

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT

April 22, 2015

3:00 P.M.

1055 Ventura Avenue
Oak View, CA 93022

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 April 8, 2015 Meeting.
6. Bills
7. Recommend adoption of a Resolution Declaring Stage 2 Water Supply Conditions at Lake Casitas.

RECOMMENDED ACTION: Adopt Resolution

8. Recommend approval of revisions to the Water Waste Prohibition Ordinance.

RECOMMENDED ACTION: Adopt Ordinance

9. Recommend approval of participation in the City of Ventura Turf Removal Grant.

RECOMMENDED ACTION: Motion approving recommendation

10. Recommend approval of a Purchase Order to Clark Engineering Construction for a not to exceed amount of \$108,116.16 for the manufacturing and delivery of sixteen aluminum access platforms to the treatment plant site.

RECOMMENDED ACTION: Motion approving recommendation

11. Recommend approval of a purchase order to Pueblo Water Resources in the not to exceed amount of \$26,562.50 for professional services to evaluate Mira Monte well.

RECOMMENDED ACTION: Motion approving recommendation

12. Information Items:

- a. Lake Casitas Recreation Report for January 2015.
- b. Lake Casitas Recreation Report for February 2015.
- c. Lake Casitas Storage Volume Comparison.
- d. Personnel Committee Minutes.
- e. Recreation Committee Minutes.
- f. Investment Report.

13. Closed Session

- a. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Golden State Water Company v. Casitas Municipal Water District. Case Number: 56-2013-00433986-CU-WM-VTA.
- b. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Native Electrical Construction, Inc. v. Casitas Municipal Water District. Case Number: 56-2014-00457255-CU-BC-VTA.

14. 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
April 8, 2015

A meeting of the Board of Directors was held April 8, 2015 at the District office in Oak View, California. The meeting was called to order at 3:00 p.m. Directors Bergen, Kaiser, Baggerly, and Hicks were present. Director Word arrived at 3:48 p.m. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were eight staff members and one member of the public in attendance. President Bergen led the group in the flag salute.

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

Weston Neff, 1224 N. Signal St. in Ojai informed the board that he bought property in Ojai exclusively because of Lake Casitas. His family has a handmade wooden boat we have had for two generations. Our children learned to sail on it. Our children insisted it be brought here as it is designed for small bodies of water. It is an 18 foot sailboat. We shipped it across the country and obtained a permit to put the boat into Lake Casitas. They put a device around it and I went away for a month or so and brought it back and used it on the lake. For health reasons I could not use the boat on the lake for a couple of years and the permit expired. Our grandchildren are now old enough to go on the boat and will be here in two weeks and I have been trying to get the boat recertified since January 3rd. Regrettably the management of Lake Casitas is appalling. I have called the number that is on your website with the instructions on how to make an appointment, I have handed my name to the guard three times. Mr. Neff used his cell phone and called the number and extension 103 which said the mailbox is full. He added it has been full since January 7th. I am an annoyed citizen, I spent a lot of money to come here. Strange a public entity that has a procedure on how to do something but it is not effective. The ladies and gentleman at the gate were very helpful and said they would give my information to the rangers. I did this three times and did not receive one call back.

Park Services Manager Carol Belser asked for his phone number and said she would look into it. Mr. Wickstrum asked if the cable is still on it and Mr. Neff said no, because it is stored up on rafters. Mr. Wickstrum explained you will need to go thru the inspection process.

2. General Manager comments.

None

3. Board of Director comments.

Director Kaiser stated that at the last Finance Committee meeting Director Word brought up the Fisheries Biologist and it should be taken a look at by the Executive Committee however, the Executive committee was cancelled. It is time we have an open board discussion as to that position; the advantages and

continued funding of the position that is seven years in and wants this on the agenda for the next board meeting.

4. Board of Director Verbal Reports on Meetings Attended.

None

5. Consent Agenda APPROVED

a. Minutes of March 25, 2015 Meeting.

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

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

6. Bills APPROVED

On the motion of Director Hicks, seconded by Director Kaiser, the bills were approved by the following roll call vote:

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

7. Recognition and appreciation honoring employees for years of service to Casitas. ADOPTED

- a. Resolution of Appreciation Honoring Dorothy Fortner for 25 Years of Service.
- b. Resolution of Appreciation Honoring Eric Behrendt for 19 Years of Service.
- c. Resolution of Appreciation Honoring Neil Cole for 13 Years of Service.
- d. Resolution of Appreciation Honoring Andy Benitez for 12 Years of Service.
- e. Resolution of Appreciation Honoring Debbie Gomez for 12 Years of Service.
- f. Resolution of Appreciation Honoring Rebekah Vieira for 11 Years of Service.
- g. Resolution of Appreciation Honoring Steve Wickstrum for 31 Years of Service.
- h. Resolution of Appreciation Honoring Troy Garst for 30 Years of Service.
- i. Resolution of Appreciation Honoring Carole Iles for 20 Years of Service.
- j. Resolution of Appreciation Honoring Gerardo Herrera for 10 Years of Service.

- k. Resolution of Appreciation Honoring Denise Collin for 10 Years of Service.

President Bergen thanked the staff for their many years of service and commented that we have wonderful people and it is a wonderful organization because of the people putting in the hard work.

The Resolutions were offered by Director Baggerly, seconded by Director Kaiser and passed by the following roll call vote:

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

Resolution are numbered 15-08 through 15-18.

- 8. Status Report on Water Supply and Demand Conditions.

Mr. Wickstrum provided a report on Water Supply and Demand Conditions and discussed several items to be completed in the near future as the lake has declined to 50.2%. These items include a revision to the Water Efficiency Allocation Program, Revision to the Rates and Regulations for Water Service, changes to the billing system in order to implement an allocation program with a conservation surcharge, transition to mandatory 20% reduction upon reaching 50%, looking to establish an MOU with other local groundwater purveyors, and increased public information campaign.

Director Word arrived at 3:48 p.m.

- 9. Discussion Regarding the Governor's Executive Order B-29-15 Proclaiming a State of Emergency to Exist Throughout the State of California Due to Severe Drought Conditions.

Mr. Wickstrum discussed with the Board the Governor's Executive Order and the additional information that was received yesterday.

- 10. Recommend Approval of Funding Participation for the Formation of a Groundwater Sustainability Agency for the Upper Ventura River Sub-Basin. 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, Bergen
NOES:	Directors:	None
ABSENT:	Directors:	None

- 11. Recommend Approval of a Purchase Order to Kaman Bearing in a Not to Exceed Amount of \$65,000 for the Purchase of a Pump Motor for Rincon Pump Plant. APPROVED

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

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

12. Recommend Approval of a Purchase Order to Prominent Systems Inc. in the amount of \$26,752 for the Removal, Cleaning and Reinstallation of Media in Filter #8 and Approve the Expenditure of an Additional \$2,655.50 for 54 cubic feet of fine garnet and \$4,618 for 90 cubic feet of anthracite if needed. APPROVED

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

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

13. Information Items:

- a. Water Consumption Report.
- b. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- c. Investment Report.

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

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

President Bergen moved the meeting to closed session for the three listed matters at 4:02 p.m.

14. Closed Session

- a. Conference with Legal Counsel -- Anticipated Litigation
Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9, Government Code. (number of potential cases: one)
- b. Conference with Legal Counsel -- Existing Litigation (Subdivision (a) of Section 54956.9, Government Code). Name of Case: Native Electrical Construction, Inc. v. Casitas Municipal Water District. Case Number: 56-2014-00457255-CU-BC-VTA.
- c. Public Employee Performance Evaluation (Govt. Code Sec. 54957)
Title: General Manager

President Bergen moved the meeting back into open session at 5:43 p.m. with Mr. Mathews stating the board discussed a potential litigation, was provided an update on the case regarding Native Electric and discussed the General Manager's evaluation. No actions were taken.

15. Discussion and possible recommendation for approval of modification to the General Manager's compensation. TABLED

16. Adjournment

President Bergen adjourned the meeting at 5:45 p.m.

Russ Baggerly, Secretary

CASITAS MUNICIPAL WATER DISTRICT
Payable Fund Check Authorization
Checks Dated 4/8/15-4/15/15
Presented to the Board of Directors For Approval April 22, 2015

Check	Payee			Description	Amount
000561	Payables Fund Account	#	9759651478	Accounts Payable Batch 040815	\$141,073.46
000562	Payables Fund Account	#	9759651478	Accounts Payable Batch 041515	\$315,743.78
					\$456,817.24
000563	Payroll Fund Account	#	9469730919	Estimated Payroll 4/30/15	\$130,000.00
000564	Payroll Fund Account	#	9469730919	Estimated Payroll 5/14/15	\$130,000.00
					\$260,000.00
				Total	\$716,817.24

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, 000561-000564 have been duly audited is hereby certified as correct.



Rebekah Vieira, Assistant to the General Manager

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.

000561	A/P Checks:	020492-020506
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	VOIDS:	020478-020491
000562	A/P Checks:	020507-020602
	A/P Draft to P.E.R.S.	041553
	A/P Draft to State of CA	041552
	A/P Draft to I.R.S.	041551
	VOID:	020565-020566

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



Rebekah Vieira, Assistant to General Manager

Signature

Signature

Signature

VOIDS 020478-020491 due to printer mishap.

VOIDS 020565-020566 due to invoice detail missing over on Meiners Oaks Ace Hardware CK# 020564.

CERTIFICATION

Payroll disbursements for the pay period ending 04/11/15
Pay Date of 04/16/15
have been duly audited and are
hereby certified as correct.

Signed: Rebekah Vieira
Rebekah Vieira

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	4/08/2015			020478		
C-CHECK	VOID CHECK	V	4/08/2015			020479		
C-CHECK	VOID CHECK	V	4/08/2015			020480		
C-CHECK	VOID CHECK	V	4/08/2015			020481		
C-CHECK	VOID CHECK	V	4/08/2015			020482		
C-CHECK	VOID CHECK	V	4/08/2015			020483		
C-CHECK	VOID CHECK	V	4/08/2015			020484		
C-CHECK	VOID CHECK	V	4/08/2015			020485		
C-CHECK	VOID CHECK	V	4/08/2015			020486		
C-CHECK	VOID CHECK	V	4/08/2015			020487		
C-CHECK	VOID CHECK	V	4/08/2015			020488		
C-CHECK	VOID CHECK	V	4/08/2015			020489		
C-CHECK	VOID CHECK	V	4/08/2015			020490		
C-CHECK	VOID CHECK	V	4/08/2015			020491		
C-CHECK	VOID CHECK	V	4/15/2015			020565		
C-CHECK	VOID CHECK	V	4/15/2015			020566		

* * 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:	16	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
			16	0.00	0.00	0.00
BANK:	TOTALS:		16	0.00	0.00	0.00

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/08/2015 THRU 4/15/2015

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	4/08/2015	1,692.12		020492		1,692.12
01153	RUSS BAGGERLY Reimburse Mileage 3/15	R	4/08/2015	28.75		020493		28.75
01616	FRED BRENEMAN 3/29/15-4/11/15	R	4/08/2015	391.00		020494		391.00
00724	BUREAU OF RECLAMATION NEPA Fee-Aeration System	R	4/08/2015	5,000.00		020495		5,000.00
01055	Neil Cole Reimburse Expenses 3/15	R	4/08/2015	845.03		020496		845.03
00216	THE GAS COMPANY Acct#00801443003	R	4/08/2015	518.21		020497		518.21
00126	CAROLE ILES Reimburse Mileage 3/15	R	4/08/2015	44.28		020498		44.28
00347	Ojai Recreation Department Summer 2015 Activity Guide Ad	R	4/08/2015	450.00		020499		450.00
10042	PSR ENVIRONMENTAL SERVICE, INC Gas Tank Inspection, Main Yard	R	4/08/2015	210.00		020500		420.00
	I-7049 Gas Tank Inspection, LCRA	R	4/08/2015	210.00		020500		
00215	SOUTHERN CALIFORNIA EDISON Acct#2210503702	R	4/08/2015	6,561.16		020501		95,460.56
	I-040215 Acct#2269631768	R	4/08/2015	24.18		020501		
	I-040315 Acct#2210502480	R	4/08/2015	87,145.37		020501		
	I-040315a Acct#2210505426	R	4/08/2015	1,699.91		020501		
	I-040315b Acct#2237789169	R	4/08/2015	29.94		020501		
02643	Take Care by WageWorks Reimburse Medical	R	4/08/2015	308.80		020502		308.80
09465	TRAVIS AGRICULTURAL CONSTRUCTI Retention-3M Temp Tanks	R	4/08/2015	3,849.35		020503		3,849.35
00234	UNITED WATER CONSERVATION State Water Plan Payment	R	4/08/2015	10,594.25		020504		10,594.25

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/08/2015 THRU 4/15/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00949	CITY OF VENTURA							
I-040215	State Water Plan Payment	R	4/08/2015	21,188.50		020505		21,188.50
00188	PETTY CASH							
I-040915	Replenish Petty Cash	R	4/09/2015	282.61		020506		282.61
01629	3M							
I-02171114	Prescription Safety Glasses,TP	R	4/15/2015	156.00		020507		156.00
02033	Abbot Industrial Supplies							
I-43975	Trash Liners for LCRA	R	4/15/2015	1,505.00		020508		1,505.00
00594	ACTION PREPAREDNESS TRAINING							
I-158045	CPR/AED/First Aid Training	R	4/15/2015	550.00		020509		550.00
00004	ACWA/JPIA							
I-0345016	Health Insurance 5/15	R	4/15/2015	114,889.54		020510		114,889.54
00420	AE Group Mechanical Engineers,							
I-152CASITHVAC	HVAC Design	R	4/15/2015	1,190.00		020511		1,190.00
00014	AQUA-FLO SUPPLY							
I-732490	PVC for 3M Valves	R	4/15/2015	76.09		020512		
I-743185	Couplings for Water Line LCRA	R	4/15/2015	236.94		020512		
I-746970	Parts for Sulphur Mtn Rd Meter	R	4/15/2015	54.65		020512		
I-747379	Supplies for Leak Repair, TP	R	4/15/2015	54.65		020512		
I-748610	PVC Parts for Meter Leak	R	4/15/2015	70.00		020512		
I-748664	PVC for O&M CS	R	4/15/2015	38.58		020512		530.91
02179	Art Street Interactive							
I-115679	LCRA Res System, Maint\Hosting	R	4/15/2015	542.15		020513		542.15
01666	AT & T							
I-000006428850	Acct#8310001729783 T-1 Line	R	4/15/2015	357.32		020514		
I-000006430624	Acct#8310002969306 T-1 Lines	R	4/15/2015	1,092.91		020514		1,450.23
02747	Auto City Glass							
I-85041	Replace Windshield, #9	R	4/15/2015	217.00		020515		217.00
00021	AWA OF VENTURA COUNTY							
I-040715	O&M Seminar on 4/16/15	R	4/15/2015	825.00		020516		825.00
00030	B&R TOOL AND SUPPLY CO							
I-1900864412	Cutter Wheel for Pipelines	R	4/15/2015	48.97		020517		48.97

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/08/2015 THRU 4/15/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00679	I-S2156801001	BAKERSFIELD PIPE & SUPPLY INC SS Nipple for 3M Res	R	4/15/2015	10.12	020518		10.12
00821	I-746012	BEST BEST & KRIEGER LLP Matter#8235600002 3/15	R	4/15/2015	116.40	020519		116.40
00032	I-BCA150343	BIOVIR LABORATORIES, INC Giardia/Crypto 3/10/15	R	4/15/2015	396.91	020520		396.91
00756	I-033115	BOARD OF EQUALIZATION Use Tax Return 15300115	R	4/15/2015	563.00	020521		563.00
00463	I-238885	Cal-Coast Machinery Tractor Rental for Mowing, DM	R	4/15/2015	1,830.60	020522		1,830.60
02300	I-34254	California Door & Hardware Door for Admin to Hallway	R	4/15/2015	471.39	020523		471.39
09907	I-SLS10040613	CARUS PHOSPHATES, INC. Orthopolyphoshate for TP	R	4/15/2015	20,691.24	020524		20,691.24
00055	I-Mar 15 Cafe Passes	CASITAS BOAT RENTALS Reimburse Cafe Passes 3/15	R	4/15/2015	2,236.47	020525		2,236.47
00055	I-Mar 15 Gas	CASITAS BOAT RENTALS Gas for Boats at LCRA	R	4/15/2015	786.71	020526		786.71
00511	I-45600	Centers for Family Health Drug Screen	R	4/15/2015	45.00	020527		45.00
00707	I-21090	CHARLES P. CROWLEY CO. Rebuild Kit for Ammonia Pumps	R	4/15/2015	845.01	020528		845.01
01843	I-600857	COASTAL COPY Copier Usage, Dist Office	R	4/15/2015	212.11	020529		212.11
00059	I-S1853746002	COASTAL PIPCO Rubber Orings for TP	R	4/15/2015	29.57	020530		29.57
00295	I-16409	COMMUNICATION SERVICES Pull TV Cable, LCRA	R	4/15/2015	1,012.84	020531		1,012.84
00061	I-SB02079753	COMPUWAVE Toner Cartridges	R	4/15/2015	251.25	020532		251.25

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/08/2015 THRU 4/15/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00062	CONSOLIDATED ELECTRICAL							
I-9009712706	Power Hazard Assessment 3MPP	R	4/15/2015	4,650.00		020533		
I-9009712865	Tool Wire for E&M	R	4/15/2015	114.85		020533		4,764.85
00719	CORELOGIC INFORMATION SOLUTION							
I-81439560	Monthly Realquest Software	R	4/15/2015	137.50		020534		137.50
02751	Anthony Couch							
I-032915	Camping Fee Refund	R	4/15/2015	12.00		020535		12.00
00079	DANIELS TIRE SERVICE							
I-250070830	2 Tires for #116, Case Backhoe	R	4/15/2015	1,740.68		020536		1,740.68
01764	DataProse, LLC							
I-DP1500691	UB Mailing 3/26/15	R	4/15/2015	1,286.06		020537		1,286.06
02544	Department of Justice							
I-094064	Fingerprinting	R	4/15/2015	32.00		020538		32.00
00182	DEWITT PETROLEUM							
I-0052635	Gas for LCRA	R	4/15/2015	2,054.79		020539		2,054.79
00662	Diamond A Equipment							
I-IX59245	Parts for Eq#277, Kubota Mower	R	4/15/2015	240.82		020540		240.82
00086	E.J. Harrison & Sons Inc							
I-1129 033115	Acct#500546088	R	4/15/2015	280.00		020541		
I-375	Acct#500139629	R	4/15/2015	364.56		020541		644.56
02749	Graham Evirs							
I-031615	Camping Fee Refund	R	4/15/2015	25.00		020542		25.00
00095	FAMCON PIPE & SUPPLY							
I-167322	Hydrant Repair Mussel Shoals	R	4/15/2015	313.90		020543		313.90
00099	FGL ENVIRONMENTAL							
I-502144A	Lake Nutrients 2/24/15	R	4/15/2015	1,328.00		020544		
I-502454A	Wet Chemistry-NO3	R	4/15/2015	61.00		020544		
I-502725A	Wet Chemistry-NO3	R	4/15/2015	43.00		020544		
I-503047A	Wet Chemistry-NO3	R	4/15/2015	43.00		020544		
I-503246A	Wet Chemistry-NO3	R	4/15/2015	43.00		020544		1,518.00
02310	Flora Gardens							
I-113734	Grass Seed for 3MPP	R	4/15/2015	15.04		020545		15.04

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/08/2015 THRU 4/15/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01290	FORTNET SECURITY							
I-1315	Web Filter Appliance,3 Yr Srvc	R	4/15/2015	5,910.13		020546		5,910.13
00104	FRED'S TIRE MAN							
I-81376	Oil Change #45, Lab Truck	R	4/15/2015	39.67		020547		
I-81508	Service #51, Pipeline Truck	R	4/15/2015	217.93		020547		
I-81554	2 Tires for #46, TP Truck	R	4/15/2015	301.14		020547		
I-81665	2 Tires for Eq#37, Maint Truck	R	4/15/2015	397.89		020547		
I-81716	4 Tires for #28, Maint Truck	R	4/15/2015	570.79		020547		
I-81880	Flat Repair #46 TP Truck	R	4/15/2015	20.00		020547		1,547.42
01280	FRY'S ELECTRONICS, INC.							
I-5875056	Hard Drive for IT Dept	R	4/15/2015	129.59		020548		129.59
00109	G&S BUILDING SUPPLIES, INC							
I-809248	PVC Parts for O&M CS	R	4/15/2015	25.86		020549		25.86
00115	GRAINGER, INC							
I-9707120490	Cleaning Tissues for E&M	R	4/15/2015	34.06		020550		
I-9709138854	ADA Drinking Fountain for WP	R	4/15/2015	1,956.50		020550		1,990.56
00746	GREEN THUMB INTERNATIONAL							
I-474672	Plants for Waterpark	R	4/15/2015	36.69		020551		36.69
02748	Hanna Instruments							
I-428643	WQ Meter Calibration Solution	R	4/15/2015	154.08		020552		154.08
02750	Hector Hernandez							
I-033015	Camping Fee Refund	R	4/15/2015	10.00		020553		10.00
01177	ICON SAFETY COMPANY INC.							
I-107006347	Oxygen, O2 Sensor for TP	R	4/15/2015	173.59		020554		173.59
00125	IDEXX DISTRIBUTION CORP							
I-287211925	Lab Supplies	R	4/15/2015	996.55		020555		996.55
00127	INDUSTRIAL BOLT & SUPPLY							
I-00149698	Washers for Dam Hoist House	R	4/15/2015	3.01		020556		3.01
00872	Irrisoft, Inc.							
I-5386	ET Signal Services	R	4/15/2015	79.00		020557		79.00
00131	JCI JONES CHEMICALS, INC							
I-650453	Chlorine for TP, CM#650479	R	4/15/2015	1,770.00		020558		
I-651045	Chlorine for TP, CM#651070	R	4/15/2015	1,770.00		020558		
I-651046	Chlorine for TP, CM#651069	R	4/15/2015	899.94		020558		4,439.94

VENDOR SET: 01 Casitas Municipal Water D
 BANK: AP ACCOUNTS PAYABLE
 DATE RANGE: 4/08/2015 THRU 4/15/2015

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00345	KAZARIANS & ASSOCIATES, INC. Risk Management Plan Audit TP	R	4/15/2015	1,808.75		020559		1,808.75
02396	Kemira Water Ferric Sulfate for TP	R	4/15/2015	4,490.20		020560		4,490.20
00667	Kennedy/Jenks Consultants, Inc Project 1189010-00 3/15	R	4/15/2015	187.50		020561		187.50
01270	SCOTT LEWIS Reimburse Expenses 3/15	R	4/15/2015	1,733.83		020562		1,733.83
01404	MCT TRAILERS Wheel Bearings for Disc, Maint	R	4/15/2015	94.17		020563		94.17
00151	MEINERS OAKS ACE HARDWARE							
	C-657357 Concrete Returned Inv#657356	R	4/15/2015	111.71CR		020564		
	C-658832 Tubing Returned Inv#657822	R	4/15/2015	9.77CR		020564		
	I-656641 Pipe Thread & Sealant,Pipeline	R	4/15/2015	23.05		020564		
	I-657302 Electrical Parts for Maint	R	4/15/2015	70.60		020564		
	I-657356 Concrete for Pipelines	R	4/15/2015	170.71		020564		
	I-657359 Concrete Accelerator,Pipelines	R	4/15/2015	28.29		020564		
	I-657539 Wire, Parts for Waterpark	R	4/15/2015	27.28		020564		
	I-657636 Duct Tape for IT Dept	R	4/15/2015	6.98		020564		
	I-657822 Parts for Waterpark	R	4/15/2015	20.18		020564		
	I-658122 Hardware for Fortress Res	R	4/15/2015	15.27		020564		
	I-658199 Parts for LCRA Maint	R	4/15/2015	35.45		020564		
	I-658258 Canopy, Supplies for LCRA	R	4/15/2015	338.31		020564		
	I-658312 Cloth Shades for Fortress Res	R	4/15/2015	58.57		020564		
	I-658440 Supplies for Waterpark	R	4/15/2015	49.14		020564		
	I-658447 Spraypaint for Dam Hoist House	R	4/15/2015	7.03		020564		
	I-658591 Asphalt Patch, Lumber, Maint	R	4/15/2015	22.17		020564		
	I-658784 Sanding Mask, Oil for Maint	R	4/15/2015	42.77		020564		
	I-658788 Tubing, Keys Made for WP	R	4/15/2015	33.52		020564		
	I-658860 Shovel, Chlorine, Saw for PP	R	4/15/2015	50.82		020564		
	I-659064 Spraypaint for Pipelines	R	4/15/2015	25.21		020564		
	I-659084 Batteries, Cleaners for TP	R	4/15/2015	68.62		020564		
	I-659313 Cartridge, Grind Wheel for WP	R	4/15/2015	28.92		020564		
	I-659343 Wheel Brush for LCRA	R	4/15/2015	5.86		020564		
	I-659388 Mat for Tool Box on #53	R	4/15/2015	18.87		020564		
	I-659581 Brake Fluid for Dist Maint	R	4/15/2015	4.29		020564		
	I-659618 Poly Film for 3M Reservoir	R	4/15/2015	10.75		020564		
	I-659865 Square, Level for Dist Maint	R	4/15/2015	13.67		020564		1,054.85

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00486	Northern Tool & Equipment							
	C-32678645A							
	Accrue Use Tax	R	4/15/2015	11.25CR		020567		
	D-32678645A							
	Accrue Use Tax	R	4/15/2015	11.25		020567		
	I-32678645							
	Cargo Dollie for TP	R	4/15/2015	170.48		020567		170.48
00163	OFFICE DEPOT							
	I-763805410001							
	Office Supplies	R	4/15/2015	120.07		020568		120.07
00160	OILFIELD ELECTRIC CO, INC							
	I-2017146							
	Evaluation Fee Rincon Motor	R	4/15/2015	385.00		020569		385.00
01570	Ojai Auto Supply LLC							
	I-337378							
	Axle Seals for LCRA Maint	R	4/15/2015	27.39		020570		
	I-337463							
	Door Handle for #4,Maint Truck	R	4/15/2015	18.08		020570		45.47
00168	OJAI VALLEY NEWS							
	I-02752846							
	Public Notice Ad-BOD Increase	R	4/15/2015	22.50		020571		
	I-02754598001							
	Ad for Workshop on 4/18	R	4/15/2015	200.00		020571		
	I-02754599001							
	Ad for Workshop on 4/18	R	4/15/2015	200.00		020571		
	I-040215							
	12 Month Subscription	R	4/15/2015	52.00		020571		474.50
00169	OJAI VALLEY SANITARY DISTRICT							
	I-17231							
	Cust#20594	R	4/15/2015	162.96		020572		
	I-17303							
	Cust#52921	R	4/15/2015	54.32		020572		217.28
01381	ONTRAC							
	I-8181289							
	Refrigerated Sample to Biovir	R	4/15/2015	4.30		020573		4.30
10039	OS SYSTEMS, INC.							
	C-92461A							
	Accrue Use Tax	R	4/15/2015	30.00CR		020574		
	D-92461A							
	Accrue Use Tax	R	4/15/2015	30.00		020574		
	I-92461							
	Dry Suit for Fisheries	R	4/15/2015	423.35		020574		423.35
10072	PERMACOLOR, INC							
	I-276461							
	Coat Valve Cover, PP	R	4/15/2015	75.00		020575		75.00
02187	Pitney Bowes Inc							
	I-392760							
	Postage Meter Rental 1/15-3/15	R	4/15/2015	112.88		020576		112.88
02149	PolyJohn Enterprises Corporati							
	I-164032							
	10 Chemical Toilets,Dist Maint	R	4/15/2015	6,068.38		020577		6,068.38
01686	RAFTELIS FINANCIAL CONSULTANTS							
	I-CACA150202							
	Casitas Water Rate Study	R	4/15/2015	5,627.97		020578		5,627.97

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00313	ROCK LONG'S AUTOMOTIVE							
I-14579	Oil Change, #40, TP Truck	R	4/15/2015	76.87		020579		76.87
01109	SALVADOR LOERA TRANSPORTATION							
I-12195	Fill Sand Bin at Main Yard	R	4/15/2015	363.40		020580		363.40
02344	ServiceMaster Building Mainten							
I-19761A	Remove Stain from Rug at DO	R	4/15/2015	130.00		020581		130.00
02003	Sostre Enterprises Inc.							
I-2811	CMS Fee, Website Hosting	R	4/15/2015	249.00		020582		249.00
00221	SWISHER HYGIENE							
I-6H01601111	Restroom Cleaning at LCRA	R	4/15/2015	367.95		020583		
I-6H01601113	Restroom Cleaning at LCRA	R	4/15/2015	348.60		020583		
I-6H01620110	Showerhouse J Washdown	R	4/15/2015	888.00		020583		1,604.55
02643	Take Care by WageWorks							
I-2932901	Reimburse Medical	R	4/15/2015	90.40		020584		90.40
00498	BRIAN TAYLOR							
I-032315	DOS 3/23/15 Claim#15-19914	R	4/15/2015	87.62		020585		87.62
00364	TRI-COUNTY OFFICE FURNITURE							
I-111351	Chair for Operations	R	4/15/2015	834.03		020586		834.03
00225	UNDERGROUND SERVICE ALERT							
I-320150091	New Ticket Charges	R	4/15/2015	264.00		020587		264.00
00250	COUNTY OF VENTURA							
I-IN0136927	Main Yard Fuel Tanks Fees	R	4/15/2015	2,385.89		020588		
I-IN0136935	Chlorination Station Fees	R	4/15/2015	3,198.53		020588		5,584.42
02694	Ventura County Star							
I-1130559	Public Notice Ad-BOD Increase	R	4/15/2015	110.88		020589		110.88
00257	VENTURA RIVER WATER DISTRICT							
I-033115	Acct#0537500A	R	4/15/2015	38.10		020590		
I-033115A	Acct#0350100A	R	4/15/2015	17.06		020590		55.16
09955	VENTURA WHOLESALE ELECTRIC							
I-190570	Electrical Parts for PP	R	4/15/2015	142.96		020591		
I-200239	Electrical Parts, Pump Plants	R	4/15/2015	396.68		020591		539.64

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VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01283	Verizon Wireless							
I-9743361063	Monthly Cell Charges, DO & TP	R	4/15/2015	745.37		020592		
I-9743361688	Monthly Cell Charges, LCRA	R	4/15/2015	350.30		020592		1,095.67
01396	VULCAN MATERIALS COMPANY							
I-70718614	Recycle Concrete & Asphalt	R	4/15/2015	200.00		020593		200.00
00403	WESTERN WATER WORKS SUPPLY CO.							
I-37286400	Parts for Warehouse Stock	R	4/15/2015	2,051.75		020594		2,051.75
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-50002477803	Saw Blade for Pipelines	R	4/15/2015	424.63		020595		424.63
00102	FRANCHISE TAX BOARD							
I-G03201504130957	Payroll Deduction	R	4/15/2015	838.89		020596		838.89
00124	ICMA RETIREMENT TRUST - 457							
I-CUI201504130957	457 CATCH UP	R	4/15/2015	521.74		020597		
I-DCI201504130957	DEFERRED COMP FLAT	R	4/15/2015	2,540.22		020597		
I-DI%201504130957	DEFERRED COMP PERCENT	R	4/15/2015	42.77		020597		3,104.73
01960	Moringa Community							
I-MOR201504130957	PAYROLL CONTRIBUTIONS	R	4/15/2015	16.75		020598		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
I-CUN201504130957	457 CATCH UP	R	4/15/2015	864.53		020599		
I-DCN201504130957	DEFERRED COMP FLAT	R	4/15/2015	4,167.85		020599		
I-DN%201504130957	DEFERRED COMP PERCENT	R	4/15/2015	304.10		020599		5,336.48
00180	S.E.I.U. - LOCAL 721							
I-COP201504130957	SEIU 721 COPE	R	4/15/2015	12.00		020600		
I-UND201504130957	UNION DUES	R	4/15/2015	677.00		020600		689.00
01400	STATE DISBURSEMENT UNIT							
I-CS4201504130957	Payroll Deduction 10-D000121	R	4/15/2015	818.57		020601		818.57
00230	UNITED WAY							
I-UWY201504130957	PAYROLL CONTRIBUTIONS	R	4/15/2015	60.00		020602		60.00
00128	INTERNAL REVENUE SERVICE							
I-T1 201504130957	Federal Withholding	D	4/15/2015	25,486.68		041551		
I-T1 201504130958	Federal Withholding	D	4/15/2015	10.00		041551		
I-T3 201504130957	FICA Withholding	D	4/15/2015	24,517.18		041551		
I-T3 201504130958	FICA Withholding	D	4/15/2015	36.02		041551		
I-T4 201504130957	Medicare Withholding	D	4/15/2015	5,733.76		041551		
I-T4 201504130958	Medicare Withholding	D	4/15/2015	8.42		041551		55,792.06

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
00049	STATE OF CALIFORNIA							
I-T2 201504130957	State Withholding	D	4/15/2015	8,603.04		041552		
I-T2 201504130958	State Withholding	D	4/15/2015	10.00		041552		8,613.04
00187	CALPERS							
I-PBB201504130957	PERS BUY BACK	D	4/15/2015	66.87		041553		
I-PEB201504130957	PEBRA EMPLOYEES PORTION	D	4/15/2015	1,305.23		041553		
I-PER201504130957	PERS EMPLOYEE PORTION	D	4/15/2015	9,528.10		041553		
I-PER201504130958	PERS EMPLOYEE PORTION	D	4/15/2015	16.07		041553		
I-PRB201504130957	PEBRA EMPLOYER PORTION	D	4/15/2015	1,305.23		041553		
I-PRR201504130957	PERS EMPLOYER PORTION	D	4/15/2015	11,687.21		041553		
I-PRR201504130958	PERS EMPLOYER PORTION	D	4/15/2015	24.51		041553		23,933.22

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	109	368,478.92	0.00	368,478.92
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	3	88,338.32	0.00	88,338.32
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	

TOTAL ERRORS: 0

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
VENDOR SET: 01 BANK: AP TOTALS:	112	456,817.24	0.00	456,817.24
BANK: AP TOTALS:	112	456,817.24	0.00	456,817.24
REPORT TOTALS:	128	456,817.24	0.00	456,817.24

**CASITAS MUNICIPAL WATER DISTRICT
MEMORANDUM**

TO: Board of Directors
FROM: Steve Wickstrum, General Manager
SUBJECT: Consideration of Water Supply Stage Change to a Stage 2 Condition
DATE: April 17, 2015

RECOMMENDATION:

It is recommended that the Board of Directors consider the adoption of the resolution to declare a Stage 2 water supply condition and provide direction to staff.

DISCUSSION:

By memorandums dated January 2, 2015 and April 2, 2015, the Board was informed of the current water supply and demand status, and there were discussions concerning the actions that may be implemented pursuant to the Casitas Urban Water Management Plan, the Water Shortage Contingency Plan and the Water Efficiency and Allocation Program. Each of these adopted documents describe the long term management of the Lake Casitas supply and demand trends. The memorandums also stated needed revisions to policy and systems that are needed to implement effective water conservation and demand reduction measures.

On April 16, 2015, the monitoring instrumentation at Lake Casitas reported that the storage level in Lake Casitas was at 50.0 percent of full capacity. The Casitas Urban Water Management Plan (2010) provides that when Lake Casitas storage level declines to 50 percent of the full capacity, the Casitas Board of Directors may declare that a Stage 2 condition exists at Lake Casitas and require certain water demand reduction actions be required by Casitas customers.

During the Stage 1 condition of Lake Casitas, water demands are to not exceed 80 percent of 1989 water usage with voluntary water conservation. In Stage 2, the water demand level that is described for Stage 1 then becomes a mandatory conservation requirement of Casitas customers. The mandatory water conservation measures are presented in the Water Efficiency and Allocation Program and are subject to financial incentives to reduce water consumption.

A resolution is attached to this memorandum for discussion and consideration of adoption by the Board of Directors.

If you have any questions in this regard, please discuss your questions with me.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 15-__

**A RESOLUTION DECLARING AND IMPLEMENTING
A STAGE 2 WATER SUPPLY CONDITION
FOR ALL CASITAS CUSTOMERS**

WHEREAS, during the drought experienced in the Ventura River watershed during the period of 1987 through 1990, the annual water demands from Lake Casitas escalated and temporarily exceeded the safe yield of the Lake Casitas water supply and water stored in Lake Casitas diminished from a full condition to approximately 50.2 percent of full lake capacity; and

WHEREAS, in 1990, the Casitas Municipal Water District ("Casitas") concluded that the long-term demand upon Lake Casitas shall not exceed the safe yield of Lake Casitas and other Casitas sources of water supply; and

WHEREAS, in 1992, Casitas adopted Ordinance 92-7, the Water Efficiency and Allocation Program (WEAP), and Resolution 92-11, the Water Shortage Contingency Plan, which was implemented in the Casitas Rates and Regulations for Water Service for all Casitas customers; and

WHEREAS, the application of water allocations, water conservation measures and progressive restrictions on water use set forth by the adopted Ordinance 92-7, the Water Efficiency and Allocation Program (WEAP), and Resolution 92-11, the Water Shortage Contingency Plan, are intended to provide to the water consumer an effective and immediately available means of conserving water in a manner that is essential to ensure a reliable and sustainable minimum supply of water for the public health, safety, and welfare and to preserve valuable limited water supply, avoid depleting water storage to an unacceptably low level, and thereby lessen the possibility of experiencing severe critical water shortages if dry conditions continue or worsen; and

WHEREAS, in 2004, Casitas evaluated the safe yield of the Ventura River Project under the changed conditions imposed by the 2003 Biological Opinion, pursuant to the Federal Endangered Species Act, for the operations of the Robles Diversion and the inclusion of the change in water supply with the eventual removal of Matilija Dam, concluding that the safe yield of the Ventura River Project is significantly reduced as a result of these changing conditions and that alternative demand reduction measures may be required to balance long-term water supplies and water demands while meeting the needs of the environment; and

WHEREAS, in 2005, Casitas prepared and adopted the 2005 Urban Water Management Plan that summarized information on present and future water resources and demands, provided water supply planning, provided water shortage contingency planning, and described Casitas

efforts to implement water conservation and efficient water uses for all Casitas' water customers; and

WHEREAS, in 2006, Casitas implemented operational measures at the Robles Diversion and Fish Passage Facility to comply with the 2003 Biological Opinion for the restoration of the endangered steelhead trout in the Ventura River, and that the implementation of said operational measures lessened the quantities of water that could be diverted to and stored in Lake Casitas for beneficial uses, and thereby reducing the safe yield of the Ventura River Project; and

WHEREAS, in 2009, the State of California enacted the Urban Water Management Planning Act (SB7X X) that legislated requirements for long-term water resources planning to ensure adequate water supplies to meet existing and future demands for water; and

WHEREAS, on June 22, 2011, in accordance with California Water Code §10620–10656, Casitas adopted the 2010 Urban Water Management Plan that further defined stages of action to achieve the balance between water supplies and demand through an equitable distribution of the existing water supplies, and to establish consumption limits in its water shortage contingency plan that would reduce water use; and

WHEREAS, the Casitas 2010 Urban Water Management Plan established that a Level Two Alert may result with conditions that cause a lowering of water stored in Lake Casitas to be at or near the 50% full; and

WHEREAS, on January 17, 2014, the Governor of California proclaimed a State of Emergency to exist throughout California due to severe drought conditions that have persisted since 2012 and further proclaimed on April 25, 2014 that a Continued State of Emergency exists throughout California due to the ongoing drought; and

WHEREAS, the Governor's proclamation called upon all Californians to reduce their water usage by 20 percent; and

WHEREAS, the Governor's proclamation called upon local urban water suppliers and municipalities to implement any local water shortage contingency plans immediately in order to avoid or forestall outright restrictions that could become necessary later in the drought season; and

WHEREAS, on July 9, 2014, the Casitas Board proclaimed by Resolution 14-14 that drought conditions are stressing the groundwater and surface water supplies in western Ventura County to levels not seen in decades, and reaffirmed the Casitas 1992 Water Shortage Contingency Plan that sets a goal of a 20 percent voluntary reduction in water use; and

WHEREAS, on July 15, 2014, the State Water Resources Control Board adopted Resolution No. 2014-0038 that implemented emergency regulations and actions to further reduce water demands of urban customers by the implementation of specific water waste prohibitions and required the implementation of water supplier's approved Water Shortage Contingency Plan at a stage that requires mandatory water use restrictions on outdoor irrigation of ornamental landscapes or turf with potable water.

WHEREAS, on August 13, 2014, Casitas adopted modifications to the Water Waste Prohibition Ordinance and the Casitas Water Shortage Contingency Plan to comply with the directives of the State Water Resources Control Board Resolution No. 2014-0038; and

WHEREAS, on April 1, 2015, the Governor of California issued Executive Order B-29-15, ordering that the State Water Resources Control Board impose restrictions to achieve a statewide 25% reduction in potable urban water usage through February 28, 2016, to lead a statewide initiative to collectively replace 50 million square feet of lawns and ornamental turf with drought tolerant landscapes, impose restrictions to require that commercial, industrial, and institutional properties immediately implement water efficiency measures to reduce potable water usage in an amount consistent with the statewide 25% reduction in water use, prohibit irrigation with potable water of ornamental turf on public street medians, and prohibit irrigation with potable water outside of newly constructed homes and buildings that is not delivered by drip or microspray systems, and direct urban water suppliers to develop rate structures and other pricing mechanisms, including but not limited to surcharges, fees, and penalties, to maximize water conservation consistent with statewide water restrictions.

WHEREAS, during calendar year 2014, the releases of water from Lake Casitas to the Casitas main conveyance system totaled 18,811 acre-feet, which is less than the annual safe yield of Lake Casitas (20,850 Acre-feet per year); and

WHEREAS, during the winter of 2015, the Ventura River watershed continued to experience below normal rainfall, resulting in a continuation of drought conditions that are likely to extend through the remainder of calendar year 2015, and possibly into future years; and

WHEREAS, as the drought continues, groundwater sources will become depleted and the remaining Lake Casitas water supply will become a primary source of water to supplement uses that otherwise rely on local groundwater sources; and

WHEREAS, on April 16, 2015, the storage level of water in Lake Casitas has declined to 50 percent and will continue to decline until adequate rainfall and runoff reoccur in the local watersheds; and

WHEREAS, Article X, Section 2 of the California Constitution declares that the general welfare requires that water resources be put to beneficial use, that waste or unreasonable use or unreasonable method of use of water be prevented and that conservation of water be fully exercised with a view to the reasonable and beneficial use thereof; and

WHEREAS, California Water Code, Section 375, authorizes a water supplier to adopt and enforce a comprehensive water conservation program to reduce water consumption and conserve water supplies; and

WHEREAS, California Water Code, Section 71611 provides that a district may sell water under its control, without preference, to cities, other public corporations and agencies, and persons, within the district for use within the district.

WHEREAS, California Water Code Section 71640 authorizes the governing body of a municipal water district to restrict the use of district water during any emergency caused by drought, or other threatened or existing water shortage, and may prohibit the wastage of district water or the use of district water during such periods for any purpose other than household uses or such other restricted uses as the district determines to be necessary, and may prohibit use of district water during such periods for specific uses which it finds to be nonessential; and

WHEREAS, California Water Code Section 71642 authorizes the governing body of a municipal water district to find the existence or threat of a drought emergency or other threatened or existing water shortage, and that finding is prima facie evidence of the fact or matter so found, and such fact or matter shall be presumed to continue unchanged unless and until a contrary finding is made by the board by resolution or ordinance; and

WHEREAS, pursuant to Water Code section 71641 and Government Code section 6061, the [District] must publish in a newspaper of general circulation any ordinance setting forth the restrictions, prohibitions, and exclusions determined to be necessary under Water Code section 71640 within 10 days after its adoption; and

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

- 1) Pursuant to Water Code section 71642, and for the reasons set forth herein, the Board finds the existence or threat of a drought emergency or other water shortage condition; and
- 2) Pursuant to California Water Code Section 71611 and under the authority of Water Code Section 71640, any water that is delivered from Lake Casitas and the Casitas distribution system that is used outside the District boundaries is considered an unreasonable use and an unreasonable method of use; and

- 3) Casitas hereby declares that a Stage 2 water supply condition exists within the service area of the Casitas Municipal Water District; and
- 4) Based on the above findings, the Board of Directors hereby directs staff to take the following actions:
 - a) Develop and implement measures to inform all water users within Casitas Municipal Water District that a mandatory reduction in water use is required during Stage 2 water supply conditions.
 - b) Develop and implement measures to inform and educate all water users within Casitas Municipal Water District as to methods for achieving the reduction in water use.
 - c) Develop and implement measures to inform all direct customers of Casitas through a monthly billing statement as to the status of reduction in customer water use.
 - d) Develop and implement a revised Water Efficiency and Allocation Program that provides allocation assignments and incentives for water customers to comply with the mandatory water demand reduction during Stage 2 conditions.
 - e) Develop and implement memorandums of understanding with resale agencies.
 - f) Increase the current level of public outreach.
 - g) Develop a budget to support water conservation and Public outreach efforts.
- 5) This emergency or water shortage condition shall be presumed to continue unchanged unless and until a contrary finding is made by the board by resolution or ordinance.

ADOPTED this __ day of April, 2015

President, Casitas Municipal Water District

ATTEST:

Secretary, Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: April 8, 2015

TO: Board of Directors

CC: Steve Wickstrum, General Manager

FROM: Ron Merckling, Public Affairs/Resource Manager

RE: Update Water Waste Ordinance

RECOMMENDATION:

Staff recommends Board of Directors approve an update of Casitas' Water Waste Ordinance to include new language adopted by the State Water Resources Control Board.

BACKGROUND AND DISCUSSION:

On March 17, 2015, the State Water Resources Control Board updated their emergency drought regulations that were first adopted in July of 2014. The update includes one item (Irrigating turf or ornamental landscapes during and 48 hours following measurable precipitation) that is not currently in Casitas' Water Waste Ordinance. Staff is recommending updating the current Casitas ordinance to include this language.

CASITAS MUNICIPAL WATER DISTRICT

ORDINANCE NO. ____

**AN ORDINANCE OF THE CASITAS MUNICIPAL WATER DISTRICT
ESTABLISHING WATER WASTE PROHIBITIONS**

THIS ORDINANCE is adopted in light of the following facts and circumstances, which are hereby found and declared by the Casitas Municipal Water District (Casitas) Board of Directors:

WHEREAS, Article X, Section 2 of the California Constitution and Section 100 of the California Water Code declare that the general welfare requires water resources be put to beneficial use, therefore, waste or unreasonable use or unreasonable method of use of water be prevented, and conservation of water be fully exercised with a view to the reasonable and beneficial use thereof.

WHEREAS, the adoption and enforcement of this Ordinance is necessary to help manage Casitas' potable water supply and to avoid or minimize the effects of drought within the Casitas service area.

WHEREAS, Casitas has the power to perform all acts necessary to fully carry out the provisions of this Ordinance consistent with Section 71640 and Sections 10608 through 10656 of the California Water Code.

WHEREAS, this Ordinance rescinds and replaces Casitas Municipal Water District Resolution No. 08-09, Resolution Approving a Water Waste Prohibition Regulation.

BE IT ORDAINED by the Board of Directors of the Casitas Municipal Water District as follows:

1. TITLE.

This Ordinance shall be known as the Water Waste Prohibition Ordinance.

2. APPLICABILITY.

The provisions of this Ordinance shall apply to all persons, corporations, public or private entities, governmental agencies or institutions, or any other direct water customers of the Casitas Municipal Water District. The water customers of other water purveyors shall be governed by the prohibitions that are adopted by the other water purveyors.

3. PROHIBITED USES.

A. The following uses of water are permanently prohibited and are in effect year round:

- a. **General Waste:** Indiscriminate running of water or washing with water which is wasteful and without reason or purpose.
- b. **Washing of Exterior Surfaces:** The washing of hard or paved surfaces, including but not limited to sidewalks, walkways, driveways, parking areas, tennis courts, patios or alleys, except when necessary to alleviate safety or sanitary hazards or when broom or other waterless device will not suffice. If necessary, washing may only be done with a bucket or similar container, a hose equipped with a positive shut-off

- nozzle, a pressure washer, a low-volume high pressure water efficient water broom, or a cleaning machine equipped to recycle the water used.
- c. **Cleaning of Structures and Vehicles:** The washing of building exteriors, mobile homes, cars, boats or recreational vehicles without the use of a positive shut-off nozzle on either the hose or pressure washer.
 - d. **Watering/Irrigation Runoff Control:** The watering of grass, lawn, groundcover, shrubbery, open ground, crops and trees, including agricultural irrigation, in a manner or to an extent which allows water to run off the area being watered. Every water user is deemed to have under their control, at all times, their water distribution lines and facilities, and to know the manner and extent of their water use and run off.
 - e. **Limits on Watering Hours:** The watering or irrigating of outdoor ornamental landscapes and turf areas between the hours of 10:00 a.m. and 6:00 p.m. Pacific Standard Time on any day. (Does not apply to irrigation systems that use drip-irrigation and weather-based controllers or stream rotor sprinklers that meet a 70% efficiency standard. Exceptions may be authorized by the General Manager where there is no ability to not water between 10:00 a.m. to 6:00 p.m.).
 - f. **Watering During Rainfall:** The watering of grass, lawn, groundcover, shrubbery, open ground, crops and trees, including agricultural irrigation, at any time while it is raining.
 - g. **Drought Restrictions:** Watering/irrigating during publicly declared curtailment period in a manner that is not compliant with drought restrictions.
 - h. **Plumbing Leaks:** The escape of water through leaks, breaks, or malfunctions within the water user's plumbing or distribution system, for a substantial period of time within which such break or leak should reasonably have been discovered and corrected.
 - i. **Fountains and Decorative Water Features:** The operation of any ornamental fountain using water from the District's domestic water system unless water for such use is re-circulated.
 - j. **Cooling:** The use of water in mechanical equipment purchased and installed after the adoption of this Ordinance that utilizes a single pass cooling system. Water used for all cooling purposes shall be re-circulated.
 - k. **Drinking Water Served Upon Request Only:** Eating and drinking establishments, including but not limited to restaurants, hotels, cafes, cafeterias, bars, clubs or other public places where food or drinks are sold or served, are prohibited from providing drinking water to customers unless expressly requested. Affected establishments must prominently display notice informing their customers of this requirement using clear and easily understood language.
 - l. **Restaurant Non-water Conserving Dish Wash Spray Valves:** Food preparation establishments, such as restaurants or cafes, are prohibited from using non-water conserving dish wash spray valves.
 - m. **Providing Option to Not Launder Linen and Towels Daily:** Hotels, motels, vacation rentals and other commercial lodging establishments must provide customers the option of not having towels and linen laundered daily. Commercial lodging establishments must prominently display notice of this option in each bathroom using clear and easily understood language.
 - n. **Commercial Car Wash Systems:** Installation of non-recirculating water systems is prohibited in new or renovations of commercial conveyor car washes systems.

- o. **Turf Irrigation Restrictions:** Irrigating turf or ornamental landscapes during and 48 hours following measurable precipitation.

4. EXEMPTED WATER USES.

- A. All water use associated with the operation and maintenance of fire suppression equipment or employed by the District for water quality flushing and sanitation purposes shall be exempt from the provisions of this Ordinance.
- B. Use of water supplied by gray water or rainwater collection system is also exempt; however, use of water from these systems is not exempt from the applicable regulations of the State and local jurisdictions governing the use of such water.
- C. Supervised testing, adjusting, or repairing of irrigation systems is allowed any time for no more than five (5) minutes per station.

5. VIOLATIONS AND PENALTIES.

- A. Any person, who uses, causes to be used, or permits the use of water in violation of this Ordinance is guilty of an offense punishable as provided herein.
- B. **Enforcement of Violation.** Complaints of water waste will be investigated and enforced by the District in the form of a notice of violation. The following officers and employees of the Casitas Municipal Water district are hereby designated and authorized to issue citations for enforcement of this Ordinance:
 - Operations and Maintenance Manager
 - Public Affairs/Resource Manager
 - Water Conservation Coordinator
 - Utility Workers
 - Water employees designated by the General Manager
- C. **Notice of Violation.** The notice to the District water customer of a violation of this Ordinance will be issued by either a telephone call, mail, hand-delivery, or posting at the entrance of the violator's premises. The District will issue a written notice that state the time, place, and general description of the violation or repeat of violation, as well as a time frame in which the violation must be corrected. District staff may use discretion when determining the correction time.
- D. **Consequence of Violation.** Administrative fines and water service actions may be levied and applied for each violation of a provision of this Ordinance as follows:

- 1. **Penalties:** Penalties for failure to comply with any provision of the ordinance are as follows:
 - a. **First Violation:** The District will issue a written notice to the water customer and attach a copy of this Ordinance.
 - b. **Second Violation:** If the first violation is not corrected within the time frame specified by the District, or if a second violation occurs within the following twelve (12) months after the first violation notice, a second notice of violation will be issued and an administrative fine of one hundred dollars (\$100.00) shall be levied for the second violation of this Ordinance.

- c. **Third Violation:** A third violation within the following twelve (12) months after the date of issuance of the second notice of violation is punishable by an administrative fine of two hundred fifty dollars (\$250.00).
 - d. **Fourth and Subsequent Violations:** Each day that a violation of this Ordinance occurs beyond the remedy allowance provided in the third notice of violation is a separate offense, subject to any or all of the following penalties:
 - 1. Water service may be turned off or flow may be restricted. Where water service is turned off or flow restricted, it shall be turned on or unrestricted upon correction of the violation and the payment of the reestablishment charges, staff time, and District material purchases per the District's Rates and Regulations for Water Service in effect at the time.
 - 2. A fine of not more than \$600 or imprisonment in the county jail for not more than 30 days, or both the fine and imprisonment, may be imposed upon conviction under Section 71644 of the California Water Code, or fines/ penalties as defined and allowable under Section 53069.4 of the Government Code may be imposed.
 - e. **Payment of Administrative Fines:** The water customer is responsible for the full payment of administrative fines. Each administrative fine shall be applied in the customer's regular water billing. Payment of the administrative fine will be the final responsibility of the individual named on the water account. Non-payment of fines will be subject to the same remedies as non-payment of basic water rates, in accordance with the Casitas Rates and Regulations for Water Service.
3. **Appeal:** Any customer against whom a penalty is levied pursuant to this Ordinance shall have the right to appeal as follows:
- a. The customer request for an appeal consideration must be in writing, legible, and received by the General Manager within ten (10) calendar days of the issuance of the notice of violation to the customer. Any determination not timely appealed shall be deemed final. The written request for appeal consideration shall include:
 - i. A description of the issue,
 - ii. Evidence supporting the appeal, and
 - iii. A request for resolution of the dispute.
 - b. The General Manager will review the material submitted and make an independent determination of the issue, which shall be mailed to the customer within fifteen (15) calendar days of receipt of the request for appeal.
 - c. The General Manager's determination may be appealed in writing within ten (10) calendar days of the mailing of the notice of determination. The appeal of the General Manager's determination shall be heard and considered by the Board of Directors at an upcoming regular meeting of the Board. Notice of the hearing shall be mailed to the customer at least ten (10) calendar days prior to the date of the appeal hearing. The Board may, in its discretion affirm, reverse, or modify the determination. The Board's determination is final.

6. **SEVERABILITY.** If any competent court shall find any portion of this Ordinance unconstitutional, such decision shall not affect the validity of any other portion thereof.

7. **EFFECTIVE DATE.** This Ordinance becomes effective this ___ day of _____, 2014.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the Casitas Municipal Water District held on August 13, 2014 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED:

Mary Bergen, President
Casitas Municipal Water District

ATTEST:

Russ Baggerly, Secretary
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT
Inter-Office Memorandum

DATE: April 15, 2015

TO: Board of Directors

CC: Steve Wickstrum, General Manager

FROM: Ron Merckling, Public Affairs/Resource Manager

RE: Participation in City of Ventura Turf Removal Grant

RECOMMENDATION:

Staff recommends Board of Directors approve funding of up to \$102,000 to participate in the Convert Your Turf Incentive Program, which is being submitted as a Proposition 84 grant by the City of Ventura. Casitas would receive \$60,000 back as part of the grant reimbursement. The total costs for the program would be \$42,000. This program would not begin until next fiscal year. Casitas participation in the program would be contingent upon the grant being awarded.

BACKGROUND AND DISCUSSION:

The City of Ventura is planning to submit a proposal for a regional Convert Your Turf Incentive Program. Possible partners include the cities of Santa Paula, Fillmore and Oxnard. It will be a rebate program designed to provide an incentive for outdoor water savings by encouraging the replacement of turf with low water use alternatives. Residents and commercial customers would be able to apply for rebates by contacting a consultant hired to administer the program through a website or by phone.

The consultant would conduct an initial survey to document existing planted turf, handle applications, post survey, and rebate processing. Property owners would be required to hire a contractor to replace turf and rebates would be based on reimbursing homeowners for their invoiced costs. Rebates would pay \$2 per square foot for turf replacement with a minimum of 250 square feet. Total rebates would be limited to \$800 per property less than 1 acre and \$1,600 for parcels greater than 1 acre. An additional rebate of \$300 at 50% match would be available toward the installation of water efficient irrigation systems and rain water harvesting equipment.

This would be an incentive program to encourage new turf removal so there would be no retroactive applications accepted.

Grant Budget Table

Casitas Grant Match	Small Rebate	Large Rebate	Program Administration	Grant Administration	Grant Application cost	Grant Reimbursement
\$80,000	\$22,000	\$38,000	\$10,000	\$10,000	\$2,000	\$60,000
	20 rebates < 1 acre	20 rebates > 1 acre				

Anticipated water savings would be approximately 6 acre-feet per year with a total lifetime savings of ten years with an overall savings of 60 acre-feet. This would equal a cost of approximately \$700 per acre-foot of water saved for Casitas with the assumption of a total program cost of \$42,000 after grant reimbursements are received. The ten year lifetime assumption comes from a study sponsored by the California Urban Water Conservation.

It is possible that the savings could be greater and the cost per acre-foot could be smaller if program participants convert a greater amount of turf that is beyond the reimbursable amounts. Also, there could be greater water saving assumptions with the \$300 rebates for the purchase of irrigation efficiency.

The City of Ventura will not charge Casitas any costs including grant application costs if they are not awarded a grant and Casitas would not participate in the program. The City of Ventura will do a turf removal program even if no other agencies participate in the program and the grant is not awarded. If the grant is awarded, it is anticipated the costs to Casitas would be distributed as outlined in the Grant Budget Table.

It would be expected Casitas would have additional customer service time committed as a result of this program, which would be related to customers inquiring about the program. Casitas currently is receiving roughly two to three calls per week about turf removal rebates. Upon program initiation it is likely to involve several additional staff hours per week for customer service in explaining the program and directing customers to speak with the consultant.

The program would be a nice addition to the suite of conservation efforts Casitas is currently administering and working to implement. It should help to reduce residential usage by several percentage points and with assisting Casitas in meeting overall urban usage reduction goals.

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: OPERATIONS & MAINTENANCE MANAGER
FROM: TREATMENT PLANT SUPERVISOR
SUBJECT: FILTER ACCESS PLATFORMS
DATE: APRIL 14, 2015

RECOMMENDATION:

It is recommended that the Board of Directors authorize the General Manager to sign a purchase order with Clark Engineering Construction for a not to exceed amount of \$108,116.16 for the manufacturing and delivery of sixteen aluminum access platforms to the treatment plant site.

BACKGROUND AND DISCUSSION:

The Marion Walker Filtration Plant has 8 pressure filters; part of ongoing operation and maintenance procedures (inclusive of annual inspections) require Casitas staff to perform internal vessel entry. Internal vessel access is accomplished through two 28" access ports located approximately 13 feet above ground surface. The new filter access stands will include handrails, a 4' x 5' work platform, and will allow the treatment personnel to safely enter and exit the filters while performing maintenance and inspection routines. Additionally, the above purchase will eliminate the current practice of scaffolding rental and assembly for each and every filter entry.

Quotations to fabricate the access platforms were solicited from three firms; all three expressed interest in the project. Bustin Industrial initially submitted a quote, but subsequently withdrew due to a change in corporate policy that migrated away from the manufacture of custom engineered products.

The following quotations/estimates were received:

Firm	Pricing
Clark Engineering Construction	\$108,116.16
Irwin Industries	\$128,000.00

Clark Engineering has provided Casitas with custom engineered products in the past, most recently with the manufacture of custom intake structure crossmember guards. This project will provide for delivery only of the platforms, Casitas staff will complete the installation and any required modifications.

FUNDING:

Funding for this purchase is included in the FY 2014-15 Capital Budget in the amount of \$95,000. This project is \$13,116.16 over budget.

CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM

TO: STEVEN E. WICKSTRUM, GENERAL MANAGER
FROM: TODD EVANS, ASSISTANT ENGINEER
SUBJECT: AUTHORIZE GENERAL MANAGER TO SIGN AN AGREEMENT FOR PROFESSIONAL SERVICES
DATE: 04/17/2015

Recommendation:

It is recommended that the Board of Directors authorize the General Manager to enter into an agreement for professional services with Pueblo Water Resources for the sum not to exceed **\$26,562.50**

Background and Discussion:

The Mira Monte Well is over 65 years old. The water is chronically high in nitrates. Due to these two factors, it is time to determine if the well can be rehabilitated or if the well needs to be replaced.

The project will determine the current condition of the well, identify rehabilitation methods to return the well to its original capacity or recommend replacement of the well. The recommendation to rehabilitate the well or replace the well will largely be determined on the condition of the well screen, well casing and the well pack.

The request for proposal was sent to three firms. Two firms responded and submitted proposals. The results are as follows:

<u>FIRM</u>	<u>PROPOSAL FEE</u>
Pueblo Water Resources	\$26,562.50
Kear Groundwater	\$29,000.00

After carefully reviewing proposals from both firms it was determined that the proposal from Pueblo Water Resources Inc. most closely aligned with the goals set forth in the request for proposals.

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: February 23, 2015
 TO: Recreation Committee
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for January 2015

Visitation Numbers

The following is a comparison of visitations* for January 2015:

	January 2015	January 2014	Dec. 2014
Visitor Days	23,008	28,008	18,308
Camps	2,241	1,992	1,922
Cars	5,752	7,002	4,577
Boats	169	180	104
Kayaks & Canoes	7	6	44

Fiscal Year to Date Visitation	
2013/2014	346,196
2014/2015	321,400
% Change	-7.162

*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 four cables sold for new inspections, nine vessels were re-inspected and a total of 468 vessels were re-retaged. Three vessels failed the first inspection in January 2015.

Operations

A summary of operational issues are as follows: Park Services Manager and Park Services Officer Taylor and Maintenance Foreman Lawson met with Union Contractor staff for a front gate improvement pre construction and safety meeting January 21st. The Lake maintenance crew developed the detour entrance and exit to the lake to be used during construction. RNT Consulting Inc. began work on Lake Casitas' Invasive Species Vulnerability Assessment and Control and Management Plan with kick off meetings January 26th. Park Services Manager submitted a request for proposal to Martinelli and Associates Inc. for an assessment of the Park Service Officer duties and related given authority, told and training in relation to the demands imposed by Ordinance enforcement and customer behavior and needs and expectations of the Laker Casitas Recreation Area.

Park Services Officer Taylor continued communication with the following agencies for: The Humane Society of Ventura County in Ojai for a “Dog Trot” fundraiser event at Lake Casitas March 15, 2015, and Ojai Valley Community Church for their annual Easter Sunrise Service, The Ojai Valley Green Coalition for an April 18, shoreline clean up, a May 1-3, 2015 “Fusion: World Music and Dance” three day event, Kenneth Schwenker for a “One Love Fest” for October 16-18, and Tom Tryon for “Bike MS: Coastal Challenge” in October.

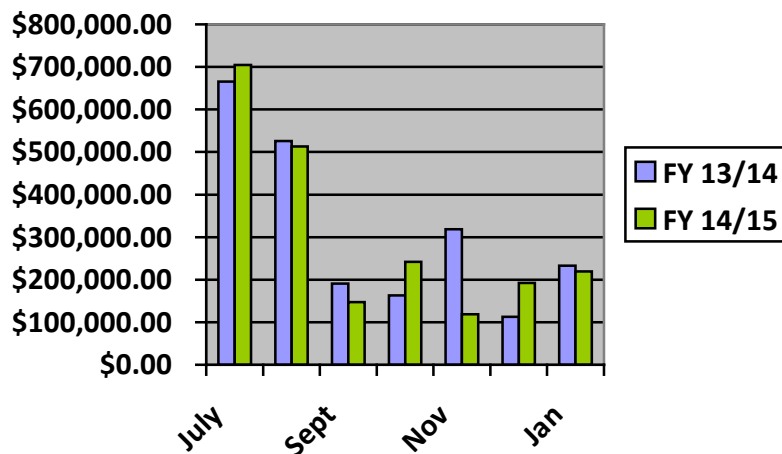
Incidents

Incidents in the Recreation Area for the month of January 2015 that include assistance from outside services: an abandoned vessel that was deemed a suicide drowning in the lake, report of shots fired, and domestic dispute including threat to others for great bodily harm and suicide threat.

Revenue Reporting

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

LCRA TOTAL REVENUE



CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: March 19, 2015
 TO: Recreation Committee
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for February 2015

Visitation Numbers

The following is a comparison of visitations* for February 2015:

	February 2015	February 2014	Jan. 2015
Visitor Days	21,188	26,720	23,008
Camps	2,365	2,216	2,241
Cars	5,297	6,680	5,752
Boats	183	268	169
Kayaks & Canoes	15	2	7

Fiscal Year to Date Visitation	
2013/2014	372,916
2014/2015	342,588
% Change	-8.133

*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, four vessels were re-inspected and a total of 571 vessels were re-retagged. Nineteen vessels failed the first inspection in February 2015.

Operations

A summary of operational issues are as follows: The front gate improvement project continues and is moving along smoothly. RNT Consulting Inc. continues to work on Casitas' Invasive Species Vulnerability Assessment and Control and Management Plan. Park Services Manager spoke the State Department of Parks and Recreation on the status of the Quagga Fee grant. The Bureau of Reclamation awarded Casitas \$120,000 in grant funding for the front gate kiosks. The Casitas Water Adventure staff began their first of three lifeguard training sessions to recruit staff for the summer 2015.

Incidents

Incidents in the Recreation Area for the month of February 2015 that include assistance from outside services: A two domestic disputes, one resulting in both an eviction and a medical emergency.

Revenue Reporting

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

LCRA TOTAL REVENUE

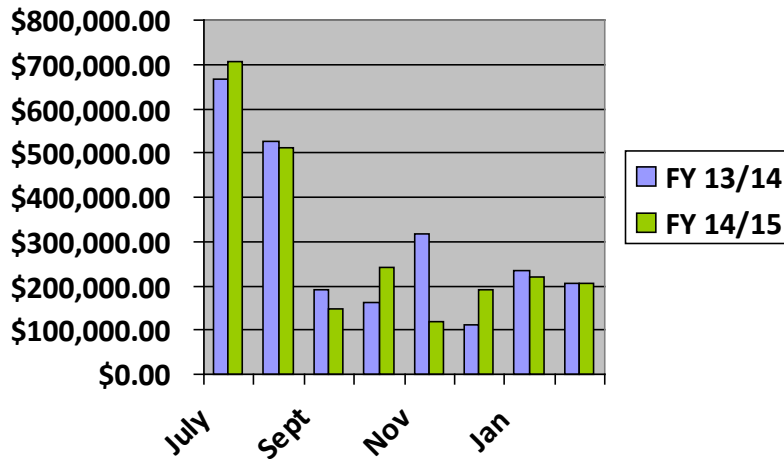
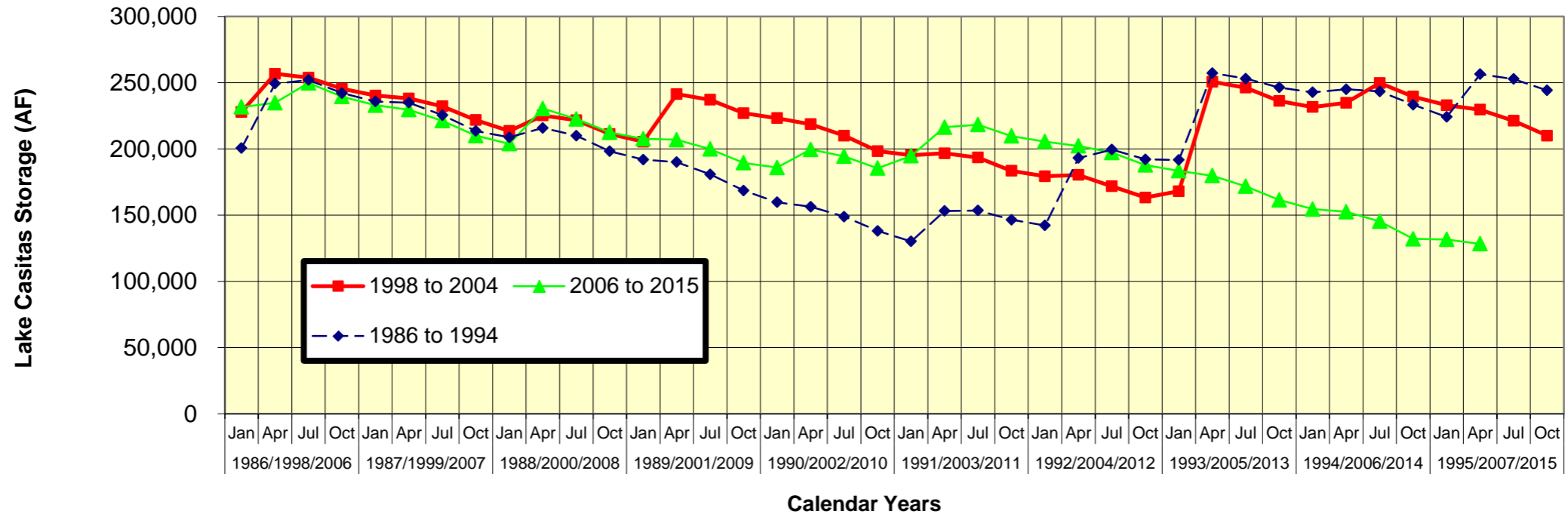


Figure 1 - Lake Casitas Storage Volume Comparison



March 31, 2015
 Lake Storage @ 128,364 AF = 50.53%
 Full Lake storage = 254,002 AF

CASITAS MUNICIPAL WATER DISTRICT
MINUTES
Personnel Committee

DATE: April 16, 2015
TO: Board of Directors
FROM: Assistant to General Manager, Rebekah Vieira
Re: Committee Meeting of April 13, 2015, at 4:30 p.m.

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Mary Bergen and Director Jim Word
General Manager, Steve Wickstrum
Assistant to General Manager, Rebekah Vieira
Suzi Taylor, Chelbi Kelley
2. **Public comments.**
None
3. **Board/Management comments.**
None
4. **Discussion regarding recruitments.**
Active recruitments include the Engineer and Safety Manager positions. Interviews are being conducted on Friday for the Safety Manager. Our new Distribution Technician will start on Monday.
5. **Discussion regarding staffing.**
The General Manager discussed staffing succession planning. He estimates transitions that are likely to take place in the next five years will result in about 20% of staff turnover. In protecting the district against the "brain drain" that could occur with such transition, the district will need to strategically anticipate staffing changes and where deemed necessary, staff for the transition. There are some areas, such as in Water Conservation and Engineering, that workloads are anticipated to increase over the next five years, there is a need for considering additional staffing levels. In Recreation, there is a need for a seventh Park Services Officer, Recreation management has decided to hold off on the recruitment until we have further discussions with Martinelli & Associates. The O&M Manager is currently evaluating workloads and task levels of all work areas in O&M, and upon a determination of a justified need, may recommend staffing changes.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Recreation Committee

DATE: April 16, 2015
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Committee Meeting of April 6, 2015

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**

Director Bill Hicks and Director Russ Baggerly
General Manager, Steve Wickstrum
Park Services Manager, Carol Belser
Park Services Officer IV, Suzi Taylor

Public: Dee Bennett, Lake Casitas Rowing Club
Laura Kaiser

2. **Public comments.**

Laura Kaiser introduced herself as the spouse of Director Pete Kaiser. Mrs. Kaiser stated that she walks regularly in the park and in the past she would share her observations with Director Kaiser so that he could bring the observations to the attention of the Recreation Committee. Mrs. Kaiser reported today that (1) she has observed graffiti behind the doors of the Coyote restrooms that has not been removed after several weeks, (2) she has continued to see dogs off leash in the park and referenced a dog bite incident, (3) speeding vehicles, and (4) a concern over a nearby camper during one of her stays in Camp C, and not knowing who or how to contact staff regarding this concern.

3. **Board/Management comments.**

The Committee thanked Mrs. Kaiser for the observations. PSM Belser asked that if there are observations of this nature, to stop by the Park office so that management and staff can address the issues immediately. Mrs. Kaiser was informed that the camping receipt has the contact phone numbers for emergencies at the park, and staff are addressing park patrons regarding dogs off leash, camper issues, and vehicle speeding. Director Baggerly stated that everything is preventable.

Director Baggerly congratulated the Casitas Rowing Club for a recent success by one of their teams. Director Baggerly suggested that staff contact Mr. Karl Krause to develop a bird identification field guide for Lake Casitas patrons.

PSM Belser provided an overview of the Easter attendance at the park – which may have exceeded 16,000 patrons.

4. **Review of January and February Recreation Reports.**

PSM Belser and PSO IV Taylor presented the reports to the Committee. As the lake level has declined, it appears that camping has remained strong, while day use has declined. The reports will be moved to the Board as information.

5. **Update on Department of Fish & Wildlife Trout Plants.**

Carol Belser provided background on the potential for trout planting in Lake Casitas and that fish plantings are anticipated to occur at Lake Casitas within the next week. Staff have performed due diligence to assure the prevention of quagga introduction with the trout plants.

6. **Discussion regarding Summer Schedule of Events/Activities.**

PSM Belser presented to the committee a list of events planned for the park. A shoreline cleanup is scheduled for April 18th. Staff are coordinating fishing tournaments, astronomy lectures, weddings, and various festivals for the spring and summer. Dee Bennett stated that the Rowing Club is conducting six one-week rowing camps for youth. It was suggested to post the events and dates.

7. **Discussion regarding Summer Staffing.**

PSM Belser reported that the Water Adventure staff are training and hiring life guards for the summer.

The Committee was informed that a consultant will be brought into the park on April 21st to assess what is asked of park staff, identify park staff work issues, and what the public expects of park staff. The assessment is intended to provide further guidance and improvements to staff training needs and identify imbalances in expectations and performance.

Further discussion on the transition of staffing from as many as nine Associate Park Services Officers (APSO), part-time employees, to fewer than four part-time APSO employees, and an increase in full-time Park Services Officers to provide constant presence of two uniformed officers. The General Manager supports the addition of a seventh Park Services Officer to eliminate the current level of over-time by Park Services Officers. The decision by PSM Belser on hiring is to wait until management has an assessment of staffing by a consultant to assure the correct identification of skill set needed by the seventh Officer.

PSM Belser stated that maintenance at the park is improved under the supervision of the new park maintenance foreman. The park will continue to use contract maintenance where deemed necessary. The park hosts have contributed greatly to the on-going appearance of park areas.

8. **Review of Incidents and Comments.**

PSO IV Taylor informed the Committee of incidents occurring at the LCRA. These incidents will be summarized in the March Recreation Report.

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
04/09/15**

Type of Invest	Institution	CUSIP	Date of Maturity	Adjusted Cost	Current Mkt Value	Rate of Interest	Date of Deposit	% of Portfolio	Days to Maturity
*TB	Federal Home Loan Bank	313379EE5	06/14/2019	\$1,377,473	\$1,369,494	1.625%	10/03/2012	8.35%	1505
*TB	Federal Home Loan Bank	313379RN1	12/27/2024	\$978,364	\$995,289	2.840%	06/18/2014	6.07%	3498
*TB	Federal Home Loan Bank	3133802D8	11/23/2022	\$1,477,575	\$1,485,371	2.400%	11/19/2014	9.06%	2744
*TB	Federal Home Loan Bank	313380A98	08/14/2024	\$126,966	\$129,492	2.500%	07/03/2014	0.79%	3365
*TB	Federal Home Loan Bank	313380S73	10/11/2022	\$699,720	\$700,161	2.430%	08/11/2014	4.27%	2702
*TB	Federal Home Loan Bank	313381ST3	01/17/2023	\$250,346	\$252,802	1.500%	09/08/2014	1.54%	2798
*TB	Federal Home Loan Bank	313381TA3	01/17/2023	\$277,619	\$280,406	2.240%	09/08/2014	1.71%	2798
*TB	Federal Farm CR Bank	3133EAZM3	07/24/2023	\$1,658,682	\$1,708,258	2.380%	09/16/2014	10.42%	2985
*TB	Federal Home Loan Bank	3133XFKF2	06/11/2021	\$696,570	\$688,173	5.625%	01/16/2013	4.20%	2222
*TB	Federal Home Loan Bank	3133XWNB10	06/12/2015	\$701,076	\$703,318	2.875%	07/01/2010	4.29%	63
*TB	Federal Home Loan Bank	3133XWNB10	06/12/2015	\$712,034	\$719,033	4.750%	07/01/2010	4.39%	63
*TB	Federal Home Loan Bank	3134G34R8	07/23/2021	\$513,841	\$517,352	2.000%	12/02/2014	3.16%	2264
*TB	Federal Home Loan MTG Corp	3134G43A4	10/30/2024	\$849,441	\$870,132	2.500%	07/03/2014	5.31%	3441
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/2016	\$687,760	\$692,412	1.375%	03/12/2012	4.22%	576
*TB	Federal National Assn	3136G0K67	04/09/2021	\$192,000	\$192,566	2.000%	12/02/2014	1.17%	2160
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,095,648	\$1,111,100	5.125%	01/03/2012	6.78%	938
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/2022	\$681,558	\$689,219	2.375%	09/08/2014	4.20%	2434
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/2018	\$1,132,072	\$1,164,467	1.375%	07/06/2010	7.10%	1176
*TB	US Treasury Notes	912828LZ10	01/15/2020	\$1,117,038	\$1,174,132	2.125%	07/01/2010	7.16%	1716
*TB	US Treasury Bond	912828WE6	11/15/2023	\$769,450	\$822,911	2.750%	12/13/2013	5.02%	3096
Accrued Interest						\$127,971			
Total in Gov't Sec. (11-00-1055-00&1065)				\$15,995,232	\$16,394,057			88.26%	
Total Certificates of Deposit: (11.13506)				\$0	\$0			0.00%	
**	LAIF as of: (11-00-1050-00)		N/A	\$446	\$446	0.25%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,181,158	\$2,181,158	0.25%	Estimated	11.74%	
TOTAL FUNDS INVESTED				\$18,176,836	\$18,575,662			100.00%	
Total Funds Invested last report				\$18,177,027	\$18,548,848				
Total Funds Invested 1 Yr. Ago				\$18,142,065	\$18,350,538				
****	CASH IN BANK (11-00-1000-00) EST.			\$5,941,732	\$5,941,734				
	CASH IN Western Asset Money Market			\$1,925	\$1,925	0.01%			
TOTAL CASH & INVESTMENTS				\$24,120,494	\$24,519,321				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$21,963,875	\$22,172,348				

- *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.