

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
1055 Ventura Ave.
Oak View, CA 93022
Board Room
August 10, 2016
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. Public Comments (items not on the agenda – three minute limit).
2. General Manager comments.
3. Board of Director comments.
4. Board of Director Verbal Reports on Meetings Attended.
5. Consent Agenda
 - a. Minutes of the July 27, 2016 Board Meeting.
6. Review of District Accounts Payable Report for the Period of 7/20/16 – 8/04/16.

RECOMMENDED ACTION: Adopt Consent Agenda

RECOMMENDED ACTION: Motion approving report

7. Resolution awarding a contract to Irwin Industries, Inc. in the amount of \$53,500 for the construction of the Robles Fish Passage Facility – Diffuser Modifications, Specification 16-389.

RECOMMENDED ACTION: Adopt Resolution

8. Recommend approval of a purchase order to Consulting West in the amount of \$47,600 for electrical engineering services for the upgrade of Rincon Pump Plant's Main Service Switchgear.

RECOMMENDED ACTION: Motion approving recommendation

9. Information Items:

- a. Recreation Committee Minutes
- b. Water Resources Committee Minutes
- c. Executive Committee Minutes
- d. Lake Casitas Recreation Area Report for June, 2016.
- e. Water Conservation Update for July, 2016.
- f. Letter from Meiners Oaks Water District in support of finding new water resources including connecting to a regional pipeline.
- g. Letter from Government finance Officers Association awarding the Certificate of Achievement for Excellence in Financial Reporting to Denise Collin for the comprehensive annual financial report for the fiscal year ended June 30, 2015.
- h. Water Consumption Report.
- i. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- j. Investment Report.

10. Closed Session

Conference with Legal Counsel – Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Casitas Municipal District No. 2013-1 (Ojai) vs. Golden State Water Company, a California Corporation, and Does 1 through 50, inclusive. Case Number: 56-2016-00481628-CU-EI-VTA.

11. Adjournment

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

Minutes of the Casitas Municipal Water District
Board Meeting Held
July 27, 2016

A meeting of the Board of Directors was held July 27, 2016 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. Directors Kaiser, Baggerly, Word, and Hicks were present. Director Bergen was absent. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were five staff members and two members of the public in attendance. President Kaiser led the group in the flag salute.

1. Public Comments (items not on the agenda – three minute limit).

Bruce Kuebler, Director of Ventura River Water District expressed concern about drought and the lake going dry without access to water. He urged the board to connect to regional water access to supplemental supplies that might be available.

President Kaiser added we all need to work together on this to look at contingencies available and discuss the costs that come in to play. The public will fill in the gaps with reactions. No information begets concern. It is important we all work together to fully investigate in a post haste manner. Director Word added there is no easy answer and it will take an effort on all of our parts to come up with something that will work. President Kaiser added that we can hope for rain but hope is not a plan of action.

Randy Haney Ojai City Councilmember thanked the board for what they have done and the actions regarding Golden State. The City of Ojai is thankful. He explained that he is here to talk about water and relayed an analogy of the water shortage being a football game. When the lake is at 100% full it is the start of the game. All is good when have a full body of water. In the first quarter we lost a little water and life is good. At half time 50% of lake is down, we are not winning. As a coach we adjust at half time and make changes on what we can do better or differently. Now we are at 39%. In 14% we will be in third quarter and losing. Are we going to wait until the game is over to make another adjustment? Half of the game is over, we have to dig in and figure this out. He explained that he had contacted local and state representatives and suggested holding a summit to have all the players together and bring everyone together to solve problems. He concluded by thanking the board for all they do and what they will do.

2. General Manager comments.

Mr. Wickstrum informed the board of his discussion with the City of Ventura and the County to begin to coordinate efforts to bring in state water and ensure we have county assistance. Tully Clifford indicated the county would provide assistance in bringing the pipeline in. A meeting was also held bringing together water managers from Ventura River and Meiners Oaks and Ventura

Water. We had lunch at the lake and discussed new opportunities for state water connection. There are new opportunities and now we have the potential and try to move forward as quickly as possible. There is emphasis on the decline of the lake for the last 11 years. There was talk about coordination of efforts and financial aspects. It is a western Ventura county problem. All parties need to commit to securing water supply. It is not as easy a solution as a seven mile pipeline. Things are proceeding in that avenue.

3. Board of Director comments.

Director Hicks mentioned a meeting with 13 individuals including seven engineers and two previous City managers where they discussion the drought and possibility of state water. In the past there have been 15 – 20 year droughts. Mr. Wickstrum explained there has been a game plan. Part of that was you don't play a sloppy game in the first half. Conservation is no longer involuntary. We hope we see the lake refill but we will not return back to sloppy play in the first half. There is a real effort by the public and state to retain these changes in California. The WEAP provides us with flexibility to make changes during continued drought.

Director Word added it is encouraging that we are seeing folks other than those of us that deal with it day to day be aware of the shortcomings and potential disaster. The public is starting to grasp that idea. We have to get the public involved. It is not an easy or inexpensive solution but we have to deal with it. Director Baggerly added the game is afoot. People are working on new water sources and new solutions. President Kaiser added no game is won if the team is in status quo. The Executive committee agenda has an item to look at a workshop coming up and to consider how we expand to other agencies locally to work together. We are endeavoring to move ahead on this expeditiously.

4. Board of Director Verbal Reports on Meetings Attended.

Director Hicks reported on his attendance at the AWA Water Issues meeting where United gave a presentation on their GSA. He added that Met is seeing a return on their investment with their turf removal program. During high heat in July last year they sold 7,000 acre feet/day and this year are now selling 5,000 acre feet/day.

5. Consent Agenda

ADOPTED

- a. Minutes of the July 13, 2016 Board Meeting.

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

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

6. Review of District Accounts Payable Report for the Period of 7/7/16 – 7/19/16. APPROVED

On the motion of Director Hicks, seconded by Director Baggerly, the Accounts Payables were approved by the following roll call vote:

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

7. Resolution Expressing Appreciation to Ronald Yost on his Retirement after 32 Years of Service. ADOPTED

The board read the resolution and thanked Mr. Yost for his dedication and service to Casitas.

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

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

Resolution is numbered 16-21

8. Recommend approval of a purchase order to H2O Solutions, LLC in the amount of \$26,200 for cleaning and inspection of 16 reservoirs and \$400 per hour plus material costs for directed repairs. APPROVED

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

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

9. Recommend approval of a new agreement with County of Ventura Sheriff for support services. APPROVED

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

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

10. Consider refund claim from Paul Lomely for \$234 in reservation fees, \$72 in parking fees, and \$430 in compensation for food and gear purchased for trip to Lake Casitas Recreation Area on the weekend of June 17, 2016

during which Lomely party was evicted following numerous noise complaints. CLAIM DENIED

Park Services Manager Belser explained that when a party is evicted we don't refund their camping fees. The Water Adventure tickets were refunded in the amount of \$79. The recommendation is to deny the claim.

On the motion of Director Hicks, seconded by Director Baggerly, the claim listed above was denied by the following roll call vote:

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

11. Information Items: APPROVED

- a. Lake Casitas Recreation Area Report for March, 2016.
- b. Lake Casitas Recreation Area Report for April, 2016.
- c. Lake Casitas Recreation Area Report for May, 2016.
- d. Finance Committee Minutes
- e. Investment Report.

On the motion of Director Hicks, seconded by Director Baggerly, the Information Items were approved by the following roll call vote:

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

Mr. Mathews reminded the Board of the hearing with Golden State on Wednesday, August 3rd at 8:30.

12. Adjournment

President Kaiser adjourned the meeting at 3:34 p.m.

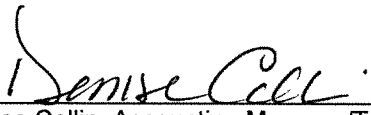
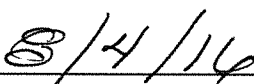
James W. Word, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 7/20/16-8/04/16
Presented to the Board of Directors For Approval August 10, 2016

Check	Payee			Description	Amount
000659	Payables Fund Account	#	9759651478	Accounts Payable Batch 072816	\$203,414.65
000660	Payables Fund Account	#	9759651478	Accounts Payable Batch 080416	\$426,081.43
					\$629,496.08
000661	Payroll Fund Account	#	9469730919	Estimated Payroll 08/18/16	\$150,000.00
					\$150,000.00
				Total	\$779,496.08

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, 000659-000661 have been duly audited is hereby certified as correct.

 Denise Collin, Accounting Manager/Treasurer

 Signature

 Signature

 Signature

A/P Fund

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

000659	A/P Checks:	024149-024164
	A/P Draft to P.E.R.S.	000000
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Voids:	023388,024103
000660	A/P Checks:	024165-024274
	A/P Draft to P.E.R.S.	000000
	A/P Draft to State of CA	000000
	A/P Draft to I.R.S.	000000
	Voids:	024225,024226

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


Denise Collin, Accounting Manager/Treasurer

Signature

Signature

Signature

CERTIFICATION

Payroll disbursements for the pay period ending 07/30/16
Pay Date of 08/04/16
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 8/4/16
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	8/04/2016			024225		
C-CHECK	VOID CHECK	V	8/04/2016			024226		

* * T O T A L S * *

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

TOTAL ERRORS: 0

VENDOR SET: 01	BANK: *	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			2	0.00	0.00	0.00
BANK: *		TOTALS:	2	0.00	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00049	STATE OF CALIFORNIA I-T2 201608011128 State Withholding	D	8/04/2016	10,469.80		000000		10,469.80
00128	INTERNAL REVENUE SERVICE I-T1 201608011128 Federal Withholding I-T3 201608011128 FICA Withholding I-T4 201608011128 Medicare Withholding	D D D	8/04/2016 8/04/2016 8/04/2016	31,821.93 30,840.04 7,364.42		000000 000000 000000		70,026.39
00187	CALPERS I-PER201607201123 PERS EMPLOYEE PORTION I-PER201607201124 PERS EMPLOYEE PORTION I-PRR201607201123 PERS EMPLOYER PORTION	D D D	7/20/2016 7/20/2016 7/20/2016	14.68 4.27 20.61		000000 000000 000000		39.56
00187	CALPERS I-PBB201608011128 PERS BUY BACK I-PBP201608011128 PERS BUY BACK I-PEB201608011128 PEPRA EMPLOYEES PORTION I-PER201608011128 PERS EMPLOYEE PORTION I-PRB201608011128 PEBRA EMPLOYER PORTION I-PRR201608011128 PERS EMPLOYER PORTION	D D D D D D	8/04/2016 8/04/2016 8/04/2016 8/04/2016 8/04/2016 8/04/2016	66.87 161.96 2,092.47 9,426.49 2,194.56 10,422.45		000000 000000 000000 000000 000000 000000		24,364.80
01186	GERARDO M HERRERA I-071316a Safety Boots	R	7/20/2016	170.00		024149		170.00
00004	ACWA JOINT POWERS INSURANCE AU I-0422745 August 16 Health Insurance	R	7/26/2016	117,056.22		024150		117,056.22
00021	AWA OF VENTURA COUNTY I-072516 CCWUC Luncheon on 07/27/16	R	7/26/2016	455.00		024151		455.00
01153	RUSS BAGGERLY I-June 16 Reimburse Mileage 6/16	R	7/26/2016	17.28		024152		17.28
02283	Mary Bergen I-Jun16 Reimburse Mileage 06/16	R	7/26/2016	27.97		024153		27.97
02544	Department of Justice I-177642 Fingerprinting	R	7/26/2016	448.00		024154		448.00
02671	Tim Lawson I-070116 Safety Boots	R	7/26/2016	118.20		024155		118.20
00347	Ojai Recreation Department I-072516 Ojai Day Booth/Table Rental	R	7/26/2016	175.00		024156		175.00

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 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00347	Ojai Recreation Department Refundable Cleaing Dep.	R	7/26/2016	50.00		024157		50.00
02475	Rutan & Tucker, LLP Acct#0295180001 6/16	R	7/26/2016	5,428.09		024158		5,428.09
00215	SOUTHERN CALIFORNIA EDISON Acct#2312811532	R	7/26/2016	102.94		024159		
	I-072516a Acct#2266156405	R	7/26/2016	111.11		024159		
	I-072516b Acct#2237011044	R	7/26/2016	27.29		024159		
	I-072516c Acct#2157697889	R	7/26/2016	9,408.42		024159		9,649.76
02643	Take Care by WageWorks Reimburse Medical	R	7/26/2016	64.79		024160		
	I-4589274 Reimburse Medical	R	7/26/2016	20.00		024160		
	I-4594288 Reimburse Medical	R	7/26/2016	10.00		024160		94.79
00234	UNITED WATER CONSERVATION State Water Plan Payment	R	7/26/2016	450.00		024161		
	I-072016a State Water Plan Payment	R	7/26/2016	22,491.00		024161		22,941.00
00949	CITY OF VENTURA State Water Plan Payment	R	7/26/2016	900.00		024162		
	I-072016a State Water Plan Payment	R	7/26/2016	44,982.00		024162		45,882.00
00270	Wells Fargo Bank Stainless Steel Shower Panel	R	7/26/2016	160.95		024163		
	I-070816c Junior Lifeguard Sunscreen	R	7/26/2016	53.21		024163		
	I-070816d Tie Dye Kit JR Lifeguards	R	7/26/2016	57.38		024163		
	I-070816e PC 832 Class	R	7/26/2016	460.00		024163		
	I-070816f Recruitment Ad- Utility Worker	R	7/26/2016	200.00		024163		
	I-070816g Misc Credit Card Charges	R	7/26/2016	115.29		024163		1,046.83
00276	RON YOST Reimburse Co. Possessory Taxes	R	7/28/2016	608.65		024164		608.65
02587	A&M LAWNMOWER SHOP E&M Back Up Generator	R	8/04/2016	1,155.63		024165		1,155.63
01707	AIRGAS SPECIALTY PRODUCTS Ammonium Hydroxide - TP	R	8/04/2016	3,125.20		024166		3,125.20
00010	AIRGAS USA LLC High Voltage Warning Labels	R	8/04/2016	144.76		024167		144.76

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00029	AMERICAN TOWER CORP Tower Rent, Red Mtn, Rincon Pk	R	8/04/2016	1,845.59		024168		1,845.59
00417	APPLIED INDUSTRIAL TECHNOLOGY Flex Belt & Flex Sleeve - TP	R	8/04/2016	122.11		024169		122.11
00014	AQUA-FLO SUPPLY Irrigation Contr.-LCRA Maint.	R	8/04/2016	687.14		024170		687.14
00015	ARDEMCO, INC Spring Catridge & Water Valve	R	8/04/2016	150.11		024171		150.11
01703	ARNOLD LAROCHELLE MATTHEWS Matter No#5088-016 6/16 Matter No#5088-015 6/16 Matter No#5088-001 6/16	R R R	8/04/2016 8/04/2016 8/04/2016	192.00 1,125.00 54,816.00		024172 024172 024172		56,133.00
01666	AT & T Local, Regional, Long Distance T-1 Lines Acct#9391035541	R R	8/04/2016 8/04/2016	1,140.85 497.83		024173 024173		1,638.68
00020	AVENUE HARDWARE, INC Box Screws & Nuts - E&M	R	8/04/2016	14.30		024174		14.30
00021	AWA OF VENTURA COUNTY 2016 CCWUC Membership	R	8/04/2016	150.00		024175		150.00
00030	B&R TOOL AND SUPPLY CO Glasses, Elite Blue MR Lens-PL Glasses, Hose, & Blow Gun - PL	R R	8/04/2016 8/04/2016	18.62 70.90		024176 024176		89.52
00679	BAKERSFIELD PIPE & SUPPLY INC Parts for TP Valves Nipples, Tees, Ells, Warehouse Pipe Thread Sealant - PL	R R R	8/04/2016 8/04/2016 8/04/2016	168.82 367.40 34.51		024177 024177 024177		570.73
00038	BLACK GOLD INDUSTRIES Oil Recycle Fee	R	8/04/2016	150.00		024178		150.00
01068	CAPIO Membership Renewal	R	8/04/2016	225.00		024179		225.00
00055	CASITAS BOAT RENTALS Jr Lifeguard Kayaking	R	8/04/2016	190.00		024180		190.00

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 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00055	I-June 16 Gas							
	CASITAS BOAT RENTALS Gas for Boats - LCRA	R	8/04/2016	724.72		024181		724.72
00511	I-59810							
	Centers for Family Health Drug Screening	R	8/04/2016	832.00		024182		832.00
01843	I-682073							
	COASTAL COPY Copier Usage, Warehouse	R	8/04/2016	32.46		024183		32.46
00059	I-S1919223.001							
	COASTAL PIPCO PVC Parts for TP Stock	R	8/04/2016	187.49		024184		187.49
00061	I-SB02084118 I-SB02084162							
	COMPUWAVE Catridges - LCRA Maint.	R	8/04/2016	163.83		024185		
	Catridges - LCRA Maint.	R	8/04/2016	362.75		024185		526.58
00062	I-9009-736448							
	CONSOLIDATED ELECTRICAL Power Supplies - E&M	R	8/04/2016	310.63		024186		310.63
00719	I-81708427							
	CORELOGIC INFORMATION SOLUTION Realquest Subscription	R	8/04/2016	137.50		024187		137.50
01131	I-072116							
	COUNTY OF VENTURA IRWM Program Services	R	8/04/2016	2,500.00		024188		2,500.00
00079	I-250079055							
	DANIELS TIRE SERVICE 2 Tires for #88, Pump Truck	R	8/04/2016	1,326.82		024189		1,326.82
02480	I-1606282							
	David Taussig & Associates, In Proj D16-00115 CFD Tax Admin	R	8/04/2016	4,310.59		024190		4,310.59
00081	I-000453 I-000455							
	DELTA LIQUID ENERGY Propane for Showers - LCRA	R	8/04/2016	384.42		024191		
	Propane for Office - LCRA	R	8/04/2016	90.30		024191		474.72
02765	I-17819							
	Demaria Electric Motor Service Labor&Mat. for 350 HP Motor	R	8/04/2016	10,127.43		024192		10,127.43
02873	I-3867							
	DK Fleet Inc. Repair Boom Truck, #87	R	8/04/2016	280.00		024193		280.00
00086	I-5735 I-5758 I-5759							
	E.J. Harrison & Sons Inc Acct#1C00053370	R	8/04/2016	141.42		024194		
	Acct#1C00054230	R	8/04/2016	4,004.00		024194		
	Acct#1C00054240	R	8/04/2016	149.71		024194		4,295.13

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
10085	ELIFEGUARD, INC.							
C-62390a	Accrue Use Tax	R	8/04/2016	219.57CR		024195		
D-62390a	Accrue Use Tax	R	8/04/2016	219.57		024195		
I-62390	Lifeguard Uniforms	R	8/04/2016	2,977.69		024195		2,977.69
00095	FAMCON PIPE & SUPPLY							
I-181810	Pipeline Repair Parts	R	8/04/2016	766.48		024196		
I-182415	Gaskets,O-rings,repair kit-E&M	R	8/04/2016	271.65		024196		1,038.13
00099	FGL ENVIRONMENTAL							
I-607058A	Manganese Monitoring 6/21/16	R	8/04/2016	105.00		024197		
I-607573	Turbidity 7/5/16	R	8/04/2016	16.00		024197		
I-607574	Manganese Monitoring 6/29/16	R	8/04/2016	70.00		024197		
I-607826	Manganese Monitoring	R	8/04/2016	70.00		024197		261.00
00101	FISHER SCIENTIFIC							
I-1409754	25 mL Pipets - Water Quality	R	8/04/2016	132.53		024198		
I-1639257	Tryptic Soy Broth-Water Qualit	R	8/04/2016	28.16		024198		
I-1799265	Lab Supplies	R	8/04/2016	136.61		024198		
I-2054816	Lab Supplies	R	8/04/2016	59.26		024198		356.56
00969	FLW, INC.							
I-1131787	Union Connector - PP	R	8/04/2016	254.90		024199		
I-1131893	Temperature Switch - E&M	R	8/04/2016	262.07		024199		
I-1131988	Temperature Switch - E&M	R	8/04/2016	262.07		024199		779.04
00103	FRANK'S ROOTER & PUMPING							
I-91243	Pump LCRA Back Showerhouse	R	8/04/2016	412.85		024200		412.85
00104	FRED'S TIRE MAN							
I-91859	Oil Change & Filter # 22	R	8/04/2016	39.67		024201		
I-92732	Flat Repair - Unit #89	R	8/04/2016	50.00		024201		
I-92781	4 Tires for #282, Trailer PL	R	8/04/2016	667.79		024201		
I-92878	4 Tires for #16, Utilities Trk	R	8/04/2016	818.29		024201		1,575.75
02417	GardenSoft							
I-4800	Landscape Plant Website	R	8/04/2016	625.00		024202		625.00
00216	THE GAS COMPANY							
I-072816	Acct#00801443003	R	8/04/2016	261.33		024203		
I-072816a	Acct#18231433006	R	8/04/2016	54.18		024203		315.51
02158	Google, Inc.							
I-3360822980	Google Apps 6/16	R	8/04/2016	685.80		024204		685.80

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00115	GRAINGER, INC I-9172511991 Submersible Pump & Oil	R	8/04/2016	826.49		024205		826.49
02488	Graybar Electric I-986341682 Easy Heat Tape for Pump Plants	R	8/04/2016	1,021.92		024206		1,021.92
00746	GREEN THUMB INTERNATIONAL I-489192 Santa Fe Rocks for Garden	R	8/04/2016	162.39		024207		162.39
00121	HACH COMPANY I-10029095 Free Chlorine DPD Reagent, TP	R	8/04/2016	206.99		024208		206.99
01052	HARBOR FREIGHT TOOLS USA, INC I-03305032 Multimeter - LCRA Maint.	R	8/04/2016	21.49		024209		21.49
02890	Melissa Heltke I-072716 Waterpark Fee Fund	R	8/04/2016	12.00		024210		12.00
01186	GERARDO M HERRERA I-072716 Course Taken	R	8/04/2016	115.68		024211		115.68
00126	CAROLE ILES I-Jul 16 Reimburse Mileage 7/16	R	8/04/2016	37.80		024212		37.80
00872	Irrisoft, Inc. I-5875 Weather Station Signal	R	8/04/2016	79.00		024213		79.00
00131	JCI JONES CHEMICALS, INC I-694312 Chlorine for TP, CM 694358 I-695049 Chlorine for TP, CM 695088 I-695740 Chlorine for TP, CM 695782	R R R	8/04/2016 8/04/2016 8/04/2016	1,770.00 1,770.00 1,770.00		024214 024214 024214		5,310.00
01022	KELLY CLEANING & SUPPLIES, INC I-1353056 Janitorial Services - LCRA	R	8/04/2016	280.00		024215		280.00
02203	KEYT TV I-315009-2 Stage 3 Drought Ads	R	8/04/2016	800.00		024216		800.00
02598	Konecranes, Inc. I-NLA01127073 Treatment Plant Hoist Service	R	8/04/2016	572.00		024217		572.00
02885	Dennis Lee I-070116 Vehicle Fee Refund	R	8/04/2016	54.00		024218		54.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00360	I-142-383303	LESLIE'S POOL SUPPLIES, INC Small Chemicals - WP	R	8/04/2016	572.26	024219		572.26
02658	I-1417243	Liebert Cassidy Whitmore Matter#CA182-00005	R	8/04/2016	4,365.50	024220		4,365.50
00328	I-7251605	LIGHTNING RIDGE Lifeguard Uniform Shirts	R	8/04/2016	1,001.36	024221		
	I-7251606	JG Uniforms T-Shirts	R	8/04/2016	299.71	024221		1,301.07
02838	I-10202	Mainstreet Architects & Planne District Office Remodel-Design	R	8/04/2016	3,747.75	024222		3,747.75
00856	I-84385901	MATTHEW BENDER & CO., INC. Labor Relation Updates	R	8/04/2016	326.64	024223		326.64
00151	C-728021	MEINERS OAKS ACE HARDWARE Hinge, Bolts, Screws - LCRA	R	8/04/2016	18.53	024224		
	I-725993	Sponge Mop - PL	R	8/04/2016	11.73	024224		
	I-726094	LED Bulb, bags, & tape	R	8/04/2016	83.93	024224		
	I-726764	Paint for Ave 2 PP	R	8/04/2016	145.45	024224		
	I-726959	Barbwire	R	8/04/2016	391.25	024224		
	I-727350	Masking Tape, Pail Liners	R	8/04/2016	32.72	024224		
	I-727379	Gloves - PP	R	8/04/2016	35.17	024224		
	I-727389	Hinges, Bolts, & Screws - LCRA	R	8/04/2016	22.73	024224		
	I-727671	Home Defense, Tube Inner - WP	R	8/04/2016	40.77	024224		
	I-727746	Chlortabs., Chain, Cable Ties-TP	R	8/04/2016	44.91	024224		
	I-727786	High Velocity Fan	R	8/04/2016	10.74	024224		
	I-727867	Blots, Screws, & Bit Drill-LCRA	R	8/04/2016	44.54	024224		
	I-727904	Sealant Pipe & PVC - PP	R	8/04/2016	69.85	024224		
	I-728232	Welding Sheets - PP	R	8/04/2016	20.04	024224		
	I-728297	Rake - Maint.	R	8/04/2016	25.41	024224		
	I-728455	Bondo&Fiberglass Spreaders-Gar	R	8/04/2016	19.02	024224		
	I-728549	Mophead & Soap - PP	R	8/04/2016	21.96	024224		
	I-728566	Sanding Mask - LCRA Maint.	R	8/04/2016	46.93	024224		
	I-728646	Circuit Breaker - LCRA Maint.	R	8/04/2016	8.79	024224		
	I-728705	Level, Bolts, Screws - PP	R	8/04/2016	23.25	024224		
	I-728906	Pliers, Bolts, Screws-LCRA Maint	R	8/04/2016	27.10	024224		
	I-728935	Key, Tags, Washers	R	8/04/2016	26.22	024224		
	I-729197	Ant & Roach Control - PL	R	8/04/2016	25.70	024224		
	I-729207	Ant Control Stakes & Liquid	R	8/04/2016	29.50	024224		
	I-729213	Copper Tubing & Brass Fitting	R	8/04/2016	22.08	024224		
	I-729217	Copper Pipe Cutter-Dist.Maint.	R	8/04/2016	15.64	024224		
	I-729272	Wood Blind Rollup - Ave 2 PP	R	8/04/2016	20.41	024224		
	I-729400	Silicone Caulk - LCRA Maint.	R	8/04/2016	15.22	024224		
	I-729454	Silicone Glue & Sealant	R	8/04/2016	10.74	024224		
	I-729459	Bar & Chain Oil - LCRA Maint.	R	8/04/2016	27.35	024224		
	I-729496	Yellow Jacket & Pest Control	R	8/04/2016	26.95	024224		

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
I-729822	Utility Knives, Tubing, Maint	R	8/04/2016	20.46		024224		
I-730058	Extn Cord, Ice Pick, Maint	R	8/04/2016	39.35		024224		
I-730200	WP Water Jugs	R	8/04/2016	83.82		024224		1,471.20
02797	Milner-Villa Consulting							
I-2015-CMWD16-006	Ag Water Mgmt. Plan	R	8/04/2016	4,751.80		024227		4,751.80
01876	NALCO COMPANY							
I-64545021	Anionic Polymer for TP	R	8/04/2016	508.95		024228		508.95
02185	Oasis Technology Inc.							
I-0725161	Scada Testing & Design, Prj 318	R	8/04/2016	437.50		024229		437.50
00163	OFFICE DEPOT							
I-850800364001	LCRA Receipt Printer Paper	R	8/04/2016	103.19		024230		103.19
00625	OfficeTeam							
I-46224707	Admin Temp	R	8/04/2016	866.80		024231		
I-46279938	Admin Temp	R	8/04/2016	866.80		024231		1,733.60
01570	Ojai Auto Supply LLC							
I-377733	Headlight Bulb #29	R	8/04/2016	25.46		024232		
I-377869	LED Lights for #88, Pump Truck	R	8/04/2016	166.10		024232		
I-378180	Bulb & Grommet - Unit #88	R	8/04/2016	41.31		024232		
I-378427	Adapter Plug for #88, Pump Trk	R	8/04/2016	11.37		024232		
I-378801	Spark Plug - LCRA Maint.	R	8/04/2016	9.65		024232		
I-378918	Turn Rotors, #29, Maint Truck	R	8/04/2016	20.00		024232		
I-379222	Oil for #8 E&M Truck	R	8/04/2016	19.33		024232		293.22
00165	OJAI LUMBER CO, INC							
I-1607784271	Window Trim for Park Store	R	8/04/2016	150.51		024233		150.51
00161	OJAI VALLEY CHAMBER OF							
I-111725	Listing in Business Map	R	8/04/2016	220.00		024234		220.00
00169	OJAI VALLEY SANITARY DISTRICT							
I-18527	Cust#99991	R	8/04/2016	8,201.05		024235		8,201.05
01627	OSCAR'S TREE SERVICE							
I-12514	Tree Service A-8	R	8/04/2016	925.00		024236		
I-12515	Tree Service A-9	R	8/04/2016	550.00		024236		1,475.00
00072	PERMACOLOR, INC							
I-2767054	Meter Stand - E&M	R	8/04/2016	1,250.00		024237		1,250.00

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
02833	Praxair, Inc							
I-73661010	Liquid Oxygen -TP	R	8/04/2016	2,075.39		024238		
I-73670367	Liquid Oxygen - TP	R	8/04/2016	2,094.63		024238		
I-73692988	Liquid Oxygen	R	8/04/2016	2,020.74		024238		
I-73694933	Leak Repairs Aeration System	R	8/04/2016	2,248.83		024238		
I-73701890	Liquid Oxygen -TP	R	8/04/2016	2,129.60		024238		
I-73724610	Liquid Oxygen	R	8/04/2016	2,131.79		024238		
I-73733487	Liquid Oxygen - TP	R	8/04/2016	2,085.44		024238		
I-73757010	Liquid Oxygen - TP	R	8/04/2016	2,025.55		024238		
I-73836668	Liquid Oxygen - TP	R	8/04/2016	2,082.82		024238		
I-73851044	Liquid Oxygen - TP	R	8/04/2016	2,095.06		024238		
I-73879076	Liquid Oxygen for TP	R	8/04/2016	1,999.75		024238		22,989.60
01439	PRECISION POWER EQUIPMENT							
I-2644	Bar oil, Saw Oil, Saw Chain	R	8/04/2016	139.65		024239		139.65
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-7756	Leak Detection at LCRA Tank	R	8/04/2016	1,222.06		024240		1,222.06
02767	Pueblo Water Resources, Inc.							
I-2016-51	Mira Monte Well Rehab	R	8/04/2016	12,336.64		024241		12,336.64
00313	ROCK LONG'S AUTOMOTIVE							
I-18392	AC System Repairs - Unit #29	R	8/04/2016	819.60		024242		
I-18419	Brake Replacement, #39	R	8/04/2016	1,206.70		024242		
I-18476	Replace U Joints #29, Maint	R	8/04/2016	233.15		024242		2,259.45
01109	SALVADOR LOERA TRANSPORTATION							
I-15299	Sand & Base for TP Repairs	R	8/04/2016	1,155.58		024243		
I-15501	Sand Stock at LCRA Maint	R	8/04/2016	367.96		024243		1,523.54
02003	Sostre Enterprises Inc.							
I-3165	Website CMS Fee/Hosting	R	8/04/2016	249.00		024244		249.00
02015	SOUTHERN CALIFORNIA EDISON							
I-072916	Acct#2210507034	R	8/04/2016	12,017.61		024245		12,017.61
02703	Sunbelt Rentals							
I-61520112-001	Manlife 34' Rental-Water Treat	R	8/04/2016	582.31		024246		582.31
02731	Superior AED							
I-12583	Adult Smart Pads	R	8/04/2016	144.05		024247		144.05

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01696	SUPERIOR MACHINE							
I-3261	Bronze Bushing - TP	R	8/04/2016	165.00		024248		165.00
02057	Swank Motion Pictures, Inc.							
I-RG2198543	Movie Rental "Max" 7/9/16	R	8/04/2016	353.00		024249		353.00
02643	Take Care by WageWorks							
I-4603876	Reimburse Medical	R	8/04/2016	319.00		024250		
I-4615220	Reimburse Medical	R	8/04/2016	595.00		024250		914.00
01173	TOICO INDUSTRIES, INC.							
C-0156158a	Accrue Use Tax	R	8/04/2016	9.00CR		024251		
D-0156158a	Accrue Use Tax	R	8/04/2016	9.00		024251		
I-0156158-IN	3" Brass Lever Valve	R	8/04/2016	131.95		024251		131.95
02497	Total Barricade Service, Inc.							
I-37424	Traffic Message Board Rental	R	8/04/2016	1,660.00		024252		1,660.00
01662	TYLER TECHNOLOGIES, INC.							
I-025161757	Modification, UB Emailing	R	8/04/2016	1,182.50		024253		
I-025161770	Programming Email UB Invoices	R	8/04/2016	3,500.00		024253		4,682.50
00234	UNITED WATER CONSERVATION							
I-072816	State Water Plan Payment	R	8/04/2016	10,498.75		024254		10,498.75
00774	Ventura County Sheriff's Offic							
I-1615754	Sheriff Svcs LCRA 5/27-6/30	R	8/04/2016	54,855.09		024255		54,855.09
02694	Ventura County Star							
I-071416	Drought Ads & Public Notices	R	8/04/2016	706.44		024256		706.44
00257	VENTURA RIVER WATER DISTRICT							
I-3871	GSA Legal Services	R	8/04/2016	13,288.18		024257		13,288.18
00258	VENTURA STEEL, INC							
I-183766	Steel Plate - E&M	R	8/04/2016	62.67		024258		62.67
09955	VENTURA WHOLESALE ELECTRIC							
I-217682	Electrical Conduit & Fittings	R	8/04/2016	144.83		024259		
I-217769	Elec. Fittings/Supplies - TP	R	8/04/2016	68.46		024259		213.29
00949	CITY OF VENTURA							
I-072816a	State Water Plan Payment	R	8/04/2016	20,997.50		024260		20,997.50

VENDOR SET: 01 Casitas Municipal Water D
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 DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02891	Elton Vergara I-071816 Camping Fee Refund	R	8/04/2016	18.00		024261		18.00
00663	WAXIE SANITARY SUPPLY I-76074492 Janitorial Supplies - LCRA I-76101539 Janitorial Supplies, LCRA	R R	8/04/2016 8/04/2016	2,012.71 103.63		024262 024262		2,116.34
00439	WAYCASY CRANE SERVICE I-6244 Remove Vehicle from Lake	R	8/04/2016	740.00		024263		740.00
00271	WEST COAST AIR CONDITIONING I-S75985 Quarterly AC Inspection - LCRA	R	8/04/2016	130.00		024264		130.00
00403	WESTERN WATER WORKS SUPPLY CO. I-424065-00 Warehouse Stock I-424106-00 Warehouse Stock	R R	8/04/2016 8/04/2016	5,105.76 390.78		024265 024265		5,496.54
01998	XM For Business I-1006857 XM Radio for Waterpark	R	8/04/2016	359.40		024266		359.40
1	BRUNS, RONALD & JULI I-000201607291126 US REFUND	R	8/04/2016	45.01		024267		45.01
1	MARTINEZ, KIRSTEN I-000201607291127 US REFUND	R	8/04/2016	5.07		024268		5.07
00124	ICMA RETIREMENT TRUST - 457 I-CUI201608011128 457 CATCH UP I-DCI201608011128 DEFERRED COMP FLAT I-DI%201608011128 DEFERRED COMP PERCENT	R R R	8/04/2016 8/04/2016 8/04/2016	461.54 1,859.62 44.90		024269 024269 024269		2,366.06
01960	Moringa Community I-MOR201608011128 PAYROLL CONTRIBUTIONS	R	8/04/2016	16.75		024270		16.75
00985	NATIONWIDE RETIREMENT SOLUTION I-CUN201608011128 457 CATCH UP I-DCN201608011128 DEFERRED COMP FLAT I-DN%201608011128 DEFERRED COMP PERCENT	R R R	8/04/2016 8/04/2016 8/04/2016	211.53 4,083.85 319.30		024271 024271 024271		4,614.68
00180	S.E.I.U. - LOCAL 721 I-COP201608011128 SEIU 721 COPE I-UND201608011128 UNION DUES	R R	8/04/2016 8/04/2016	9.50 674.50		024272 024272		684.00

VENDOR SET: 01 Casitas Municipal Water D
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DATE RANGE: 7/20/2016 THRU 8/04/2016

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01400	STATE DISBURSEMENT UNIT							
I-CS4201608011128	Payroll Deduction 10-D000121	R	8/04/2016	682.14		024273		682.14
00230	UNITED WAY							
I-UWY201608011128	PAYROLL CONTRIBUTIONS	R	8/04/2016	60.00		024274		60.00

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	124	525,389.23	0.00	525,389.23
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	4	104,900.55	0.00	104,900.55
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

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			128	630,289.78	0.00	630,289.78
BANK: AP	TOTALS:		128	630,289.78	0.00	630,289.78
REPORT TOTALS:			128	630,289.78	0.00	630,289.78

void check # 023300, not needed

void check # 024103, reissued on check # 024149

(613.75)
 (179.95)

 629,496.08

**Casitas Municipal Water District
 Reimbursement Disclosure Report (1)
 Fiscal Year 2016/17
 July 1, 2016-June 30, 2017**

<u>Date paid</u>	Board of Director/ <u>Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/5/2016	Vincent Godinez	Safety Boot Purchase	153.87
7/5/2016	Scott Lewis	Salmonid Genetics Conference	210.00
7/13/2016	Scott Lewis	Airfare to CMWD 7/10-7/14	425.20
7/13/2016	Scott MacDonald	Class Reimbursement	120.00
7/13/2016	Luke Soholt	Class Reimbursement	168.00
7/19/2016	Lindsay Cao	CWEA Membership	172.00
7/26/2016	Gerardo Herrera	Safety Boot Purchase	170.00
7/26/2016	Tim Lawson	Safety Boot Purchase	118.20
7/28/2016	Ron Yost	Property Tax Bill-Damtender Residence	608.65
			+

Note:

1) Reimbursement Disclosure Report prepared pursuant to California Government Code 53065.5

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: NEIL COLE, PRINCIPAL CIVIL ENGINEER
SUBJECT: ADOPT RESOLUTION TO AWARD CONTRACT – ROBLES FISH PASSAGE FACILITY-DIFFUSER MODIFICATIONS, SPECIFICATION 16-389
DATE: JULY 28, 2016

RECOMMENDATION:

It is recommended that the Board of Directors adopt the resolution accepting the proposal submitted by the lowest responsive and responsible bidder and award the contract for the construction of the Robles Fish Passage Facility-Diffuser Modifications, Specification 16-389 to Irwin Industries, Inc. in the amount of \$53,500. It is further recommended that 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 Fish Passage Facilities has diffuser (baffle) panels behind the fish screens and diffuser (baffles) within the auxiliary water system. The fish screen cleaning system has been able to keep the fish screens clean the last few times there were significant diversion flows. However, the diffusers behind the screens have clogged. There is no easy way to clean the diffuser panels.

The auxiliary water system provides attraction flow water to supplement the flow in the fish passage. Flows up to 121 CFS should pass through the auxiliary water system. To date, Casitas has not been able to document flows of 121 CFS through the auxiliary water system.

The solution for both the clogging of the fish screen diffuser panels and flow through the auxiliary system is to have diffuser panels with larger openings. This project will replace the existing 1/4" round hole perforated plate with 1/2" square hole perforated plate.

The project was advertised through F.W. Dodge and on the District's web site. Two firms submitted proposals. The bid results are as follows:

FIRM	AMOUNT
Irwin Industries	\$53,500
Draper Construction	\$97,100

Irwin Industries, Inc. has completed several similar projects for Casitas in the past. Irwin Industries, Inc. has a current and active contractor's license, a satisfactory safety record and a current DIR registration number. The FY 2016-17 Budget includes \$120,000 to complete this work.

This project is categorically exempt from CEQA under Section 15301. The proposed modifications have been approved by the USBR and NMFS.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 16-22

**RESOLUTION AWARDING A CONTRACT
TO CONSTRUCT ROBLES FISH PASSAGE FACILITY-DIFFUSER MODIFICATIONS
SPECIFICATION 16-389**

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

WHEREAS, the construction of the diffuser modifications at the Robles Fish Passage Facility are expected to improve flow through the system, and

WHEREAS, the District received two bids, with the lowest responsive and responsible bid submitted by Irwin Industries, Inc. in the sum of \$53,500.

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

1. That the bid from Irwin Industries, Inc. in the amount of \$53,500 be accepted to construct Robles Fish Passage Facility-Diffuser Modifications, Specification 16-389 and a contract awarded.

2. That staff is hereby authorized and directed to proceed with the administration of the contract.

ADOPTED this 10th day of August, 2016.

Pete Kaiser, President
Casitas Municipal Water District

ATTEST:

James W. Word, Secretary
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: GENERAL MANAGER
FROM: E&M SUPERVISOR
SUBJECT: RINCON PUMP PLANT MAIN SERVICE SWITCHGEAR UPGRADE
DATE: AUGUST 4, 2016

Recommendation:

It is recommended that the Board of Directors approve a purchase order contract to Consulting West in the amount of \$47,600.00 for electrical engineering services for the upgrade of Rincon Pump Plant's Main Service Switchgear.

Discussion:

The FY 2016/2017 Budget contains approved funding in the amount of \$50,000.00 for design work to upgrade the Main Service Switchgear at Rincon Pump Plant. The Purchase Order to Consulting West is for Electrical Engineering Services addressing pre-design, design development, SCE submittals, preparation of construction drawings, and technical support.

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

The Purchase Order is based on time and materials per Consulting West's Proposal dated July 11, 2016.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Recreation Committee

DATE: August 3, 2016
TO: Board of Directors
FROM: General Manager, Steven E. Wickstrum
Re: Committee Meeting of August 2, 2016

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Bill Hicks
Director Jim Word
Steve Wickstrum, General Manager
Carol Belser, Park Services Manager
Denise Collin, Accounting Manager
RJ Faddis, Park Services Officer III
Chelbi Kelley, Accounting Technician
2. **Public comments.**
None.
3. **Board/Management Comments.**
None.
4. **Review of the June 2016 Recreation Report.**
Report was reviewed and recommended to be moved forward to the Board as information.
5. **Discussion regarding the Recreation Area Fund and Fee Increase..**
Denise Collin is in the process of developing a financial history of the Lake Casitas Recreation Area dating back to 1959. Additional information on grants received will be applied to the spreadsheet.

Carol Belser presented the objective is to develop a fund balance for future improvements. The Committee reviewed fee hikes for day use, weekends and holidays. Additional review of the camping fees will be addressed during the September meeting with consideration of making recommendations to the Board in late September.
6. **Discussion regarding boating capacity as a result of drought conditions.**
PSO RJ Faddis presented a memorandum that summarized his investigation on limits to boat numbers on limited size reservoirs. There is no standard and numbers vary from lake to lake, state to state. A more critical issue is the lack of ramp access that may occur as Lake Casitas storage declines.
7. **Review of Incidents and Comments.**
Carol Belser summarized the incidents occurring at the LCRA during February 2016.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES

Water Resources Committee

DATE: August 3, 2016
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Water Resources Committee Meeting of July 26, 2016, 9:30 AM

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Bill Hicks
Director Russ Baggerly
General Manager, Steve Wickstrum
Resources Manager, Ron Merckling

Public – Bruce Kuebler, Director, Ventura River Water District
Jim Kentosh, Director, Meiners Oaks Water District

2. **Public Comments.**

Mr. Kuebler informed the Committee that the Ventura River Water District will be presenting a letter of support for moving forward with the State Water interconnection. The letter will be presented to the Casitas Board on July 27th.

Mr. Kentosh expressed that a similar letter of support for State Water connection will be forthcoming from the Meiners Oaks Water District. Mr. Kentosh urged staying involved with the City of Ventura's action to connect to Callegaus Municipal Water District and be a financial contributor to the connection facilities.

3. **Board Comments.**

Director Hicks informed the Committee of an LA Times article regarding the City of Yorba Linda and a court determination that a referendum cannot overturn a water rate adopted by the water agency. Director Hicks also informed the Committee that he attended a group meeting at Lake Casitas at which the topic of a State Water connection was a primary topic.

Director Hicks asked for a staff review of watering practices for those growers still using overhead irrigation and do outreach to those growers.

4. **Manager Comments.** None.

5. **Discussion regarding new water resources reconnaissance.**

Director Baggerly requested that a recon study be performed by a local knowledgeable consultant. The study would consider a brainstorming of water ideas and focus to five ideas to refine. The cost proposed is \$25,000. The General Manager will approach the consultant and

inquire regarding interest to perform such a study. A contract will be brought forward to the Board for consideration of approval.

6. **Discussion regarding quagga mussel response planning and actions.**

Staff will proceed forward with determining permit requirements for a rapid response plan and begin to develop the rapid response plan.

7. **Review of water consumption.**

Ron Merckling reported on the compliance with water reduction measures, activities that the conservation team has accomplished during the May-July period. Staff will bring further recommendations for the conservation penalty at a later date.

8. **Discussion regarding the development of memorandums of understanding with resale agencies.**

The General Manager reviewed the content of the memorandum with the Committee and will continue to meet with the local water agencies to discuss the direction of the memorandum.

CASITAS MUNICIPAL WATER DISTRICT
Minutes

DATE: August 5, 2016
TO: Board of Directors
FROM: General Manager, Steve Wickstrum

Re: Executive Committee Meeting of July 28, 2016

RECOMMENDATION:

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

MEETING:

1. **Roll Call.** Directors Peter Kaiser and Russ Baggerly
Steve Wickstrum, General Manager
Ron Merckling, Resources Manager
2. **Public Comments.** None.
3. **Board/Manager comments.**
Director Baggerly informed the Committee of new developments regarding instream flow analysis that is directed at the Ventura River. The analysis is to be performed by the State Board and the department of Fish and Wildlife as authorized by the California Water Action Plan (2016). Additional contact with State staff is anticipated to occur.
4. **Discussion regarding content for Drought workshop.**
The Committee discussed the purpose, timing and content of such a meeting. Committee directed staff to prepare an agenda outline for the workshop that is to be reviewed at the next Executive Committee meeting.
5. **Discussion regarding grant opportunities and applicable grant projects.**
The Committee discussed in several grant opportunities, noting applicability or non-applicability of various projects. Staff will continue to assess grant opportunities. No action to report.
6. **Discussion of water theft policy and procedures.**
The Committee reviewed existing policy and procedures concerning water theft. The policy and procedures will be reviewed further by counsel and staff may bring recommendations for Board consideration of policy changes.

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: August 2, 2016
 TO: Recreation Committee
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for June 2016

Visitation Numbers

The following is a comparison of visitations* for June 2016:

	June 2016	June 2015	May 2016
Visitor Days	77,736	69,506	59,660
Camps	7,225	7,763	4,403
Cars	19,434	14,519	14,915
Boats	235	171	198
Kayaks & Canoes	21	6	4

Fiscal Year to Date Visitation	
2014/2015	523,282
2015/2016	588,058
% Change	12.379

*The formulas for calculating the above attendance figures derived from the daily cash reports are as follows:

Visitor Days = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles X 4

Camps = Campsites occupied + extra vehicles

Cars = Daily vehicles + 30 minute passes X 3 + café passes + attendance at special events + annual vehicle decals + replacement decals + campsites occupied + extra vehicles

Boats = Daily boats + overnight boats + annual decals + replacement decals

Kayaks & Canoes = Daily kayaks and canoes + overnight kayaks and canoes + annual kayaks and canoes

Boating

There were 12 cables sold for new inspections, 5 vessels were re-inspected and a total of 566 vessels were retagged. Four vessels failed the first inspection in June 2016. With the historic drought and receding water levels the launch ramp at Santa Ana no longer could accommodate vessel launches and exits, so the 1961 Old Coyote ramp has been successfully put back in use.

Operations

The Trout in Classroom program successfully released trout into Lake Casitas with the oversight of a Park Services Officer. Thirty children from six classrooms accompanied their teachers for the release on June 4. Free events such as astronomy night and movie night have had good attendance with the exception of a June 25 astronomy night that had an unusual occurrence of zero in attendance. The annual Ojai Wine Festival was successfully held on June 12 with increased attendance over 2015.

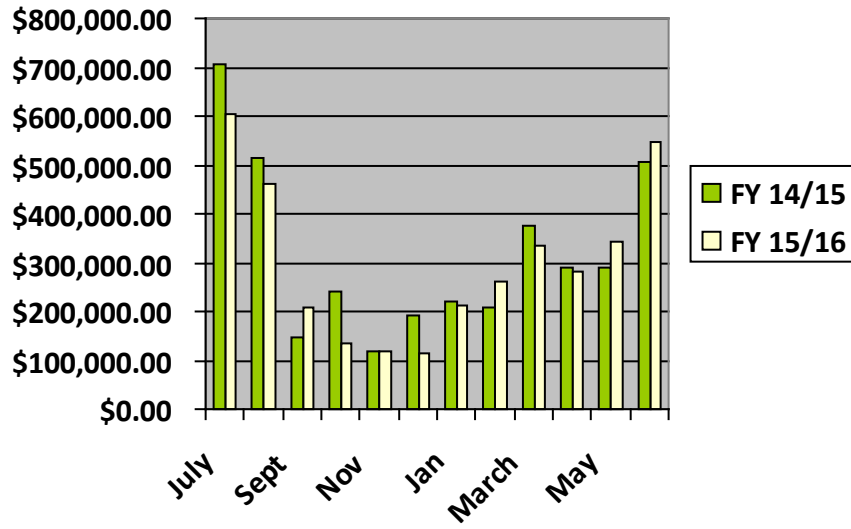
Incidents

Incidents in the Recreation Area for the month of June that include assistance from outside services: Felony warrant arrest, two parties with loud music, two medical in the campgrounds, two medicals in the Water Adventure, a domestic dispute resulting in an arrest, an eviction in the campgrounds, an eviction from the Water Adventure, an animal in distress, a report of a fight, a report of a DUI, a report of hunting, and a report of a stolen RV.

Revenue Reporting

The 2016 unaudited monthly figures below available to date illustrate all Lake Casitas Recreation Area’s revenue collected in the respective months (operations, concessions, Water Adventure, etc.) per the District’s Financial Summary generated by the Finance Manager.

LCRA TOTAL REVENUE



**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: STEVE WICKSTRUM, GENERAL MANAGER
FROM: RON MERCKLING, PUBLIC AFFAIRS/RESOURCE MANAGER
SUBJECT: WATER CONSERVATION JULY 2016 UPDATE
DATE: AUGUST 3, 2016

During the month of July 2016, the following activities were taken by the Water Conservation Department:

- Facebook and Website updates
- Working on Ojai Native Plant list
- Reporters – July 15, Water Conservation article OVN; July 19, Water series article OVN; July 22 - Golden State Lawsuit OVN and Water Park – Ventura County Star
- Copies made of UWMP plan, which was mailed out to all required parties on schedule
- 9 additional RSVPs to total 59 for August 13, Graywater workshop
- Managing Cross-connection control program, working on upgrades to program
- State Water Resources Control Board monthly report filed
- Continued meetings and phone calls with customers regarding allocation program
- Four water surveys
- Turf removal conference call to review additional planning issues
- Safety committee participation, assignment for department to include working on committee's communication outreach to all employees
- Meter master (data logger) department training and implementation for use for large surveys
- Responded to 27 water waste reports. Some of these reports require site visits, phone calls, coordinating with other agencies, and mailings
- July rebates – 2 High Efficiency Washing machine rebates
- Landscape sign program – 9 signs provided in July
- Media Advertising:
 - Television- KYET Channel 3 & 11 (TV ads as well as digital banner on the KEYT.com)
 - Radio- KRRF KHAY 100.7 Cumulus Radio (as well as digital banner)
 - Newspapers
 - Ojai Valley News (Print and Digital Banner)
 - VC Star (Digital Banner)
- Traffic sign message board July 1 to 11
- Working with consultant on beta testing allocation calculator for Ojai customers
- Presentation to Ojai Rotary and class room training with Ventura – Boys and Girls

Club

- Attended webinar on SB 555, water loss validated AWWA audit submission requirements
- Ventura River Watershed Council update

AUG 02 2016



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

Subject: Support of finding new water resources including connecting to a regional pipeline

More often than not our customers who attend board meetings and public hearings from a variety of agencies ask the question "what are we going to do if the lake goes dry"? What are the water agencies putting in place to make sure we do not run out of water? Many of them are wondering what this will do to the housing prices and if they should sell their property now before it gets any worse. The questions are temporarily answered, but the customer leaves, not totally convinced that the issues are well in hand. This casts doubt upon us, as water professionals from our customer base, who pay us to find the answers to these questions.

On June 26, 2016, during Lake Casitas Water Resources meeting, the General Manager was presented a list of 18 different ideas to be approved at the August CMWD Board meeting. MOWD feels that all these options should be explored to the extent possible and would be happy to contribute to the reconnaissance team costs and supply them with any material necessary to complete the work.

Because CMWD is the back-up source of water for the Ojai Valley holding a State Water allocation, MOWD feels that is of the utmost importance that CMWD has a connection to a regional pipeline with the City of Ventura, Calleguas, and likely United Water to help ensure future water needs of the Ojai Valley.

If MOWD can assist CMWD with any of these endeavors, please let us know.

Sincerely,

Meiners Oaks Water District



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

July 22, 2016

Steve Wickstrum
General Manager
Casitas Municipal Water District
1055 Ventura Avenue
Oak View CA 93022

Dear Mr. Wickstrum:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2015** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An award for the Certificate of Achievement has been mailed to:

Denise Collin
Accounting Manager / Treasurer

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

07/22/2016

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Casitas Municipal Water District** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Denise Collin, Accounting Manager / Treasurer

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.



Consumption Report

Water Sales FY 2015-2016 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date	
													2015 / 2016	2014 / 2015
													Total	Total
AD Ag-Domestic	422	517	547	509	464	403	22	177	137	328	391	522	4439	4593
AG Ag	298	375	377	353	298	270	31	137	108	233	278	385	3143	3630
C Commercial	58	83	81	60	39	27	9	21	27	41	64	71	581	574
DI Interdepartmental	8	8	8	7	7	5	3	3	3	4	8	8	72	151
F fire	0	0	0	0	0	0	0	0	0	0	0	0	0	0
I Industrial	1	2	2	1	1	1	0	0	1	1	1	1	12	32
OT Other	17	13	13	13	14	10	3	4	7	7	14	15	130	178
R Residential	106	122	127	103	103	95	50	67	71	80	97	122	1143	1439
RS - P Resale Pumped	50	81	172	150	131	131	27	34	41	49	80	93	1039	907
RS - G Resale Gravity	456	487	453	363	338	422	228	217	160	258	208	186	3776	5109
TE Temporary	6	1	1	0	1	0	0	0	0	0	1	1	11	35
Total	1,421	1689	1781	1559	1396	1364	373	660	555	1001	1142	1404	14,345	16,648
Total 2014 / 2015	2286	1972	2317	1506	1187	432	483	688	1410	1283	1483	1601	N/A	16648

** July 2015 was the first month when all customers were on monthly billing. July 2015 now reflects actual consumption for July.



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

	Services & Suplies	Legal Fees	Labor Expense	Other Services	Total Expenses
2011 / 2012	-289.50	42,560.00	11,098.37	0.00	53,368.87
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
2016 / 2017	6.12	152,811.84	2,938.86	0.00	155,756.82
July	0.00	0.00	0.00	0.00	0.00
August	0.00	0.00	0.00	0.00	0.00
September	0.00	0.00	0.00	0.00	0.00
October	0.00	0.00	0.00	0.00	0.00
November	0.00	0.00	0.00	0.00	0.00
December	0.00	0.00	0.00	0.00	0.00
January	0.00	0.00	0.00	0.00	0.00
Feburary	0.00	0.00	0.00	0.00	0.00
March	0.00	0.00	0.00	0.00	0.00
April	0.00	0.00	0.00	0.00	0.00
May	0.00	0.00	0.00	0.00	0.00
June	0.00	0.00	0.00	0.00	0.00
Total YTD Cost	0.00	0.00	0.00	0.00	0.00
Total Cost	578.33	579,169.77	32,709.56	0.00	612,457.66
Tax Assessment - County of Ventura: 2015 / 2016					-460,342.64
Total CMWD CFD 2013-1 Cost					152,115.02

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
08/04/16**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
	Federal Farm CR Bank	31331VWN2	4/13/2026	\$935,531	\$931,831	1.901%	5/9/2016	4.77%	3489
*TB	Federal Farm CR Bank	3133EFK71	3/9/2026	\$854,429	\$846,670	2.790%	3/28/2016	4.33%	3455
*TB	Federal Farm CR Bank	3133EFNR4	11/18/2024	\$808,730	\$802,628	2.870%	11/18/2015	4.11%	2984
*TB	Federal Farm CR Bank	3133EFYH4	2/8/2027	\$1,015,657	\$1,004,580	3.000%	3/24/2016	5.14%	3784
*TB	Federal Farm CR Bank	33133EFHV2	10/13/2022	\$588,044	\$580,847	2.200%	10/23/2015	2.97%	2229
*TB	Federal Home Loan Bank	313379EE5	6/14/2019	\$1,368,971	\$1,376,771	1.625%	10/3/2012	7.05%	1030
*TB	Federal Home Loan Bank	3130A0EN6	12/10/2021	\$545,818	\$542,395	1.107%	5/9/2016	2.78%	1926
*TB	Federal Home Loan Bank	3130A5R35	6/13/2025	\$771,174	\$780,115	2.875%	2/19/2016	3.99%	3189
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$476,145	\$467,929	1.203%	7/14/2016	2.39%	2554
*TB	Federal Home Loan Bank	313383YJ4	9/8/2023	\$944,457	\$922,867	1.203%	7/14/2016	4.72%	2554
*TB	Federal Home Loan Bank	3133XFKF2	6/11/2021	\$668,512	\$676,077	5.625%	1/16/2013	3.46%	1747
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,047,779	\$1,055,860	5.125%	1/3/2012	5.40%	463
*TB	Federal Home Loan MTG Corp	3137EADB2	1/13/2022	\$677,624	\$703,090	2.375%	9/8/2014	3.60%	1959
*TB	Federal National Assn	3135G0ES80	11/15/2016	\$683,849	\$684,776	1.375%	3/12/2012	3.50%	101
*TB	Federal National Assn	31315P2J7	5/1/2024	\$807,668	\$801,857	1.721%	5/1/2016	4.10%	2787
*TB	Federal National Assn	3135G0ZR7	9/6/2024	\$1,486,098	\$1,498,732	2.625%	5/25/2016	7.67%	2912
*TB	Federal National Assn	3135G0K36	4/24/2026	\$2,532,378	\$2,571,350	2.125%	5/25/2016	13.16%	3500
*TB	US Treasury Inflation Index NTS	912828JE10	7/15/2018	\$1,125,232	\$1,157,330	1.375%	7/6/2010	5.92%	701
*TB	US Treasury Inflation Index NTS	912828MF4	1/15/2020	\$1,123,389	\$1,176,530	1.375%	11/18/2015	6.02%	1241
*TB	US Treasury Note	912828WE6	11/15/2023	\$768,833	\$840,934	2.750%	12/13/2013	4.30%	2621
	Accrued Interest				\$118,395				
	Total in Gov't Sec. (11-00-1055-00&1065)			\$19,230,318	\$19,541,563			99.98%	
	Total Certificates of Deposit: (11.13506)			\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$448	\$448	0.46%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,854	\$2,848	0.50%	Estimated	0.01%	
	TOTAL FUNDS INVESTED			\$19,233,619	\$19,544,859			100.00%	
	Total Funds Invested last report			\$19,140,116	\$19,442,012				
	Total Funds Invested 1 Yr. Ago			\$19,029,997	\$19,162,230				
****	CASH IN BANK (11-00-1000-00) EST.			\$5,206,961	\$5,206,961				
	CASH IN Western Asset Money Market			\$2,183	\$2,183	0.01%			
	TOTAL CASH & INVESTMENTS			\$24,442,763	\$24,754,003				
	TOTAL CASH & INVESTMENTS 1 YR AGO			\$22,810,942	\$22,943,175				
*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.