



Board of Directors

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

Mary Bergen, Director
Pete Kaiser, Director

CASITAS MUNICIPAL WATER DISTRICT
Meeting to be held at the

Casitas District Office
1055 Ventura Ave. Oak View, CA 93022
www.casitaswater.org

Join Zoom Meeting

<https://us06web.zoom.us/j/98414854813?pwd=UXhtWS9zdm83ZU5CazNXenIEVEIRUT09>
Meeting ID: 984 1485 4813 Passcode: 757052

To join by phone, please call 888-788-0099 or 877-853-5247
Enter Meeting ID: 984 1485 4813# Passcode: 757052#

February 26, 2025 @ 5:00 PM

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

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

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. AGENDA CONFIRMATION
5. PUBLIC COMMENTS - Presentation on District related items that are not on the agenda - three minute limit.

6. CONSENT AGENDA

6.a Accounts Payable Report.
[Accounts Payable Report.pdf](#)

6.b Minutes of the February 12, 2025 Board Meeting.
[2 12 2025 Min.pdf](#)

7. ACTION ITEMS

7.a Approve Purchase of a Prefabricated Camping Cabin for Campground Fox Pilot Project at the Lake Casitas Recreation Area and an Unbudgeted expense of \$40,000.
[Board Memo - Camping Cabin Pre-Fab Cabin Pilot Project 022625.pdf](#)

8. INFORMATION ITEMS

8.a Recreation Committee Minutes.
[Rec Minutes 021125.pdf](#)

9. GENERAL MANAGER COMMENTS

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

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

12. CLOSED SESSION

12.a CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(d)(1). Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.

13. ADJOURNMENT

CASITAS MUNICIPAL WATER DISTRICT
General Fund Check Authorization
Checks Dated 02/06/25 - 02/19/25
Presented to the Board of Directors For Approval February 26, 2025

Check	Payee	Description	Amount
001347	Payables Fund Account # 9759651478	Accounts Payable Batch 021225	\$ 1,157,084.85
001349	Payables Fund Account # 9759651478	Accounts Payable Batch 021925	\$ 525,573.95
			<u>\$ 1,682,658.80</u>
001348	Payroll Fund Account # 9469730919	Estimated Payroll 03/06/25	\$ 275,000.00
			<u>\$ 1,957,658.80</u>

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

The above numbered checks, 001347-001349 have been duly audited is hereby certified as correct.



Janyne Brown, Chief Financial Officer

A/P Fund

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

001347 A/P Checks: 054992-05051
A/P Draft 001063-001064
Voids:
054996 - Amazon Capital Service - Continuation of detail of check #054995
055023 - Meiners Oaks Ace Hardware - Continuation of detail of check #055022
055024 - Meiners Oaks Ace Hardware - Continuation of detail of check #055022


001349 A/P Checks: 055052-055100
A/P Draft 001066-001074
Voids:
055055 - Amazon Capital Service - Continuation of detail of check #055054



Janyne Brown, Chief Financial Officer

CERTIFICATION

Payroll disbursements for the pay period ending 02/15/25
Pay Date 02/20/25
have been duly audited and are
hereby certified as correct.

Signed: 

Janyne Brown

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	2/12/2025			054996		
C-CHECK	VOID CHECK	V	2/12/2025			055023		
C-CHECK	VOID CHECK	V	2/12/2025			055024		
C-CHECK	VOID CHECK	V	2/19/2025			055055		

* * 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	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
01483	CORVEL CORPORATION							
I-021125-CMWD	Corvel Claims 02/04-02/10/25	D	2/12/2025	1,967.01		001063		1,967.01
05973	Mechanics Bank Credit Card							
I-012425a	Drinks for Villanova Shutdown	D	2/12/2025	41.83		001064		
I-012425b	Lunch for Villanova Shutdown	D	2/12/2025	333.68		001064		
I-012425c	Timble Drawing Software - O&M	D	2/12/2025	349.00		001064		
I-012425d	Dinner Villanova Shutdown	D	2/12/2025	189.28		001064		
I-012425e	Clapptron Technologies Private	D	2/12/2025	3,024.00		001064		
I-012425f	Online Respirator Medical Eval	D	2/12/2025	290.00		001064		
I-012425g	Adobe Annuul - MGMT	D	2/12/2025	239.88		001064		
I-012425h	Long-Sleeve Plaid Shirts - MAI	D	2/12/2025	120.60		001064		
I-012425i	Microsoft Licences - ENG	D	2/12/2025	60.00		001064		
I-012425j	Microsoft Licences - IT	D	2/12/2025	643.50		001064		5,291.77
01483	CORVEL CORPORATION							
I-021825-CMWD	Corvel Calims 02/11-02/17/25	D	2/19/2025	326.05		001066		326.05
05937	Enterprise FM Trust							
I-585916A-020625	Vehicle Maitenance	D	2/19/2025	22,200.43		001067		22,200.43
00124	ICMA RETIREMENT TRUST - 457							
I-DCI202502182389	DEFERRED COMP FLAT	D	2/19/2025	2,603.85		001068		
I-DI%202502182389	DEFERRED COMP PERCENT	D	2/19/2025	426.55		001068		3,030.40
00128	INTERNAL REVENUE SERVICE							
I-T1 202502182389	Federal Withholding	D	2/19/2025	45,879.95		001069		
I-T3 202502182389	SS Withholding	D	2/19/2025	50,130.94		001069		
I-T4 202502182389	Medicare Withholding	D	2/19/2025	11,724.20		001069		107,735.09
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN202502182389	457 CATCH UP	D	2/19/2025	1,091.69		001070		
I-DCN202502182389	DEFERRED COMP FLAT	D	2/19/2025	9,973.24		001070		
I-DN%202502182389	DEFERRED COMP PERCENT	D	2/19/2025	1,628.95		001070		12,693.88
00187	CALPERS							
I-PBB202502182389	PERS BUY BACK	D	2/19/2025	130.46		001071		
I-PEB202502182389	PEPRA EMPLOYEES PORTION	D	2/19/2025	16,777.36		001071		
I-PEM202502182389	PERS EMPLOYEE PORTION MGMT	D	2/19/2025	2,092.39		001071		
I-PER202502182389	PERS EMPLOYEE PORTION	D	2/19/2025	7,202.23		001071		
I-PRB202502182389	PEBRA EMPLOYER PORTION	D	2/19/2025	17,037.15		001071		
I-PRR202502182389	PERS EMPLOYER PORTION	D	2/19/2025	14,384.11		001071		57,623.70

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00180	S.E.I.U. - LOCAL 721							
I-COP202502182389	SEIU 721 COPE	D	2/19/2025	2.50		001072		
I-UND202502182389	UNION DUES	D	2/19/2025	872.50		001072		875.00
00049	STATE OF CALIFORNIA							
I-SDI202502182389	CASDI Withholding	D	2/19/2025	2,911.97		001073		
I-T2 202502182389	STATE WITHHOLDING (CA)	D	2/19/2025	18,150.72		001073		21,062.69
05790	STATE OF OREGON							
I-OST202502182389	OR STATE TRANSIT TAX	D	2/19/2025	6.98		001074		
I-T2 202502182389	STATE WITHHOLDING (OR)	D	2/19/2025	519.23		001074		526.21
02587	A&M LAWNMOWER SHOP							
I-54971	Repair & Service 2 Pole Saws	R	2/12/2025	255.43		054992		255.43
01325	Aflac Worldwide Headquarters							
I-011605	Supplemental Insurance 02/25	R	2/12/2025	3,793.20		054993		3,793.20
00010	AIRGAS USA LLC							
I-5514214097	Gas Cylinder Rental - PL	R	2/12/2025	513.37		054994		
I-5514214223	Gas Cylinder Rental - PL	R	2/12/2025	130.08		054994		
I-9157792455	Welding Helmet & Gloves - PL	R	2/12/2025	669.96		054994		1,313.41
03044	Amazon Capital Services							
C-1CPM-Q3JY-1QLM	GripStrip Stair Treads Returne	R	2/12/2025	331.40CR		054995		
I-11FQ-MQH1-4977	Spray Adhesive - WP	R	2/12/2025	16.03		054995		
I-11JD-DVN9-RCOQ	GripStrip Stair Treads - WP	R	2/12/2025	331.40		054995		
I-166J-M66L-3QNY	Toner Cartridge - PR	R	2/12/2025	412.92		054995		
I-171D-DHY1-76QP	Outdoor Patio Gazebo - WP	R	2/12/2025	1,048.83		054995		
I-1GQW-RVL6-4X3K	Cyberpower UPS - TP	R	2/12/2025	235.90		054995		
I-1J73-GY1F-4WGF	Aimtobest Ni-MH Battery - LCRA	R	2/12/2025	207.13		054995		
I-1JMN-HK44-FPD9	Restroom Signs - LCRA	R	2/12/2025	156.00		054995		
I-1JVV-1MGG-HKNP	Angle Grinder & Grinding Cup	R	2/12/2025	164.51		054995		
I-1KD4-K66F-3YFG	Wide Format Paper CAD Bond Rol	R	2/12/2025	101.88		054995		
I-1M7R-DRV3-FGXF	Dell 27" Monitor - PL	R	2/12/2025	165.86		054995		
I-1VML-QKJR-4HCQ	Security Camara & IT Supplies	R	2/12/2025	221.62		054995		
I-1VPG-LP6P-XCXQ	Office Supplies - LCRA	R	2/12/2025	67.79		054995		2,798.47
06060	Ameriflex							
I-INV808977	Annual Renewal Fee	R	2/12/2025	170.00		054997		
I-INV818617	FSA Admin Fee	R	2/12/2025	79.80		054997		249.80
00014	AQUA-FLO SUPPLY							
I-SI2457235	1-1/2 Ball Valve - UT	R	2/12/2025	159.22		054998		
I-SI2471779	1-Conductor DB Black Wire - EM	R	2/12/2025	6.99		054998		
I-SI2473360	3" ABS DWV Sanitary Tee - LCRA	R	2/12/2025	35.53		054998		201.74

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00018	AT & T MOBILITY							
I-287294256431X0225	Acct#287294256431	R	2/12/2025	1,091.80		054999		1,091.80
00030	B&R TOOL AND SUPPLY CO							
I-1901009833	Socket 3/4 DR - LCRA	R	2/12/2025	65.55		055000		
I-1901010068	Windshield Washer - GARAGE	R	2/12/2025	96.98		055000		
I-1901010157	Rebel Emp 215IC Welder - PL	R	2/12/2025	2,957.14		055000		
I-1901010248	2 Part Whit Epoxy Paint - WP	R	2/12/2025	3,583.23		055000		6,702.90
06090	Bartle Wells Associates							
I-196J-1001	Water Rate Study Update	R	2/12/2025	14,580.00		055001		14,580.00
00036	BC TREE SERVICE, INC							
I-4485	Dam Brush Clearing-West Side	R	2/12/2025	9,875.00		055002		
I-4486	Dam Brush Clearing - East Side	R	2/12/2025	1,975.00		055002		11,850.00
06174	BFS Group of California LLC							
I-76617696-00	8-1/4 Peppery ASH CDRML	R	2/12/2025	3,704.82		055003		3,704.82
09182	CALPERS							
I-100000017814297	Unfunded Accrue Liab 02/25	R	2/12/2025	81,479.25		055004		81,479.25
06004	Catalina Paints							
C-OJ027452	Porch & Floor Enamel Latex Ret	R	2/12/2025	118.51CR		055005		
I-OJ026552	Porch & Floor Enamel Latex	R	2/12/2025	118.51		055005		
I-OJ028654	Caulk-Tube - LCRA	R	2/12/2025	10.07		055005		
I-OJ029347	Paint & Roller Frame - LCRA	R	2/12/2025	38.20		055005		48.27
03021	Central Communications							
I-000035-386-921	Call Center 01/25	R	2/12/2025	239.46		055006		239.46
00117	CERTEX USA, INC							
I-10824693-00	SS T304 IMP Wire Blak X 10Ft S	R	2/12/2025	6,258.12		055007		
I-10825333-00	Street Plate Nut Coil - PL	R	2/12/2025	731.20		055007		
I-10825497-00	Tiedown Ratch Assy w/FI HK	R	2/12/2025	205.17		055007		7,194.49
04678	Cla-Val, Soundcast, Griswold C							
I-909726	Labor & Parts Lower Rincon Cla	R	2/12/2025	12,178.95		055008		
I-909727	Labor-Material Emcore Cla-Val	R	2/12/2025	10,303.06		055008		
I-909728	Labor & Material SA Booster Cl	R	2/12/2025	7,925.97		055008		30,407.98
03756	County Fire Protection							
I-25-31505	Fire Extinguishers Service	R	2/12/2025	214.64		055009		214.64

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
06108	EMCOR Service Mesa Energy							
I-911015093	AC Service DO - MAINT	R	2/12/2025	2,086.00		055010		
I-911015806	AC Service DO/TP - MAINT	R	2/12/2025	4,766.00		055010		6,852.00
00093	FEDERAL EXPRESS							
I-8-764-00600	Shipping - LAB	R	2/12/2025	38.89		055011		38.89
00099	FGL ENVIRONMENTAL							
I-500258A	MMW 03 - Water Quality 01/7/25	R	2/12/2025	450.00		055012		
I-500263A	Annual Reservoir Monitoring	R	2/12/2025	1,051.00		055012		
I-500636A	Ojai Water System 01/14/25	R	2/12/2025	297.00		055012		
I-501356A	Nitrate Monitoring 01/28/25	R	2/12/2025	67.00		055012		1,865.00
05822	Frank's Underground Utilities,							
I-96639	Run Camera Break in Pipe - LCR	R	2/12/2025	250.00		055013		250.00
02217	Greg Rents							
I-70507-1	Electric Snake - MAINT	R	2/12/2025	52.14		055014		52.14
05746	Hasa Inc.							
I-1016052	Sodium Hypochlorite - TP	R	2/12/2025	4,857.30		055015		4,857.30
00437	HERC RENTALS INC							
I-34515380-010	Skiploader Rental-Robles - MAI	R	2/12/2025	2,323.18		055016		2,323.18
00596	HOME DEPOT							
C-6192563	Ang Finish Nailer Return - MAI	R	2/12/2025	352.85CR		055017		
I-7343944	Toughsystem Lithium Ion Combo	R	2/12/2025	535.18		055017		
I-7360036	Compact Floodlight Tool - PL	R	2/12/2025	215.22		055017		
I-7533315	Mechanics Tool Set - LCRA	R	2/12/2025	213.43		055017		
I-7763829	Wrench Set - LCRA	R	2/12/2025	40.57		055017		
I-7900312a	Screwdrive & Pliers Set - LCRA	R	2/12/2025	63.85		055017		715.40
00894	HOSE-MAN, INC.							
I-00087849	FP FP Straight - Unit 114	R	2/12/2025	3.46		055018		3.46
00127	INDUSTRIAL BOLT & SUPPLY							
I-260573-1	Hex Cap, Nut Finished & Flat W	R	2/12/2025	223.04		055019		
I-260583-1	Hex Nut & Hex Cap - PL	R	2/12/2025	181.13		055019		404.17
00744	KIEFER AQUATICS							
I-INV001479805	40" Rescue Tube - WP	R	2/12/2025	1,591.58		055020		1,591.58

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
06066	Loomis							
I-13665764	Armored Truck Service - LCRA	R	2/12/2025	363.54		055021		363.54
00151	MEINERS OAKS ACE HARDWARE							
C-105499	Outlet Box, Kitted Box Returne	R	2/12/2025	88.16CR		055022		
I-104024	Conduit Flx & Screw In Conn	R	2/12/2025	117.80		055022		
I-105156	Ice Scraper - WP	R	2/12/2025	99.70		055022		
I-105500	Outlets - LCRA	R	2/12/2025	31.11		055022		
I-105861	Door Stop Wall - FISH	R	2/12/2025	14.62		055022		
I-105864	Bar Flat - FISH	R	2/12/2025	16.38		055022		
I-105870	Wire Conn & Wire Spede Termina	R	2/12/2025	45.03		055022		
I-105922	Adapter - LCRA	R	2/12/2025	5.45		055022		
I-105964	Bar Flat, Bolt & Screws - FISH	R	2/12/2025	46.47		055022		
I-106013	Scissors & Glue - PL	R	2/12/2025	58.39		055022		
I-106016	Electric Tape & Trap Union - L	R	2/12/2025	41.73		055022		
I-106035	Coupling Hose & Gloves - LCRA	R	2/12/2025	47.19		055022		
I-106102	Conduit Flexalim & Fine Drywal	R	2/12/2025	27.78		055022		
I-106116	Faucet, Bolts & Screws - LCRA	R	2/12/2025	171.69		055022		
I-106258	Fuel Additives & Duct Tape - L	R	2/12/2025	74.46		055022		
I-106319	50# Joint Coupund Red - LCRA	R	2/12/2025	33.39		055022		
I-106428	Toilet Supply Line - MAINT	R	2/12/2025	24.85		055022		
I-106430	Elbow & Pipe Sealant - LCRA	R	2/12/2025	55.13		055022		
I-106507	Packout CP Organizer - UT	R	2/12/2025	106.83		055022		
I-106521	Hammer Frame & Hose - LCRA	R	2/12/2025	45.25		055022		
I-106605	Sealant & Stel Rods - LCRA	R	2/12/2025	36.07		055022		
I-106617	Gloves & Thread Rod - LCRA	R	2/12/2025	50.35		055022		
I-106628	Square Plug & Cap - LCRA	R	2/12/2025	17.54		055022		
I-106650	Electrical Tape & Duct Tape-PL	R	2/12/2025	12.91		055022		
I-106661	Showerhead & Shower Curtain	R	2/12/2025	74.71		055022		
I-106676	Anchore Plastic - PL	R	2/12/2025	17.78		055022		
I-106709	Air Coupler, Bolts & Screws -	R	2/12/2025	13.52		055022		
I-106866	Paint & Knee Pads - WP	R	2/12/2025	98.07		055022		1,296.04
03444	Mission Linen Supply							
I-523244730	Uniform Pants - PL	R	2/12/2025	51.30		055025		
I-523244731	Uniform Pants - MAINT	R	2/12/2025	28.57		055025		
I-523244734	Uniform Pants - TP	R	2/12/2025	58.81		055025		138.68
03508	NTT Industrial Supply, Inc.							
I-26163	NPT Brass & Reducer Bushing	R	2/12/2025	105.83		055026		105.83
00160	OILFIELD ELECTRIC CO, INC							
I-2037700	IR Testing for OWS	R	2/12/2025	3,400.00		055027		3,400.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01570	Ojai Auto Supply							
I-611686	Fuel Tank - Unit 55	R	2/12/2025	361.85		055028		
I-612149	Battery - Unit Ez3	R	2/12/2025	134.21		055028		
I-612168	LED Test Blade - UT	R	2/12/2025	29.28		055028		525.34
00165	OJAI LUMBER CO, INC							
I-2501-826299	Gravel - EM	R	2/12/2025	5.35		055029		
I-2502-827193	220Z Set with Nozzle - LCRA	R	2/12/2025	147.79		055029		153.14
00884	OJAI TERMITE & PEST CONTROL, I							
I-266571	Rodent Control 2035 Grand Ave	R	2/12/2025	75.00		055030		
I-266613	Monthly Squirrel - WP	R	2/12/2025	185.00		055030		260.00
00169	OJAI VALLEY SANITARY DISTRICT							
I-26800	Cust#20594	R	2/12/2025	339.18		055031		339.18
00169	OJAI VALLEY SANITARY DISTRICT							
I-26878	Cust#52921	R	2/12/2025	61.67		055032		61.67
00381	PADRE ASSOCIATES, INC.							
I-2025-206	Matilija Groundwater Supply	R	2/12/2025	2,486.96		055033		2,486.96
05960	Obie Paul							
I-01-00099836	Camping Cancellation - LCRA	R	2/12/2025	231.00		055034		231.00
02849	Phenova, Inc.							
I-205072	Phenova PT & QC Order	R	2/12/2025	2,526.97		055035		2,526.97
00686	POLLARD WATER							
I-0279833	1-1/2 Lockout Lock - UT	R	2/12/2025	325.76		055036		
I-0279834	Valve Key 3/4 - 2 IN Stops	R	2/12/2025	247.20		055036		572.96
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-20013	Gas Tank Inspection - DO	R	2/12/2025	275.00		055037		
I-20014	Gas Tank Inspection - LCRA	R	2/12/2025	275.00		055037		550.00
00211	SECORP INDUSTRIES							
I-I0092022	Training Fit Test - MAINT	R	2/12/2025	473.52		055038		473.52
00215	SOUTHERN CALIFORNIA EDISON							
I-020525	Acct#700028735181	R	2/12/2025	12,396.35		055039		
I-020625	Acct#700028645962	R	2/12/2025	8.79		055039		
I-020625a	Acct#700598317666	R	2/12/2025	42.37		055039		
I-700030209177	Acct#700030209177	R	2/12/2025	17,467.59		055039		29,915.10

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00048	STATE OF CALIFORNIA							
I-020525a	State Water Plan Payment CV-CM	R	2/12/2025	649,685.25		055040		649,685.25
00048	STATE OF CALIFORNIA							
I-020525b	State Water Plan Payment UWCD	R	2/12/2025	246,371.75		055041		246,371.75
05786	Stericycle, Inc.							
I-8009831818	Shredding Service - DO	R	2/12/2025	126.15		055042		126.15
02703	Sunbelt Rentals							
C-163824948-0002	Rental Protection Plan - EM	R	2/12/2025	1,541.67CR		055043		
C-163824948-0003	CR Diesel Generator - EM	R	2/12/2025	3,441.82CR		055043		
C-163910268-0003	Rental Protection Plan	R	2/12/2025	938.31CR		055043		
I-163824948-0001	Emergency Stanby Generator	R	2/12/2025	13,432.37		055043		
I-163910268-0001	150 KW Emergency Generator	R	2/12/2025	8,329.30		055043		
I-163910268-0002	Diesel for Generator - EM	R	2/12/2025	201.63		055043		16,041.50
01147	SUPERIOR GATE SYSTEMS							
I-5272	Gate Repair - LCRA	R	2/12/2025	750.00		055044		750.00
00498	BRIAN TAYLOR							
I-020525	Reimburse Expenses 02/25	R	2/12/2025	305.88		055045		305.88
02497	Total Barricade Service, Inc.							
I-65228	Traffic Olan Drawing-Villanova	R	2/12/2025	900.00		055046		900.00
10011	VENTURA CONCRETE CUTTING, INC							
I-10533	Cut Asphalt Hwy 33& Villanova	R	2/12/2025	1,295.00		055047		1,295.00
00774	Ventura County Sheriff's Offic							
I-25-19095	Sheriff Security Wine Festival	R	2/12/2025	1,130.28		055048		1,130.28
09955	VENTURA WHOLESALE ELECTRIC							
I-330414	THHN Copper Wire - LCRA	R	2/12/2025	377.13		055049		
I-330650	Electric Supplies - EM	R	2/12/2025	79.12		055049		456.25
01283	Verizon Wireless							
I-6105172984	Monthly Cell Charges - DO	R	2/12/2025	3,668.28		055050		
I-6105173304	Monthly Cell Charges - LCRA	R	2/12/2025	467.02		055050		4,135.30
06340	Westmont College							
I-399	Study Break Registration - WP	R	2/12/2025	150.00		055051		150.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02587	A&M LAWNMOWER SHOP							
I-54998	Trash Cans - MAINT	R	2/19/2025	201.35		055052		201.35
00010	AIRGAS USA LLC							
I-9158117870	Oxygen Tank & HLMT Welg Viking	R	2/19/2025	687.39		055053		687.39
03044	Amazon Capital Services							
C-1CY9-4P76-DPQM	Single Monitor Wall Mount CR	R	2/19/2025	38.60CR		055054		
C-1JHL-M3KN-G1N9	UPS Battery Return - TP	R	2/19/2025	197.34CR		055054		
C-1XM3-G61L-D9VX	Gloves - Cancelled Order	R	2/19/2025	396.80CR		055054		
I-13G9-NXWL-FVY1	Drawer Tool Box - UT	R	2/19/2025	171.49		055054		
I-1DLQ-JJ7L-67DN	Miller Shock Absotbing Lanyard	R	2/19/2025	254.16		055054		
I-1FC7-CPHH-GW7N	Repair Required Tag - PL	R	2/19/2025	31.77		055054		
I-1FL9-CGWX-1PPQ	Binders - UT	R	2/19/2025	134.54		055054		
I-1FRY-4GGR-4NYG	Wood Chipper Knife Set - LCRA	R	2/19/2025	176.47		055054		
I-1JK3-1DJP-3M1X	Airtag Holder - UT	R	2/19/2025	17.13		055054		
I-1L6X-TVC6-6YKY	Sun Hats - ENG	R	2/19/2025	25.10		055054		
I-1MTD-LHF6-J1CR	Drawer Organizer - FISH	R	2/19/2025	126.73		055054		
I-1NWT-NTYM-1MXH	Gloves - EM	R	2/19/2025	396.80		055054		
I-1QLV-F369-6DQ7	Monitor Wall Mount - IT	R	2/19/2025	38.60		055054		
I-1W4W-TYY6-76PM	Pen-Wguteboard Tape - SAFE	R	2/19/2025	8.52		055054		
I-1WHQ-1V1D-9HJQ	Earplugs - MAINT	R	2/19/2025	72.36		055054		
I-1XHR-QG4V-63QX	Round Rocker Switch	R	2/19/2025	95.50		055054		
I-1XXP-PTD1-6H7T	APC Replacement Batteries - TP	R	2/19/2025	497.63		055054		1,414.06
00014	AQUA-FLO SUPPLY							
I-SI2476333	Bolt SS Repair Clamp - PL	R	2/19/2025	254.15		055056		254.15
01323	ARGO CHEMICAL INC							
I-2502006	Ammonia Solution - TP	R	2/19/2025	5,535.33		055057		5,535.33
01703	ARNOLD LAROCHELLE MATTHEWS							
I-11797	Metter #5088-001	R	2/19/2025	2,432.00		055058		
I-11798	Metter - Skyhigh	R	2/19/2025	1,376.00		055058		3,808.00
01666	AT & T							
I-000023014421	Acct#9391035542	R	2/19/2025	668.42		055059		668.42
00018	AT & T MOBILITY							
I-287290467941X0225	Acct#287290467941	R	2/19/2025	261.10		055060		
I-287327817962X0225	Acct#287327817962	R	2/19/2025	36.43		055060		297.53
03429	AT&T							
I-8171088905	Acct#8310011246015	R	2/19/2025	2,222.27		055061		2,222.27

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00021	AWA OF VENTURA COUNTY WaterWise Breakfast Serie	R	2/19/2025	80.00		055062		80.00
00679	BAKERSFIELD PIPE & SUPPLY INC Clamp - LAB	R	2/19/2025	29.22		055063		29.22
05797	Baron Industries 2ECCO Strobelp - Unit E21	R	2/19/2025	750.99		055064		1,062.49
	I-01 711754 ECCO Strobelp - EUNIT 17	R	2/19/2025	311.50		055064		
03059	Brenntag Pacific Inc. Sodium Bisulfate 25%	R	2/19/2025	690.52		055065		690.52
00229	BUREAU OF RECLAMATION Reimburse SOD Cost	R	2/19/2025	77,228.16		055066		77,228.16
05995	Canon Financial Services Copier Rental - ADM	R	2/19/2025	233.11		055067		233.11
00055	CASITAS BOAT RENTALS Pontoon Usage 01/25	R	2/19/2025	480.00		055068		825.00
	I-001672 Boat Rental - 12/24	R	2/19/2025	345.00		055068		
00061	COMPUWAVE MCAFEES MVISION STD - IT	R	2/19/2025	1,665.00		055069		2,925.20
	I-SB02104355 Cisco Catalyst Switch - IT	R	2/19/2025	1,260.20		055069		
00719	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	2/19/2025	137.50		055070		137.50
00740	DELL MARKETING L.P. Optiplex Small Form Plus 7020	R	2/19/2025	3,617.35		055071		5,631.12
	I-10798494171 Dell Latitude 7350 XCTO	R	2/19/2025	2,013.77		055071		
00081	DELTA LIQUID ENERGY Propane - LCRA	R	2/19/2025	413.29		055072		797.74
	I-24942 Propane - LCRA	R	2/19/2025	384.45		055072		
06127	Dion & Sons, Inc Diesel - LCRA	R	2/19/2025	2,550.89		055073		4,130.65
	I-SP27511 Gas - LCRA	R	2/19/2025	1,579.76		055073		
06008	Docu Products Copier Usage - DO	R	2/19/2025	204.14		055074		204.14

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00086	E.J. Harrison & Sons Inc Acct#500679996	R	2/19/2025	5,852.39		055075		5,852.39
00086	E.J. Harrison & Sons Inc Acct#500766090	R	2/19/2025	62.00		055076		62.00
00086	E.J. Harrison & Sons Inc Acct#102258843	R	2/19/2025	339.35		055077		339.35
00086	E.J. Harrison & Sons Inc Acct#1C00053370	R	2/19/2025	318.40		055078		318.40
00086	E.J. Harrison & Sons Inc Acct#1C00054240	R	2/19/2025	506.09		055079		506.09
00095	FAMCON PIPE & SUPPLY 4" Vent-O-Mat Air Vac - PL	R	2/19/2025	11,743.88		055080		11,743.88
00104	FRED'S TIRE MAN Mount Tires - Unit 315	R	2/19/2025	93.52		055081		
	I-161509 Power King Guard - Unit 112	R	2/19/2025	291.58		055081		385.10
00115	GRAINGER, INC Bout Line Repair Parts - TP	R	2/19/2025	340.68		055082		
	I-9375078913 Wire Rope - TP	R	2/19/2025	269.96		055082		
	I-9399184507 240V/120V 3phase Cabling - EM	R	2/19/2025	357.36		055082		
	I-9403855555 Air Scour Pump - TP	R	2/19/2025	1,022.74		055082		1,990.74
00596	HOME DEPOT Toilet Return - MAINT	R	2/19/2025	418.32CR		055083		
	I-3360226 1/2 Red Copper 10ft Stick - PL	R	2/19/2025	73.66		055083		
	I-354168 Quikrete Crack Seal - MAINT	R	2/19/2025	56.15		055083		
	I-3900996 Dry Wall - PL	R	2/19/2025	785.49		055083		
	I-4124751 Portable Inflator & StartedKit	R	2/19/2025	673.53		055083		
	I-5900642 Fans - PL	R	2/19/2025	488.35		055083		
	I-5900718 1.28 GFP Toilets - MAINT	R	2/19/2025	490.36		055083		
	I-8786068 Screw Driver Set & Drill Bit	R	2/19/2025	288.18		055083		2,437.40
01634	INTERSTATE BATTERIES MTX-65 Battery - PL	R	2/19/2025	506.01		055084		506.01
05799	Jack Henry & Associates Inc. RemitPlus Express - ADM	R	2/19/2025	250.00		055085		250.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00667	Kennedy/Jenks Consultants, Inc							
I-177929	DBP Reduction Fat Pipe - ENG	R	2/19/2025	795.00		055086		795.00
02658	Liebert Cassidy Whitmore							
I-286444	Metter #CA182-00001	R	2/19/2025	2,774.00		055087		2,774.00
00151	MEINERS OAKS ACE HARDWARE							
I-106419	Ear Plugs & Gloves - UT	R	2/19/2025	28.28		055088		
I-106512	Lampholder - PL	R	2/19/2025	29.21		055088		
I-106700	Gloves, Bolts & Screws - TP	R	2/19/2025	64.40		055088		
I-106907	Hole Saw & Jan Saw - PL	R	2/19/2025	101.38		055088		
I-106930	Sink Supply Line - PL	R	2/19/2025	22.43		055088		
I-107016	Plastic Sheeting & Epoxy - MAI	R	2/19/2025	30.22		055088		
I-107147	Gloves, Painting Brush & Clean	R	2/19/2025	131.72		055088		
I-107227	Brush & Cleaning Supplies - EM	R	2/19/2025	22.22		055088		
I-107266	Coupling Hose - PL	R	2/19/2025	14.61		055088		444.47
03444	Mission Linen Supply							
I-523285385	Uniform Pants - PL	R	2/19/2025	51.30		055089		
I-523285386	Uniform Pants - MAINT	R	2/19/2025	28.57		055089		
I-523285389	Uniform Pants - TP	R	2/19/2025	58.81		055089		138.68
05977	ODP Business Solutions, LLC							
I-409966677001	Office Supplies - ADM	R	2/19/2025	1,441.07		055090		
I-409968990001	Pens - ADM	R	2/19/2025	15.97		055090		1,457.04
00165	OJAI LUMBER CO, INC							
I-2501-826191	Con HRT RWD Rough - UT	R	2/19/2025	9.09		055091		9.09
00184	POWERSTRIDE BATTERY CO, INC							
I-V 59693	Battery - PL	R	2/19/2025	142.96		055092		142.96
00790	PROFORMA							
I-BI85014309A	Embroidery on Hoodies - MAINT	R	2/19/2025	81.46		055093		
I-BI85014376A	Safety Vest - ENG	R	2/19/2025	140.08		055093		221.54
00306	Rincon Consultants, Inc.							
I-63254	Ven-SB Intertie NEPA	R	2/19/2025	4,285.70		055094		4,285.70
02645	SonTek							
I-1119490	Orfice Tubbing & Orifice Atach	R	2/19/2025	842.26		055095		842.26
02703	Sunbelt Rentals							
I-163184666-0001	Manlift Rental 12/13/24	R	2/19/2025	488.77		055096		
I-163824948-0004	Diesel for Srandby Generator	R	2/19/2025	275.45		055096		764.22

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01696	SUPERIOR MACHINE							
I-5511	Key Stocks Machined - TP	R	2/19/2025	323.25		055097		323.25
09955	VENTURA WHOLESALE ELECTRIC							
I-330961	Phone Jack Lower Tunel - TP	R	2/19/2025	51.91		055098		51.91
02854	Water Works Engineers, LLC							
I-16063	Ven-SB Intertie - ENG	R	2/19/2025	151,949.84		055099		151,949.84
06056	Ameriflex							
I-DPC202502182389	Dependant Care	R	2/19/2025	576.93		055100		
I-FSA202502182389	FSA Deduction	R	2/19/2025	1,268.90		055100		1,845.83

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	105	1,449,326.57	0.00	1,449,326.57
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	11	233,332.23	0.00	233,332.23
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

VENDOR SET: 01 BANK: AP TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
	116	1,682,658.80	0.00	1,682,658.80
BANK: AP TOTALS:	116	1,682,658.80	0.00	1,682,658.80
REPORT TOTALS:	116	1,682,658.80	0.00	1,682,658.80

Adjudication Charge Fund Account

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

Adj. Checks: 000126-000130

Adj. Draft 001065

Voids:



Janyne Brown, Chief Financial Officer

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
04051 I-CMWD-2	Catalyst Environmental Solutio Environmental Permitting Suppo	R	2/12/2025	2,293.00		000126		2,293.00
06320 I-10190	Marzulla Law, LLC SB Channelkeeper Adjudication	R	2/12/2025	26,694.43		000127		26,694.43
01703 I-11796	ARNOLD LAROCHELLE MATTHEWS Metter #5088-016	R	2/19/2025	2,240.00		000128		2,240.00
05782 I-00888.002-12	GSI Water Solutions, Inc Technical Consulting Service	R	2/19/2025	32,953.30		000129		32,953.30
05744 I-3559	Kear Groundwater Expenses Related to ADJ	R	2/19/2025	7,964.00		000130		7,964.00
05973 I-012425k	Mechanics Bank Credit Card Lunch Adjudication Meeting	D	2/12/2025	43.55		001065		43.55

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	5	72,144.73	0.00	72,144.73
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	43.55	0.00	43.55
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00 VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: ADJ TOTALS:	6	72,188.28	0.00	72,188.28
BANK: ADJ TOTALS:	6	72,188.28	0.00	72,188.28
REPORT TOTALS:	6	72,188.28	0.00	72,188.28

Minutes of the Casitas Municipal Water District
February 12, 2025 Board Meeting

1. CALL TO ORDER

President Kaiser called the meeting to order at 5:00 p.m.

2. ROLL CALL

Directors Hajas, Cole, Brennan, Bergen, and Kaiser are present. Also present are GM Flood, EA Vieira, and Counsel McNulty.

3. PLEDGE OF ALLEGIANCE

Director Brennan led the pledge.

4. AGENDA CONFIRMATION

The agenda was confirmed as submitted.

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

None

6. CONSENT AGENDA

6.a Accounts Payable Report.
[Accounts Payable Report.pdf](#)

6.b Minutes of January 22, 2025 Board Meeting.
[1 22 2025 Min.pdf](#)

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

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

7. ACTION ITEMS

7.a Declare Eight District Vehicles Surplus and Direct Staff to Dispose of Same.
[Board Memo - Declare Eight District Vehicles Surplus and Dispose of Same 021225.pdf](#)

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

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

- 7.b Adopt a Resolution approving the Contribution or Advance of \$1,637,407.00 to the California Department of Water Resources for Use in Accordance with the Terms of the Funding Agreement for the Advance or Contribution of Money to the Department of Water Resources by Casitas Municipal Water District for Preliminary Planning, Permitting and Design Costs Related to a Potential Delta Conveyance Project on Behalf of the Casitas Municipal Water District, United Water Conservation District, and the City of San Buenaventura.
[Board Memo and Resolution on DWR DCP Funding 021225.pdf](#)

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

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

Resolution is numbered 2025-03.

- 7.c Adopt a Resolution Setting a Hearing Regarding an Increase to Casitas MWD Board of Directors Compensation for March 26, 2025.
[Memo-Board Compensation.pdf](#)
[RESO board comp public hearing.pdf](#)

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

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

Resolution is numbered 2025-04.

8. INFORMATION ITEMS

- 8.a State Water Project Intertie Report.
[SWP Intertie Project Cost 1-31-25.pdf](#)
- 8.b Investment Report.
[Investment Report FY2025 January.pdf](#)

- 8.c Consumption Report.
[Consumption 2024-2025.pdf](#)

The information items were received.

9. GENERAL MANAGER COMMENTS

GM Flood reported on a repair to the intake pipeline at the Water Treatment, a battery powered welder was used for the repair. An additional leak was detected, and this may turn into a capital project.

We were able to divert last week and should be able to with the upcoming storm.

10. BOARD OF DIRECTOR REPORTS ON MEETINGS ATTENDED

Director Brennan reported his attendance at the Ventura River Watershed Council meeting last Thursday for a presentation by Ojai Fire Safe. There was an update on grazing and getting rid of fire hazards. Fire Safe Council of Ojai is working with Carbajal's office to get the Bureau to review the possibility of grazing around the lake and other areas in the Ojai Valley. Director Bergen listened to the same meeting.

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

None

President Kaiser moved the meeting to closed session at 5:18 p.m.

12. CLOSED SESSION

12.a CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9(d)(1). Santa Barbara Channelkeeper v. State Water Resources Control Board, City of San Buenaventura, et al.; and City of San Buenaventura v Duncan Abbott, et al., Cross Complaint; Superior Court of the State of California, County of Los Angeles, Case No. 19STCP01176.

President Kaiser moved the meeting back into open session at 5:55 p.m. with Mr. McNulty stating that the board met in closed session and there was no reportable action taken.

13. ADJOURNMENT

President Kaiser adjourned the meeting at 5:55 p.m.

Brian Brennan, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Board Memo

DATE: February 19, 2025

TO: Board of Directors

FROM: Michael Flood, General Manager

SUBJECT: Prefabricated Camping Cabin Pilot Project: Fox Campground

RECOMMENDATION:

Board of Directors approve purchase of a prefabricated camping cabin for a pilot project in the Fox Campground and an Unbudgeted Expense of \$40,000.

BACKGROUND AND OVERVIEW:

Multiple improvements to the Campground Fox began in 2021 and is nearing its final phase. Currently, Campground Fox provides electricity, water and sewer to 20 sites, while 18 sites have electricity and water only, including sites 8 -12. All the campsites except for 8 through 12 have been improved with larger concrete pads, concrete pedestals pads, campfire sitting area with new fire rings and asphalt roads throughout the campground. All campsites are Americans with Disabilities Act (ADA) accessible.

Campsites 8 – 12 had been compacted base and gravel campsites with water and power only and could only accommodate RV and Trailers less than 32 feet in length. The area was also in need of attention due to erosion and uneven ground requiring fill and a short retaining wall to be constructed.

These five sites were subsequently identified for the possibility of a collection of camping cabins that could bring in additional rental revenue for the LCRA. Staff conducted surveys on cabins with guests and other campgrounds, and determined the demand is high for those who seek accommodations but did not wish to camp in a tent or rent a trailer.

After receiving approval (including an environmental review) from the Bureau of Reclamation, staff began improvements and modifications including constructing a retaining wall, leveling the surface of the five sites, and installing a sewer line. These improvements will enhance aesthetics, visual resources, and be readily visible for guests that drive by on the main road.



Before



After

Staff began construction of one of the cabins in September 2024 (one bedroom, one bathroom plus kitchen) with the completion slated to be available to guests by Memorial weekend this year (2025). This cabin was constructed by staff members and is ADA accessible.



September 2024



January 2025

Staff proposes that a second cabin be acquired as a prefabricated unit that will come mostly complete with the goal being that it can be ready for guest rentals within a few weeks after its arrival and placement.

Staff reviewed several prefabricated cabin options and models as follows:

Tuff Shed:

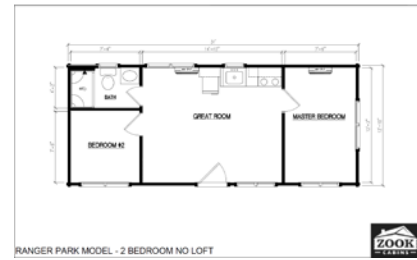
Model: Premier Ranch Garage (16' x 25')



Description: Building shell kit built in place by Tuff Shed crews. Staff would need to complete all interior amenities including walls and doors, electrical, plumbing, kitchen and bathroom fixtures, countertops, cabinets, lighting, etc.

Cost: \$28,552.03 (including tax and delivery)

Oasis Park Models



Model: Ranger Cabin (31' x 13')

Description: Two bedroom Cabin with kitchen and bath; arrives fully built

Cost: \$92,799.00 (including tax and delivery)

Park Model Nation:



Model: Cottonwood – Lofted Model (35' x 11')

Description: One bedroom with kitchen and bath plus loft, front deck; arrives fully built

Cost: \$88,754.11 (including tax and delivery)

Recommendation:

Staff recommends that the **Park Model Nation Cottonwood w/Loft** be selected for the best combination of amenities, quick setup, and price.

FUNDING

The in-ground improvements (asphalt, fire rings, concrete, sewer line, etc.) project were funded with matching funds from the US Bureau of Reclamation (USBR).

The first cabin has been constructed for the cost of materials at a cost of approximately \$30,000.

The proposed prefabricated cabin requires an initial down payment of \$16,000 with the balance due when it arrives in approximately three months.

LCRA revenues would be used to reimburse the cost of the prefabricated cabin.

Cost/Benefit Analysis

Currently, sites 8 through 12 are usually booked every weekend (Friday & Saturday) from June through Sept, by guests renting trailers from one of five companies that provide RV rentals inside the LCRA. The trailer companies set up the trailer at the campers' reserved campsite.

The trailer company's rental fees range from \$210 to \$275 during the week, and \$260 to \$345 on weekends. The trailer rental does not include the campsite rental/reservation fee which is the only revenue received by LCRA.

Projected Camping Cabin Revenue

The goal is to increase revenue as well as improve guest accommodations by installing cabins at campsites Fox 8 through 12.

Lake Cachuma currently has cabins (fully equipped), and yurts available for rent beginning at \$175 up to \$200 per night with a \$20 reservation fee.

A projected starting rate for this Pilot Project would be for offseason (per cabin/per night): \$200/weekday/\$240 weekend; on season would be: \$240 weekday/ \$275 weekend (includes a \$15 reservation fee).

The revenue and occupancy projected for the cabins will mainly occur during the on-season period of April 1st through September Labor Day weekend. Although the season begins in April, full campsites occur from Memorial weekend through Labor Day weekend, which is approximately fifteen weeks. The figures below are based on this fifteen-week period.

Weekday at \$255 x 5 days = \$1,275 @ 15 = \$19,125

Weekends (Fri/Sat) \$275 x 2 days = \$550 @ 15 = \$8,250

The projected revenue for on-season is approximately \$27,375.

The projected occupancy during October through March is unknown due to the lack of data for cabins, however the calculations below are based on Campsite Angler 1, which is a full-hookup site and was reserved 158 days out of 212 during the above period in 2024.

Weekly, \$200 at 158 days = \$31,600.

Weekends \$240 at 158 days = \$37,920.

The projected revenue for off season is approximately \$69,520.

Off Season projection: **\$69,520.**

On Season projection: **\$27,375**

Total Annual Revenue: **\$96,895** (per cabin)

With the return on investment occurring in less than two years, Staff finds that this Pilot Project is financially feasible.

BUDGETARY IMPACT:

The current fiscal year budget (2024-2025) for this project is \$90,000.

Staff estimates that \$10,000 will be needed to have both cabins ready for Memorial Day 2025:

Current project expenditures: \$30,000.00

Prefabricated camping cabin: \$88,754.11

Est. completion funds needed: \$10,000.00

Total: \$128,754.11

FY 2024-25 Budget: \$ 90,000.00

\$ 38,754.11 (Approx. \$40,000 Projected Unbudgeted Expense)

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

DATE: February 19, 2025
TO: Board of Directors
FROM: General Manager, Michael Flood
Re: Recreation Committee Meeting of February 11, 2025 at 1000 hours.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Brian Brennan
Director Pete Kaiser
General Manager, Michael Flood
Assistant General Manager, Kelley Dyer
Executive Administrator, Rebekah Vieira
Park Services Manager, Joe Martinez

2. **Public Comments.**

Gary Wolfe (Marina Concessionaire) gave a brief report on progress on updating the Marina Docks

3. **Board/Management Comments**

Director Kaiser commended staff on the excellent job getting the park prepared during the off season and the benefit of the patrols in the Teague Watershed.

4. **Review Prefabricated Camping Cabin Pilot Project: Fox Campground**

GM Flood reviewed the staff memo with the Committee inducing improvements already completed in Fox Campground and the revenue benefits of the project.

PSM Martinez answered questions and provided additional details about the pilot project.

Director Kaiser made comments regarding the cost comparison of the 'stick-built' cabin, hookup of utilities, funding of the project, and similar rental costs at neighboring campgrounds.

Director Brennan made comments regarding inflation, competition in the camping market, ADU builders, and future expansion of the project.

The Committee asked staff to forward this item to the Board of Directors for consideration.

5. **Review of Recreation Report for November/December 2024.**

PSM Martinez went over the report with the Committee including the visitation, revenue results, infrastructure improvements, pickleball courts, boat inspections, camping, holiday impact, the change in the reservation timeline from nine months to six months, moonlight fishing, social media data and Casitas Water Adventure recruiting.

Director Brennan made comments regarding social media promotion of the park and business with the park's concessionaires.

Director Kaiser made comments regarding publicity for the lake, including with the local Chamber of Commerce.

6. **Review of Incidents and Comments**

PSM Martinez gave updates about calls for service, law enforcement contacts, patrol observations, boat citations, Sheriffs and CHP contacts, rowing concession permanent location preparation, traffic incidents and answered questions about parking.

GM Flood gave an update regarding the request with the County of Ventura for the further restriction of parking along Santa Ana Road.

Director Kaiser made comments regarding long-term camping along the shoulder on Hwy 150, update on the rowing concession, and parking.

Director Brennan made comments regarding parking outside the park.