trail subgrades and sampling and testing of conventional and permeable asphalt, permeable concrete pavement for the parking areas and trail improvements.

Centrate Tank, Construction Materials Testing, Las Virgenes Municipal Water District. Construction materials testing for LVMWD's tank project in Calabasas, California. CMT services consisted of field density compaction testing for subgrade overexcavation and recompaction, aggregate base and asphalt concrete paving, concrete testing for tank foundations, and geotechnical consultation.

On-call Testing Services, City of Santa Paula Sidewalk Repair Project. OGI has contracted with the City of Santa Paula to provide on-call construction materials testing services for their City-wide sidewalk replacement program.

RESUME

Craig D. Prentice, P.G., C.E.G.

OAKRIDGE GEOSCIENCE, INC.

Westlake Filtration Plant and Pump Station, Construction Materials Testing, Las Virgenes Municipal Water District. Construction materials testing for improvements to the filtration plant and pump station consisting of field density compaction testing for subgrade, base and paving, concrete testing, and anchor pull-out testing.

Westchester Pavement Project, Westcom Property Services, Woodland Hills, California. Field density testing and grading observations for street improvements consisting of cement-treated subgrade soil and a 2-layer asphalt concrete pavement for over 7,000 feet of pavement reconstruction.

McWane Avenue Temporary Car Parking, Jensen Design and Survey, Oxnard, CA. OGI provided observation of site grading, compaction testing of the subgrade soil, and documentation for a 13-acre temporary car parking lot site in Oxnard.

Bell Canyon High Pressure Pipeline, Construction Materials Testing, County of Ventura Public Works Agency, Water & Sanitation Department. OGI was retained by Ventura County W&SD to provide construction materials testing of soil backfill used to construct the pipeline and associated vaults.

Ojai Valley Sanitary District WWTP Drying Beds Modification and Rice Road Sewer Project. Construction materials testing services included field compaction and R-value testing, asphalt concrete testing during placement, and a summary report.

PROFESSIONAL AFFILIATIONS:

- American Public Works Association - Ventura County Chapter, Past President, Education Chair, Secretary, Treasurer, and Vice President
- Geoprofessional Business Association
- American Council of Engineering Consultants of California - Channel Coast Chapter, Past President, Secretary, and Treasurer
- Coast Geological Society, American Association of Petroleum Geologists, Past Vice President and Secretary

CASITAS MUNICIPAL WATER DISTRICT

**RESOLUTION AWARDING A CONTRACT
TO CONSTRUCT THE ROBLES DIVERSION CANAL MAINTENANCE (FY18-19) PROJECT
SPECIFICATION NO. 18-405**

WHEREAS, the Robles Diversion Canal Maintenance (FY18-19) Project is Categorically Exempt from the California Environmental Quality Act under Section 15301 (d); and

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

WHEREAS, the construction of the Robles Diversion Canal Maintenance (FY18-19) Project is necessary to maintain the functionality of the diversion canal, and

WHEREAS, the District received five bids, with the lowest responsive and responsible bid submitted by Southwest General Engineering, Inc, in the sum of \$97,250.

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

1. That the Notice of Exemption be filed with the County of Ventura.
2. That the bid from Southwest General Engineering, Inc, in the amount of \$97,250 be accepted to construct the Robles Diversion Canal Maintenance (FY18-19), Specification 18-405 and a contract awarded.
3. That staff is hereby authorized and directed to proceed with the administration of the contract.

ADOPTED this 24th day of October, 2018.

James W. Word, President
Casitas Municipal Water District

ATTEST:

Mary Bergen, Secretary
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: MIKE FLOOD, INTERIM GENERAL MANAGER
FROM: JULIA ARANDA, ENGINEERING MANAGER
SUBJECT: ISSUE PURCHASE ORDER FOR REMOVABLE AWNINGS (FY18-19)
PROJECT (IFB0000121)
DATE: OCTOBER 24, 2018

RECOMMENDATION:

It is recommended the Board of Directors:

1. Authorize the General Manager to issue a Purchase Order to AAA Awnings, Inc. in the amount of \$23,080 to construct a removable awning cover over the San Antonio Tank MCC panel.

BACKGROUND AND DISCUSSION:

The District issued a Notice Inviting Proposals using the informal bidding process to have removable awning covers constructed at four locations throughout the District's system. The intent is to install covers to protect the facilities from sun, heat, wind and rain. The awning covers will be removable to provide access for maintenance of covered facilities when necessary.

The FY 2018-19 Capital Budget includes \$25,000 for this project.

The following represents the timeline of the project to date:

Notice Inviting Bids	August 20, 2018
Pre-Bid Meeting/Tour	September 13, 2018
Bid Opening	September 28, 2018

The District solicited proposals from four companies and one company submitted a proposal to perform the work. The bid was over the budgeted amount for all four awnings. Per the specification, three bid items were deleted and the bid amount was recalculated to remain within the approved budget. Only one awning will be installed at the San Antonio Tank Motor Control Center (MCC). The lowest responsible and responsive bidder is AAA Awning, Inc. with a bid of \$23,080.

Table 1 shows a summary of the companies contacted and proposal results. A detailed bid summary is attached.

Table 1 – Bid Summary

Contractor	Original Bid	Adjusted Bid
AAA Awnings	\$49,400	\$23,080
NR Development	No Response	No Response
New Vision	No Response	No Response
West Coast Welding	No Response	No Response

FINANCIAL IMPACT:

The project was included in the FY18-19 budget under Electrical/Mechanical.

Attachment: Detailed Bid Summary

CASITAS MUNICIPAL WATER DISTRICT
 1055 VENTURA AVENUE
 Oak View, CA 93022
 (805) 649-2251
 IFB121
 Project: Provide and Install Removable Awnings (FY18-19)
 Bid: 09/28/18 2:00 PM

Engineer's Estimate	AAA Awnings Lic.#832189; 7591 Acacia Avenue Garden Grove, CA 92841
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ITEM#	DESCRIPTION	APRO X. QTY	UNIT	BID UNIT PRICE	TOTAL AMT	BID UNIT PRICE	TOTAL AMOUNT
1	Arbolada Tank MCC Awning (15'x6'x8')	1	LS	Lump Sum	\$ 7,800.00	Lump Sum	\$ 8,680.00
2	Signal Booster MCC (12'x6'x7.5')	1	LS	Lump Sum	\$ 6,825.00	Lump Sum	\$ 9,260.00
3	San Antonio Tank MCC (24'x9'x8.5')	1	LS	Lump Sum	\$ 15,600.00	Lump Sum	\$ 23,080.00
4	Ojai Valley Unit 4 Motor Cover (9'x9'x10.5')	1	LS	Lump Sum	\$ 7,500.00	Lump Sum	\$ 8,380.00
BASE BID TOTAL AMOUNT FOR BID ITEMS 1 THROUGH 4					\$ 37,725.00		\$ 49,400.00
DIVISION OF WORK OR TRADE						SUBCONTRACTOR	
						N/A	

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION CANCELLING THE SECOND BOARD MEETING IN DECEMBER

WHEREAS, the second regular meeting on the fourth Wednesday of the month of December is the day after Christmas Eve;

WHEREAS, it is the desire of the Board of Directors to cancel the second meeting in December.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Casitas Municipal Water District that the second regular meeting in December is cancelled. The Clerk of the Board is hereby instructed to notice the cancellation of this meeting.

ADOPTED this 24^h day of October, 2018.

James W. Word, President
Casitas Municipal Water District

ATTEST:

Mary Bergen, Secretary,
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 10/04/18-10/17/18
Presented to the Board of Directors For Approval October 24, 2018

Check	Payee		Description	Amount
000839	Payables Fund Account	# 9759651478	Accounts Payable Batch 100418	\$309,131.71
000840	Payables Fund Account	# 9759651478	Accounts Payable Batch 101718	\$229,518.70
				\$538,650.41
000841	Payroll Fund Account	# 9469730919	Estimated Payroll 11/08/18	\$200,000.00
			Total	\$738,650.41

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, 000839-000841 have been duly audited is hereby certified as correct.

Denise Collin 10/17/18
Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 10/06/18
Pay Date of 10/11/18
have been duly audited and are
hereby certified as correct.

Signed: 
Rebekah Vieira

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
	C-CHECK	VOID CHECK	V 10/17/2018			031684		
	C-CHECK	VOID CHECK	V 10/17/2018			031724		
	C-CHECK	VOID CHECK	V 10/17/2018			031734		
	C-CHECK	VOID CHECK	V 10/17/2018			031735		

* * 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:				
4 VOID DEBITS		0.00		
VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			4	0.00	0.00	0.00
BANK: *		TOTALS:	4	0.00	0.00	0.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0049	STATE OF CALIFORNIA							
I-T2 201809281406	State Withholding	D	10/10/2018	6.14		000000		
I-T2 201810081408	State Withholding	D	10/10/2018	10,494.46		000000		10,500.60
00128	INTERNAL REVENUE SERVICE							
I-T1 201809281406	Federal Withholding	D	10/10/2018	47.60		000000		
I-T1 201810081408	Federal Withholding	D	10/10/2018	27,716.96		000000		
I-T1 201810091409	Federal Withholding	D	10/10/2018	3.87		000000		
I-T3 201809281406	FICA Withholding	D	10/10/2018	81.88		000000		
I-T3 201810081408	FICA Withholding	D	10/10/2018	30,644.84		000000		
I-T3 201810091409	FICA Withholding	D	10/10/2018	22.44		000000		
I-T4 201809281406	Medicare Withholding	D	10/10/2018	19.16		000000		
I-T4 201810081408	Medicare Withholding	D	10/10/2018	7,780.38		000000		
I-T4 201810091409	Medicare Withholding	D	10/10/2018	5.24		000000		66,322.37
0187	CALPERS							
I-PBB201810081408	PERS BUY BACK	D	10/10/2018	150.08		000000		
I-PBP201810081408	PERS BUY BACK	D	10/10/2018	161.96		000000		
I-PEB201810081408	PEPRA EMPLOYEES PORTION	D	10/10/2018	5,232.27		000000		
I-PEM201810081408	PERS EMPLOYEE PORTION MGMT	D	10/10/2018	2,122.28		000000		
I-PER201810081408	PERS EMPLOYEE PORTION	D	10/10/2018	6,327.93		000000		
I-PRB201810081408	PEBRA EMPLOYER PORTION	D	10/10/2018	5,727.82		000000		
I-PRR201810081408	PERS EMPLOYER PORTION	D	10/10/2018	9,930.02		000000		29,652.36
3816	Jack Allen							
I-694719	Camping Cancellation - LCRA	R	10/10/2018	235.00		031627		235.00
3817	Jean Ashby							
I-691562	Camping Cancellation - LCRA	R	10/10/2018	147.00		031628		147.00
1666	AT & T							
I-000011991319	Acct#9391064882	R	10/10/2018	1,037.31		031629		1,037.31
3057	Bay Alarm							
I-2247352180915M	Alarm System Grand Ave.	R	10/10/2018	252.00		031630		252.00
3801	Carol Brown							
I-703838	Camping Cancellation - LCRA	R	10/10/2018	295.00		031631		295.00
3802	Frank Burns							
I-685845	Camping Cancellation - LCRA	R	10/10/2018	218.00		031632		218.00
1409	MS ANN CANCHOLA							
I-702531	Camping Cancellation - LCRA	R	10/10/2018	71.00		031633		71.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3803 I-691643	Blanche Cangas Camping Cancellation - LCRA	R	10/10/2018	115.00		031634		115.00
3813 I-721551	Rob Connors Camping Cancellation - LCRA	R	10/10/2018	115.00		031635		115.00
1483 I-6/12960657-1	CORVEL CORPORATION Bill Review	R	10/10/2018	9.50		031636		9.50
3814 I-725363	Eva Day Camping Cancellation - LCRA	R	10/10/2018	85.00		031637		85.00
2544 I-332913	Department of Justice Finger Printing - DO	R	10/10/2018	81.00		031638		81.00
0086 I-2082a	E.J. Harrison & Sons Inc Acct#1C00053370	R	10/10/2018	182.77		031639		182.77
3804 I-686334	Julie Ebert Camping Reduction - LCRA	R	10/10/2018	60.00		031640		60.00
3805 I-748824	Mandel Grant Eller Camping Cancellation - LCRA	R	10/10/2018	60.00		031641		60.00
3806 I-741732	Isaac G. Engelbrektson Extra Vehicle Refund - LCRA	R	10/10/2018	25.00		031642		25.00
3818 I-739139	Gus Garcia III Camping Reduction - LCRA	R	10/10/2018	50.00		031643		50.00
3819 I-737108	Carolyn Hart Camping Cancellation - LCRA	R	10/10/2018	95.00		031644		95.00
3397 I-692091	Nancy Hoopes Camping Reduction - LCRA	R	10/10/2018	76.00		031645		76.00
3820 I-738488	Jeff James Camping Cancellation - LCRA	R	10/10/2018	115.00		031646		115.00
3821 I-691166	Richard Lennox Camping Cancellation - LCRA	R	10/10/2018	223.00		031647		223.00
3815 I-100818	Luis Mejia Class A License Fee	R	10/10/2018	76.00		031648		76.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03807	Monica Million Pet Fee Refund - LCRA	R	10/10/2018	12.00		031649		12.00
03808	Kim Moreno Camping Reduction - LCRA	R	10/10/2018	120.00		031650		120.00
03413	Tyler Morton Camping Cancellation - LCRA	R	10/10/2018	235.00		031651		235.00
03822	Scott Newton Camping Cancellation - LCRA	R	10/10/2018	55.00		031652		55.00
00625	OfficeTeam Admin Temp	R	10/10/2018	1,020.00		031653		
	I-51885934 Conservation Temp	R	10/10/2018	417.20		031653		
	I-51896468 Admin Temp	R	10/10/2018	732.48		031653		2,169.68
0169	OJAI VALLEY SANITARY DISTRICT Cust # 20594	R	10/10/2018	166.80		031654		
	I-20669 Cust # 52921	R	10/10/2018	56.14		031654		222.94
3809	Thomas Pearson Camping Reduction - LCRA	R	10/10/2018	76.00		031655		76.00
3810	Mary Quesada Camping Cancellation - LCRA	R	10/10/2018	69.00		031656		69.00
0033	ROBERT SKEELS & CO. Push Button Locks - MAINT	R	10/10/2018	2,277.80		031657		2,277.80
3823	William Sollars Camping Cancellation - LCRA	R	10/10/2018	223.00		031658		223.00
0048	STATE OF CALIFORNIA State Water Plan Payment	R	10/10/2018	183,089.00		031659		183,089.00
2643	Take Care by WageWorks Reimburse Med/Dep Care	R	10/10/2018	100.00		031660		100.00
3824	Alissa Thompson Camping Cancellation - LCRA	R	10/10/2018	25.00		031661		25.00
3776	Two Trees Physical Therapy & W Patient#107430528 DOS 9/5/18	R	10/10/2018	142.88		031662		142.88

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03811	Joel Vega							
I-695766	Camping Cancellation - LCRA	R	10/10/2018	55.00		031663		55.00
03812	Ruben Vega							
I-735572	Camping Cancellation - LCRA	R	10/10/2018	95.00		031664		95.00
010124	ICMA RETIREMENT TRUST - 457							
I-DCI201810081408	DEFERRED COMP FLAT	R	10/10/2018	550.00		031665		
I-DI%201810081408	DEFERRED COMP PERCENT	R	10/10/2018	188.59		031665		738.59
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201810081408	457 CATCH UP	R	10/10/2018	230.77		031666		
I-DCN201810081408	DEFERRED COMP FLAT	R	10/10/2018	5,265.39		031666		
I-DN%201810081408	DEFERRED COMP PERCENT	R	10/10/2018	2,912.82		031666		8,408.98
00180	S.E.I.U. - LOCAL 721							
I-COP201810081408	SEIU 721 COPE	R	10/10/2018	42.00		031667		
I-UND201810081408	UNION DUES	R	10/10/2018	791.75		031667		833.75
I-000201810051407	GOMEZ, VINCENT Refun AR REFUND	R	10/10/2018	84.18		031668		84.18
1325	Aflac Worldwide Headquarters							
I-663636	Supplemental Insurance 10/18	R	10/17/2018	2,893.18		031669		2,893.18
3044	Amazon Capital Services							
C-1NDJ-R1W6-7N1Xb	Accrue Use Tax	R	10/17/2018	1.67	CR	031670		
D-1NDJ-R1W6-7N1Xa	Accrue Use Tax	R	10/17/2018	1.67		031670		
I-141D-1P4F-4Q4H	Dewalt Charger - MAINT	R	10/17/2018	49.22		031670		
I-1HL6-KLW7-LQQK	Dewalt Batteries - FISH	R	10/17/2018	73.51		031670		
I-1JC1-J39R-TVGQ	Fuses - LAB	R	10/17/2018	44.92		031670		
I-1NDJ-R1W6-7N1X	Acetylene Regulator Repair- LC	R	10/17/2018	22.99		031670		
I-1NDJ-R1W6-JVRM	Showerhead - LCRA	R	10/17/2018	129.15		031670		
I-1P19-V4T3-WKYH	Safety Helmet - MAINT	R	10/17/2018	88.54		031670		408.33
0029	AMERICAN TOWER CORP							
I-2803116	Tower Rent-Red Mtn.Rincon Peak	R	10/17/2018	2,013.15		031671		2,013.15
0417	APPLIED INDUSTRIAL TECHNOLOGY							
I-7014487525	Bearings - TP	R	10/17/2018	20.59		031672		20.59
0014	AQUA-FLO SUPPLY							
I-SI1271219	Brass Fittings - PL	R	10/17/2018	326.58		031673		
I-SI1271930	PVC Fittings & Glue - WP	R	10/17/2018	171.52		031673		
I-SI1273735	PVC Pipe & Coupling - PL	R	10/17/2018	146.41		031673		
I-SI1275317	Ball Valves & Fittings - TP	R	10/17/2018	53.55		031673		
I-SI1277669	Adapters & Tape - UT	R	10/17/2018	58.52		031673		
I-SI1278274	Paint & Bushings - UT	R	10/17/2018	68.39		031673		824.97

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
1666	AT & T Acct#9391051740	R	10/17/2018	1,044.66		031674		1,044.66
1666	AT & T Local, Regional, Long Distance	R	10/17/2018	1,213.91		031675		1,213.91
1242	AUTOMATIONDIRECT.COM INC. Accrue Use Tax	R	10/17/2018	34.80CR		031676		
	D-9240382a Accrue Use Tax	R	10/17/2018	34.80		031676		
	I-9240382 500 Foot Roles of Wire - EM	R	10/17/2018	480.00		031676		480.00
0030	B&R TOOL AND SUPPLY CO Switch Assembly - PL	R	10/17/2018	26.69		031677		
	I-1900920627 Bag, Bracket, Broom - UT	R	10/17/2018	61.71		031677		
	I-1900920628 Plier Set & Batteries - UT	R	10/17/2018	52.33		031677		
	I-1900920798 Hole Saw & Pad - EM	R	10/17/2018	21.07		031677		161.80
3022	Badge and Wallet Ranger Badge - LCRA	R	10/17/2018	108.00		031678		108.00
0679	BAKERSFIELD PIPE & SUPPLY INC Full Face Gasket - EM	R	10/17/2018	146.58		031679		146.58
2922	Bartel Associates, LLC Actuarial Consulting Services	R	10/17/2018	1,250.00		031680		1,250.00
0036	BC TREE SERVICE, INC Tree Removal - MAINT	R	10/17/2018	3,600.00		031681		
	I-2779 Tree Removal - MAINT	R	10/17/2018	3,200.00		031681		6,800.00
3207	BMI PacWest Inc. AC Service DO 10/18	R	10/17/2018	559.00		031682		559.00
1062	BP Medical Supplies Accrue Use Tax	R	10/17/2018	32.23CR		031683		
	C-E286254b Accrue Use Tax	R	10/17/2018	206.59CR		031683		
	C-E286434b Accrue Use Tax	R	10/17/2018	36.72CR		031683		
	C-E287824b Accrue Use Tax	R	10/17/2018	36.90CR		031683		
	D-E285435a Accrue Use Tax	R	10/17/2018	32.23		031683		
	D-E286254a Accrue Use Tax	R	10/17/2018	206.59		031683		
	D-E286434a Accrue Use Tax	R	10/17/2018	36.72		031683		
	D-E287824a Accrue Use Tax	R	10/17/2018	36.90		031683		
	I-E285435 CPR Masks & Eye Wash - DO/LCRA	R	10/17/2018	425.00		031683		
	I-E285435a Eye Wash Irrigate - EM/WHS	R	10/17/2018	19.50		031683		
	I-E286254 Eye Wash Irrigate - EM/WHS	R	10/17/2018	19.50		031683		
	I-E286254a Defib & Cabinet - LCRA	R	10/17/2018	2,830.00		031683		
	I-E286434 Training Manikin - WP	R	10/17/2018	506.50		031683		
	I-E287824 AED Pads & Trainer - WP	R	10/17/2018	509.00		031683		4,309.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03059	Brenntag Pacific Inc.							
I-BPI881851	Chlorine for Ojai Sys. - TP	R	10/17/2018	577.05		031685		
I-BPI882630	Chlorine for Ojai Sys. - TP	R	10/17/2018	1,758.88		031685		2,335.93
00055	CASITAS BOAT RENTALS							
I-Sept 18	Gas for Boats - LCRA	R	10/17/2018	1,247.54		031686		1,247.54
00511	Centers for Family Health							
I-81390	Drug Screening - LCRA	R	10/17/2018	25.00		031687		25.00
03021	Central Communications							
I-181003147101	Call Center 10/18	R	10/17/2018	227.51		031688		227.51
01843	COASTAL COPY							
I-815563	Copier Usage - DO Downstairs	R	10/17/2018	347.33		031689		347.33
00059	COASTAL PIPCO							
I-S2025686.001	Ball Valves - TP	R	10/17/2018	76.46		031690		76.46
00061	COMPUWAVE							
I-SB02090853	Touch Monitor - TP	R	10/17/2018	2,901.68		031691		
I-SB02090989	Cisco Firewall - IT	R	10/17/2018	620.00		031691		
I-SB02091041	Brochure Paper & Toner - WP	R	10/17/2018	297.08		031691		
I-SB02091057	Toners - ADM	R	10/17/2018	166.24		031691		3,985.00
00062	CONSOLIDATED ELECTRICAL							
C-9009-779964	Connectors & Straps - EM	R	10/17/2018	390.32CR		031692		
I-9009-779178	Overload Relays - TP	R	10/17/2018	439.38		031692		
I-9009-779520	Connectors, Conduit, Caps -EM	R	10/17/2018	1,006.81		031692		1,055.87
2115	Consumers Pipe Supply Co.							
I-S1407932.001	Freight on Valve - EM	R	10/17/2018	121.16		031693		121.16
3274	Core & Main							
I-J547948	PVC Pipe & Valves - ENG	R	10/17/2018	7,825.93		031694		
I-J625041	Tapping Sleeves - ENG	R	10/17/2018	1,893.66		031694		9,719.59
0719	CORELOGIC INFORMATION SOLUTION							
I-81921209	Realquest Subscription	R	10/17/2018	137.50		031695		137.50
1483	CORVEL CORPORATION							
I-6/12984010-1	Bill Review	R	10/17/2018	9.50		031696		
I-C00205661090	Claim # 1102WC180000002	R	10/17/2018	25.00		031696		34.50

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0064	CROWDER BACKFLOW SERVICES, INC							
I-28129	Backflow Testing - Tp	R	10/17/2018	180.00		031697		180.00
1001	CUSTOM PRINTING							
I-149544	Newsletter - CONS	R	10/17/2018	2,886.22		031698		
I-8122	Newsletter Mailing - CONS	R	10/17/2018	6,050.00		031698		8,936.22
1764	DataProse, LLC							
I-DP1803000	UB Mailing 8/18	R	10/17/2018	1,565.55		031699		1,565.55
0740	DELL MARKETING L.P.							
I-10270997041	Computer & Monitor - LCRA	R	10/17/2018	1,131.57		031700		
I-10272373354	Computer & Monitor - PL	R	10/17/2018	1,585.52		031700		
I-10272650331	Dell Monitor & Tower - TP	R	10/17/2018	1,908.27		031700		4,625.36
0086	E.J. Harrison & Sons Inc							
I-1591	Acct#500546088	R	10/17/2018	2,903.71		031701		2,903.71
0086	E.J. Harrison & Sons Inc							
I-2102	Acct#1C00054230	R	10/17/2018	4,470.00		031702		4,470.00
0085	ELIFEGUARD, INC.							
C-65749b	Accrue Use Tax	R	10/17/2018	146.53CR		031703		
D-65749a	Accrue Use Tax	R	10/17/2018	146.53		031703		
I-65749	Lifeguard Shorts & Lanyards-WP	R	10/17/2018	2,157.89		031703		2,157.89
0095	FAMCON PIPE & SUPPLY							
I-211377	Valves & Strainer - UT	R	10/17/2018	227.37		031704		
I-211536	Meter Boxes - WHS	R	10/17/2018	2,037.75		031704		
I-211701	Flange - EM	R	10/17/2018	51.48		031704		
I-211702	Fire Hydrant - PL	R	10/17/2018	1,662.38		031704		
I-211931	Pipe, Valves, Saddle - PL	R	10/17/2018	1,443.59		031704		
I-211932	Pressure Valve - TP	R	10/17/2018	4,273.91		031704		
I-212422	Valves - ENG	R	10/17/2018	5,646.71		031704		15,343.19
0013	FERGUSON ENTERPRISES INC							
I-6642557	Urinal - LCRA	R	10/17/2018	306.63		031705		306.63
0099	FGL ENVIRONMENTAL							
I-812105A	Nitrate Monitoring 9/11/18	R	10/17/2018	61.00		031706		
I-812522A	Nitrate Monitoring 9/18/18	R	10/17/2018	43.00		031706		104.00
2614	Fondriest Environmental Inc.							
I-61275	USB Optical Reader - TP	R	10/17/2018	148.20		031707		148.20

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0104	FRED'S TIRE MAN							
I-111601	Oil Service - Unit 34	R	10/17/2018	44.61		031708		44.61
0106	FRONTIER PAINT							
I-F0240177	Paint - WP	R	10/17/2018	159.86		031709		
I-F0240365	Paint Base - WP	R	10/17/2018	159.86		031709		319.72
1280	FRY'S ELECTRONICS, INC.							
I-7237086	Cables - IT/EM	R	10/17/2018	49.52		031710		
I-7255867a	Cat6 Cables - IT	R	10/17/2018	18.12		031710		
I-7255867b	UPS Battery - ADM	R	10/17/2018	118.51		031710		186.15
2720	Garda CL West, Inc.							
I-10432423	Armored Truck Service	R	10/17/2018	731.40		031711		731.40
3825	Mark Godfrey							
I-693403	Camping Cancellation - LCRA	R	10/17/2018	55.00		031712		55.00
0115	GRAINGER, INC							
I-9924195374	Bosch Planer - MAINT	R	10/17/2018	173.75		031713		
I-9924233779	Adapters, Couplers, Caps - WP	R	10/17/2018	81.07		031713		
I-9929759455	Shower Curtains - WP	R	10/17/2018	185.20		031713		
I-9930994554	Wire Markers - EM	R	10/17/2018	257.29		031713		697.31
1052	HARBOR FREIGHT TOOLS USA, INC							
I-858865	Paint Brush - LCRA	R	10/17/2018	8.61		031714		8.61
3700	HDR Engineering, Inc.							
I-1200148048	Camp Chafee Pipeline Phase 1	R	10/17/2018	597.00		031715		597.00
0437	HERC RENTALS INC							
I-30239017-001	Tractor Rental - MAINT	R	10/17/2018	2,159.78		031716		2,159.78
2288	Hopkins Technical Products, In							
I-3618301067	Prominent Pump - TP	R	10/17/2018	2,205.82		031717		2,205.82
0894	HOSE-MAN, INC.							
I-5253668-0001-05	Pump Hose - PL	R	10/17/2018	114.90		031718		114.90
1177	ICON SAFETY COMPANY INC.							
I-316012017	Gas Alert Quattro - PL	R	10/17/2018	2,019.85		031719		2,019.85
0127	INDUSTRIAL BOLT & SUPPLY							
I-190598-2	Hex Bolts - PL	R	10/17/2018	319.69		031720		
I-192970-1	Washers, Bolts, Nuts - PL	R	10/17/2018	53.40		031720		
I-193004-1	Caps, Nuts, Washers - TP	R	10/17/2018	95.94		031720		469.03

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02513	Instrument Control Services							
I-1803801	Fabricate Panel - EM	R	10/17/2018	3,412.00		031721		3,412.00
00872	Irrisoft, Inc.							
I-6449	Weather Station Signal	R	10/17/2018	79.00		031722		79.00
09910	J.W. ENTERPRISES							
I-303179	CT Pumping - AVE 1 PP	R	10/17/2018	78.75		031723		
I-303180	CT Pumping - VILLANOVA	R	10/17/2018	78.75		031723		
I-303181	CT Pumping - FARIWAY LN	R	10/17/2018	78.75		031723		
I-303182	CT Pumping - 4M PP	R	10/17/2018	78.75		031723		
I-303183	CT Pumping - GRAND AVE	R	10/17/2018	78.75		031723		
I-303184	CT Pumping - 4M RESERVOIR	R	10/17/2018	78.75		031723		
I-303185	CT Pumping - SAN ANTONIO	R	10/17/2018	157.50		031723		
I-303186	CT Pumping - UPPER OJAI	R	10/17/2018	78.75		031723		
I-303187	CT Pumping - 3M PUMP	R	10/17/2018	78.75		031723		
I-303188	CT Pumping - SIGNAL RES	R	10/17/2018	78.75		031723		
I-303189	CT Pumping - FAIRVIEW RD	R	10/17/2018	78.75		031723		
I-303190	CT Pumping - CASITAS DAM	R	10/17/2018	78.75		031723		
I-303191	CT Pumping - RINCON TANK	R	10/17/2018	78.75		031723		
I-303192	CT Pumping - BATES RD	R	10/17/2018	78.75		031723		1,181.25
02344	Janitek Cleaning Solutions							
I-32121A	Janitorial Services - DO	R	10/17/2018	1,787.50		031725		1,787.50
00131	JCI JONES CHEMICALS, INC							
I-771779	Chlorine - TP, CM 771812	R	10/17/2018	1,650.00		031726		
I-771795	Chlorine - TP, CM 771810	R	10/17/2018	899.94		031726		2,549.94
1022	KELLY CLEANING & SUPPLIES, INC							
I-45287472	Janitorial Services - LCRA	R	10/17/2018	280.00		031727		280.00
2396	Kemira Water Solutions, Inc.							
I-9017602808	Ferric Sulfate - TP	R	10/17/2018	4,797.76		031728		4,797.76
1161	LAKE CASITAS MARINA CAFE							
I-091618	Waterpark Closing Party	R	10/17/2018	804.38		031729		804.38
1270	SCOTT LEWIS							
I-Sept 18	Reimburse Expenses 9/18	R	10/17/2018	1,425.80		031730		1,425.80
0328	LIGHTNING RIDGE							
I-10081801	Shirts - FISH	R	10/17/2018	16.98		031731		
I-9251807	Shirts - WP	R	10/17/2018	1,095.49		031731		
I-9251808	Shirts - MAINT	R	10/17/2018	587.18		031731		1,699.65

VENDOR SET: 01 Casitas Municipal Water D

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DATE RANGE: 10/04/2018 THRU 10/17/2018

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
0856	MATTHEW BENDER & CO., INC.							
I-05003083	Labor Relations Update - MGMT	R	10/17/2018	366.87		031732		366.87
0151	MEINERS OAKS ACE HARDWARE							
I-846035	Bags, Lysol, Clorox - LCRA	R	10/17/2018	57.78		031733		
I-846212	Paint, Stain, Rollers - LCRA	R	10/17/2018	85.71		031733		
I-846213	Pine - LCRA	R	10/17/2018	5.72		031733		
I-846214	Keys & Padlocks - MAINT	R	10/17/2018	57.63		031733		
I-846312	Paint Brushes - UT	R	10/17/2018	15.02		031733		
I-846344	Screwdriver & Flange - WP	R	10/17/2018	19.50		031733		
I-846393	Gloves, Bar, Paint Brush - UT	R	10/17/2018	33.29		031733		
I-846631	Trash Can - MAINT	R	10/17/2018	54.63		031733		
I-846842	Connectors & Straps - LCRA	R	10/17/2018	6.08		031733		
I-846921	Hangers - MAINT	R	10/17/2018	13.62		031733		
I-846939	Drill Bit - EM	R	10/17/2018	42.92		031733		
I-847074	Blade, Elbow, Ball Valve -LCRA	R	10/17/2018	62.91		031733		
I-847075	PVC Pipe - LCRA	R	10/17/2018	13.51		031733		
I-847149/163	Rebar, Mats, Wire - LCRA	R	10/17/2018	104.28		031733		
I-847175	Ball Valves, Bushings - UT	R	10/17/2018	26.48		031733		
I-847209	Tape & Batteries - EM	R	10/17/2018	17.63		031733		
I-847288	Line & Bags - EM	R	10/17/2018	14.70		031733		
I-847602	Seal, Bolts, Screws, Paint - LCRA	R	10/17/2018	122.68		031733		
I-847623	Rope - MAINT	R	10/17/2018	28.96		031733		
I-847848	Gloves and Drycrete - TP	R	10/17/2018	63.15		031733		
I-847896	Tarp - MAINT	R	10/17/2018	38.03		031733		
I-847926	Vinyl Concrete Patch - MAINT	R	10/17/2018	126.77		031733		
I-848168	Bolts, Screws, Paintbrushes -LCRA	R	10/17/2018	28.98		031733		
I-848183	Spraypaint - EM	R	10/17/2018	11.69		031733		
I-848318	Fittings, Bushings, Tees - LCRA	R	10/17/2018	31.23		031733		
I-848347	Foundation Bolts - LCRA	R	10/17/2018	18.98		031733		
I-848612	Valves & Adapters - LCRA	R	10/17/2018	111.54		031733		
I-K48013	Adapters & Rebar - LCRA	R	10/17/2018	63.82		031733		
I-K48101	Bolts & Screws - MAINT	R	10/17/2018	15.40		031733		
I-K48124	Ties, Paintbrushes, Sponges -UT	R	10/17/2018	36.90		031733		1,329.54
3724	Michael K. Nunley & Associates							
I-4830	Engineering Services -Proj 424	R	10/17/2018	1,208.21		031736		
I-4831	Engineering Services -Proj 430	R	10/17/2018	1,147.62		031736		
I-4880	Engineering Serv -Proj 421/422	R	10/17/2018	1,458.75		031736		3,814.58
1673	MICRO SPECIALIST							
I-072518	Microscope Servicing - LAB	R	10/17/2018	474.00		031737		474.00

VENDOR SET: 01 Casitas Municipal Water D

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
3444	Mission Linen Supply							
I-508400012	Uniform Pants - TP	R	10/17/2018	29.35		031738		
I-508445401	Uniform Pants - TP	R	10/17/2018	29.35		031738		58.70
3056	Municipal Maintenance Equipmen							
I-0131157-IN	Guard, Screw Set, Washers-LCRA	R	10/17/2018	59.72		031739		
I-0131523-IN	Backing, Washers, Nuts - LCRA	R	10/17/2018	118.53		031739		
I-0131633-IN	Screw Set - LCRA	R	10/17/2018	2.37		031739		
I-0131849-IN	Front Hood - LCRA	R	10/17/2018	241.11		031739		421.73
2185	Oasis Technology Inc.							
I-100118-1	Scada Support 9/24-9/30	R	10/17/2018	4,000.00		031740		
I-100818-1	Scada Support 10/1-10/7	R	10/17/2018	3,000.00		031740		7,000.00
0163	OFFICE DEPOT							
I-207512700001	Office Supplies - LCRA	R	10/17/2018	252.98		031741		
I-213674259001	Office Supplies - WP	R	10/17/2018	279.76		031741		532.74
0625	OfficeTeam							
I-51934548	Conservation Temp	R	10/17/2018	280.04		031742		
I-51934919	Admin Temp	R	10/17/2018	1,020.00		031742		
I-51945109	Admin Temp	R	10/17/2018	748.04		031742		
I-51983969	Admin Temp	R	10/17/2018	1,020.00		031742		3,068.08
1882	OJAI BASIN GROUNDWATER							
I-093018	Quarterly Pumping Fee	R	10/17/2018	9,482.50		031743		9,482.50
0165	OJAI LUMBER CO, INC							
I-1810-895831	Timber - MAINT	R	10/17/2018	46.57		031744		46.57
0884	OJAI TERMITE & PEST CONTROL, I							
I-186837	Yellow Jacket Treatment -MAINT	R	10/17/2018	225.00		031745		225.00
0168	OJAI VALLEY NEWS							
I-300025563	Fall Visitors Guide - LCRA	R	10/17/2018	350.00		031746		350.00
3827	Scott Olson							
I-743416	Camping Cancellation - LCRA	R	10/17/2018	109.00		031747		109.00
1627	OSCAR'S TREE SERVICE							
I-14106	Tree Service - LCRA	R	10/17/2018	19,750.00		031748		19,750.00
3725	Pacific Tek							
I-11355	Valve Exercisor Serv -Unit 150	R	10/17/2018	1,055.42		031749		1,055.42

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
03826	David Parta Camping Cancellation - LCRA	R	10/17/2018	147.00		031750		147.00
00188	PETTY CASH Replenish Safe - LCRA	R	10/17/2018	70.00		031751		70.00
00188	PETTY CASH Replenish Petty Cash - DO	R	10/17/2018	434.59		031752		434.59
0627	PORT SUPPLY Rain Gear - MAINT	R	10/17/2018	480.48		031753		480.48
3287	Porta-Stor Storage Container 8/8-10/7	R	10/17/2018	110.00		031754		110.00
0184	POWERSTRIDE BATTERY CO, INC Battery - Unit 51	R	10/17/2018	148.36		031755		148.36
2833	Praxair, Inc Liquid Oxygen Mileage Charge	R	10/17/2018	713.75		031756		
	I-85553621 Liquid Oxygen - TP	R	10/17/2018	2,176.59		031756		2,890.34
0042	PSR ENVIRONMENTAL SERVICE, INC Gas Tank Inspection - DO	R	10/17/2018	220.00		031757		
	I-8932 Gas Tank Inspection - LCRA	R	10/17/2018	220.00		031757		440.00
2767	Pueblo Water Resources, Inc. Hydrogeologist Services - ENG	R	10/17/2018	7,880.00		031758		7,880.00
3810	Mary Quesada Camping Cancellation - LCRA	R	10/17/2018	71.00		031759		71.00
0892	RICKLY HYDROLOGICAL, INC. Staff Gage - TP	R	10/17/2018	221.28		031760		221.28
0313	ROCK LONG'S AUTOMOTIVE Smog Inspection - Unit 9	R	10/17/2018	44.75		031761		
	I-24923 Oil Service & Tires - Unit 44	R	10/17/2018	218.51		031761		263.26
0246	RYDIN DECAL Vehicle/Boat Decals - LCRA	R	10/17/2018	1,056.49		031762		1,056.49
2756	SC Fuels Gas & Diesel - LCRA	R	10/17/2018	3,306.62		031763		3,306.62

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10725 I-058586	SMART & FINAL Vinegar & Coffee - TP	R	10/17/2018	19.64		031764		19.64
10215 I-101018	SOUTHERN CALIFORNIA EDISON Acct#2397969643	R	10/17/2018	18,431.69		031765		18,431.69
12202 I-086342	Stanley Pest Control Monthly Pest Control - WP	R	10/17/2018	170.00		031766		170.00
12703 I-82382419-0001	Sunbelt Rentals Trench Rental - PL	R	10/17/2018	172.18		031767		172.18
12731 I-40592	Superior AED AED Battery - SAF	R	10/17/2018	181.25		031768		181.25
12643 I-8010012	Take Care by WageWorks Reimburse Med/Dep Care	R	10/17/2018	322.56		031769		322.56
11959 I-100118	The Wharf Safety Boots - OM	R	10/17/2018	548.09		031770		548.09
11173 C-0177332-INb D-0177332-INa I-0177332-IN	TOICO INDUSTRIES, INC. Accrue Use Tax Accrue Use Tax Hoses and Filters - LCRA	R R R	10/17/2018 10/17/2018 10/17/2018	14.60CR 14.60 328.10		031771 031771 031771		328.10
13776 I-6/12984010-1	Two Trees Physical Therapy & W Patient #107283368 DOS 8/22/18	R	10/17/2018	99.63		031772		99.63
10225 I-920180092	UNDERGROUND SERVICE ALERT 176 New Ticket Charges	R	10/17/2018	300.40		031773		300.40
10234 I-101518	UNITED WATER CONSERVATION 2019 Flex Storage 25%	R	10/17/2018	4,472.00		031774		4,472.00
10825 I-696504	USA BLUEBOOK Bucket Hook - PL	R	10/17/2018	220.94		031775		220.94
11232 I-18-16638	VENTURA COUNTY SHERIFF'S OFFIC Police Services - LCRA	R	10/17/2018	1,975.56		031776		1,975.56
10258 I-214822	VENTURA STEEL, INC Aluminum Plates - EM	R	10/17/2018	569.50		031777		569.50

ENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 10/04/2018 THRU 10/17/2018

ENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
9955 I-233966	VENTURA WHOLESALE ELECTRIC Inserts, Snap in Jack - MAINT	R	10/17/2018	19.71		031778		19.71
0949 I-101518	CITY OF VENTURA 2019 Flex Storage 50%	R	10/17/2018	8,944.00		031779		8,944.00
0247 I-100118	County of Ventura Encroachment Permits	R	10/17/2018	1,505.00		031780		1,505.00
1283 I-9815836946	Verizon Wireless Monthly Cell Charges - DO	R	10/17/2018	6,585.91		031781		6,585.91
2583 I-INV986483	WageWorks FSA Monthly Admin Fee	R	10/17/2018	175.00		031782		175.00
0536 I-3052-15	Water Resource Engr Associates Phase 3:Initial Permitting-ENG	R	10/17/2018	1,612.20		031783		1,612.20
3203 I-3420	Water Systems Consulting, Inc. Ojai System Master Plan - ENG	R	10/17/2018	5,372.21		031784		5,372.21
3828 I-25641	Westec Advanced Report Writing - LCRA	R	10/17/2018	35.00		031785		35.00
0403 I-501393-00	WESTERN WATER WORKS SUPPLY CO. Fittings & Valves - WHS	R	10/17/2018	935.27		031786		935.27
0330 I-10009465287	WHITE CAP CONSTRUCTION SUPPLY Drill/Driver Kit - UT	R	10/17/2018	409.44		031787		409.44
2568 I-152XT398-20181229	Win-911 Software Win-911 Software - TP	R	10/17/2018	595.00		031788		595.00

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	158	432,175.08	0.00	432,175.08
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	106,475.33	0.00	106,475.33
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
VOID DEBITS:		0.00		
VOID CREDITS:		0.00		

TOTAL ERRORS: 0

10/17/2018 1:48 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 10/04/2018 THRU 10/17/2018

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS		CHECK AMOUNT	
			161	538,650.41	0.00		538,650.41	
BANK: AP	TOTALS:		161	538,650.41	0.00		538,650.41	
REPORT TOTALS:			161	538,650.41	0.00		538,650.41	

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: DENISE COLLIN – ACCOUNTING MANAGER / TREASURER
SUBJECT: OVER ALLOCATION PENALTY – WILLIAM FUNK \$570.00
DATE: 10/15/2017

RECOMMENDATION:

Direction to staff.

BACKGROUND AND OVERVIEW:

Mr. Funk was informed of high usage by the District's Customer Service Department; Mr. Funk requested that we turn off the water while the leak was researched; the customer valve was turned off at the Customer's request. The leak was found underground by Raines Plumbing at the cost of \$1,628.00.

Although Mr. Funk has paid his bill in full, he requests the Allocation Conservation Penalty be reversed of \$570.00.

RICE BRIDGE-ROBLES CANAL
MEMORANDUM OF AGREEMENT
BETWEEN
CASITAS MUNICIPAL WATER DISTRICT & OJAI VALLEY LAND CONSERVANCY

This Memorandum of Agreement (“MOA”) is made this TBD Day of October, 2018, and entered into by and between the Casitas Municipal Water District (hereinafter referred to as “CMWD”), and the Ojai Valley Land Conservancy (hereinafter referred to as “OVLC”).

RECITALS

WHEREAS CMWD and OVLC agree to partner on replacement of the burned Rice Bridge over the Robles Canal (hereinafter referred to as the “BRIDGE”) located at 34°27'31.78"N - 119°17'43.87"W within Assessor Parcel Number 011-0-010-120 (Exhibit A, Bridge Location Map), and,

WHEREAS the Federal Emergency Management Agency (hereinafter referred to as “FEMA”) may reimburse CMWD 75% of expenses for this BRIDGE, with a maximum reimbursable amount of \$171,801.00, and that time is of the essence in order to receive these funds and,

WHEREAS, the United State Bureau of Reclamation (hereinafter referred to as “USBR”) is the owner of the former BRIDGE and the canal property surrounding the BRIDGE location;

WHEREAS, CMWD does not presently need the BRIDGE for operational purposes, CMWD does acknowledge the importance of the BRIDGE at this location to allow for access in accordance with the OVLC’s current uses in the area such as access to recreational trails and therefore seeks to cooperate with the OVLC on the BRIDGE;

WHEREAS, OVLC has committed to perform certain tasks related to this BRIDGE;

NOW, THEREFORE, CMWD and OVLC desire to enter into this MOA in order to memorialize the tasks each organization is to perform in order to successfully construct the BRIDGE

ARTICLE 1
DEFINITIONS

- 1.1 AUTHORIZED AUTHORITY shall mean the individual authorized by each PARTY to sign this MOA.
- 1.2 PARTY shall mean CMWD or OVLC.
- 1.3 PARTIES shall mean CMWD and OVLC.
- 1.4 BRIDGE shall mean Rice Bridge at Robles Canal

ARTICLE 2
PURPOSE, TERM, TERMINATION AND AMENDMENTS

- 2.1 The purpose of this MOA is to establish a working agreement between the PARTIES regarding successfully completing construction of the BRIDGE
- 2.2 The term of this MOA shall commence on the day and date written above and continue until such time as it is terminated under the conditions outlined in Paragraph 2.4 herein.
- 2.3 Any substantive amendment, modification, extension, or variation of terms of the MOA shall be in writing and shall be effective only upon written approval by the AUTHORIZED AUTHORITIES of both PARTIES.
- 2.4 **TERMINATION:** This MOA will terminate upon completion of all of the following enumerated activities and events: the final installation and inspections certifying the completion of the BRIDGE construction and all BRIDGE construction costs are paid, or, the OVLC terminates the agreement with thirty (30) days written notice.

ARTICLE 3
RESPONSIBILITIES OF THE PARTIES

In accordance with the agreement among the PARTIES, CMWD and OVLC commit to the following:

- 3.1 CMWD will:
- i. Pay OVLC all reimbursed funds from FEMA within sixty (60) days of receipt from FEMA.
 - ii. Provide copies of all engineering designs, construction plans, as-built plans, and any and all contracts related to the BRIDGE to the OVLC.
 - iii. Allow the OVLC to participate in the contract bid process for every stage of the BRIDGE project, including, but not limited to, project engineering, environmental compliance, and construction.
 - iv. Manage design and construction contracts.
 - v. Work with USBR to assist in executing any and all requirements the USBR may place on this project; with the understanding that OVLC will be responsible for any related expenses.
- 3.2 OVLC will:
- i. Pay all costs related to the BRIDGE, including staff time for CMWD up to a total staff time cost of \$12,000, engineering fees, and bridge building, delivery, and installation costs with the expectation that 75% of the costs will be reimbursed to the OVLC from the FEMA grant up to the maximum grant amount of \$171,801.00.

- ii. Prior to commencement of the project, OVLC will place on deposit with CMWD funds equivalent to the design and bidding of the BRIDGE construction
- iii. Review and comment on all contract bids once received from CMWD within ten (10) business days of receipt.

**ARTICLE 4
GENERAL TERMS AND CONDITIONS**

- 4.1 **APPROVAL BY PARTIES:** This MOA and any amendments thereto shall not be binding on the PARTIES unless approved by their AUTHORIZED AUTHORITY
- 4.2 **COMPLETE AGREEMENT:** This MOA constitutes the entire agreement between the PARTIES with respect to the subject matter of this MOA. No prior oral or written understandings or agreements between the PARTIES with respect to the subject matter of this MOA are incorporated herein and any such understandings or agreements are entirely superseded by this MOA.
- 4.3 **AMENDMENTS:** This MOA may not be amended without a written amendment approved by the PARTIES, as evidenced by the signature of their AUTHORIZED AUTHORITY
- 4.4 **INTERPRETATION:** This MOA shall be interpreted and construed reasonably and neither for, nor against any of the PARTIES, regardless of the degree that either of the PARTIES participated in its drafting.
- 4.5 **SEVERABILITY:** If any term, provision, covenant, or condition of this MOA is determined by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the MOA shall remain in full force and effect and shall in no way be affected, impaired or invalidated.
- 4.6 **INDEPENDENT CONTRACTORS:** The PARTIES agree that they are, and at all times shall be, independent contractors of, and not the agent of the other.
- 4.7 **GOVERNING LAW:** This MOA shall be governed by and construed in accordance with the laws of the State of California.
- 4.8 **NONDISCRIMINATION:** In the performance of this MOA, the PARTIES shall abide by all applicable federal, state and local laws, regulations, or ordinances pertaining to discrimination and shall not discriminate against any person, customer, servant or employee on account of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation.
- 4.9 **INTELLECTUAL PROPERTY:** By entering into this MOA no PARTY is deemed to be transferring any intellectual property rights, including but not limited to proprietary information, patents and trademarks. Each PARTY shall respect the intellectual property rights of the others, and shall not disclose any confidential information without prior written consent of the PARTY that has developed the confidential information.

4.10 NOTICES: All notices or correspondence under this MOA shall be given to the following addresses and shall be deemed delivered on the date of actual delivery or on the third business day after the date of mailing.

OJAI VALLEY LAND CONSERVANCY:

Brian Stark
Executive Director
P.O. Box 1092
Ojai, CA 93024

CASITAS MUNICIPAL WATER DISTRICT:

1055 N Ventura Ave
Ventura, CA 93001

IN WITNESS WHEREOF, the PARTIES have executed this MOA on the dates indicated below.

OJAI VALLEY LAND CONSERVANCY

Executive Director, Ojai Valley Land Conservancy

Date

CASITAS MUNICIPAL WATER DISTRICT

Casitas Municipal Water District

Date

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: LINDSAY CAO, CIVIL ENGINEER
SUBJECT: AUTHORIZE THE GENERAL MANAGER TO SIGN TASK ORDERS – CASITAS MUNICIPAL WATER DISTRICT AND CANNON CORPORATION FOR DE LA GARRIGUE BRIDGE REPLACEMENT PROJECT AND RICE BRIDGE REPLACEMENT PROJECT
DATE: OCTOBER 24, 2018

RECOMMENDATION:

- It is recommended the Board of Directors authorize the General Manager to sign Task Orders with Cannon Corporation for De La Garrigue Bridge Replacement Project and Rice Bridge Replacement Project.

BACKGROUND AND DISCUSSION:

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

The Rice Bridge is a timber bridge over the Robles-Casitas Canal. The original bridge was destroyed in August 1985, and the District re-built the bridge thereafter. The bridge was once again destroyed during the Thomas Fire in December 2017. This project will replace the bridge with a steel or other type of metal bridge. This project has been submitted to the California Office of Emergency Services (OES) for reimbursement from the Federal Emergency Management Agency (FEMA). FEMA has conditionally approved the project for reimbursement. Ojai Valley Land Conservancy (OVLC) will enter into an agreement with Casitas to share the cost for the bridge replacement.

Cannon submitted proposals to provide design engineering services for both projects:

De La Garrigue Bridge Replacement Project	\$46,506
Rice Bridge Replacement Project	\$46,506

The FY 2018-19 Budget allocated \$75,000 for De La Garrigue Bridge Replacement Project.

Attachments: Proposals from Cannon Corporation



August 24, 2018

Lindsay Cao
Civil Engineer
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

PROJECT: DE LA GARRIGUE BRIDGE REPLACEMENT

Dear Ms. Cao:

We understand that Casitas Municipal Water District (District) intends to install a new steel vehicular bridge crossing over the Robles-Casitas Canal. The bridge needs to be approximately 20 feet wide, and long enough to span the canal (approximately 38.5 ft). The current bridge design has an intermediate pier in the canal and is constructed of wood. The new proposed bridge is to be a pre-engineered steel bridge that can be brought in and set into place.

Our team is very well versed in preparing plans and bid documents for all types of structural projects, including bridge replacement projects very similar to this one. We are intimately familiar with the requirements of this type of project, and can complete the work in a short timeframe to meet your schedule.

We are excited to work with you on this project. If you would like us to get going right away, please return the signed Acceptance of Proposal, which will serve as our notice to proceed. The fees quoted in this proposal are valid for 60 days from this date.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Kielborn", written over a light blue circular stamp.

Michael Kielborn, PE
Principal Engineer
C 70112

PROJECT UNDERSTANDING AND APPROACH

The De La Garrigue Bridge is a timber bridge that spans approximately 38 feet across the canal. It is the connection to several parcels that were isolated from the main road when the canal was constructed. The decking has been replaced several times, and there is termite and dry rot damage visible. Replacement with a long term material is desired. A temporary bridge will likely be needed during construction of the new bridge, so our team will evaluate where a temporary bridge can be placed that will not interfere with construction activities, and ensure our design considers this need.



It is our intent to work directly with a prefabricated bridge manufacturer, and prepare the civil and structural plans around the selected bridge. We will design the bridge abutments that the steel deck will be supported by, and coordinate the design with the bridge manufacturer. The bridge and abutments will be designed for a H20S16 loading.

SCOPE OF WORK

Engineering design services for the Bridge Replacement Project are described in the following tasks.

Task 1. Project Management, Meetings and QA/QC

For this task we will provide overall project management and coordination. We will attend project meetings including project kickoff meeting and site visit, and three progress meetings/conference calls during the design process. Meeting agendas and minutes will be provided for each meeting. Quality assurance/quality control will be provided to ensure all deliverables meet the District's standards prior to submittal.



Task 2. Preliminary Design

Task 2.1. Records Research

Prior to design, we will gather all pertinent information on the bridge, canal, access roads, and facilities in the vicinity of each bridge. We will contact utility agencies to obtain information on all facilities in the project area, including atlas maps and other available information regarding the type, size, location, material, and depth of existing utilities. The District will pay the fees associated with these requests, and will provide utility maps of District-owned facilities. We will incorporate information received into the project base map and consider potential conflicts in the project design.

Task 2.2. Topographic Survey

We will conduct a ground survey of the proposed bridge crossing location to obtain topographic information and develop a base map suitable for design of the bridge abutments. The mapping will extend 5 feet beyond boundary of project, and will include visible facilities in the area. A base map will be prepared in AutoCAD at a scale of 1"=20' with 1-foot contour intervals. Control monuments will be strategically set to be used for surveying tasks and future construction staking, and we will use an assumed horizontal and vertical datum based on nearby benchmarks.

Task 2.3. Geotechnical Investigation

Based on our brief site visit, the existing soil conditions on the levees appear to consist of fill placed to construct the levee over native alluvial soil. The scope of work for soils information will consist of:

- 1) Drilling one hollow-stem auger drill hole to a depth of 30 feet or refusal at the southern abutment (in canal access road) for each bridge. Sample at 2-1/2-foot intervals to 10 feet and 5-foot intervals below 10 feet. Drill hole will be backfilled with cuttings mixed with cement to create soil-cement and tamped into hole. The road will be patched with asphalt cold mix.
- 2) Laboratory testing consisting of moisture/density determinations, grainsize, Atterberg limits (plasticity), shear strength, consolidation, and corrosion.
- 3) Geotechnical evaluations and report per County of Ventura requirements assuming shallow spread footings. Deep foundations are not anticipated for the relatively lightly-loaded bridge but can be provided for an additional fee if requested.

Task 2.4 Basis of Design Memorandum

Based on the information gathered and prepared in the above tasks, we will prepare a summary memo with the proposed bridge option, assumptions, and estimated costs for your review. The memo will include the possible locations, vehicular constraints, and construction issues associated with this option. This will serve to document the reasoning and decisions made during the design phase of the proposed project.



Task 3. Contract Document Development

Using the information gathered above, we will develop a complete set of plans, specifications, and an accompanying Engineer's Estimate of Probable Cost of Construction (PS&E) for the project. Documents will be submitted for review at the 60%, 90%, and Final design stages. Final design documents will be stamped by a Professional Civil Engineer registered in the State of California. Electronic documents will also be provided upon completion of the work.

The technical specifications will be developed using CSI Masterformat and the front end documents will be the District's boilerplate template. Technical specifications will be provided for products, materials, and construction requirements that are not covered in the District's front end documents.

An Engineer's Estimate of Probable Construction Cost for the 60%, 90%, and final design submittals will be provided as well.

Task 4. Constructability Review

Upon completion of the 90% draft project documents submittal, our construction manager will perform a constructability review of the project to determine possible constructability issues that may arise during construction of the bridge. This will include a review of the required phasing of the project, road closure downtime, traffic impacts, working hours, and access to the project site. This may include evaluating restrictions imposed by Caltrans along Hwy 150.

DELIVERABLES

- Contract Documents
- Survey Base Map
- Basis of Design Memo
- Plans, Specifications, and Engineer's Estimate at 60%, 90%, and Final
- Constructability Review Comments

EXCLUSIONS

The following exclusions apply to this proposal:

- Environmental Investigations (CEQA)
- Bidding and Construction Assistance
- Caltrans coordination or permitting
- Boundary or easement work

SCHEDULE

Our staff has availability and is ready to begin survey work for this project as soon as we are given authorization to do so. It is assumed that the preliminary options, exhibits, cost estimates, and summary memo can be completed in 3 to 4 weeks from notice to proceed, and plans would follow shortly thereafter. Geotechnical investigations will be scheduled as drill rigs are available. A final geotechnical report will be submitted approximately 3 weeks after drilling has been completed.



FEES

Fees do not include Agency checking or recording fees, or title company fees. It is our understanding that this project qualifies for California Prevailing Wages. A detailed breakdown is provided in the attached fee table.

<i>Task 1. Project Management, Meetings and QA/QC</i>	\$ 4,450
<i>Task 2. Preliminary Design</i>	\$17,506
1. <i>Records Research</i>	\$ 1,085
2. <i>Topographic Survey</i>	\$ 4,502
3. <i>Geotechnical Investigation</i>	\$ 9,891
4. <i>Basis of Design Memo</i>	\$ 2,028
<i>Task 3. Contract Document Development</i>	\$ 22,940
1. <i>60% Design</i>	\$ 6,090
2. <i>90% Design</i>	\$ 4,810
3. <i>Final Design</i>	\$ 2,690
4. <i>Bridge Manufacturer's Plans</i>	\$ 9,350
<i>Task 4. Constructability Review</i>	\$ 1,110
<i>Reimbursables</i>	<u>\$ 500</u>
Total Fees:	\$46,506



ACCEPTANCE OF PROPOSAL

Proposal Date: August 24, 2018

Client: Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

Project: De La Garrigue Bridge Replacement

Scope of Work: Prepare plans and bid documents for the replacement
of De La Garrigue bridge across Robles-Casitas Canal

T&M to a Max Fees: \$ 46,506

Appendix A details the terms for work. Cannon bills monthly for work in progress and payment is due within 10 calendar days of invoice date. Overdue amounts will be surcharged at 18 percent per annum or 1.5 percent monthly. Materials are charged at cost plus 25 percent. Reimbursable Expenses are included in fixed fee. The fees are based upon current California Prevailing Wages; please provide us with the DIR Project ID. If the client requests, or the client's schedule requires work to be done on an overtime basis, a multiplier of 1.5 will be applied to the above rates for weekdays for daily hours in excess of 8 as well as weekends and a multiplier of 2.0 for daily hours in excess of 12 and holidays.

Please indicate your acceptance of this proposal by signing below.

In witness whereof, the parties hereto have caused this agreement consisting of proposal letter, Appendix A and any other necessary and applicable documents to be executed of the date and year first above written. In Appendix A, Cannon Corporation hereinafter referred to as Cannon. The Client, as noted below, hereinafter referred to as Client.

Client: Casitas Municipal Water District Cannon

x Client Representative Larry Kraemer
Title Director, Public Infrastructure Division
C 44813

Date: _____ Date: _____



August 24, 2018

Lindsay Cao
Civil Engineer
Casitas Municipal Water District
1055 Ventura Avenue
Oak View, CA 93022

PROJECT: RICE BRIDGE REPLACEMENT

Dear Ms. Cao:

We understand that Casitas Municipal Water District (District) intends to install a new steel vehicular bridge crossing over the Robles-Casitas Canal. The bridge needs to be approximately 20 feet wide, and long enough to span the canal (approximately 33 ft). This bridge burned down in the recent Thomas fire, so there is currently no bridge in this location. The previous bridge design had an intermediate pier in the canal and was constructed of wood. The new proposed bridge is to be a pre-engineered steel bridge that can be brought in and set into place.

Our team is very well versed in preparing plans and bid documents for all types of structural projects, including bridge replacement projects very similar to this one. We are intimately familiar with the requirements of this type of project, and can complete the work in a short timeframe to meet your schedule.

We are excited to work with you on this project. If you would like us to get going right away, please return the signed Acceptance of Proposal, which will serve as our notice to proceed. The fees quoted in this proposal are valid for 60 days from this date.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Kielborn", written in a cursive style.

Michael Kielborn, PE
Principal Engineer
C 70112

PROJECT UNDERSTANDING AND APPROACH

The Rice Bridge was a timber bridge that crossed the canal. It was destroyed in the most recent Thomas fire due to its construction material, and had suffered the same fate several years ago in the Wheeler fire. The existing shallow spread footing was constructed in about 1960 as part of the original canal design and likely will need to be replaced due to deterioration of the reinforcing steel in the concrete. A free spanning bridge with a more fire resistant material is desired.



It is our intent to work directly with a prefabricated bridge manufacturer, and prepare the civil and structural plans around the selected bridge. We will design the bridge abutments that the steel deck will be supported by, and coordinate the design with the bridge manufacturer. The bridge and abutments will be designed for a H20S16 loading.

SCOPE OF WORK

Engineering design services for the Bridge Replacement Project are described in the following tasks.

Task 1. Project Management, Meetings and QA/QC

For this task we will provide overall project management and coordination. We will attend project meetings including project kickoff meeting and site visit, and three progress meetings/conference calls during the design process. Meeting agendas and minutes will be provided for each meeting. Quality assurance/quality control will be provided to ensure all deliverables meet the District's standards prior to submittal.



Task 2. Preliminary Design

Task 2.1. Records Research

Prior to design, we will gather all pertinent information on the bridge, canal, access roads, and facilities in the vicinity of each bridge. We will contact utility agencies to obtain information on all facilities in the project area, including atlas maps and other available information regarding the type, size, location, material, and depth of existing utilities. The District will pay the fees associated with these requests, and will provide utility maps of District-owned facilities. We will incorporate information received into the project base map and consider potential conflicts in the project design.

Task 2.2. Topographic Survey

We will conduct a ground survey of the proposed bridge crossing locations to obtain topographic information and develop a base map suitable for design of the bridge abutments. The mapping will extend 5 feet beyond boundary of project, and will include visible facilities in the area. A base map will be prepared in AutoCAD at a scale of 1"=20' with 1-foot contour intervals. Control monuments will be strategically set to be used for surveying tasks and future construction staking, and we will use an assumed horizontal and vertical datum based on nearby benchmarks.

Task 2.3. Geotechnical Investigation

Based on our brief site visit, the existing soil conditions on the levees appear to consist of fill placed to construct the levee over native alluvial soil. The scope of work for soils information will consist of:

- 1) Drilling one hollow-stem auger drill hole to a depth of 30 feet or refusal at the southern abutment (in canal access road) for each bridge. Sample at 2-1/2-foot intervals to 10 feet and 5-foot intervals below 10 feet. Drill hole will be backfilled with cuttings mixed with cement to create soil-cement and tamped into hole. The road will be patched with asphalt cold mix.
- 2) Laboratory testing consisting of moisture/density determinations, grainsize, Atterberg limits (plasticity), shear strength, consolidation, and corrosion.
- 3) Geotechnical evaluations and report per County of Ventura requirements assuming shallow spread footings. Deep foundations are not anticipated for the relatively lightly-loaded bridge but can be provided for an additional fee if requested.

Task 2.4 Basis of Design Memorandum

Based on the information gathered and prepared in the above tasks, we will prepare a summary memo with the proposed bridge option, assumptions, and estimated costs for your review. The memo will include the possible locations, vehicular constraints, and construction issues associated with this option. This will serve to document the reasoning and decisions made during the design phase of the proposed project.



Task 3. Contract Document Development

Using the information gathered above, we will develop a complete set of plans, specifications, and an accompanying Engineer's Estimate of Probable Cost of Construction (PS&E) for the project. Documents will be submitted for review at the 60%, 90%, and Final design stages. Final design documents will be stamped by a Professional Civil Engineer registered in the State of California. Electronic documents will also be provided upon completion of the work.

The technical specifications will be developed using CSI Masterformat and the front end documents will be the District's boilerplate template. Technical specifications will be provided for products, materials, and construction requirements that are not covered in the District's front end documents.

An Engineer's Estimate of Probable Construction Cost for the 60%, 90%, and final design submittals will be provided as well.

Task 4. Constructability Review

Upon completion of the 90% draft project documents submittal, our construction manager will perform a constructability review of the project to determine possible constructability issues that may arise during construction of the bridge. This will include a review of the required phasing of the project, road closure downtime, traffic impacts, working hours, and access to the project site.

DELIVERABLES

- Contract Documents
- Survey Base Map
- Basis of Design Memo
- Plans, Specifications, and Engineer's Estimate at 60%, 90%, and Final
- Constructability Review Comments

EXCLUSIONS

The following exclusions apply to this proposal:

- Environmental Investigations (CEQA)
- Bidding and Construction Assistance
- Boundary or easement work

SCHEDULE

Our staff has availability and is ready to begin survey work for this project as soon as we are given authorization to do so. It is assumed that the preliminary options, exhibits, cost estimates, and summary memo can be completed in 3 to 4 weeks from notice to proceed, and plans would follow shortly thereafter. Geotechnical investigations will be scheduled as drill rigs are available. A final geotechnical report will be submitted approximately 3 weeks after drilling has been completed.



FEES

Fees do not include Agency checking or recording fees, or title company fees. It is our understanding that this project qualifies for California Prevailing Wages. A detailed breakdown is provided in the attached fee table.

Task 1.	<i>Project Management, Meetings and QA/QC</i>	\$ 4,450
Task 2.	<i>Preliminary Design</i>	\$17,506
	a) <i>Records Research</i>	\$ 1,085
	b) <i>Topographic Survey</i>	\$ 4,502
	c) <i>Geotechnical Investigation</i>	\$ 9,891
	d) <i>Basis of Design Memo</i>	\$ 2,028
Task 3.	<i>Contract Document Development</i>	\$ 22,940
	a) <i>60% Design</i>	\$ 6,090
	b) <i>90% Design</i>	\$ 4,810
	c) <i>Final Design</i>	\$ 2,690
	d) <i>Bridge Manufacturer's Plans</i>	\$ 9,350
Task 4.	<i>Constructability Review</i>	\$ 1,110
	<i>Reimbursables</i>	<u>\$ 500</u>
	Total Fees:	\$46,506

CASITAS MUNICIPAL WATER DISTRICT

INTEROFFICE MEMORANDUM

TO: MICHAEL FLOOD, INTERIM GENERAL MANAGER
FROM: JORDAN SWITZER, WATER QUALITY SPECIALIST
SUBJECT: LAKE CASITAS MONTHLY STATUS REPORT FOR SEPTEMBER, 2018
DATE: OCTOBER 17, 2018

RECOMMENDATION:

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

DISCUSSION:

Rainfall Data

	<u>Casitas Dam</u>	<u>Matilija Dam</u>	<u>Thacher School</u>
September, 2018	0.00"	0.00"	0.00"
Water Year (Oct 01 - Sep 30)	11.49"	17.01"	13.63"
Average Annual Rainfall	23.68"	28.23"	21.83"

Ojai Water System Data

Well field production (September, 2018)	102 AF
Surface water supplementation (September, 2018)	71 AF
Static depth to water surface- Mutual #6 (September, 2018)	164.7 ft
Change in static level from last month	+ 2.6 ft

Robles Fish Passage and Diversion Facility Diversion Data

Diversions (September, 2018)	0 AF	Total diversions to date	649 AF
Diversion days in September	0	Diversion days this WY	6

Casitas Reservoir Data

Water surface elevation (9/30/2018)	483.30 ft AMSL
Water storage on October 01, 2018	74,894 AF
Water storage last month	76,697 AF
Net change in storage	- 1,803 AF
Change in storage from September 30, 2017	-12,997 AF

CASITAS MUNICIPAL WATER DISTRICT

MINUTES Executive Committee

DATE: October 12, 2018
TO: Board of Directors
FROM: Interim General Manager, Michael Flood
Re: Executive Committee Meeting of October 12, 2018, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Jim Word
Director Bill Hicks
Assistant General Manager, Michael Flood

2. **Public Comments.** None.

3. **Board comments.**

Director Hicks commented having a drone flyover of Lake Casitas with a refreshing of video interviews with General Managers of the past to support the Federal takings case placed on the November 8th Board agenda.

4. **Manager's Comments.**

Interim GM, Flood informed the committee about several items:

- An item will be placed on the October 24th Board Meeting in regard to cancelling the December 26th Board Meeting.
- Scott Lewis will provide a presentation on the Robles Fish Passage Biological Opinion and the status of the Critical Drought Protection Measures negotiation at the October 24th Board Meeting.
- Staff is working with consultant Rincon Strategies on a website dedicated to explaining how diversions work.
- The next set of tours of Casitas MWD water facilities will occur on October 25th & October 27th.

5. **Letter to the Delta Stewardship Council regarding support of the Delta Stewardship Council's decision on the California Water Fix**

Interim GM Flood informed the committee on this issue and the request from the State Water Contractors Association to provide a letter of support on the DWR's decision to confirm that the California Water Fix is consistent with the Delta Stewardship Council's plan. The letter is due to the Council on October 15, 2018.

Committee members asked questions and IGM Flood provided clarifying answers.

The Committee recommended that the letter be sent.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Quagga Mussel Committee

DATE: October 15, 2018
TO: Board of Directors
FROM: Assistant General Manager, Michael Flood
Re: Quagga Mussel Committee Meeting of October 15, 2018, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Russ Baggerly
Director Peter Kaiser
Interim General Manager, Michael Flood
Park Manager, Carol Belser
Division Officer, Joe Evans
Park Services Officer, Robert Faddis
Water Quality Supervisor, Susan McMahon
2. **Public Comments.** None.
3. **Board comments.**
None
4. **Manager's Comments.**
Interim GM Flood informed the committee about two items:
 - Southern California Edison ongoing power outage issues.
 - Due to the wind alerts, the meeting with Metropolitan Water District scheduled for today was cancelled.Park Manager Belser informed the committee that the California Department of Fish & Wildlife will be out at Lake Casitas to observe Quagga substrate sampling.
5. **Quarterly Report on Lake Casitas Substrate and Plankton Tow Data:**
Park Manager Belser distributed the report.
A discussion of currents in Lake Casitas ensued.
6. **Update on California Department of Fish and Wildlife's (CDFW review of Lake Casitas Invasive Mussel Rapid Response Plan, Prevention Control and Management Plan for Invasive Mussels Plan, and Vulnerability Assessment for Invasive Mussels Plan:**
Park Manager Belser informed the committee that all three plans had been edited and resubmitted to the CDFW in late September 2018.

Staff will update the committee when the Rapid Response Plan gains CDFW approval.
7. **Evaluation of the need for a State Implementation Plan (SIP) 5.3 Exception for Invasive Species Control at Lake Casitas:**
Water Quality Supervisor McMahon distributed a letter from consulting firm Clean Lakes, Inc. to the committee.

Discussion and questions ensued with the result being that Thomas Moorhouse of Clean Lakes Inc. would be invited to the November committee meeting to discuss.

8. **Quagga and Zebra Mussel Strategic Public Outreach and Education Program Update:**
Park Services Officer Faddis distributed a handout/report to the committee regarding the Boating and Waterways grant. Other outreach materials and means were discussed.

Director Baggerly mentioned that radio ads might be a good outreach tool.

Director Kaiser mentioned that staff should contact David Goldstein at the County of Ventura to consider newspaper articles.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES Finance Committee

DATE: October 18, 2018
TO: Board of Directors
FROM: Interim General Manager, Michael Flood
Re: Finance Committee Meeting of October 18, 2018, at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Jim Word
Director Peter Kaiser
Interim General Manager, Michael Flood
Accounting Manager, Denise Collin
Julia Aranda, Engineering Manager
2. **Public Comments.**
None.
3. **Board/Management comments.**
Accounting Manager Collin reported that she plans to solicit assistance with some accounting matters from Paul Kaymark at a cost of \$100.00/hour. The Committee was thankful for the update and that Mr. Kaymark would be engaged in matters he is already familiar with.
4. **Request of William Funk to reverse the allocation penalty.**
Accounting Manager Collin passed out a letter from Mr. Funk requesting that the over-allocation penalty of \$570.00 be reversed due to a leak on his property.

The Committee asked that this item be passed on to the Board for a final decision but expects to recommend a denial of the request, consistent with Board policy.
5. **Review of Financial Statements for August 2018.**
Accounting Manager Collin reviewed the financial statements for August 2018 and answered a few questions of the Committee Members. Topics included revenues, FEMA reimbursements (\$320k), and various other items.
6. **Review of the August, 2018 Consumption Report**
Accounting Manager Collin reviewed the consumption report for August 2018.

It was noted that consumption is up from last year at the same time interval.
7. **Review the Fiscal Year 2018-2019 budgeted truck bids.**
IGM Flood reviewed results of the latest truck bids. The committee requested that these be forwarded to the Board for consideration.
8. **Review Meiners Oaks Water District Water Service Memorandum of Understanding.**
IGM Flood explained that the Water Service MOU had been reviewed by the District's attorney and other than noting that the signature page wasn't properly filled out, was good with the MOU as is. IGM Flood further explained that there is still a question on Exhibit A and he would be meeting with MOWD to discuss. The committee requested this be forwarded to the Board for

consideration and possible approval.

9. **Review Memorandum of Agreement regarding the Rice Road Bridge at the Robles canal between Casitas and the Ojai Valley Land Conservancy.**

IGM Flood presented the MOU to the committee. The committee asked that staff pass this on to the Board for consideration and possible approval.

10. **Review bids for the Robles Diversion Canal Maintenance Project**

EM Aranda presented information on bids received on the project the previous day. She noted that the apparent low bidder was non-responsive to the specifications and that staff would recommend award to the second-highest bidder at a cost of \$97,250. The budget for the project would need to be augmented with a materials testing contract as well which is assumed to be roughly \$6,000.00.

The Committee asked clarifying questions and directed that this item be forwarded to the Board for consideration at the October 18th, 2018 board meeting.



Consumption Report

Water Sales FY 2018-2019 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2018 / 2019	2017 / 2018	
													Total	Total	
AD Ag-Domestic	442	411												853	957
AG Ag	341	290												630	708
C Commercial	119	118												237	159
DI Interdepartmental	40	25												65	20
F fire	0	0												0	0
I Industrial	2	1												3	2
OT Other	26	23												50	49
R Residential	261	260												521	179
RS - P Resale Pumped	113	115												228	92
RS - G Resale Gravity	341	250												591	373
TE Temporary	2	2												4	2
Total	1,686	1,495	0	0	0	0	0	0	0	0	0	0	0	3,182	2,540
CMWD	1,512	1,320													
OJAI	174	175													
Total 2017 / 2018	1,355	1,185	1,608	1,628	1,026	1,085	592	898	384	815	1,078	1,200		N/A	12,853



CFD No. 2013-1 (Ojai) - Cost Analysis

	Services & Suplies	Legal Fees	Labor Expense	Other Services	Total Expenses
2011 / 2012	0.00	42,560.00	11,098.37	0.00	53,658.37
2012 / 2013	831.82	223,462.77	14,836.68	0.00	239,131.27
2013 / 2014	29.89	91,878.06	3,835.65	0.00	95,743.60
2014 / 2015	0.00	68,457.10	0.00	0.00	68,457.10
2015 / 2016	6.12	152,811.84	2,938.86	0.00	155,756.82
2016 / 2017	110.54	352,965.75	48,725.29	0.00	401,801.58
2017 / 2018	0.00	13,426.72	14,154.45	0.00	27,581.17
July	0.00	0.00	0.00	0.00	0.00
August	755.63	7,988.09	377.82	0.00	9,121.54
September	450.60	669.50	288.07	0.00	1,408.17
October					0.00
November					0.00
December					0.00
January					0.00
Feburary					0.00
March					0.00
April					0.00
May					0.00
June					0.00
Total YTD Cost	<u>1,206.23</u>	<u>8,657.59</u>	<u>665.89</u>	<u>0.00</u>	<u>10,529.71</u>
Total Cost	<u>2,184.60</u>	<u>954,219.83</u>	<u>96,255.19</u>	<u>0.00</u>	<u>1,052,659.62</u>
Less: Scanned Document Revenue			2012 / 2013		-289.50
Less: Tax Assessment - County of Ventura:			2015 / 2016		-460,342.64
Less: Tax Assessment - County of Ventura:			2016 / 2017		-464,386.26
Less: Bond Pre-Payments					-92,470.36
Less: Reimbursable District Staff Cost Bond Pre-payment					-36,000.00
Total CMWD CFD 2013-1 Cost					<u>-539.64</u>

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
10/17/18**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Farmer MAC	31315PYF0	5/2/2028	\$511,413	\$476,050	2.925%	11/20/2017	2.41%	3435
*TB	Federal Farm CR Bank	3133EGZW8	10/25/2024	\$833,918	\$773,442	2.014%	10/25/2016	3.91%	2168
*TB	Federal Farm CR Bank	31331VWN2	4/13/2026	\$888,909	\$809,494	1.901%	5/9/2016	4.10%	2696
*TB	Federal Farm CR Bank	3133EFK71	3/9/2026	\$851,426	\$797,110	2.790%	3/28/2016	4.03%	2662
*TB	Federal Farm CR Bank	3133EFYH4	2/8/2027	\$1,012,746	\$940,360	3.000%	3/24/2016	4.76%	2991
*TB	Federal Farm CR Bank	3133EGWD	9/29/2027	\$694,629	\$620,062	2.354%	11/17/2016	3.14%	3222
*TB	Farmer MAC	3133EEPH7	2/12/2029	\$480,093	\$442,193	2.710%	11/20/2017	2.24%	3715
*TB	Federal Home Loan Bank	3130A3DL	9/8/2023	\$1,562,745	\$1,451,685	1.486%	10/13/2016	7.34%	1761
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,354,432	\$1,341,860	1.625%	10/3/2012	6.79%	237
*TB	Federal Home Loan Bank	3130A0EN	12/10/2021	\$527,288	\$497,560	1.107%	5/9/2016	2.52%	1133
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$758,077	\$696,625	2.875%	2/19/2016	3.52%	2396
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$457,718	\$419,254	1.203%	7/14/2016	2.12%	1761
*TB	Federal Home Loan Bank	3130A5VW6	7/10/2025	\$1,021,046	\$968,920	2.360%	5/10/2017	4.90%	2423
*TB	Federal Home Loan Bank	3130AIXJ2	6/14/2024	\$915,218	\$834,133	2.875%	8/2/2016	4.22%	2037
*TB	Federal Home Loan Bank	3130ADNWX	2/14/2020	\$998,230	\$965,920	3.400%	1/16/2013	4.89%	477
*TB	Federal Home Loan Bank	3133XFKF	6/11/2021	\$620,235	\$598,332	2.375%	9/8/2014	3.03%	954
*TB	Federal Home Loan MTG Corp	3137EADB	1/13/2022	\$672,283	\$650,899	1.721%	5/1/2016	3.29%	1166
*TB	Federal National Assn	31315P2J7	5/1/2024	\$785,258	\$727,878	2.625%	5/25/2016	3.68%	1994
*TB	Federal National Assn	3135G0ZR	9/6/2024	\$1,462,546	\$1,356,568	2.125%	5/25/2016	6.86%	2119
*TB	Federal National Assn	3135G0K3	4/24/2026	\$2,525,576	\$2,317,100	1.375%	7/6/2010	11.72%	2707
*TB	US Treasury Inflation Index NTS	912828MF	1/15/2020	\$1,170,031	\$1,171,673	1.375%	11/18/2015	5.93%	448
*TB	US Treasury Note	912828WE	11/15/2023	\$767,750	\$755,973	2.750%	12/13/2013	3.82%	1828

Accrued Interest

\$153,553

Total in Gov't Sec. (11-00-1055-00&1065)

\$20,871,569

\$19,766,643

99.98%

Total Certificates of Deposit: (11.13506)

\$0

\$0

0.00%

** **LAIF as of: (11-00-1050-00)**

N/A

\$459

\$459

1.90%

Estimated

0.00%

*** **COVI as of: (11-00-1060-00)**

N/A

\$2,914

\$2,914

1.71%

Estimated

0.01%

TOTAL FUNDS INVESTED

\$20,874,942

\$19,770,015

100.00%

Total Funds Invested last report

\$20,884,504

\$19,815,913

Total Funds Invested 1 Yr. Ago

\$21,130,137

\$20,873,708

**** **CASH IN BANK (11-00-1000-00) EST.**

\$2,493,104

\$2,493,104

CASH IN Western Asset Money Market

\$27,089

\$27,089

0.19%

TOTAL CASH & INVESTMENTS

\$23,395,135

\$22,290,209

TOTAL CASH & INVESTMENTS 1 YR AGO

\$21,216,077

\$20,959,647

*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.