

Board Meeting Agenda

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

Pete Kaiser, Director
James Word, Director

CASITAS MUNICIPAL WATER DISTRICT
August 13, 2014
3:00 P.M. – DISTRICT OFFICE

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. Consent Agenda
 - a. Minutes of July 23, 2014 Meeting.

RECOMMENDED ACTION: Adopt Consent Agenda

5. Bills
6. Presentation of the State Water Project Contract Extension Negotiation and Agreement in Principle.

RECOMMENDED ACTION: Direction to staff

7. Resolution approving a contract between the United State of America and the District for the repayment of funds expended for the federally performed Safety of Dams Act Modification Program at the Casitas Dam and Reservoir.

RECOMMENDED ACTION: Adopt Resolution

8. Actions to Comply with the State Water Board's Drought Emergency Regulations.

- a. Recommend rescinding Resolution No. 08-09 and Adopting the Ordinance Establishing Water Waste Prohibitions.

RECOMMENDED ACTION: Adopt Ordinance

- b. Resolution to Temporarily Modify the Casitas Water Shortage Contingency Plan to Comply with the State Water Resources Control Board Drought Emergency Regulations, Resolution 2014-0038.

RECOMMENDED ACTION: Adopt Resolution

9. Resolution adopting the 2014 Integrated Regional Water Management Plan (IRWMP) Prepared by the Watersheds Coalition of Ventura County (WCVC), and Authorizing the General Manager, or Designee, to File a CEQA Notice of Exemption.

RECOMMENDED ACTION: Adopt Resolution

10. Resolution authorizing membership in Liebert Cassidy Whitmore's Employment Relations Consortium in the amount of \$3,346 for fiscal year 2014-2015.

RECOMMENDED ACTION: Adopt Resolution

11. Recommend approval of engaging the services of Liebert Cassidy Whitmore for assistance in revising the District's personnel policies.

RECOMMENDED ACTION: Motion approving recommendation

12. Recommend approval of entering into an agreement with CPS HR Consulting in the amount of \$17,000 plus expenses for the recruitment of the Operations and Maintenance Manager.

RECOMMENDED ACTION: Motion approving recommendation

13. Information Items:

- a. Water Resources Minutes.
- b. Recreation Committee Minutes.
- c. Recreation Area Report for June 2014.
- d. Inaugural Steelhead Summit, October 21-22 at Ventura Harbor.
- e. Transition of the Drinking Water Program to the State Water Resources Control Board
- f. Water Consumption Report.
- g. CFD No. 2013-1 (Ojai) Monthly Cost Analysis.
- h. Investment Report.

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
July 23, 2014

A meeting of the Board of Directors was held July 23, 2014 at Casitas' Office, Oak View, California. Directors Hicks, Bergen, Kaiser, Baggerly and Word were present. Also present were Steve Wickstrum, General Manager, Rebekah Vieira, Clerk of the Board, and Attorney, John Mathews. There were four staff members and five members of the public in attendance. President Hicks led the group in the flag salute.

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

None

2. General Manager comments.

Mr. Wickstrum informed the board that Neil Cole and Mike Gibson showed the Robles Fish Passage to a contingency from China who had asked to view it as they were interested in the Vaki unit. The Boathouse arrived and is being assembled at Coyote ramp. A water system update was provided to the AWA Water Issues Committee on July 15th and I have been asked by the Ojai Rotary to do a presentation on August 19th.

Mr. Wickstrum then presented the Board with a letter and Plaque that was received a letter from AWWA regarding 50 years of service by Casitas to the water industry.

3. Board of Director comments.

Director Baggerly apologized to Director Kaiser and the board for going a bit overboard on something he said regarding the QID program at the last meeting.

Director Kaiser informed the board that if they have not visited the lake they should do so and see what is happening on the north side.

President Hicks reported on his attendance at the AWA Water Issues meeting and how good our people are compared to others in other organizations. He mentioned that it might be good for the entire board to hear Mr. Wickstrum's presentation.

4. Consent Agenda

ADOPTED

- a. Minutes of July 9, 2014 Meeting.
- b. Recommend approval of the request of Martin Peck for Leak Relief in the amount of \$2,603.54.
- c. Recommend approval of a purchase order to Aqua Metric in the amount of \$76,953.88 for the purchase of 515 Sensus Technology meter transducer units.

- d. Recommend approval of a purchase order to Clark Engineering Construction, Inc. in the not to exceed amount of \$21,023.00 for the manufacturing, painting and delivery of 300 cross member adaptors for the repair of Casitas Dam's intake structure.
- e. Recommend approval of a purchase order to Travis Agricultural Construction, Inc. in the amount of \$20,594 for the construction of the De La Garrigue Bridge Repairs and authorize expenditures up to \$25,000.
- f. Recommend approval of the invoice to CSAC in the amount of \$97,245 for the Excess Workers' Compensation Insurance.

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

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

5. Bills APPROVED

Director Word questioned check number 18431 and 18442. These are related to a workers' compensation claim. President Hicks questioned the fish gill testing. Mr. Wickstrum explained this is for our fisheries unit. Director Bergen added it is DNA testing to look at the genetics of the fish. The board discussed having an updated report from the Fisheries Biologist.

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

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

6. Recommend the Board of Directors hear from counsel, discuss and consider the issuance of a letter regarding an allegation of a Brown Act Violation and Demand for Corrective Action. APPROVED

Mr. Mathews informed the board that this issue was brought to us by the union representative regarding issues involving a personnel sub-committee meeting. The issues were the time of the meeting was incorrect, they said it was not posted in a timely manner and they state that a special meeting cannot be held for labor negotiations. The website shows the time the agenda was posted as Central Standard Time which is two hours ahead and no actions were taken at this meeting. The appropriate thing is to respond to the Union with a letter that there is no intent to do this again.

Director Word questioned having labor negotiations at a special meeting and Director Baggerly stated it will have to be at a regular meeting.

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

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

7. Quagga Mussel Ad Hoc Committee – Discussion and Direction

- a. Notice to Stakeholders from the Department of Fish and Wildlife regarding Proposed Regulations Related to Dreissenid Mussels.
- b. Recommend approval of suggested revisions to California Department of Fish & Wildlife Dreissenid Mussel Regulations.

APPROVED

Director Baggerly reported that the proposed regulations were reviewed and suggestions were added that would make it more effective. Director Word suggested that we consider how this may affect us if we end up with Quagga Mussels in our body of water. Director Baggerly responded that we will be developing a vulnerability assessment and control plan and we will be in complete compliance with the bill. We have a spill prevention plan in place in that we stop diverting within two feet from spill.

On the motion of Director Baggerly, seconded by Director Kaiser the suggested changes to the regulations and the cover letter (item c below) were approved by the following roll call vote:

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

- c. Recommend approval of a cover letter regarding the proposed regulations related to Dreissenid Mussels. APPROVED

Adopted by motion listed in item b, above.

8. General Manager's report and discussion and direction by the Board of Directors regarding the State Water Resources Control Board's Resolution adopting Statewide Urban Water Conservation.

Mr. Wickstrum reported that the State Water Resources Control Board has issued a resolution for emergency regulations calling for statewide urban water conservation. We will review our participation in this and determine how it affects us. The premise is on the current drought conditions with the state being extremely stressed. Prompt action is needed by water agencies and customers to achieve the demand reduction goal in urban water usage.

We have a water waste regulation that meets the requirements in their document but we will review it and bring it back to the board for modification and adoption to move forward. The State's resolution calls for mandatory restrictions on outdoor irrigation suggesting customers limit irrigation to no more than two days of irrigation per week and comparing their current usage to the usage in 2013. A lot of agencies are looking at this and commenting that we already reduced usage in 2013. We are down about 15% from May of 2013. In light of the drought we may want to consider the suspension of the leak relief program as there is a need for responsibility of one's water system. This will go to the Finance Committee for further discussion.

George Galgas asked about the testing and flushing of hydrants and suggested water trucks collect the water.

9. Information Items:

- a. Recreation Committee Minutes.
- b. Personnel Committee Minutes.
- c. Finance Committee Minutes.
- d. Letter from the Federal Energy Regulatory Commission in response to the District's June 13, 2014 letter.
- e. Investment Report.

Director Baggerly read the following comments:

Instead of commenting on each page and paragraph of FERC's letter which is in today's agenda packet, I would like to offer an overview in just plain language about the letter as a whole.

The first comment is to acknowledge that FERC put more effort into this letter than the previous one, but FERC does not seem to understand the difference between United's claims about working on ways to "control Quagga Mussels" versus actually being able to produce results and eliminate the live mussels from water being discharged from Lake Piru. Thus, if we choose to communicate with FERC again, it will be very important to emphasize that in spite of all United's claims about how hard they are working to control Quagga Mussels, it is simply a fact that they have not found a way to kill the Quagga Mussels they are continuously releasing from Lake Piru into Lower Piru Creek. By the way, all that Casitas has ever asked is to take a common sense approach and stop releasing mussel infested water until one or more ways is found to kill the mussels.

The second comment is that FERC does not seem to understand the potential environmental and economic disaster that can result in Ventura County from just one fertile female mussel spawning in the Santa Clara and Ventura Rivers – to put this in perspective, just one

fertile mussel can disperse up to one million eggs per year and, as we already know, fisheries in the Great Lakes have already been destroyed.

My third comment is that neither FERC nor United seem to understand that, in the near future, they could be held liable for both actual costs and damages levied against them stemming from damage caused by Quagga Mussels. The costs and damages may be determined by a court based upon damage to water collection, treatment and distribution systems that rely on surface water delivered by United from the Santa Clara River. Finally, the negative impact on property values in southwest Ventura County could be devastating and equal to or worse than the devaluation that took place in 2008 when both the real estate and financial bubbles burst.

So, what I would like to do is suggest that we send a letter to FERC asking them to use their authority to stop United from releasing mussel infested water until a way is found to kill 100% of the Quagga Mussels in any discharge and, hopefully, all of Lake Piru.

President Hicks responded that they have addressed a lot of those issues and I don't feel comfortable sending another letter.

Director Kaiser commented on the July 7th Recreation committee minutes and appreciated the committee looking into the summer staffing issues. The minutes pointed out that overtime is ok if it is not excessive, but they have probably spent over \$100,000 on overtime in the Recreation area. President Hicks added they have hired four APSO's and this should eliminate a lot of the overtime and they are taking steps to eliminate it. Director Word added this overtime is not emergency driven, it is poor planning.

11. Adjournment

President Hicks adjourned the meeting at 3:58 p.m.

Pete Kaiser, Secretary

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.

000506	A/P Checks:	018564-018581
	A/P Draft to P.E.R.S.	072443
	A/P Draft to State of CA	072442
	A/P Draft to I.R.S.	072441
	Voids:	018200, 018283
000507	A/P Checks:	018582-018643
	A/P Draft to P.E.R.S.	
	A/P Draft to State of CA	
	A/P Draft to I.R.S.	
	Void:	018619-018620
000508	A/P Checks:	018644-018723
	A/P Draft to P.E.R.S.	080743
	A/P Draft to State of CA	080742
	A/P Draft to I.R.S.	080741
	Void:	

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


Denise Collin, Accounting Manager

Signature

Signature


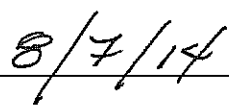
Signature

CASITAS MUNICIPAL WATER DISTRICT
 Payable Fund Check Authorization
 Checks Dated 7/21/14-8/7/14
 Presented to the Board of Directors For Approval August 13, 2014

Check	Payee			Description	Amount
000506	Payables Fund Account	#	9759651478	Accounts Payable Batch 072414	\$128,042.77
000507	Payables Fund Account	#	9759651478	Accounts Payable Batch 080114	\$214,821.03
000508	Payables Fund Account	#	9759651478	Accounts Payable Batch 080714	\$500,836.97
					\$843,700.77
000509	Payroll Fund Account	#	9469730919	Estimated Payroll 8/21/14	\$170,000.00
					\$170,000.00
				Total	\$1,013,700.77

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, 000506-000509 have been duly audited is hereby certified as correct.

 Denise Collin, Accounting Manager

 Signature

 Signature

 Signature

CERTIFICATION

Payroll disbursements for the pay period ending 07/19/14

Pay Date of 07/24/14

have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 7/21/14
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

CERTIFICATION

Payroll disbursements for the pay period ending 08/02/14
Pay Date of 08/07/14
have been duly audited and are
hereby certified as correct.

Signed: Denise Collin 8/4/14
Denise Collin

Signed: _____
Signature

Signed: _____
Signature

Signed: _____
Signature

8/05/2014 3:46 PM
 VENDOR SET: 01 Casitas Municipal Water D
 BANK: * ALL BANKS
 DATE RANGE: 7/17/2014 THRU 8/07/2014

A/P HISTORY CHECK REPORT

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
C-CHECK	VOID CHECK	V	7/30/2014			018619		
C-CHECK	VOID CHECK	V	7/30/2014			018620		

* * 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 I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00829	OJAI AUTO UPHOLSTERY							
C-316202	Credit Wrong Vendor	N	8/05/2014	6.87CR		000000		
I-316202	Sealer for WP Backwash	N	8/05/2014	6.87		000000		
01616	FRED BRENEMAN							
I-072114	7/6/14-7/19/14	R	7/21/2014	391.00		018564		391.00
01325	Aflac Worldwide Headquarters							
I-720409	Supplemental Insurance	R	7/24/2014	2,905.82		018565		2,905.82
00943	ATLAS LICENSE CO & DATA SERVIC							
I-i71411	FCC License Scada Frequency	R	7/24/2014	1,095.00		018566		1,095.00
02283	Mary Bergen							
I-Apr 14	Reimburse Mileage 4/14	R	7/24/2014	20.72		018567		
I-Jun 14	Reimburse Mileage 6/14	R	7/24/2014	20.72		018567		
I-May 14	Reimburse Mileage 5/14	R	7/24/2014	12.43		018567		53.87
00756	BOARD OF EQUALIZATION							
I-072314	Use Tax Return 4/1-6/30/14	R	7/24/2014	2,190.00		018568		2,190.00
00055	CASITAS BOAT RENTALS							
I-Jun 14	Cafe Passes Reimburse Cafe Passes	R	7/24/2014	2,563.07		018569		2,563.07
10210	DIRECT TV							
I-23312979913	1 Year Subscription, LCRA	R	7/24/2014	2,722.44		018570		
I-23534822923	Balance due on Invoice	R	7/24/2014	4.23		018570		2,726.67
00086	E.J. Harrison & Sons Inc							
I-1111	Acct#500546088	R	7/24/2014	560.00		018571		560.00
00122	BILL HICKS							
I-May & Jun 14	Reimburse Mileage 5/14, 6/14	R	7/24/2014	185.92		018572		185.92
00493	J & H ENGINEERING GENERAL							
I-2812	Pave Villanova Reservoir Ring	R	7/24/2014	10,230.00		018573		10,230.00
00215	SOUTHERN CALIFORNIA EDISON							
I-072214	Acct#2237011044	R	7/24/2014	27.72		018574		27.72
00498	BRIAN TAYLOR							
I-071714	Reimburse Expenses 7/14	R	7/24/2014	216.00		018575		216.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00124	ICMA RETIREMENT TRUST - 457							
	I-CUI201407210864 457 CATCH UP	R	7/24/2014	634.61		018576		
	I-DCI201407210864 DEFERRED COMP FLAT	R	7/24/2014	2,894.24		018576		
	I-DI&201407210864 DEFERRED COMP PERCENT	R	7/24/2014	128.30		018576		3,657.15
01960	Moringa Community							
	I-MOR201407210864 PAYROLL CONTRIBUTIONS	R	7/24/2014	16.75		018577		16.75
00985	NATIONWIDE RETIREMENT SOLUTION							
	I-CUN201407210864 457 CATCH UP	R	7/24/2014	864.53		018578		
	I-DCN201407210864 DEFERRED COMP FLAT	R	7/24/2014	4,607.85		018578		5,472.38
00180	S.E.I.U. - LOCAL 721							
	I-COP201407210864 SEIU 721 COPE	R	7/24/2014	9.50		018579		
	I-UND201407210864 UNION DUES	R	7/24/2014	660.25		018579		669.75
00230	UNITED WAY							
	I-UWY201407210864 PAYROLL CONTRIBUTIONS	R	7/24/2014	60.00		018580		60.00
02643	Take Care by WageWorks							
	I-2059224 Reimburse Medical	R	7/24/2014	60.00		018581		60.00
00010	AIRGAS USA LLC							
	I-9029449445 Cut Off Wheel for Pipelines	R	7/30/2014	15.75		018582		
	I-9919632165 Cylinder Rental for Pipelines	R	7/30/2014	32.15		018582		47.90
09569	ALLCABLE							
	I-216667009 Cable for IT Dept	R	7/30/2014	56.86		018583		56.86
00323	ALLIANT INSURANCE SRVCS, INC							
	I-070114 Excess WC Insurance	R	7/30/2014	97,245.00		018584		97,245.00
00014	AQUA-FLO SUPPLY							
	C-643753 Credit Inv#641755	R	7/30/2014	6.69CR		018585		
	I-618974 PVC, Matilija Conduct Bypass	R	7/30/2014	183.76		018585		
	I-640049 Flood Bubbler for LCRA Maint	R	7/30/2014	9.93		018585		
	I-641070 Irrigation Parts for Maint	R	7/30/2014	26.80		018585		
	I-641755 Parts for Leak at LCRA	R	7/30/2014	42.99		018585		
	I-643755 Plumbing Parts for LCRA	R	7/30/2014	44.09		018585		300.88
01703	ARNOLD LAROCHELLE MATTHEWS							
	I-41591 Matter No: 5088001, 6/14	R	7/30/2014	2,544.00		018586		
	I-41592 Matter#5088012 6/14	R	7/30/2014	144.00		018586		2,688.00

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00062	CONSOLIDATED ELECTRICAL I-9009698752 AB Software Support, Telemetry	R	7/30/2014	8,179.19		018599		8,179.19
01588	CONSULTING WEST ENGINEERS I-CMWD1401 Engineering Services, 3MPP	R	7/30/2014	6,405.00		018600		6,405.00
00719	CORELOGIC INFORMATION SOLUTION I-81220468 Realquest Software Subscrip	R	7/30/2014	137.50		018601		137.50
00182	DEWITT PETROLEUM I-0044584IN Gas for Main Yard	R	7/30/2014	2,802.54		018602		6,634.96
	I-0044625IN Gas for LCRA	R	7/30/2014	2,766.75		018602		
	I-0044764IN Diesel for LCRA	R	7/30/2014	1,065.67		018602		
00086	E.J. Harrison & Sons Inc I-390 Acct#500561780	R	7/30/2014	2,256.81		018603		5,175.36
	I-5603 Acct#1C00053370	R	7/30/2014	114.55		018603		
	I-5627071414 Acct#1C00054230	R	7/30/2014	2,804.00		018603		
02556	Ferguson Case Orr Paterson LLP I-230080 Acct#CASIT-003M 6/14	R	7/30/2014	3,142.40		018604		3,142.40
00099	FGL ENVIRONMENTAL I-407224A Metals, Total-Cu, Pb	R	7/30/2014	678.30		018605		678.30
00713	FLUID MANUFACTURING I-43414 Shower Coin Boxes Repair Parts	R	7/30/2014	144.31		018606		144.31
01047	FORESTRY SUPPLIERS, INC. C-62827400a Accrue Use Tax	R	7/30/2014	5.25CR		018607		81.65
	D-62827400a Accrue Use Tax	R	7/30/2014	5.25		018607		
	I-62827400 WQ Meter Parts, Fisheries	R	7/30/2014	81.65		018607		
00104	FRED'S TIRE MAN I-75026 Flat Repair #47	R	7/30/2014	20.00		018608		20.00
00106	FRONTIER PAINT I-F195871 Paint for O&M CS	R	7/30/2014	48.01		018609		48.01
02417	GardenSoft I-4529 Waterwise Website License	R	7/30/2014	714.29		018610		714.29
00115	GRAINGER, INC I-9487980345 Batteries for Stock, Filters DM	R	7/30/2014	50.29		018611		1,288.42
	I-9489948324 Basket Strainer for Waterpark	R	7/30/2014	1,238.13		018611		

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
01052	HARBOR FREIGHT TOOLS USA, INC							
I-02143995	Parts for Leak Recapture, WP	R	7/30/2014	223.39		018612		223.39
02686	Jed Harris							
I-072914	Irrigation Controller Rebate	R	7/30/2014	250.00		018613		250.00
00131	JCI JONES CHEMICALS, INC							
I-624767	Chlorine for TP, CM#624960	R	7/30/2014	1,770.00		018614		
I-625486	Chlorine for TP, CM#625541	R	7/30/2014	1,770.00		018614		3,540.00
02203	KEYT TV							
I-134178	TV Commercials for Waterpark	R	7/30/2014	960.00		018615		960.00
10241	LBL EQUIPMENT REPAIR, INC							
I-71302N	Washers for Spray Rig, DM	R	7/30/2014	28.15		018616		28.15
00328	LIGHTNING RIDGE							
I-7031408	WP Supervisor Sweatshirts	R	7/30/2014	450.06		018617		450.06
00151	MEINERS OAKS ACE HARDWARE							
C-621820	Credit Inv#621814	R	7/30/2014	0.99CR		018618		
I-619153	Drip Lines for New Trees, LCRA	R	7/30/2014	64.06		018618		
I-619261	Cable, Bolts & Screws for LCRA	R	7/30/2014	29.77		018618		
I-619569	Paint for Piping at Matilija	R	7/30/2014	10.15		018618		
I-619640	Broom, Drain Opener for Dam	R	7/30/2014	23.85		018618		
I-619664	Ruler Tape for Telemetry	R	7/30/2014	14.66		018618		
I-619753	Wrench, Soap, Glue for PL	R	7/30/2014	43.05		018618		
I-619775	Trash Bags, Paint Brushes, TP	R	7/30/2014	20.76		018618		
I-619802	Netting, Bubbler for Maint	R	7/30/2014	23.83		018618		
I-619804	Bolts, Wax Rings for Maint	R	7/30/2014	33.58		018618		
I-619822	Cement for Waterpark	R	7/30/2014	17.18		018618		
I-619862	Hardware for LCRA Maint	R	7/30/2014	14.78		018618		
I-619975	Bug Spray for Pump Plants	R	7/30/2014	20.52		018618		
I-620055	Terminals for LCRA Maint	R	7/30/2014	8.29		018618		
I-620117	Utility Straps, Bolts for Maint	R	7/30/2014	13.29		018618		
I-620204	Marking Spray Paint for DM	R	7/30/2014	10.56		018618		
I-620271	Drill Bit for Dist Maint	R	7/30/2014	16.62		018618		
I-620480	Tape, Gloves, Face Mask, WP	R	7/30/2014	73.07		018618		
I-620650	Paint for Matilija II	R	7/30/2014	15.18		018618		
I-620688	Epoxy, Thread Rod LCRA Maint	R	7/30/2014	7.60		018618		
I-620952	Paint Brushes for OEM CS	R	7/30/2014	15.48		018618		
I-621155	Fittings for Waterpark	R	7/30/2014	22.59		018618		
I-621157	Paint Brushes, Cans for OEM CS	R	7/30/2014	13.58		018618		
I-621472	Hose Adapter, Tape for PP	R	7/30/2014	15.59		018618		
I-621770	Toilet Seats, Keys for Maint	R	7/30/2014	63.36		018618		
I-621814	Coupling, Hose Adapter E&M	R	7/30/2014	23.65		018618		614.06

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02687	Ana Merk							
I-072614	Camping Fee Refund	R	7/30/2014	40.00		018621		40.00
02225	Musick, Peeler & Garrett LLP							
I-269641	File#13477002 6/14	R	7/30/2014	1,422.00		018622		1,422.00
00163	OFFICE DEPOT							
I-719633601001	Office Supplies	R	7/30/2014	32.23		018623		
I-719633686001	Office Supplies	R	7/30/2014	68.79		018623		
I-720045428001	Office Supplies	R	7/30/2014	28.48		018623		
I-720045477001	Office Supplies	R	7/30/2014	53.47		018623		182.97
00165	OJAI LUMBER CO, INC							
I-1407681348	Hose End for Telemetry	R	7/30/2014	6.92		018624		6.92
00169	OJAI VALLEY SANITARY DISTRICT							
I-16612	Cust#99991	R	7/30/2014	7,272.69		018625		7,272.69
00383	ON DUTY UNIFORMS & EQUIPMENT							
I-124747	Uniforms for New APSOs	R	7/30/2014	727.15		018626		
I-124749	Uniforms for New APSOs	R	7/30/2014	476.19		018626		
I-124768	Uniforms for New APSOs	R	7/30/2014	370.79		018626		
I-124769	Uniforms for New APSOs	R	7/30/2014	53.75		018626		
I-124770	Uniforms for New APSOs	R	7/30/2014	190.28		018626		1,818.16
00823	POLYDYNE, INC.							
I-897677	Cationic Polymer for TP	R	7/30/2014	14,168.00		018627		14,168.00
00184	POWERSTRIDE BATTERY CO, INC							
I-V586058	Batteries for Solar Chargers	R	7/30/2014	188.25		018628		188.25
01439	PRECISION POWER EQUIPMENT							
I-2894	Oil, Line Head for Dist Maint	R	7/30/2014	50.50		018629		50.50
02475	Rutan & Tucker, LLP							
I-695060	Acct#0295180001 6/14	R	7/30/2014	442.00		018630		442.00
00215	SOUTHERN CALIFORNIA EDISON							
I-072414	Acct#2157697889	R	7/30/2014	13,047.85		018631		
I-072414a	Acct#2266156405	R	7/30/2014	134.99		018631		
I-073014	Acct#2210507034	R	7/30/2014	18,658.82		018631		31,841.66
02527	Traffic Technologies LLC							
I-14967	Signs for Waterpark	R	7/30/2014	885.56		018632		885.56

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00185	Univar USA Inc							
I-LA013328	Squirrel Bait for Dist Maint	R	7/30/2014	477.18		018633		
I-LA029615	Bulk Chemicals for Waterpark	R	7/30/2014	1,753.57		018633		
I-LA032506	Bulk Chemicals from Waterpark	R	7/30/2014	1,638.18		018633		3,868.93
00256	VENTURA RENTAL CENTER, INC.							
I-1674813	Excavator Bucket Rental, PL	R	7/30/2014	480.00		018634		480.00
01362	WARREN DISTRIBUTING, INC							
I-321418	Grease, Oil for Cars/Shop	R	7/30/2014	188.96		018635		188.96
00630	WESCO							
I-970673	Wire for 3MPP Building	R	7/30/2014	50.50		018636		50.50
00330	WHITE CAP CONSTRUCTION SUPPLY							
I-10002022033	Jute Mesh for Pipelines	R	7/30/2014	70.83		018637		70.83
01031	WILDLIFE SUPPLY CO.							
C-SAJ00015457a	Accrue Use Tax	R	7/30/2014	31.43CR		018638		
D-SAJ00015457a	Accrue Use Tax	R	7/30/2014	31.43		018638		
I-SAJ00015457	Lake Water Sampler for WQ	R	7/30/2014	460.90		018638		460.90
00274	JAMES WORD							
I-Apr 14	Reimburse Mileage 4/14	R	7/30/2014	81.76		018639		
I-Jun 14	Reimburse Mileage 6/14	R	7/30/2014	53.76		018639		
I-May 14	Reimburse Mileage 5/14	R	7/30/2014	56.00		018639		191.52
1	Richard W. Combs							
I-000201407300865	TS Refund	R	7/30/2014	42.50		018640		42.50
1	Vivien L Ruffinelli							
I-000201407300866	TS Refund	R	7/30/2014	35.00		018641		35.00
01616	FRED BRENEMAN							
I-073114	7/20/14-8/2/14	R	8/01/2014	391.00		018642		391.00
02643	Take Care by WageWorks							
I-2087396	Reimburse Medical	R	8/01/2014	25.00		018643		25.00
02033	Abbot Industrial Supplies							
I-42931	Trash Bags for LCRA	R	8/05/2014	1,507.69		018644		1,507.69
00004	ACWA/JPIA							
I-0297106	August 14 Health Insurance	R	8/05/2014	119,044.63		018645		119,044.63

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00010	AIRGAS USA LLC							
I-9029220653	Welding Supplies for Pipeline	R	8/05/2014	344.33		018646		
I-9030006371	Grinding Wheel for PL	R	8/05/2014	18.91		018646		363.24
00011	ALERT COMMUNICATIONS							
I-140700847101	Call Center 8/14	R	8/05/2014	263.10		018647		263.10
00029	AMERICAN TOWER CORP							
I-1726661	Tower Rent, Red Mtn, Rincon Pk	R	8/05/2014	1,692.12		018648		1,692.12
00417	APPLIED INDUSTRIAL TECHNOLOGY							
I-7002761242	Ball Bearings for OVPP #2 Pump	R	8/05/2014	162.13		018649		
I-7002875914	Coupler Plug for Pipelines	R	8/05/2014	32.47		018649		194.60
00014	AQUA-FLO SUPPLY							
I-639190	Plumbing Parts for WP Backwash	R	8/05/2014	875.18		018650		
I-643372	Irrigation Valve for LCRA	R	8/05/2014	111.07		018650		
I-647519	PVC Parts for WP Backwash	R	8/05/2014	74.39		018650		
I-647520	PVC Parts for WP Backwash	R	8/05/2014	74.62		018650		
I-647521	PVC Parts for WP Backwash	R	8/05/2014	30.00		018650		1,165.26
00030	B&R TOOL AND SUPPLY CO							
I-1283279000101	Socket Bit for Pump Plants	R	8/05/2014	11.13		018651		11.13
00679	BAKERSFIELD PIPE & SUPPLY INC							
I-S2065696001	Adapters for Pipelines	R	8/05/2014	47.21		018652		
I-S2066874001	Reducer for #86	R	8/05/2014	9.27		018652		56.48
01611	BURLINGTON SAFETY LABORATORY,							
I-36929	Gloves, Glove Dust for E&M	R	8/05/2014	174.91		018653		174.91
02593	CAL-COAST MACHINERY INC							
I-190706	Blades for Mowing Deck, DM	R	8/05/2014	121.09		018654		121.09
00055	CASITAS BOAT RENTALS							
I-071114	Kayak Rental for JR Lifeguards	R	8/05/2014	265.00		018655		265.00
00057	CLEAN SOURCE							
I-284825301	Janitorial Supplies, LCRA	R	8/05/2014	287.68		018656		
I-284972800	Janitorial Supplies, LCRA	R	8/05/2014	2,372.26		018656		2,659.94
02673	COAST WATER SOLUTIONS							
I-21473	Tank Pump for Water Truck, #89	R	8/05/2014	1,144.88		018657		1,144.88

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01843	COASTAL COPY							
I-552633	Copier Usage LCRA	R	8/05/2014	393.64		018658		
I-552634	Copier Usage District Office	R	8/05/2014	103.66		018658		497.30
00511	Community Memorial Hospital							
I-680860201	DOS 5/22/14 Claim#14-16612	R	8/05/2014	77.99		018659		77.99
00511	Community Memorial Hospital							
I-680860431	DOS 5/27/14 Claim#14-16612	R	8/05/2014	52.45		018660		52.45
00511	Community Memorial Hospital							
I-680864571	DOS 5/22/14 Claim#14-16612	R	8/05/2014	23.69		018661		23.69
00061	COMPUWAVE							
I-SB02077537	Cisco Firewall Botnet License	R	8/05/2014	289.00		018662		289.00
00062	CONSOLIDATED ELECTRICAL							
I-9009698497	Transformer for Telemetry	R	8/05/2014	254.01		018663		
I-9009698683	Electric Parts for Telemetry	R	8/05/2014	159.75		018663		
I-9009699265	Allen Bradley PLC Training E&M	R	8/05/2014	5,040.00		018663		5,453.76
01483	CORVEL CORPORATION							
I-680860201	Bill Review	R	8/05/2014	34.40		018664		
I-680860431	Bill Review	R	8/05/2014	15.51		018664		
I-680864571	Bill Review	R	8/05/2014	110.06		018664		
I-682092541	Bill Review	R	8/05/2014	43.02		018664		202.99
01001	CUSTOM PRINTING							
I-130018	Business Cards for E&M, DM	R	8/05/2014	226.82		018665		226.82
02034	D.K. Mechanical							
I-2943	BIT Inspection #81	R	8/05/2014	150.00		018666		
I-2944	BIT Inspection #69	R	8/05/2014	633.15		018666		
I-2945	BIT Inspection #282	R	8/05/2014	187.50		018666		
I-2946	BIT Inspection #88	R	8/05/2014	150.00		018666		
I-2947	BIT Inspection #87	R	8/05/2014	75.00		018666		
I-2948	BIT Inspection #82	R	8/05/2014	112.50		018666		
I-2949	BIT Inspection #68	R	8/05/2014	150.00		018666		
I-2950	BIT Inspection #212	R	8/05/2014	75.00		018666		
I-2951	BIT Inspection #89	R	8/05/2014	239.42		018666		1,772.57
00520	DESTIN THOMAS COMM., INC.							
I-482965	Parts for New Rogue Boat	R	8/05/2014	36.44		018667		36.44

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00182 I-0045052	DEWITT PETROLEUM Gas and Diesel for LCRA	R	8/05/2014	2,933.98		018668		2,933.98
00488 I-30128	ELECTRONIC SYSTEMS TECHNOLOGY Modem Repair for Telemetry	R	8/05/2014	263.45		018669		263.45
00095 I-159846 I-159942 I-160121 I-160140	FAMCON PIPE & SUPPLY Spool, Flange for Pipelines Pipeline Repair Parts Pipeline Repair Parts Pipeline Repair Parts	R R R R	8/05/2014 8/05/2014 8/05/2014 8/05/2014	146.20 1,681.30 3,904.40 1,340.53		018670 018670 018670 018670		7,072.43
00013 I-0935544	FERGUSON ENTERPRISES INC #1083 Waterfree Urinal Cartridges	R	8/05/2014	1,074.73		018671		1,074.73
00099 I-406949A I-406950A I-407222A I-407480A I-408026A	FGL ENVIRONMENTAL Metals, Total-Mn Metals, Total-Mn Wet Chemistry-Alkalinity Metals, Total-Mn Wet Chemistry-NO3	R R R R R	8/05/2014 8/05/2014 8/05/2014 8/05/2014 8/05/2014	63.25 38.25 89.60 63.25 40.30		018672 018672 018672 018672 018672		294.65
00096 I-0000186024	FIREMASTER - LOS ANGELES REG. Annual Fire Ext Maint LCRA	R	8/05/2014	943.81		018673		943.81
00103 I-89061	FRANK'S ROOTER & PUMPING Septic Tank Pump	R	8/05/2014	380.00		018674		380.00
00216 I-072914	THE GAS COMPANY Acct#18231433006	R	8/05/2014	49.98		018675		49.98
00115 I-9489948332	GRAINGER, INC Timer for Grand Ave PP	R	8/05/2014	76.57		018676		76.57
02689 I-682092541	Hot Springs Medical Surgical G DOS 7/1/14 Claim#14-16612	R	8/05/2014	125.39		018677		125.39
02623 C-0156395INa D-0156395INa I-0156395IN	Industrial Parts & Electric Mo Accrue Use Tax Accrue Use Tax 20" Fan for OV Pump Plant	R R R	8/05/2014 8/05/2014 8/05/2014	19.14CR 19.14 269.94		018678 018678 018678		269.94
00131 I-626160 I-626622	JCI JONES CHEMICALS, INC Chlorine for TP, CM#626263 Chlorine for TP, CM#626717	R R	8/05/2014 8/05/2014	1,770.00 1,770.00		018679 018679		3,540.00

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01022	KELLY CLEANING & SUPPLIES, INC							
	I-100258342 Janitorial Services, LCRA	R	8/05/2014	300.00		018680		
	I-100258677 Janitorial Services, LCRA RR	R	8/05/2014	350.62		018680		
	I-100258678 Janitorial Services, Showers	R	8/05/2014	720.00		018680		1,370.62
02659	London Bridge Marine Corp							
	I-383 Dock Installation at LCRA	R	8/05/2014	31,825.00		018681		31,825.00
00145	MAGNUM FENCE & SECURITY, INC.							
	I-10215 Install Fence at 3MPP	R	8/05/2014	9,726.00		018682		9,726.00
00329	MCMaster-CARR SUPPLY CO.							
	I-96283513 Bolts, Studs for Ave 2 PP	R	8/05/2014	501.67		018683		501.67
00151	MEINERS OAKS ACE HARDWARE							
	I-619209 Parts for Camp I RV Pedestal	R	8/05/2014	245.37		018684		
	I-620750 Waterpark Backwash Parts	R	8/05/2014	77.30		018684		
	I-620957 Waterpark Backwash Parts	R	8/05/2014	89.13		018684		
	I-621742 Concrete, Sanding Masks, PL	R	8/05/2014	59.04		018684		
	I-621774 Bolts for Window Repair, DO	R	8/05/2014	4.28		018684		
	I-622098 Bolts & Screws, Rincon Bal Res	R	8/05/2014	11.95		018684		
	I-622294 Copper Tubing, Cable Ties, PL	R	8/05/2014	52.31		018684		
	I-622309 Spray Paint, Bolts for PL	R	8/05/2014	21.95		018684		
	I-622476 Bolts for Rincon Res Ladder	R	8/05/2014	14.43		018684		
	I-622492 Caulk, Drain Cleaner, Maint	R	8/05/2014	59.01		018684		634.77
09342	MERRIMAN PAVING & EXCAVATING							
	I-070514a Additional Patching	R	8/05/2014	1,000.00		018685		1,000.00
01157	MURCAL, INC.							
	I-35804 Low Suction Switch, PP	R	8/05/2014	215.47		018686		215.47
00163	OFFICE DEPOT							
	I-720403644001 Office Supplies	R	8/05/2014	95.55		018687		95.55
01570	Ojai Auto Supply LLC							
	I-315054 Parts for #37	R	8/05/2014	110.93		018688		
	I-315347 Hose, Wiper Blades for #38	R	8/05/2014	54.83		018688		
	I-315614 Gas Cap for #30, E&M Truck	R	8/05/2014	20.84		018688		
	I-316202 Sealer for WP Backwash	R	8/05/2014	6.87		018688		193.47
00607	OJAI ELECTRIC							
	I-072096 Work Done at Camp F	R	8/05/2014	307.00		018689		307.00

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00165	OJAI LUMBER CO, INC							
I-1407679813	Tree Posts for New Trees, LCRA	R	8/05/2014	156.37		018690		
I-1407680315	Posts, Netting for New Trees	R	8/05/2014	200.68		018690		
I-1407681141	Post, Netting for New Trees	R	8/05/2014	237.09		018690		594.14
00602	OJAI TRUE VALUE							
I-50087	Coupling for Chemical Area, TP	R	8/05/2014	10.20		018691		10.20
00169	OJAI VALLEY SANITARY DISTRICT							
I-16614	Sewer Service Cust#20594	R	8/05/2014	162.96		018692		
I-16686	Sewer Service Cust#52921	R	8/05/2014	54.32		018692		217.28
02680	Performance Auto Repair							
I-8265	4 Tires for #15, O&M CS	R	8/05/2014	730.58		018693		730.58
00184	POWERSTRIDE BATTERY CO, INC							
I-V586190	SS Relief Batteries	R	8/05/2014	470.48		018694		470.48
01439	PRECISION POWER EQUIPMENT							
I-2904	Service Blower, LCRA Maint	R	8/05/2014	132.48		018695		132.48
10042	PSR ENVIRONMENTAL SERVICE, INC							
I-6651	Leak Detection Cert, LCRA	R	8/05/2014	810.00		018696		810.00
01456	RYAN HERCO PRODUCTS CORP							
I-7929785	Meter for Mira Monte Well	R	8/05/2014	411.23		018697		411.23
00725	SMART & FINAL							
I-072814	Vinegar, Coffee for TP	R	8/05/2014	39.33		018698		39.33
00215	SOUTHERN CALIFORNIA EDISON							
I-073114	Acct#2210503702	R	8/05/2014	7,811.85		018699		
I-080214	Acct#2210502480	R	8/05/2014	162,009.57		018699		
I-080214a	Acct#2210505426	R	8/05/2014	1,918.73		018699		
I-080214b	Acct#2237789169	R	8/05/2014	33.22		018699		
I-080214c	Acct#2269631768	R	8/05/2014	24.40		018699		171,797.77
02202	Stanley Pest Control							
I-375287	Yellow Jacket Removal, LCRA	R	8/05/2014	170.00		018700		
I-625221	Yellow Jacket Removal, LCRA	R	8/05/2014	170.00		018700		340.00
00225	UNDERGROUND SERVICE ALERT							
I-720140092	143 New Ticket Charges	R	8/05/2014	214.50		018701		214.50

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00234	UNITED WATER CONSERVATION I-073014 State Water Plan Payment	R	8/05/2014	4,253.00		018702		4,253.00
00185	Univar USA Inc							
	I-LA035520 Bulk Chemicals for Waterpark	R	8/05/2014	2,147.98		018703		
	I-LA035817 Bulk Chemicals for Waterpark	R	8/05/2014	842.49		018703		2,990.47
01600	VARIETY LIGHTING SUPPLY							
	I-00145994 Light for Camp B Pedestal	R	8/05/2014	173.99		018704		173.99
00246	VENTURA COUNTY AIR POLLUTION							
	I-R004614 APCD Test Fees Main Yard	R	8/05/2014	210.00		018705		210.00
00737	Ventura County Reporter							
	I-302852 Summer Guide Ad, Waterpark	R	8/05/2014	616.00		018706		616.00
00257	VENTURA RIVER COUNTY WATER							
	I-073114 Acct#0350100A	R	8/05/2014	19.00		018707		
	I-073114A Acct#0537500A	R	8/05/2014	72.37		018707		91.37
00258	VENTURA STEEL, INC							
	I-156778 Steel for #89, Pump Truck	R	8/05/2014	51.44		018708		51.44
09955	VENTURA WHOLESALE ELECTRIC							
	I-194984 Backwash Capture Supplies	R	8/05/2014	92.02		018709		
	I-195082 Parts for WP Backwash	R	8/05/2014	19.83		018709		111.85
00949	CITY OF VENTURA							
	I-073014 State Water Plan Payment	R	8/05/2014	8,506.00		018710		8,506.00
02585	West Coast Switchgear Inc							
	I-10507 Test Breaker, Grand Ave PP	R	8/05/2014	117.63		018711		117.63
01998	XM For Business							
	I-A697583 Music Service, Jul 14-Jun 15	R	8/05/2014	359.40		018712		359.40
1	Petrochem Development							
	I-000201407300867 UB Rfnd	R	8/05/2014	0.01		018713		0.01
1	Sydney Aguilar							
	I-000201407300868 UB Refund	R	8/05/2014	10.55		018714		10.55
1	Homes for Rent							
	I-000201407300869 UB Refund	R	8/05/2014	38.87		018715		38.87

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1	I-000201407300870							
	Shark Investment LLC UB Refund	R	8/05/2014	7.80		018716		7.80
1	I-000201407300872							
	Wells Fargo Bank NA UB Refund	R	8/05/2014	1.64		018717		1.64
1	I-000201407300871							
	Kandy Wright UB Refund	R	8/05/2014	13.31		018718		13.31
00124								
	ICMA RETIREMENT TRUST - 457 457 CATCH UP	R	8/05/2014	634.61		018719		
	I-DCI201408040873 DEFERRED COMP FLAT	R	8/05/2014	3,044.24		018719		
	I-DI%201408040873 DEFERRED COMP PERCENT	R	8/05/2014	85.53		018719		3,764.38
01960								
	Moringa Community PAYROLL CONTRIBUTIONS	R	8/05/2014	16.75		018720		16.75
00985								
	NATIONWIDE RETIREMENT SOLUTION 457 CATCH UP	R	8/05/2014	864.53		018721		
	I-DCN201408040873 DEFERRED COMP FLAT	R	8/05/2014	4,607.85		018721		5,472.38
00180								
	S.E.I.U. - LOCAL 721 SEIU 721 COPE	R	8/05/2014	12.00		018722		
	I-UND201408040873 UNION DUES	R	8/05/2014	660.25		018722		672.25
00230								
	UNITED WAY PAYROLL CONTRIBUTIONS	R	8/05/2014	60.00		018723		60.00
00128								
	INTERNAL REVENUE SERVICE Federal Withholding	D	7/24/2014	27,223.35		072441		
	I-T3 201407210864 FICA Withholding	D	7/24/2014	28,687.56		072441		
	I-T4 201407210864 Medicare Withholding	D	7/24/2014	6,709.28		072441		62,620.19
00049								
	STATE OF CALIFORNIA State Withholding	D	7/24/2014	8,697.67		072442		8,697.67
00187								
	CALPERS PERS BUY BACK	D	7/24/2014	66.87		072443		
	I-PEB201407210864 PEBRA EMPLOYEES PORTION	D	7/24/2014	800.06		072443		
	I-PER201407210864 PERS EMPLOYEE PORTION	D	7/24/2014	9,915.91		072443		
	I-PRB201407210864 PEBRA EMPLOYER PORTION	D	7/24/2014	800.06		072443		
	I-PRR201407210864 PERS EMPLOYER PORTION	D	7/24/2014	12,159.67		072443		23,742.57

VENDOR I.D.	NAME	STATUS	CHECK DATE	INVOICE AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00128	INTERNAL REVENUE SERVICE							
I-T1 201408040873	Federal Withholding	D	8/07/2014	28,563.21		080741		
I-T3 201408040873	FICA Withholding	D	8/07/2014	28,485.64		080741		
I-T4 201408040873	Medicare Withholding	D	8/07/2014	6,797.46		080741		63,846.31
00049	STATE OF CALIFORNIA							
I-T2 201408040873	State Withholding	D	8/07/2014	9,095.43		080742		9,095.43
00187	CALPERS							
I-PBB201408040873	PERS BUY BACK	D	8/07/2014	66.87		080743		
I-PEB201408040873	PEBRA EMPLOYEES PORTION	D	8/07/2014	800.71		080743		
I-PER201408040873	PERS EMPLOYEE PORTION	D	8/07/2014	10,211.94		080743		
I-PRB201408040873	PEBRA EMPLOYER PORTION	D	8/07/2014	800.71		080743		
I-PRR201408040873	PERS EMPLOYER PORTION	D	8/07/2014	12,516.36		080743		24,396.59

* * T O T A L S * *	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	158	651,400.77	0.00	651,400.77
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	6	192,398.76	0.00	192,398.76
EFT:	0	0.00	0.00	0.00
NON CHECKS:	1	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
			165	843,799.53	0.00	843,799.53
BANK: AP	TOTALS:		165	843,799.53	0.00	843,799.53
REPORT TOTALS:			167	843,799.53	0.00	843,799.53

Void Check# 018200 6/4/14
 Customer Deceased

< 18.76 >

Void Check# 018283 6/18/14
 Refund to wrong customer

< 80.00 >

843,700.77

Casitas Municipal Water District
Reimbursement Disclosure Report (1)
Fiscal Year 2014/15
July 1, 2014-June 30, 2015

<u>Date paid</u>	<u>Board of Director/ Employee</u>	<u>Description</u>	<u>Amount Paid</u>
7/1/2014	Denise Collin	Car Rental CSDA Leadership Summit 6/22/14-6/24/14	\$ 246.96
7/1/2014	Denise Collin	Lodging CSDA Leadership Summit 6/22/14-6/24/14	\$ 423.14
7/1/2014	Denise Collin	Airfare CSDA Leadership Summit 6/22/14-6/24/14	\$ 367.50
7/1/2014	Eric Grabowski	Safety Boots	\$ 127.93
7/1/2014	Tim Lawson	Safety Boots	\$ 170.00
7/16/2014	RJ Faddis	Lodging for RJ Faddis & Mitch Tull, Quagga Training 5/27/14-5/29/14	\$ 596.20
7/16/2014	Scott Lewis	Airfare CMWD 6/15/14-6/20/14	\$ 448.00
7/16/2014	Scott Lewis	Lodging CMWD 6/15/14-6/20/14	\$ 408.75
7/16/2014	Scott Lewis	Car Rental CMWD 6/15/14-6/20/14	\$ 320.65
7/16/2014	Denise Collin	Advance for Calpers Forum 10/27/14-10/29/14	\$ 565.77
7/24/2014	Brian Taylor	Wood Chips for Damage Repair from Matilija Conduit Leak	\$ 216.00

Note:

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

CASITAS MUNICIPAL WATER DISTRICT
Memorandum

DATE: July 31, 2014

TO: Board of Directors

FROM: General Manager, Steve Wickstrum

Re: Contract between the United States of America and the Casitas Municipal Water District for the Repayment of Funds Expended for the Federally Performed Safety of Dams Act Modification Program at the Casitas Dam and Reservoir

RECOMMENDATION:

It is recommended that the Board of Directors review and approve (by Resolution) the form and content of the Safety of Dams Program Repayment Contract and authorize the President of the Board to execute the Contract.

Overview:

In the 1980's and 1990's, the Bureau of Reclamation (Reclamation) performed several investigations of Casitas Dam to evaluate the risks that could be associated with the structural performance of Casitas Dam during an extreme seismic event. The Bureau concluded that in the event of a maximum credible earthquake, Casitas Dam could become unstable and the outlet works could become compromised, posing a high damage risk to downstream populations and water delivery. In response to the findings of the investigations, Reclamation implemented the Casitas Dam Modification Project with the funding provided under the amendments to the Reclamation Safety of Dams Act (SOD Act). Reclamation proceeded with the Project in 1999 and substantially completed the project on February 1, 2002. Substantial completion was declared by Reclamation when it was determined that the majority of the modification work had been completed and the safety risk had been reduced to an acceptable level.

As described in Exhibit A of the Contract, the final total cost for the modification project is \$35,024,108.37. The provisions of the SOD Act require that fifteen (15) percent of the modification cost incurred to correct the safety problems, including any interest, be reimbursed by local agency to the United States. The reimbursable cost for the SOD project is \$5,253,616.26. The SOD Act, interest bearing for that portion of the project costs that support Municipal and industrial uses (42.67%), and interest-free for that portion of the project identified as benefitting irrigation uses (57.33%). To lessen the compounding of interest on the M&I portion of the repayment cost, Casitas made an advanced payment of \$2,615,455.14 toward the M&I portion of the contract. The remaining total of reimbursable costs due to Reclamation is \$3,014,551.18.

The SOD Act provides for a repayment of reimbursable costs during a maximum period of fifty years from the date of project completion. For this contract, the term is 37 years that begins with a February 2014 payment. The contract also provides for reconsideration to shorten the repayment period if it can be shown that irrigation has a higher capacity to repay. The assessment on irrigation's repayment capacity will be conducted by Reclamation every five years.

Since 2002, Reclamation and Casitas have conducted many negotiations meetings to develop the contract and resolve outstanding issues with the modification work. Key and central to the

modification work were (1) the erosion channel at the toe of the stability berm and (2) the erosion channels on the downstream face of Casitas Dam. The erosion channel at the toe of the stability berm was repaired by Reclamation at an additional cost to the project, of which Casitas would pay \$2,652.97 (Exhibit B-1) in the initial repayment action. Reclamation and Casitas came to resolution on the erosions channels on the dam face by documenting in the Comprehensive Facility Review of Casitas dam that Casitas was not required to repair the erosion channels, but would monitor and report any changes that might lead to an additional SOD project.

Process:

If the form and content of the SOD contract is approved by the Board of Directors and the President of the Board is authorized to sign the contract, the General Manager will provide the resolution of the Board and signed contract to Reclamation. The Bureau will begin their process of obtaining a long list of Bureau signatures and then send the completed contract back to Casitas. One last step required in Section 18 (page 12) of the contract is for Casitas to obtain a confirmation of the contract by a final decree of a court. The District's counsel will be requested to assist in the performance of this section. This process may take approximately two months to complete.

Conclusion:

We have before us a contract that has been negotiated in good faith and is in the best interest of the District and the Bureau. If there are any questions in regard to the agreement, please do not hesitate to discuss each and every question with me.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION APPROVING A CONTRACT BETWEEN THE UNITED STATES OF AMERICA AND THE CASITAS MUNICIPAL WATER DISTRICT FOR THE REPAYMENT OF FUNDS EXPENDED FOR THE FEDERALLY PERFORMED SAFETY OF DAMS ACT MODIFICATION PROGRAM AT THE CASITAS DAM AND RESERVOIR.

WHEREAS, the United States of America acting by and through the Regional Director, Mid-Pacific Region, Bureau of Reclamation (Reclamation), has substantially completed the Casitas Dam Modification under the authority of the Reclamation Safety of Dams Act (SOD Act), as amended; and

WHEREAS, the SOD Act provides for certain project costs incurred by the United States be reimbursed by the local water agency acting under Reclamation contract for the project purposes; and

WHEREAS, the Parties have negotiated in good faith a contract for the repayment of reimbursable costs for the Casitas Dam Modification Project.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water District that the President of the Board is hereby authorized to execute the Repayment Contract No. 8-07-20-W1531 providing for the repayment of Safety of Dams Modification Costs – Ventura River Project, California.

ADOPTED this 13th day of August, 2014

Bill Hicks, President
Casitas Municipal Water District

ATTEST:

Pete Kaiser, Secretary
Casitas Municipal Water District

UNITED STATES
 DEPARTMENT OF THE INTERIOR
 BUREAU OF RECLAMATION
 Ventura River Project, California

CONTRACT BETWEEN THE UNITED STATES OF AMERICA AND
 THE CASITAS MUNICIPAL WATER DISTRICT
 FOR THE REPAYMENT OF FUNDS EXPENDED FOR THE FEDERALLY
 PERFORMED SAFETY OF DAMS ACT MODIFICATION PROGRAM
 AT THE CASITAS DAM AND RESERVOIR

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- Exhibit A – Safety of Dams Modification Work – Summary of Costs
- Exhibit B – Irrigation Repayment Schedule
- Exhibit B-1 – M&I Annual Payment Schedule
- Exhibit C – Irrigation Payment Capacity Study Schedule
- Exhibit D – Agreement Between the Bureau of Reclamation and Casitas
 Municipal Water District Concerning Future Irrigation Payment
 Capacity Studies by the Bureau of Reclamation

1 UNITED STATES
2 DEPARTMENT OF THE INTERIOR
3 BUREAU OF RECLAMATION
4 VENTURA RIVER PROJECT, CALIFORNIA

5 CONTRACT BETWEEN THE UNITED STATES OF AMERICA AND
6 THE CASITAS MUNICIPAL WATER DISTRICT
7 FOR THE REPAYMENT OF FUNDS EXPENDED FOR THE FEDERALLY
8 PERFORMED SAFETY OF DAMS ACT MODIFICATION PROGRAM
9 AT THE CASITAS DAM AND RESERVOIR

10 THIS CONTRACT, made this _____ day of _____, 2014, in
11 pursuance generally of the Act of June 17, 1902 (32 Stat. 388), and acts amendatory thereof or
12 supplementary thereto, including, but not limited to, the Reclamation Safety of Dams Act of
13 November 2, 1978 (92 Stat. 2471), as amended August 28, 1984 (92 Stat. 1481),
14 October 27, 2000 (114 Stat. 1441), January 10, 2002 (115 Stat. 2230), and December 3, 2004
15 (118 Stat. 2627) and supplemented, hereinafter referred to as the "SOD Act", all collectively
16 hereinafter referred to as the Federal Reclamation laws, between the UNITED STATES OF
17 AMERICA, hereinafter referred to as the United States, acting through the Regional Director,
18 Mid-Pacific Region, Bureau of Reclamation, hereinafter called the Contracting Officer, and the
19 CASITAS MUNICIPAL WATER DISTRICT, hereafter referred to as Casitas, a public agency of
20 the State of California, duly organized, existing, and acting pursuant to the laws thereof, with its
21 principal place of business in Oak View, California;

22 WITNESSETH, That:

23 EXPLANATORY RECITALS

24 [1st] WHEREAS, pursuant to Federal Reclamation law, the United States constructed
25 Casitas Dam, hereinafter referred to as the Dam, and other appurtenant facilities, and acquired

26 certain lands, and other property, all collectively referred to as the Ventura River Project, as set
27 forth in the report submitted to the Congress by the Secretary of the Interior entitled “Ventura
28 River Project, California, Feasibility Report” (House Document No. 222, 84th Congress,
29 1st Session), and hereinafter referred to as “Project”; and

30 [2nd] WHEREAS, the United States and Casitas entered into Contract
31 No. 14-06-200-5257 dated March 7, 1956, as amended, which provides, among other things, for
32 Casitas to repay the identified costs incurred by the United States in constructing the Project and
33 for Casitas to be responsible for the continued operation and maintenance of the Project; and

34 [3rd] WHEREAS, as a result of acquisition of new hydrologic data, new seismic data,
35 and changes in state-of-art criteria, the United States has determined that the failure of the Dam
36 due to a maximum credible earthquake, would cause extensive flood damage downstream,
37 potential loss of life, devastating impact to home and property, and would reduce the water
38 supply available for Project purposes; and

39 [4th] WHEREAS, the United States has determined that the Dam and appurtenant
40 facilities must be modified pursuant to the SOD Act to preserve its structural integrity; and

41 [5th] WHEREAS, the SOD Act authorizes the Secretary of the Interior, acting through
42 the Bureau of Reclamation, to perform the Modification Work, provided that 15 percent of the
43 Modification Costs incurred to correct the safety problems, including any appropriate interest, is
44 reimbursed by Casitas to the United States; and

45 [6th] WHEREAS, the Modification Work has been completed and Casitas is willing to
46 fully repay its applicable share of the Modification Costs plus IDC, pursuant to the terms and
47 conditions set forth below;

112 Costs and has reduced the outstanding M&I Reimbursable Costs and \$376,390.06 has been
113 credited to the IDC and has reduced the outstanding IDC, all owed by Casitas to the United
114 States. Exhibit "A" identifies the remaining M&I Reimbursable Costs owed by Casitas and the
115 full repayment for this cost is due February 1, 2014, as identified on Exhibit "B-1".

116 (c) In addition to the M&I Reimbursable Cost, Casitas shall be responsible for
117 the full repayment to the United States of the Irrigation Reimbursable Cost identified in
118 Exhibit "A", attached hereto, which may be modified from time to time without amendment of
119 this Contract, beginning February 1, 2014, in accordance with Exhibit "B". Casitas shall make
120 annual payments to the United States for the Irrigation Reimbursable Cost on the dates and in the
121 amounts provided in Exhibit "B," as may be updated as provided in subdivision (d) of Article 4.

122 (d) The Contracting Officer will perform an irrigation payment capacity study
123 to reevaluate Casitas' irrigation ability-to-pay at five-year intervals, as shown in Exhibit "C".
124 These studies shall be conducted in accordance with the agreement entitled "Agreement Between
125 the Bureau of Reclamation and Casitas Municipal Water District Concerning Future Irrigation
126 Payment Capacity Studies by the Bureau of Reclamation", as may be amended and/or
127 supplemented, as shown in Exhibit "D". If, in the opinion of the Contracting Officer and in
128 consultation with Casitas, the updated irrigation payment capacity study indicates that Casitas
129 has an ability-to-pay greater than those annual payment amounts identified in Exhibit "B", then,
130 Casitas shall pay that amount to the United States during the next five-year period, but in no year
131 shall Casitas pay less than the amount established in Exhibit "B". Casitas and the Contracting
132 Officer shall consult on the updated irrigation payment capacity studies no later than one year
133 prior to the upcoming five-year period.

134 (e) In the event Reclamation policy is modified to allow irrigation payment
135 capacity studies to be conducted at other than five-year intervals, Casitas may request that
136 Exhibit "C" be revised to conform to the modified policy.

137 (f) At any time, Casitas may, at its sole expense, request Reclamation to
138 perform an updated irrigation payment capacity study in addition to those irrigation payment
139 capacity studies provided for in Exhibit "C".

140 (g) Casitas reserves the right at any time to repay all or any portion of the
141 outstanding balance of the Irrigation Reimbursable Cost, without penalty.

142 (h) The reimbursable portion of the final "Casitas Erosion Repair Project"
143 work to be performed on the Casitas Dam under Technical Memorandum No. CA-8313-5
144 (hereafter TM CA-8313-5) will be added to Exhibits "A", "B", and "B-1" when the work has
145 been completed. The completion of the "Casitas Erosion Repair Project" will be the final work
146 to be carried out under TM CA-8313-5 and this Contract.

147 TITLE TO REMAIN IN THE UNITED STATES

148 5. (a) Title to the Modification Work shall be and remain in the name of the
149 United States unless otherwise provided by Congress, notwithstanding the full payment to the
150 United States, of Casitas' repayment obligations under this Contract.

151 (b) The rights and obligations created hereby are supplementary to and do not
152 supersede or affect the rights and obligations under any prior contracts between the United States
153 and Casitas.

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CHARGES FOR DELINQUENT PAYMENTS

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6. (a) Casitas shall be subject to interest, administrative, and penalty charges on delinquent payments. If a payment is not received by the due date, Casitas shall pay an interest charge on the delinquent payment for each day the payment is delinquent beyond the due date. If a payment becomes 60 days delinquent, Casitas shall pay, in addition to the interest charge, an administrative charge to cover additional costs of billing and processing the delinquent payment. If a payment is delinquent 90 days or more, Casitas shall pay, in addition to the interest and administrative charges, a penalty charge for each day the payment is delinquent beyond the due date, based on the remaining balance of the payment due at the rate of 6 percent per year. Casitas shall also pay any fees incurred for debt collection services associated with a delinquent payment.

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(b) The interest rate charged shall be the greater of either the rate prescribed quarterly in the *Federal Register* by the Department of the Treasury for application to overdue payments, or the interest rate of 0.5 percent per month. The interest rate charged will be determined as of the due date and remain fixed for the duration of the delinquent period.

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(c) When a partial payment on a delinquent account is received, the amount received shall be applied first to the penalty charges, second to the administrative charges, third to the accrued interest, and finally to the overdue payment.

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GENERAL OBLIGATION—BENEFITS CONDITIONED UPON PAYMENT

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7. The obligation of Casitas to pay the United States as provided in this Contract is a general obligation of Casitas notwithstanding the manner in which the obligation may be distributed among the Casitas' water users and notwithstanding the default of individual water users in their obligations to Casitas.

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CONTINGENT ON APPROPRIATION OR ALLOTMENT OF FUNDS

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8. The expenditure or advance of any money or the performance of any obligation of the United States under this Contract shall be contingent upon appropriation or allotment of funds. Absence of appropriation or allotment of funds shall not relieve Casitas from any obligations under this Contract. No liability shall accrue to the United States in case funds are not appropriated or allotted.

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OFFICIALS NOT TO BENEFIT

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9. No Member of or Delegate to the Congress, Resident Commissioner, or official of Casitas shall benefit from this Contract other than as a water user or landowner in the same manner as other water users or landowners.

186 CHANGES IN CASITAS' ORGANIZATION

187 10. While this contract is in effect, no change may be made in Casitas' organization,
188 by inclusion or exclusion of lands or by any other changes which may affect the respective rights,
189 obligations, privileges, and duties of either the United States or Casitas under this Contract
190 including, but not limited to, dissolution, consolidation, or merger, except upon the Contracting
191 Officer's written consent.

192 ASSIGNMENT LIMITED—SUCCESSORS AND ASSIGNS OBLIGATED

193 11. The provisions of this Contract shall apply to and bind the successors and assigns
194 of the parties hereto, but no assignment or transfer of this Contract or any right or interest therein
195 by either party shall be valid until approved in writing by the other party.

196 BOOKS, RECORDS, AND REPORTS

197 12. Casitas shall establish and maintain accounts and other books and records
198 pertaining to administration of the terms and conditions of this Contract including Casitas'
199 financial transactions; water supply data; project operation, maintenance, and replacement logs;
200 project land and rights-of-way use agreements; the water users' land-use (crop census),
201 land-ownership, land-leasing, and water use data; and other matters that the Contracting Officer
202 may require. Reports shall be furnished to the Contracting Officer in such form and on such date
203 or dates as the Contracting Officer may require. Subject to applicable Federal laws and
204 regulations, each party to this Contract shall have the right during office hours to examine and
205 make copies of the other party's books and records relating to matters covered by this Contract.

206 EQUAL EMPLOYMENT OPPORTUNITY

207 13. During the performance of this Contract, Casitas agrees as follows:

208 (a) Casitas will not discriminate against any employee or applicant for
209 employment because of race, color, religion, sex, disability, or national origin. Casitas will take
210 affirmative action to ensure that applicants are employed, and that employees are treated during
211 employment, without regard to their race, color, religion, sex, disability, or national origin. Such
212 action shall include, but not be limited to the following: employment, upgrading, demotion, or
213 transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms
214 of compensation; and selection for training, including apprenticeship. Casitas agrees to post in
215 conspicuous places, available to employees and applicants for employment, notices to be
216 provided by the Contracting Officer setting forth the provisions of this nondiscrimination clause.

217 (b) Casitas will, in all solicitations or advertisements for employees placed by
218 or on behalf of Casitas, state that all qualified applicants will receive consideration for
219 employment without regard to race, color, religion, sex, disability, or national origin.

220 (c) Casitas will send to each labor union or representative of workers with
221 which it has a collective bargaining agreement or other contract or understanding, a notice, to be
222 provided by the Contracting Officer, advising the labor union or workers' representative of
223 Casitas' commitments under Section 202 of Executive Order 11246 of September 24, 1965, and
224 shall post copies of the notice in conspicuous places available to employees and applicants for
225 employment.

226 (d) Casitas will comply with all provisions of Executive Order No. 11246 of
227 September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

228 (e) Casitas will furnish all information and reports required by Executive
229 Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of
230 Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the
231 Contracting Agency and the Secretary of Labor for purposes of investigation to ascertain
232 compliance with such rules, regulations, and orders.

233 (f) In the event of Casitas' noncompliance with the nondiscrimination clauses
234 of this contract or with any of such rules, regulations, or orders, this contract may be canceled,
235 terminated or suspended in whole or in part and Casitas may be declared ineligible for further
236 Government contracts in accordance with procedures authorized in Executive Order 11246 of
237 September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided
238 in Executive Order 11246 of September 24, 1965 or by rule, regulation, or order of the Secretary
239 of Labor, or as otherwise provided by law.

240 (g) Casitas will include the provisions of paragraphs (a) through (g) in every
241 subcontract or purchase order unless exempted by the rules, regulations, or orders of the
242 Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of
243 September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor.
244 Casitas will take such action with respect to any subcontract or purchase order as may be directed
245 by the Secretary of Labor as a means of enforcing such provisions, including sanctions for
246 noncompliance: *Provided, however,* that in the event Casitas becomes involved in, or is
247 threatened with, litigation with a subcontractor or vendor as a result of such direction, Casitas
248 may request the United States to enter into such litigation to protect the interests of the United
249 States.

250 COMPLIANCE WITH CIVIL RIGHTS LAWS AND REGULATIONS

251 14. (a) Casitas shall comply with Title VI of the Civil Rights Act of 1964
252 (Pub. L. 88-352; 42 U.S.C. § 2000d), the Rehabilitation Act of 1973 (Pub. L. 93-112, Title V, as
253 amended; 29 U.S.C. § 791, et seq.), the Age Discrimination Act of 1975 (Pub. L. 94-135,
254 Title III; 42 U.S.C. § 6101, et seq.), Title II of the Americans with Disabilities Act of 1990

255 (Pub. L. 101-336; 42 U.S.C. § 12131, et seq.) and any other applicable civil rights laws, and with
256 the applicable implementing regulations and any guidelines imposed by the U.S. Department of
257 the Interior and/or Bureau of Reclamation.

258 (b) These statutes prohibit any person in the United States from being
259 excluded from participation in, being denied the benefits of, or being otherwise subjected to
260 discrimination under any program or activity receiving financial assistance from the Bureau of
261 Reclamation on the grounds of race, color, national origin, disability, or age. By executing this
262 contract, Casitas agrees to immediately take any measures necessary to implement this
263 obligation, including permitting officials of the United States to inspect premises, programs, and
264 documents.

265 (c) Casitas makes this agreement in consideration of and for the purpose of
266 obtaining any and all Federal grants, loans, contracts, property discounts, or other Federal
267 financial assistance extended after the date hereof to Casitas by the Bureau of Reclamation,
268 including installment payments after such date on account of arrangements for Federal financial
269 assistance which were approved before such date. Casitas recognizes and agrees that such
270 Federal assistance will be extended in reliance on the representations and agreements made in
271 this article and that the United States reserves the right to seek judicial enforcement thereof.

272 (d) Complaints of discrimination against Casitas shall be investigated by the
273 Contracting Officer's Office of Civil Rights.

274 MEDIUM FOR TRANSMITTING PAYMENTS

275 15. (a) All payments from Casitas to the United States under this Contract shall
276 be by the medium requested by the United States on or before the date payment is due. The
277 required method of payment may include checks, wire transfers, or other types of payment
278 specified by the United States.

279 (b) Upon execution of the contract, Casitas shall furnish the Contracting
280 Officer with Casitas' taxpayer identification number (TIN). The purpose for requiring the
281 Casitas' TIN is for collecting and reporting any delinquent amounts arising out of Casitas'
282 relationship with the United States.

283 ADMINISTRATION OF FEDERAL PROJECT LANDS

284 16. The lands and interests in lands acquired, withdrawn, or reserved and needed by
285 the United States for the purposes of care, operation, and maintenance of the Modification Works
286 for the Ventura River Project works may be used by Casitas for such purposes. Casitas shall
287 ensure that no unauthorized encroachment occurs on Federal project lands and rights-of-way.
288 Casitas does not have the authority to issue any land-use agreement or grant that conveys an
289 interest in Federal real property, nor to lease or dispose of any interest of the United States.

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NOTICES

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17. Any notice, demand, or request authorized or required by this Contract shall be deemed to have been given, on behalf of Casitas, when mailed, postage prepaid, or delivered to the Regional Director, Mid-Pacific Region, Bureau of Reclamation, 2800 Cottage Way, Sacramento, California 95825-1898, and on behalf of the United States, when mailed, postage prepaid, or delivered to the General Manager, Casitas Municipal Water District, Post Office Box 37 (1055 Ventura Avenue), Oak View, California 93022. The designation of the addressee or the address may be changed by notice given in the same manner as provided in this Article for other notices.

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CONFIRMATION OF CONTRACT

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18. Promptly after the execution of this contract, Casitas shall provide to the Contracting Officer a certified copy of a final decree of a court of competent jurisdiction in the State of California, confirming the proceedings on the part of Casitas for the authorization of the execution of this Contract. This Contract shall not be binding on the United States until such final decree has been secured.

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CONTRACT DRAFTING CONSIDERATIONS

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19. This Contract has been, negotiated and reviewed by the parties hereto, each of whom is sophisticated in the matters to which this Contract pertains. Articles 1 through 5 of this Contract have been drafted, negotiated, and reviewed by the parties, and no one party shall be considered to have drafted the stated articles.

310 IN WITNESS WHEREOF, the parties hereto have signed their names the day and
311 year first above written.

312 UNITED STATES OF AMERICA

313 By: _____
314 Regional Director, Mid-Pacific Region
315 Bureau of Reclamation

316 CASITAS MUNICIPAL WATER DISTRICT

317 (SEAL)

318 By: _____
319 President, Board of Directors

320 Attest:

321 By: _____
322 Secretary, Board of Directors
323

EXHIBIT A**CASITAS DAM AND RESERVOIR**
VENTURA PROJECT**SAFETY OF DAMS MODIFICATION WORK – SUMMARY OF COSTS**

Safety of Dams (SOD) Modification Costs:	\$34,982,658.91
Casitas Berm Drainage Modification Costs:	\$ 41,449.46
Total Safety of Dams Modification Costs:	<u>\$35,024,108.37</u>
15% of Safety of Dams Modification Costs:	\$ 5,247,398.84
15% of Casitas Berm Drainage Modification Costs:	\$ 6,217.42
Total Actual Reimbursable SOD Costs:	<u>\$ 5,253,616.26</u>
Total Actual Reimbursable SOD Cost allocated to:	
Irrigation – 57.33% - SOD Modification Costs	\$ 3,008,333.76
Irrigation – 57.33% - Casitas Berm Drainage Costs	\$ 3,564.45
Municipal and Industrial (M&I) – 42.67% - SOD Costs	\$ 2,239,065.08
Municipal and Industrial (M&I) – 42.67% - Berm Cost	\$ 2,652.97
Total SOD Cost Allocated to Irrigation and M&I	<u>\$ 5,253,616.26</u>
<u>Reimbursable Costs Payable to Reclamation:</u>	
Irrigation:	
SOD Mod Costs	\$ 3,008,333.76
Casitas Berm Drainage Mod Costs	\$ 3,564.45
Total SOD Reimbursable Cost – Irrigation	<u>\$ 3,011,898.21</u>
M&I:	
SOD Mod Costs	\$ 2,239,065.08
Casitas Berm Drainage Mod Cost	\$ 2,652.97
Total SOD Reimbursable Cost – M&I	<u>\$ 2,241,718.05</u>
Total SOD Reimbursable Costs – Irrigation and M&I	\$ 5,253,616.26
Interest During Construction (IDC) on M&I cost (May 30, 2012)	\$ 376,390.06
Total SOD Reimbursable Costs including IDC	<u>\$ 5,630,006.32</u>
Payments made as of 12/31/2013:	
Payments: Applied to M&I Reimbursable Cost	\$ 2,239,065.08
Applied to IDC Cost	\$ 376,390.06
Total Payment	<u>\$ 2,615,455.14</u>
Balance due to Reclamation (See Exhibit B and B-1) as of 12/31/13:	
Irrigation (Exhibit B)	\$ 3,011,898.21
M&I (Exhibit B-1)	\$ 2,652.97
Total SOD Reimbursable Cost due Reclamation as of 12/31/13	<u>\$ 3,014,551.18</u>

EXHIBIT B**TOTAL SOD REIMBURSABLE COST – IRRIGATION ANNUAL PAYMENT SCHEDULE**

February 1, 2014	\$ 77,228.16	February 1, 2034	\$ 77,228.16
February 1, 2015	77,228.16	February 1, 2035	77,228.16
February 1, 2016	77,228.16	February 1, 2036	77,228.16
February 1, 2017	77,228.16	February 1, 2037	77,228.16
February 1, 2018	77,228.16	February 1, 2038	77,228.16
February 1, 2019	77,228.16	February 1, 2039	77,228.16
February 1, 2020	77,228.16	February 1, 2040	77,228.16
February 1, 2021	77,228.16	February 1, 2041	77,228.16
February 1, 2022	77,228.16	February 1, 2042	77,228.16
February 1, 2023	77,228.16	February 1, 2043	77,228.16
February 1, 2024	77,228.16	February 1, 2044	77,228.16
February 1, 2025	77,228.16	February 1, 2045	77,228.16
February 1, 2026	77,228.16	February 1, 2046	77,228.16
February 1, 2027	77,228.16	February 1, 2047	77,228.16
February 1, 2028	77,228.16	February 1, 2048	77,228.16
February 1, 2029	77,228.16	February 1, 2049	77,228.16
February 1, 2030	77,228.16	February 1, 2050	77,228.16
February 1, 2031	77,228.16	February 1, 2051	77,228.16
February 1, 2032	77,228.16	February 1, 2052	77,228.13
February 1, 2033	77,228.16		

The above table reflects the annual repayment amount due against the Total Irrigation Reimbursable Cost of \$3,011,898.21 over 39 years. Thirty-nine (39) years is the remaining life of the 50 year payout from the date that this SOD project was deemed to be substantially complete on February 1, 2002.

EXHIBIT B-1

TOTAL SOD REIMBURSABLE COST - M&I ANNUAL PAYMENT SCHEDULE

February 1, 2014	\$2,652.97*
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* This amount is subject to interest.

EXHIBIT C

FIVE-YEAR IRRIGATION PAYMENT CAPACITY STUDY SCHEDULE

Five-Year Irrigation Payment Capacity Study To Be Completed By The Following Dates:

February 1, 2015
February 1, 2020
February 1, 2025
February 1, 2030
February 1, 2035
February 1, 2040
February 1, 2045
February 1, 2050

Contract No. 8-07-20-W1531

EXHIBIT D

AGREEMENT BETWEEN THE BUREAU OF RECLAMATION AND THE CASITAS
MUNICIPAL WATER DISTRICT CONCERNING FUTURE IRRIGATION PAYMENT
CAPACITY STUDIES BY THE BUREAU OF RECLAMATION

AGREEMENT BETWEEN THE
BUREAU OF RECLAMATION
AND
CASITAS MUNICIPAL WATER DISTRICT
CONCERNING FUTURE IRRIGATION PAYMENT CAPACITY STUDIES
BY THE BUREAU OF RECLAMATION

JANUARY 2000

WHEREAS, the Bureau of Reclamation (hereinafter Reclamation) and Casitas Municipal Water District (hereinafter Casitas) contemplate entering into a contract concerning the repayment of certain costs expended for Federally performed Safety of Dams modification program; and

WHEREAS, a part of this program requires Casitas to repay funds based upon the irrigation payment capacity studies developed for Casitas' agricultural customers; and

WHEREAS, Reclamation and Casitas have mutually discussed some appropriate changes to standard Reclamation methodology in order to more accurately calculate the irrigation payment capacity, and

WHEREAS, the reason for removing the smaller crop types to some other classification or eliminating them entirely rather than including them with avocados was that the payment capacity of these smaller crop types, such as apricots, walnuts, nursery, gardens, and pasture, is not equal to avocados in payment capacity; and

WHEREAS, the reason for using a 10-year averaging methodology is to eliminate the possibility that unusual cases in 1 or 2 years will skew the results; and

WHEREAS, the reason for multiplying acreage times income before averaging is that this method of averaging avoids skewed results; and

WHEREAS, Reclamation and Casitas are interested in documenting these changes;

NOW, THEREFORE, BE IT AGREED by Reclamation and Casitas as follows:

Article 1. Definitions

Irrigation payment capacity study: Is a study by Reclamation, in consultation with Casitas, which determines, under Reclamation law and policy, the annual amount that Casitas' irrigation customers are able to pay for water service including any additional costs associated with the dam modification project.

Article 2, Purpose

The purpose of the irrigation payment capacity study is to determine the amount of any ability that Casitas, through collections from its irrigation customers, can repay Reclamation for its portion of the dam modification project. This study is to accurately reflect the ability of Casitas' irrigation customers to make these payments.

Article 3. Modification

The following modifications have been agreed to by Reclamation and Casitas so that Reclamation can accurately determine the ability of Casitas' irrigation customers to pay the agricultural portion of the cost of the modification of Casitas Dam:

1. Types of Crops

Reclamation will not include acreages of apricots, pasture, gardens, nurseries or walnuts with avocados for the purposes of the irrigation payment capacity study. Acreages of apricots may be included with oranges. Acreages of pasture, nurseries, gardens and walnuts must be included by themselves or excluded entirely. The reason for this is that incomes from apricots, pasture, nurseries, gardens and walnuts do not approach the income of avocados.

2. Ten-Year Averaging

Reclamation shall use a 10-year averaging method for all income projections and water use projections throughout the study. In terms of income (gross revenue per acre) on the farm budget, the crop price received per unit of output (e.g., ton, box, etc.) and the crop yield per acre shall be multiplied together for each year considered prior to averaging over the ten years.

3. Calculating Usage Per Acre

For Reclamation's use in calculating the amount of water used per irrigated acre, Casitas will identify the farms that take only Casitas water supply and determine the amount of irrigated acreage on those farms for each crop. The amount of water used by farms with only Casitas water for each crop shall be divided by the total acreage of the same farms put to commercial irrigation use. Acreage on the farms with only Casitas water shall be used to produce the average amount of water per acre for each crop to be used in the study. Casitas will provide similar figures for farms with supplemental water resources in addition to Casitas water. Each year Casitas will provide this information directly to Reclamation in accordance with the notice section of this agreement.

4. Total Irrigated Acreage

Reclamation will use the information from Casitas concerning usage per Casitas' Supplied Acre to calculate the estimated water used per acre, and water use per acre will be

divided into actual water sold by Casitas to determine the maximum number of acres from which the irrigation payment capacity study calculates irrigation income.

Article 4. Other Modification/Unintended Consequences

Prior to issuing the final study on irrigation payment capacity, Reclamation will issue a copy of the draft study to Casitas for its review. Should that review disclose some issues with the payment capacity study, not specifically noted above, Reclamation and Casitas will sit down together and will mutually resolve the issue. That resolution shall be modified into the final irrigation payment capacity report. One example of an issue that needs to be negotiated is if it is determined that there is a large ability-to-pay which is likely to cause irrigation customers to abandon Casitas water service for supplemental water sources leaving only municipal and industrial customers to pay, that issue cannot work and thus would have to be resolved. Another example of an issue that may need negotiating is how partial acreages some receiving Casitas water and some using supplemental water are treated in the study. These examples are not to be considered an exclusive limit of issues to be resolved.

Article 5. Notices

Any notice, demand or request authorized or required by this agreement shall be deemed to have been given, on behalf of Casitas, when mailed, postage prepaid, or delivered to the Manager, Economics Group, D-8270, U.S. Bureau of Reclamation, P.O. Box 25007, Denver, Colorado 80225-0007 and on behalf of the United States, when mailed, postage prepaid, or delivered to the General Manager, Casitas Municipal Water District, P.O. Box 37, (1055 Ventura Avenue), Oak View, California 93022. The designation of the addressee or the address may be changed by notice given in the same manner as provided in this Article for other notices.



John J. Johnson L. R. Whelan
General Manager President, Board of Directors
Casitas Municipal Water District

2-23-00

Date



Robert B. Hamilton
Manager, Economics Group
Technical Service Center
U.S. Bureau of Reclamation

1/26/00

Date

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION NO. 00-12

RESOLUTION AUTHORIZING AND DIRECTING
THE PRESIDENT OF THE BOARD TO EXECUTE
AN AGREEMENT BETWEEN CASITAS AND
THE BUREAU OF RECLAMATION CONCERNING
FUTURE IRRIGATION PAYMENT CAPACITY STUDIES
BY THE BUREAU OF RECLAMATION

WHEREAS, the Bureau of Reclamation and the Casitas Municipal Water District contemplate entering into a contract concerning the repayment of certain costs expended for Federally performed Safety of Dams modification program; and

WHEREAS, a part of this program requires Casitas to repay funds based upon the irrigation payment capacity studies developed for Casitas' agricultural customers; and

WHEREAS, Reclamation and Casitas have mutually discussed some appropriate changes to standard Reclamation methodology in order to more accurately calculate the irrigation payment capacity; and

WHEREAS, the reason for removing the smaller crop types to some other classification or eliminating them entirely rather than including them with avocados was that the payment capacity of these smaller crop types, such as apricots, walnuts, nursery, gardens, and pasture, is not equal to avocados in payment capacity; and

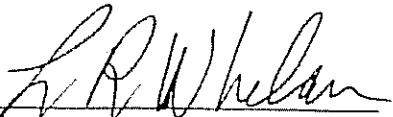
WHEREAS, the reason for using a ten-year averaging methodology is to eliminate the possibility that unusual cases in one or two years will skew the results; and

WHEREAS, the reason for multiplying acreage times income before averaging is that this method of averaging avoids skewed results; and

WHEREAS, Reclamation and Casitas are interesting in documenting these changes;

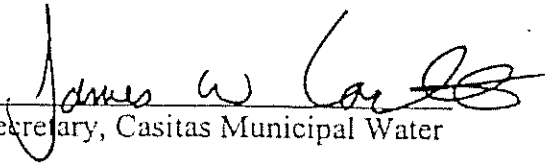
NOW, THEREFORE, BE IT RESOLVED that the President of the Board of Directors is hereby authorized and directed to execute the Agreement between Casitas and the Bureau concerning future irrigation payment capacity studies.

ADOPTED this 23rd day of February, 2000.



President, Casitas Municipal Water District

ATTEST:

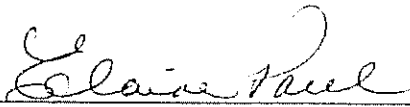

Secretary, Casitas Municipal Water

STATE OF CALIFORNIA)
) ss.
COUNTY OF VENTURA)

I, Elaine Paul, Clerk of the Board of Directors of Casitas Municipal Water District, certify that the foregoing Resolutions No. 00-12 are true and correct copies of the resolutions adopted at a meeting of said Board of Directors held on the 23rd day of February, 2000 by the following vote:

AYES:	Directors:	Word, Hicks, Whelan, Bennett, Coultas
NOES:	Directors:	None
ABSENT:	Directors:	None

IN WITNESS WHEREOF, I have signed my name and affixed the official seal of the Casitas Municipal Water District this 24th day of February, 2000.



Clerk of the Board of Directors
Casitas Municipal Water District

**CASITAS MUNICIPAL WATER DISTRICT
INTEROFFICE MEMORANDUM**

TO: BOARD OF DIRECTORS
FROM: STEVEN E. WICKSTRUM, GENERAL MANAGER
SUBJECT: CASITAS ACTIONS TO COMPLY WITH THE STATE WATER BOARD'S DROUGHT EMERGENCY REGULATIONS
DATE: AUGUST 6, 2014

RECOMMENDATION:

It is recommended that the Board of Directors:

- 1) Adopt a resolution to provide temporary modifications to the Casitas Water Shortage Contingency Plan that conforms to the State's drought emergency regulations.
- 2) Rescind Resolution No. 08-09, Resolution Approving a Water Waste Prohibition Regulation, and adopt the Water Waste Prohibition Ordinance.

BACKGROUND:

The State is currently experiencing severe water conditions that are the result of the third consecutive year of extremely low rainfall and snow pack. In January 2014, Governor Brown issued an executive order to declare a drought state of emergency and directed the State Water Board to notify urban water suppliers to implement drought contingency plans to limit outdoor irrigation and other waste of water. On July 15, 2014, the State Water Board adopted Resolution No. 2014-0038 that implemented an emergency regulations and actions to further reduce water demands of urban customers. The State's resolution states that these regulations shall remain in effect for 270 days unless otherwise changed (longer or shorter period of time) by the State Water Board. The text of the State Water Board's drought emergency regulations call on all urban water suppliers to implement water waste prohibitions and the 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. Where no Water Shortage Contingency Plan exists, the State is requiring the urban irrigation be limited to two days per week.

DISCUSSION:

In review of the District's current policies contained in resolutions and ordinances, there appears to be a need for improvement in the language concerning drought action in order to comply with the State's drought emergency regulations. The following actions are recommended:

1. **Rescind Resolution No. 08-09 and Adopt a Water Waste Prohibition Ordinance.** In the review of current regulations and application to the State's directive to reduce urban water demand, it appears that an update and re-adoption of the Water Waste Prohibitions is in order. The current regulations are connected to lower stages of water storage in Lake Casitas and referenced to the Water Efficiency and Allocation Program (WEAP). Current practice should be changed to permanently prohibit water waste practices and provide for a process for violation notification, violation penalties, and a process for appeals. The recommended action is provided in the attached Water Waste Prohibition Ordinance for consideration by the Board of Directors. If adopted, the ordinance will be publicly posted in local newspapers within ten days of its adoption.

2. **Modification of the Casitas Water Shortage Contingency Plan.** The Casitas Municipal Water District presently has a State approved Water Shortage Contingency Plan (WSCP), adopted in 1992, that meets the requirements of Water Code section 10632. In review of the WSCP, there is no WSCP provision that clearly imposes a mandatory restriction in the number of days for urban outdoor irrigation of ornamental landscapes or turf with potable water. Staff have suggested moving to three specific days to allow watering, but this direction does not appear to comply with the State's regulations because Casitas' WSCP does not specify mandatory limits for urban watering. In order to achieve the requirements of the State's drought emergency regulations, the District should consider adopting a resolution that will temporarily modify the WSCP to include an urban irrigation restriction to no more than two days per week. This direction would also allow the public to pick the two days that are best for each customer and compliance enforcement would result on reports of exceeding the two days per week. The recommended action is provided as a resolution for consideration by the Board of Directors.

3. **Public Outreach for Drought Messaging.** A drought messaging campaign will target Casitas' direct water customers with the goals of educating the direct water customers about new water use restrictions, building support for the drought campaign, and ultimately encouraging direct urban water customers to increase their water efficiency practices and reduce their overall water demand. The success of the program will be measured by compliance levels of drought restrictions, public feedback and water demand reduction from urban customers. A press release and follow-up media contacts will occur immediately after the adoption of the Board actions regarding the drought. Staff will also follow the actions of the Board with the:
 - Education of employees on the water use restrictions, staff responsibilities and actions;
 - Mailing of an informational flyer to each direct urban water customer account;
 - Addition of web-page for public's reporting of suspected violation of water waste prohibitions to Casitas; and
 - Update the Casitas website with adopted water use regulations.

Staffing

Our initial review of staffing is to coordinate actions with current water conservation personnel and call on additional temporary assistance as deemed necessary.

CONCLUSION:

The State will require reporting from each water supplier on their progress to reduce urban water demands. The State may consider additional measures should the demand reductions not be attained or if the drought should continue or worsen into 2015. The actions proposed in the resolution and ordinance are consistent with those actions being taken by urban water suppliers state-wide.

If there any questions in regard to these actions, please do not hesitate to ask.

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.

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:

Bill Hicks, President
Casitas Municipal Water District

ATTEST:

Peter Kaiser, Secretary
Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT

**A RESOLUTION TO TEMPORARILY MODIFY THE
CASITAS WATER SHORTAGE CONTINGENCY PLAN
TO COMPLY WITH THE STATE WATER RESOURCES CONTROL BOARD
DROUGHT EMERGENCY REGULATIONS, RESOLUTION 2014-0038**

WHEREAS, on January 17, 2014, the Governor of the State of California proclaimed a state of emergency in the State of California due to water supply impacts caused by three consecutive years of drought conditions in the state and called on all Californians to reduce their water usage by 20 percent; and

WHEREAS, the Governor proclaimed a second executive order, issued April 25, 2014, to direct the State Water Resources Control Board to adopt drought emergency regulations, pursuant to Water Code section 1058.5; and

WHEREAS, on July 15, 2014, the State Water Resources Control Board adopted Resolution 2014-0038 drought emergency regulations for mandatory statewide water conservation actions that are to remain in effect for 270 days unless extended or repealed; and

WHEREAS, the State Water Resources Control Board regulations call on urban water suppliers to implement all requirements and actions of the stage of its water shortage contingency plan that imposes mandatory restrictions on outdoor irrigation of ornamental landscapes or turf with potable water.

WHEREAS, the Casitas Municipal Water District adopted a Water Shortage Contingency Plan in 1992, by Resolution No. 92-11, that set water use reduction goals for the various stages of Lake Casitas storage, but does not refer to specific mandatory landscape restrictions as referenced by the State Water Resources Control Board's adopted drought emergency regulations ; and

WHEREAS, in accordance with the State Water Resources Control Board adopted Resolution 2014-0038 drought emergency regulations, where there is not a mandatory restriction of urban water demand incorporated in the water supplier's Water Shortage Contingency Plan, the water supplier shall limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week or shall implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013: and

WHEREAS, Casitas has adopted the Water Waste Prohibition Ordinance that provides for the governance for drought restriction that may be implemented during a publicly declared curtailment period.

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

1. The 1992 Water Shortage Contingency Plan (Resolution No. 92-11) is temporarily modified and mandated throughout the duration of the State's drought emergency regulations as follows:
 - A. Urban water customers of the District include the following water customer classifications:
 - a. Residential
 - b. Commercial
 - c. Other
 - d. Interdepartmental
 - B. A mandatory restriction applied to the District's urban water customers' outdoor irrigation of ornamental landscapes or turf with potable water to no more than two days per week.
 - C. The water uses under the following subsections are excluded:
 - a. Landscape irrigation systems that use drip-irrigation and weather-based controllers or stream rotor sprinklers that meet a 70% efficiency standard.
 - b. Watering or irrigating shrubs, trees, or vegetation intended for human consumption is allowed by use of an attended hand-held bucket or similar container, or an attended hand-held hose equipped with a positive shutoff nozzle or device. This exception does not apply to the watering of lawns.
2. A variance may be considered and granted by the General Manager for the following conditions:
 - a. Sports Fields, defined as a public or private facility improved with apparatus and/or striping supporting a public benefit use or business necessity that provides turf areas as playing surface for regularly scheduled (at least weekly) individual and team sports, and does not include a facility on a residential property.
 - b. Large Landscape Areas are defined as an area of vegetation at least three (3) acres in size supporting a business necessity or public benefit use such as parks, golf courses, schools, and cemeteries.
 - c. Urban water customers that maintain Sports Fields and Large Landscape Areas may request in writing a variance from the mandatory two-day per week restriction for outdoor irrigation of ornamental landscape or turf in order to maintain turf areas by submitting to the General Manager a written alternative watering schedule that will result for each preceding

month in an overall water use reduction by 20 percent from the water used each same month during 2013.

- d. The failure of the urban water customer to attain the 20 percent irrigation reduction in any one preceding month from that amount of water use in 2013 during the same month may result in the cancellation of the variance.
3. All provisions within this resolution shall be adhered to according to the same restrictions and enforcement measures as outlined within the Water Waste Prohibition Ordinance.

ADOPTED this 13th day of August, 2014.

Bill Hicks, President
Casitas Municipal Water District

ATTEST:

Pete Kaiser, Secretary
Casitas Municipal Water District



Media Release

State Water Board Approves Emergency Regulation to Ensure Agencies and State Residents Increase Water Conservation

**For Immediate Release
July 15, 2014**

**Contact: George Kostyrko
(916) 341-7365**

In response to the ongoing severe drought, on Tuesday the State Water Resources Control Board approved an emergency regulation to ensure water agencies, their customers and state residents increase water conservation in urban settings or face possible fines or other enforcement.

The new conservation regulation is intended to reduce outdoor urban water use. The regulation, adopted by the State Water Board, mandates minimum actions to conserve water supplies both for this year and into 2015. Most Californians use more water outdoors than indoors. In some areas, 50 percent or more of daily water use is for lawns and outdoor landscaping.

Many communities and water suppliers have taken bold steps over the years and in this year to reduce water use; however, many have not and much more can and should be done statewide to extend diminishing water supplies.

With this regulation, all Californians will be expected to stop: washing down driveways and sidewalks; watering of outdoor landscapes that cause excess runoff; using a hose to wash a motor vehicle, unless the hose is fitted with a shut-off nozzle, and using potable water in a fountain or decorative water feature, unless the water is recirculated. The regulation makes an exception for health and safety circumstances.

Larger water suppliers will be required to activate their Water Shortage Contingency Plan to a level where outdoor irrigation restrictions are mandatory. In communities where no water shortage contingency plan exists, the regulation requires that water suppliers either limit outdoor irrigation to twice a week or implement other comparable conservation actions. Finally, large water suppliers must report water use on a monthly basis to track progress.

Local agencies could ask courts to fine water users up to \$500 a day for failure to implement conservation requirements in addition to their existing authorities and processes. The State Water Board could initiate enforcement actions against water agencies that don't comply with the new regulations. Failure to comply with a State Water Board enforcement order by water agencies is subject to up to a \$10,000 a day penalty.

"We are facing the worst drought impact that we or our grandparents have ever seen," said State Water Board Chair Felicia Marcus. "And, more important, we have no idea when it will end. This

CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY



STATE WATER RESOURCES CONTROL BOARD

1001 I Street, Sacramento, CA 95814 • 916-341-5254 • Mailing Address: P.O. Box 100, Sacramento, CA 95812-0100 • www.waterboards.ca.gov



drought's impacts are being felt by communities all over California. Fields are fallowed; communities are running out of water, fish and wildlife will be devastated. The least that urban Californians can do is to not waste water on outdoor uses. It is in their self-interest to conserve more, now, to avoid far more harsh restrictions, if the drought lasts into the future. These regulations are meant to spark awareness of the seriousness of the situation, and could be expanded if the drought wears on and people do not act.”

In addition to approving the emergency conservation regulation today, the State Water Board made a plea for water suppliers, communities and businesses to do even more. For example, water agencies are being asked to step up their programs to fix leaks and other sources of water loss, use more recycled water or captured stormwater, and find additional ways to incentivize demand reduction among their customers.

The new regulation was developed following two drought emergency declarations by Governor Brown. On January 17, Governor Edmund G. Brown Jr. issued a drought emergency proclamation following three dry or critically dry years in California.

The April 25 Executive Order issued by the Governor directs the State Water Board to adopt an emergency regulation as it deems necessary, pursuant to Water Code section 1058.5, to ensure that urban water suppliers implement conservation measures.

As drought conditions continue, the State Water Board may revisit this regulation and consider other measures to enhance conservation efforts throughout the state.

Following Board adoption, the regulation will likely go into effect on or about August 1, following submittal to the Office of Administrative Law. The emergency regulation remains in effect for 270 days, unless extended by the State Water Board due to ongoing drought conditions.

For more information on the proposals leading to this Board action, please visit the [Emergency Water Conservation](#) website.

Governor Brown has called on all Californians to reduce their water use by 20 percent and prevent water waste – visit [SaveOurH2O.org](#) to find out how everyone can do their part, and visit [Drought.CA.Gov](#) to learn more about how California is dealing with the effects of the drought.

**STATE WATER RESOURCES CONTROL BOARD
RESOLUTION NO. 2014-0038**

**TO ADOPT AN EMERGENCY REGULATION
FOR STATEWIDE URBAN WATER CONSERVATION**

WHEREAS:

1. On April 25, 2014, Governor Edmund G. Brown Jr. issued an [executive order](#) to strengthen the state's ability to manage water and habitat effectively in drought conditions and called on all Californians to redouble their efforts to conserve water. The executive order finds that the continuous severe drought conditions present urgent challenges across the state including water shortages in communities and for agricultural production, increased wildfires, degraded habitat for fish and wildlife, threat of saltwater contamination, and additional water scarcity if drought conditions continue into 2015. The [National Integrated Drought Information System](#) reported that nearly 80% of the state was reported to be under "extreme" drought conditions at the end of June;
2. The executive order refers to the [Governor's Proclamation No. 1-17-2014](#), issued on January 17, 2014, declaring a State of Emergency to exist in California due to severe drought conditions. The January Proclamation notes that the state is experiencing record dry conditions, with 2014 projected to become the driest year on record. Since January, state water officials indicate that reservoirs, rainfall totals and the snowpack remain critically low. This follows two other dry or below average years, leaving reservoir storage at alarmingly low levels. The January Proclamation highlights the State's dry conditions, lack of precipitation and the resulting effects on drinking water supplies, the cultivation of crops, and the survival of animals and plants that rely on California's rivers and streams. The January Proclamation also calls on all Californians to reduce their water usage by 20 percent;
3. There is no guarantee that winter precipitation will alleviate the drought conditions that the executive orders address, which will lead to even more severe impacts across the state if the drought wears on;
4. Water Code section 1058.5 grants the State Water Board the authority to adopt emergency regulations in certain drought years in order to: "prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion, of water, to promote water recycling or water conservation, to require curtailment of diversions when water is not available under the diverter's priority of right, or in furtherance of any of the foregoing, to require reporting of diversion or use or the preparation of monitoring reports";
5. Over 400,000 acres of farmland are expected to be fallowed, thousands of people may be out of work, communities risk running out of drinking water, and fish and wildlife will suffer.

6. Many Californians have taken bold steps over the years and in this year to reduce water use; nevertheless, the dire nature of the current drought requires additional conservation actions from residents and businesses. Some severely affected communities have implemented water rationing, limiting water use in some cases to only 50 gallons per person per day, foregoing showers, laundry, toilet flushing, and all outdoor watering.
7. Water conservation is the easiest, most efficient and most cost effective way to quickly reduce water demand and extend supplies into the next year, providing flexibility for all California communities. Water saved this summer is water available next year, giving water suppliers the flexibility to manage their systems efficiently. The more water that is conserved now, the less likely it is that a community will experience such dire circumstances that water rationing is required ;
8. Most Californians use more water outdoors than indoors. In many areas, 50 percent or more of daily water use is for lawns and outdoor landscaping. Outdoor water use is generally discretionary, and many irrigated landscapes would not suffer greatly from receiving a decreased amount of water;
9. Public information and awareness is critical to achieving conservation goals and the Save Our Water campaign, run jointly by the Department of Water Resources (DWR) and the Association of California Water Agencies, is an excellent resource for conservation information and messaging that is integral to effective drought response (<http://saveourwater.com>).
10. Enforcement against water waste is a key tool in conservation programs. When conservation becomes a social norm in a community, the need for enforcement is reduced or eliminated;
11. The emergency regulations set a minimum standard requiring only modest lifestyle changes across the state. Many communities are already doing more and have been for years. They should be commended, but can and should do more. Others are not yet doing so and should at least do this, but should do much more given the severity of the drought;
12. On July 8, 2014, the State Water Board issued public notice that the State Water Board would consider the adoption of the regulation at the Board's regularly-scheduled July 15, 2014 public meeting, in accordance with applicable State laws and regulations. The State Water Board also distributed for public review and comment a Finding of Emergency that complies with State laws and regulations;
13. On April 25, 2014, the Governor suspended the California Environmental Quality Act's application to the State Water Board's adoption of emergency regulations pursuant to Water Code section 1058.5 to prevent the waste, unreasonable use, unreasonable method of use, or unreasonable method of diversion of water, to promote water recycling or water conservation;
14. As discussed above, the State Water Board is adopting the emergency regulation because of emergency drought conditions, the need for prompt action, and current limitations in the existing enforcement process;

15. Disadvantaged communities may require assistance in increasing water conservation and state agencies should look for opportunities to provide assistance in promoting water conservation;
16. Nothing in the regulations or in the enforcement provisions of the regulations, preclude a local agency from exercising its authority to adopt more stringent conservation measures. Moreover, the Water Code does not impose a mandatory penalty for violations of the regulations adopted by this resolution and local agencies retain their enforcement discretion in enforcing the regulations, to the extent authorized, and may develop their own progressive enforcement practices to encourage conservation.

THEREFORE BE IT RESOLVED THAT:

1. The State Water Board adopts California Code of Regulations, title 23, sections 863, 864, and 865, as appended to this resolution as an emergency regulation;
2. The State Water Board staff will submit the regulation to the Office of Administrative Law (OAL) for final approval;
3. If, during the approval process, State Water Board staff, the State Water Board, or OAL determines that minor corrections to the language of the regulation or supporting documentation are needed for clarity or consistency, the State Water Board Executive Director or designee may make such changes;
4. These regulations shall remain in effect for 270 days after filing with the Secretary of State unless the State Water Board determines that it is no longer necessary due to changed conditions, or unless the State Water Board renews the regulations due to continued drought conditions as described in Water Code section 1058.5;
5. The State Water Board directs staff to provide the Board with monthly updates on the implementation of the emergency regulations and their effect;
6. Directs State Water Board staff to condition funding upon compliance with the emergency regulations, to the extent feasible;
7. Directs State Water Board staff to work with the Department of Water Resources and the Save Our Water campaign to disseminate information regarding the emergency regulations; and
8. Directs State Water Board staff in developing an electronic reporting portal to include data fields so that local agencies may provide monthly reporting data on (i) conservation-related implementation measures or enforcement actions taken by the local agency and (ii) substitution during the drought of potable water with recycled water to extend water supplies.

THEREFORE BE IT FURTHER RESOLVED THAT:

9. The State Water Board commends water suppliers that have increased conservation messaging and adopted innovative strategies to enhance customer awareness of water use, such as applications that let customers compare their water use to water use by others; reduce system losses, such as fixing system leaks which can deplete supplies by 10 percent or more; and establish incentives to reduce demand, such as tiered or drought rate structures. The State Water Board also commends all Californians that have already been working to maximize their conservation efforts, both at home and at work;
10. The State Water Board calls upon water suppliers to take the following actions:

Educate customers and employees

- Retail water suppliers should provide notice of the regulations in English and Spanish in one or more of the following ways: newspaper advertisements, bill inserts, website homepage, social media, notices in public libraries;
- Wholesale suppliers should include reference to the regulations in their customer communications;
- All water suppliers should train personnel on the regulations;
- All water suppliers should provide signage where recycled or reclaimed water is being used for activities that the emergency regulations prohibit with the use of potable water, such as operation of fountains and other water features;
- All water suppliers should redouble their efforts to disseminate information regarding opportunities and incentives to upgrade indoor fixtures and appliances;
- All water suppliers should use education and the tools available through the Save Our Water website (<http://saveourwater.com>); and
- All water suppliers should educate and prepare their boards and councils on the drought response actions contained in the emergency regulations and in this resolution, and to make sure that drought response items are placed on agendas as early as possible;

Increasing local supplies

- All water suppliers should accelerate the completion of projects that will conserve potable water by making use of non-potable supplies, such as recycled water, "greywater," and stormwater collection projects;
- All water suppliers should improve their leak reporting and response programs and request that police and fire departments and other local government personnel report leaks and water waste that they encounter during their routine duties/patrols;
- Smaller water suppliers – those with fewer than 3,000 service connections – should take proactive steps to secure their communities' water supplies and educate their customers about water conservation and the status of their supply reserves;
- All water suppliers should conduct water loss audits and make leak detection and repair a top priority for the duration of the drought; and
- All urban water suppliers should evaluate their rate structures and begin to implement needed changes as part of planning for another dry year. Information and assistance on setting and implementing drought rates is available from the Alliance for Water Efficiency. (<http://www.allianceforwaterefficiency.org/>).

11. The State Water Board calls on all Californians to take the following additional actions:
 - Further reduce water demand, whether by using less water in daily routines indoors and out, retrofitting appliances and installing greywater and rainwater catchment systems; and
 - Check residential and business water bills to see if there are high charges that may indicate a leak and to fix the leak, if they are able, or contact their local water utility if they need assistance.
12. The State Water Board encourages its staff, the Department of Water Resources, the Public Utilities Commission, urban water suppliers, and other local agencies to look for opportunities to encourage and promote new technologies that reduce water usage, including through timely access to water usage information and behavioral response.
13. The State Water Board encourages all state and local agencies to look for additional opportunities to minimize potable water use in outdoor spaces.
14. The State Water Board encourages investor-owned utilities to expeditiously submit applications for implementation of the regulations to the California Public Utilities Commission.

CERTIFICATION


The undersigned Clerk to the Board does hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the State Water Resources Control Board held on July 15, 2014.

AYE: Chair Felicia Marcus
 Vice Chair Frances Spivy-Weber
 Board Member Steven Moore
 Board Member Dorene D'Adamo

NAY: None

ABSENT: Board Member Tam M. Doduc

ABSTAIN: None



Jeanine Townsend
Clerk to the Board

PROPOSED TEXT OF EMERGENCY REGULATIONS

Article 22.5. Drought Emergency Water Conservation

Sec. 863 Findings of Drought Emergency

(a) The State Water Resources Control Board finds as follows:

(1) On January 17, 2014, the Governor issued a proclamation of a state of emergency under the California Emergency Services Act based on drought conditions;

(2) On April 25, 2014, the Governor issued a proclamation of a continued state of emergency under the California Emergency Services Act based on continued drought conditions;

(3) The drought conditions that formed the basis of the Governor's emergency proclamations continue to exist;

(4) The present year is critically dry and has been immediately preceded by two or more consecutive below normal, dry, or critically dry years; and

(5) The drought conditions will likely continue for the foreseeable future and additional action by both the State Water Resources Control Board and local water suppliers will likely be necessary to further promote conservation.

Authority: Wat. Code, § 1058.5.

References: Wat. Code, §§ 102, 104, 105.

Sec. 864 Prohibited Activities in Promotion of Water Conservation

(a) To promote water conservation, each of the following actions is prohibited, except where necessary to address an immediate health and safety need or to comply with a term or condition in a permit issued by a state or federal agency:

(1) The application of potable water to outdoor landscapes in a manner that causes runoff such that water flows onto adjacent property, non-irrigated areas, private and public walkways, roadways, parking lots, or structures;

(2) The use of a hose that dispenses potable water to wash a motor vehicle, except where the hose is fitted with a shut-off nozzle or device attached to it that causes it to cease dispensing water immediately when not in use;

(3) The application of potable water to driveways and sidewalks; and

(4) The use of potable water in a fountain or other decorative water feature, except where the water is part of a recirculating system.

(b) The taking of any action prohibited in subdivision (a) of this section, in addition to any other applicable civil or criminal penalties, is an infraction, punishable by a fine of up to five hundred dollars (\$500) for each day in which the violation occurs.

Authority: Wat. Code, § 1058.5.

References: Wat. Code, §§ 102, 104, 105.

PROPOSED TEXT OF EMERGENCY REGULATIONS

Sec. 865 Mandatory Actions by Water Suppliers

(a) The term “urban water supplier,” when used in this section, refers to a supplier that meets the definition set forth in Water Code section 10617, except it does not refer to suppliers when they are functioning solely in a wholesale capacity, but does apply to suppliers when they are functioning in a retail capacity.

(b)(1) To promote water conservation, each urban water supplier shall implement all requirements and actions of the stage of its water shortage contingency plan that imposes mandatory restrictions on outdoor irrigation of ornamental landscapes or turf with potable water.

(2) As an alternative to subdivision (b)(1), an urban water supplier may submit a request to the Executive Director for approval of an alternate plan that includes allocation-based rate structures that satisfies the requirements of chapter 3.4 (commencing with section 370) of division 1 of the Water Code, and the Executive Director may approve such an alternate plan upon determining that the rate structure, in conjunction with other measures, achieves a level of conservation that would be superior to that achieved by implementing limitations on outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week.

(c) To promote water conservation, each urban water supplier that does not have a water shortage contingency plan or has been notified by the Department of Water Resources that its water shortage contingency plan does not meet the requirements of Water Code section 10632 shall, within thirty (30) days, limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week or shall implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.

(d) In furtherance of the promotion of water conservation each urban water supplier shall prepare and submit to the State Water Resources Control Board by the 15th of each month a monitoring report on forms provided by the Board. The monitoring report shall include the amount of potable water the urban water supplier produced, including water provided by a wholesaler, in the preceding calendar month and shall compare that amount to the amount produced in the same calendar month in 2013. Beginning October 15, 2014, the monitoring report shall also estimate the gallons of water per person per day used by the residential customers it serves. In its initial monitoring report, each urban water supplier shall state the number of persons it serves.

(e) To promote water conservation, each distributor of a public water supply, as defined in Water Code section 350, that is not an urban water supplier shall, within thirty (30) days, take one or more of the following actions:

(1) Limit outdoor irrigation of ornamental landscapes or turf with potable water by the persons it serves to no more than two days per week; or

(2) Implement another mandatory conservation measure or measures intended to achieve a comparable reduction in water consumption by the persons it serves relative to the amount consumed in 2013.

Authority: Wat. Code, § 1058.5.

References: Wat. Code, §§ 102, 104, 105; 350; 10617; 10632.

CASITAS MUNICIPAL WATER DISTRICT

DATE: July 9, 2014

TO: Board of Directors

CC: Steve Wickstrum
General Manager

FROM: Ron Merckling
Public Affairs/Resource Manager

SUBJECT: A Resolution Adopting the 2014 Integrated Regional Water Management Plan (IRWMP) Prepared by the Watersheds Coalition of Ventura County (WCVC), and Authorizing the General Manager, or Designee, to File a CEQA Notice of Exemption

RECOMMENDATIONS

Staff recommends that Board of Directors adopt the attached Resolution that:

1. Adopts the 2014 Watersheds Coalition of Ventura County Integrated Regional Water Management Plan.
2. Finds that the 2014 Watersheds Coalition of Ventura County Integrated Regional Water Management Plan is exempt from the California Environmental Quality Act (CEQA).
3. Authorizes and directs the General Manager, or designee, to file a Notice of Exemption in accordance with provisions of CEQA.

FISCAL IMPACT

None

DISCUSSION

In 2006, Casitas Municipal Water District Board of Directors adopted the first Watersheds Coalition of Ventura County (WCVC) Integrated Regional Water Management (IRWM) Plan that was prepared with funding through a Proposition 50 IRWM Planning grant and with local matching grant funds. WCVC is the Regional Water Management Group

recognized by the California Department of Water Resources (DWR) as the stakeholder group responsible for planning and implementation of the IRWM program.

In November of 2006, the California electorate approved Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code Section 75001 *et seq.*). Proposition 84 contained new IRWM Plan Standards that included, but were not limited to, a requirement to document the group's governance structure to ensure the IRWM Plan was updated and implemented regardless of the availability of grant funds; consideration of climate change impacts; and the development of measurable performance measures.

Due to the changes in the IRWM Plan Standards and in order to be eligible for IRWM implementation funding, WCVV was required to update and adopt an IRWM Plan that met the new standards. The County of Ventura, on behalf WCVV, was awarded \$1 million in planning grant funds by DWR to prepare the updated Plan and related studies. The 2014 IRWM Plan is now complete and ready for adoption. As required by the Plan Review Process outlined in the Guidelines, the WCVV IRWM Plan must be sent to DWR for their review to ensure consistency with the standards.

Staff has reviewed the 2014 WCVV IRWM Plan, and has determined that the adoption of the IRWM Plan is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 because the Plan is a planning study which identifies potential projects, programs, and policies for possible future actions; and Sections 15306, 15307, and 15308 because the Plan consists of basic data and information collection and includes possible actions, subject to future adoption and approval, which would protect natural resources and the environment.

Staff recommends the Board of Directors adopt the 2014 WCVV Integrated Regional Water Management Plan, adopt the CEQA exemption findings through the attached Resolution, and authorize the General Manager, or designee, to file a CEQA Notice of Exemption.

Exhibit 1: Resolution Adopting the 2014 WCVV IRWM Plan, Finding that the Plan is Exempt from CEQA, and Authorizing the General Manager, or Designee, to File a CEQA Notice of Exemption

A RESOLUTION OF THE CASITAS MUNICIPAL WATER DISTRICT ADOPTING THE 2014 WATERSHEDS COALITION OF VENTURA COUNTY INTEGRATED REGIONAL WATER MANAGEMENT PLAN, FINDING THAT THE PLAN IS EXEMPT FROM CEQA, AND AUTHORIZING THE GENERAL MANAGER, OR DESIGNEE, TO FILE A CEQA NOTICE OF EXEMPTION

WHEREAS, in 2006, the Ventura County Board of Supervisors adopted the first Watersheds Coalition of Ventura County (WCVC) Integrated Regional Water Management (IRWM) Plan per the requirements of Proposition 50, the Water Security, Clean Drinking Water, Coastal and Beach Protection Act of 2002 (Water Code Section 79500, *et seq.*); and

WHEREAS, in November of 2006, the California electorate approved Proposition 84, the Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Public Resource Code Section 75001 *et seq.*) that included funding for projects that were part of an Integrated Regional Water Management (IRWM) Plan; and

WHEREAS, Proposition 84 included new IRWM Plan Standards that necessitated updating the 2006 WCVC IRWM Plan in order to be eligible to receive IRWM implementation grant funds; and

WHEREAS, the 2014 WCVC IRWM Plan was developed through a comprehensive stakeholder process and provides for ongoing data gathering, planning, design, implementation, and evaluation through a long-term, dynamic, community-based process; and

WHEREAS, the widespread adoption of the 2014 WCVC IRWM Plan ensures multi-agency participation and future water management planning efforts in the Region; and

WHEREAS, staff has reviewed the 2014 WCVC IRWM Plan and has determined that the Plan is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15262 because the Plan is a planning study which identifies potential projects, programs, and policies for possible future actions; and Sections 15306, 15307, and 15308 because the Plan consists of basic data and information collection and includes possible actions, subject to future adoption and approval, which would protect natural resources and the environment; and

WHEREAS, the General Manager, or designee, will prepare a Notice of Exemption for the 2014 WCVC IRWM Plan in accordance with CEQA and the County's Procedures for the Implementation of CEQA; and

NOW, THEREFORE, BE IT RESOLVED, that the Casitas Municipal Water District hereby finds, determines, and declares as follows:

1. All of the above recitals are true and correct.
2. The Casitas Municipal Water District hereby adopts the 2014 WCVC IRWM Plan.
3. The adoption of the 2014 WCVC IRWM Plan is hereby determined to be exempt from the requirements of CEQA pursuant to Sections 15262, 15306, 15307, and 15308 of the State CEQA Guidelines.
4. The General Manager, or designee, is hereby authorized and directed to file a Notice of Exemption in accordance with provisions of the California Environmental Quality Act.

Notice of Exemption

Appendix E

To: Office of Planning and Research
 P.O. Box 3044, Room 113
 Sacramento, CA 95812-3044
 County Clerk
 County of: Ventura
 800 So. Victoria Ave.
 Ventura, CA 93009

From: (Public Agency): County of Ventura -Executive Office
800 South Victoria Avenue
Ventura, CA 93009
 (Address)

Project Title: Watersheds Coalition of Ventura County 2014 Integrated Regional Water Management Plan

Project Applicant: Watersheds Coalition of Ventura County

Project Location - Specific:
 Countywide

Project Location - City: Countywide - see attached Project Location - County: Ventura

Description of Nature, Purpose and Beneficiaries of Project:
 Adoption of the Integrated Regional Water Management Plan; a planning study which identifies potential projects, programs and policies for possible future implementation by participating local agencies, pursuant to Proposition 84. Beneficiaries include public and private stakeholders agencies and the public.

Name of Public Agency Approving Project: County of Ventura

Name of Person or Agency Carrying Out Project: Susan Hughes, County of Ventura

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 15306, 15307 and 15308
- Statutory Exemptions. State code number: 15262

Reasons why project is exempt:
 This project consists of adoption of an Integrated Regional Water Management Plan (IRWMP) for the region encompassing Ventura County. The IRWMP is a planning study which identifies potential projects, programs and policies for possible future actions and is therefore statutorily exempt under the provisions of CEQA under Section 15262

Lead Agency
 Contact Person: Susan Hughes Area Code/Telephone/Extension: (805) 654-3836

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: Susan Hughes Date: 7/2/14 Title: Deputy Executive Officer

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
 Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

CASITAS MUNICIPAL WATER DISTRICT
Memorandum

DATE: August 7, 2014
TO: General Manager, Steve Wickstrum
FROM: Assistant to General Manager, Rebekah Vieira
RE: Membership in Employment Relations Consortium

RECOMMENDATION:

It is recommended that the Board of Directors review and adopt a resolution approving membership in the Liebert Cassidy Whitmore Employment Relations Consortium.

BACKGROUND:

Liebert Cassidy Whitmore is a labor and employment law firm that represents public sector management and has created Employment Relations Consortiums (ERC) to bring groups of like agencies in a geographic area together for the purpose of securing quality employment relations training.

The Ventura/Santa Barbara ERC has 23 members, including cities, and special districts and offers five full days of training each fiscal year. A copy of the topics slated for the current fiscal year is attached. Additionally, consortium services include complimentary telephone consultation with an attorney on matters relating to employment and labor law questions.

The annual membership fee to participate in the Ventura/Santa Barbara ERC is \$3,346.

CASITAS MUNICIPAL WATER DISTRICT

RESOLUTION APPROVING MEMBERSHIP IN THE
LIEBERT CASSIDY WHITMORE EMPLOYMENT RELATIONS CONSORTIUM

WHEREAS, Casitas desires to join the Liebert Cassidy Whitmore Employment Relations Consortium for Ventura and Santa Barbara to obtain quality employment relations training; and

WHEREAS, membership in the Employment Relations Consortium also provides for complimentary telephone consultation with an attorney on matters relating to employment and labor law; and

WHEREAS, the membership fee for fiscal year 2014-2015 is \$3,346.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Casitas Municipal Water District that membership in the Liebert Cassidy Whitmore Employment Relations Consortium is hereby approved for the Assistant to the General Manager/Clerk of the Board.

ADOPTED this 13th day of August, 2014

President, Casitas Municipal Water District

ATTEST:

Secretary, Casitas Municipal Water District

CASITAS MUNICIPAL WATER DISTRICT
Memorandum

DATE: August 7, 2014
TO: General Manager, Steve Wickstrum
FROM: Assistant to General Manager, Rebekah Vieira
RE: Review and Revision of Personnel Policies

RECOMMENDATION:

It is recommended that the Board of Directors approve engaging the services of Liebert Cassidy Whitmore to assist with the revision of the District's Personnel Policies.

BACKGROUND:

The District has identified the need to revise personnel policies and seeks to hire assistance with the process in an effort to efficiently and appropriately modify our policies.

Liebert Cassidy Whitmore practices in the public sector representing numerous special districts in California in the area of employment law and labor relations and is well suited to provide the assistance and revision to our policies. Their current estimate is up to \$18,000. Should additional time or work be needed outside the scope of work such as meeting to discuss policies or conferring on negotiations issues that would be an additional cost at their standard hourly rates, including travel time.

July 22, 2014

VIA EMAIL

rvieira@casitaswater.com

Ms. Rebekah Vieira
Casitas Municipal Water District
1055 Ventura Ave
Oak View, CA 93022

Re: *Liebert Cassidy Whitmore Proposal to Review and Revise Personnel Policies and Regulations*

Dear Ms. Vieira

Thank you for the opportunity to submit information on our availability and the estimated cost of reviewing and revising the District's Personnel Policies and Regulations, as well as provide information about our qualifications. We would welcome the opportunity to provide this service to the District. Below we have provided information on our firm background and qualifications as well as scope of services, timeline and a cost estimate.

Firm Background and Qualifications

Liebert Cassidy Whitmore practices in the public sector and represents hundreds of special districts throughout California in all aspects of labor relations and employment law. We have been involved in labor relations consultation, negotiations, training, administrative hearings, arbitrations and litigation since our inception in 1980.

We are highly regarded by public agencies and our law firm competitors throughout the state because of our commitment to quality work and effective advocacy. We have developed a reputation for expertise in all specialized public sector labor and employment law issues. In the last fiscal year alone, we reviewed and revised the personnel policies and procedures of thirty-nine (39) clients.

Ms. Rebekah Vieira

Re: *Liebert Cassidy Whitmore Proposal to Review and Revise Personnel Rules and Regulations*

July 22, 2014

Page 2

Scope of Service

We understand the District would like a review and update of its personnel policies and regulations in their entirety. We would welcome the opportunity to provide this service. We recommend that our usual arrangement of two attorneys be assigned to work together on this project.

The audit that we are proposing would consist of:

1. Reviewing existing Employee Policy Guidelines, Job Descriptions and related documents.
2. Discussing with staff the areas of the District's Employee Policies, Rules and Regulations requiring substantive revision.
3. Preparing a revised draft of the Personnel Policy/Employee Handbook consistent with the District's needs. The draft will be in the format you require, such as a draft that has deletions indicated by strike outs and new language indicated by highlights. The draft will either include annotations or a separate letter explaining major changes within 60 days of receiving feedback from the District.
4. Incorporate any other appropriate changes suggested by the District.
5. Provide a final draft of the Personnel Policies within 30 days of receipt of changes.

We would also need to review any collective bargaining agreements, ordinances and/or resolutions that pertain to personnel matters. After an in-depth review of these documents, the majority of time would be spent revising the personnel policies.

Cost Estimate

Our hourly rates are \$325 for partners and \$190-\$265 for associates. Based on the foregoing, our cost estimate for reviewing and revising the District's personnel policies is \$15,000 to \$18,000, based on 55-58 hours of associate time and 10 hours of partner time. Any additional time outside of the scope of work, such as meeting to discuss the policies or conferring on negotiations issues would be an additional cost at our standard hourly rates, including travel time.

We do not provide artificially low estimates in order to secure work. This represents our best estimate of what the audit will cost when done properly. We always strive to work as efficiently as possible with the intent of meeting or beating our estimate.

Ms. Rebekah Vieira

Re: *Liebert Cassidy Whitmore Proposal to Review and Revise Personnel Rules and Regulations*

July 22, 2014

Page 3

Thank you for the opportunity to present this proposal. We truly appreciate you contacting us and welcome the opportunity to assist the District in the review and revision of your personnel policies and regulations. If you have any questions, please contact me directly at (310) 981-2057 or jjohnson@lcwlegal.com.

Very truly yours,

LIEBERT CASSIDY WHITMORE

A handwritten signature in black ink, appearing to read "Jennifer Johnson". The signature is stylized with large loops and a long horizontal stroke extending to the right.

Jennifer Johnson
Business Development Manager

JJ:cm

CASITAS MUNICIPAL WATER DISTRICT
Memorandum

DATE: August 8, 2014
TO: General Manager, Steve Wickstrum
FROM: Assistant to General Manager, Rebekah Vieira
RE: Engagement of an Executive Search Firm to Assist with the Recruitment of the Operations & Maintenance Manager

RECOMMENDATION:

It is recommended that the Board of Directors approve engaging the services of CPS HR Consulting to assist with the recruitment of the O & M Manager on the basis of their proposal content and previous working relationship with the District.

BACKGROUND:

The Operations and Maintenance Manager is retiring at the end of October and it is the desire of the General Manager to engage the services of an executive search firm to perform the recruitment for this position.

Proposals to perform the search were provided by the following companies:

Firm	Fees	Est. Expenses	Total	Time
CPS HR	\$13,000 Partial	up to \$6,500	\$19,500	10-12 wks
	\$17,000 Full	up to \$6,500	\$23,500	14-16 wks
Koff & Associates	\$14,000	up to \$5,000	\$19,000	12 wks
LB Hayhurst	\$15,000	\$10,000	\$25,000	13 wks
Roberts Consulting	\$27,000	Included	\$27,000	13 wks

PROPOSAL

Casitas Municipal Water District

Executive Recruitment for Water Operations & Maintenance Manager

August 5, 2014

SUBMITTED BY:
GERALYN GORSHING
Director

CPS HR Consulting
241 Lathrop Way
Sacramento, CA 95815
P: 916-471-3373
F: 916-561-8472
ggorshing@cpsshr.us
Tax ID: 68-0067209

www.cpsshr.us



Your Path to Performance

August 5, 2014

Rebekah Vieira
Assistant to the General Manager/Clerk of the Board/HR Manager
Casitas Municipal Water District
1055 Ventura Ave
Oak View, CA 93022

Sent via email to: rvieira@casitaswater.com

Subject: Executive Recruitment for Water Operations & Maintenance Manager

Dear Ms. Vieira:

Thank you for the opportunity to submit a proposal to assist the Casitas Municipal Water District (the "District") with the recruitment of a new Water Operations & Maintenance Manager. CPS HR Consulting (CPS HR) is extremely qualified to assist the District with this very important recruitment as we have vast experience in assisting public agencies and non-profit organizations with executive search, screening, and placement.

CPS HR offers a broad spectrum of human resource services while delivering personalized, results-oriented service, utilizing best practice methods of recruitment and selection strategies from our team of recruitment experts. It is our commitment to work in partnership with your organization to a successful result.

We possess a number of important strengths to assist the District in accomplishing the goals for this recruitment, including:

- **The successful completion of approximately 1,700 recruitments for more than 600 clients.** We have extensive experience in the recruitment of all types of local government, executive and professional staff, including council/board appointed executives, department directors, and key professional and management positions. Although our client list covers a broad range, please note that each recruitment we conduct is uniquely designed to fit the needs of the individual client and is calculated to provide a strong, competitive pool of candidates.
- **We have extensive experience recruiting for various** executives and managers for a variety of cities, counties, special districts and nonprofit entities. We understand and appreciate the intricacies of managing the executive recruitment for an organization and bring that expertise and knowledge to the recruitment process.

- **In-depth understanding** of all state and local government operations, programs, and services. This understanding has been gained as consultants to local governments throughout the United States.

Again, thank you for the opportunity to be considered for this assignment. We are prepared to make this process as smooth as possible for the Casitas Municipal Water District. Should you have questions or comments about the information presented in this proposal, please contact our proposed project manager **Frank Rojas** at **(916) 471-3111** or **frojas@cpsr.us**.

Sincerely,



Geralyn Gorshing
Director

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Project Tasks

Our Understanding of the Scope of Work

The Casitas Municipal Water District is interested in selecting an executive search firm to provide recruitment services for a new Water Operations & Maintenance Manager. We understand that this position will require a T-5 certification and a D-3 certification (or the ability to obtain both within one year of hire). Dependent upon the needs of the District, CPS HR is prepared to work with the District to provide full or partial executive search services for this position. In the Cost section of this proposal, we have provided options for a full recruitment, as well as a partial recruitment.

Key Stakeholder Involvement

The General Manager must be intimately involved in the search for a new Water Operations & Maintenance Manager. For this reason, our approach assumes his direct participation in key phases of the search process, including the development of the candidate profile and recruitment strategies, the selection of final candidates, interviews with the finalists, and ultimately, the selection of a new Water Operations & Maintenance Manager. Additionally, at the discretion of the General Manager, other key stakeholders may also be invited to participate in focus group sessions, or round-table meetings to provide input for the development of the candidate profile.

District's Needs

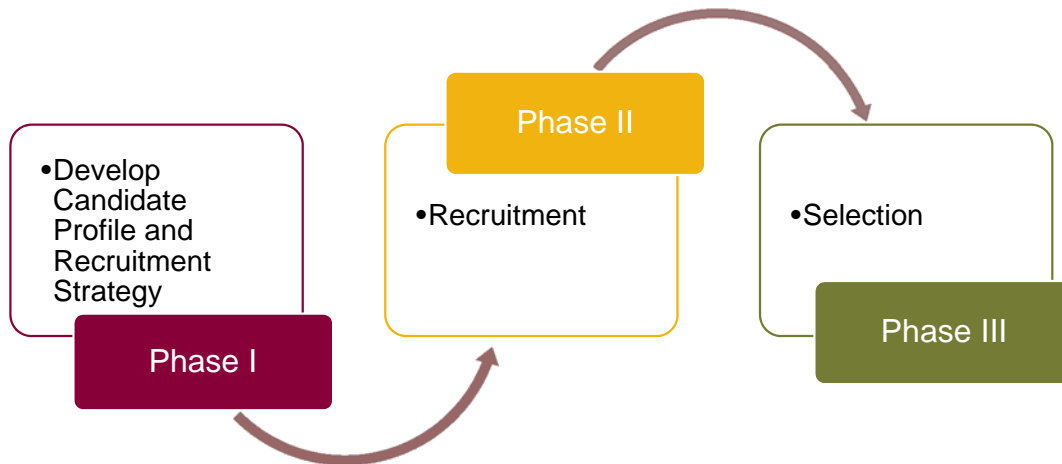
A critical first step in a successful executive search is for the General Manager to define the professional and personal qualities required of the Water Operations & Maintenance Manager. To be certain this occurs, we have developed a very effective process that will permit the General Manager to clarify the preferred future direction for the District; the specific challenges the District is likely to face in achieving this future direction; the working style and organizational climate the General Manager wishes to establish with the Water Operations & Maintenance Manager; and ultimately, the professional and personal qualities that will be required of the Water Operations & Maintenance Manager.

Assertive and Proactive Recruitment

The best candidates are often not actively seeking a new position. They may only consider a change once we present a more attractive career opportunity to them. Yet, among potential applicants there are those who, though personally satisfied with their current situation, would rise to the professional challenge and apply for these positions. Evoking that sense of vision

and opportunity in qualified persons is among the responsibilities of CPS HR. This is why we take an aggressive approach in identifying and recruiting the best available candidates.

Detailed Outline



Our proposed executive search process is designed to provide the District with the full range of services required to ensure the ultimate selection of a Water Operations & Maintenance Manager who is uniquely suited to the District's needs. Our process starts with **Phase I**, where our consultant will meet with the General Manager and other District stakeholders as desired by the District, to ascertain the District's needs and ideal candidate attributes, to target our search efforts and maximize candidate fit with the District. From there, **Phase II** outlines the recruiting process, which is tailored to fit the District's specific wants and needs, with targeted advertising, combined with personal contacts with qualified individuals from our database. Finally, in **Phase III**, the selection process is also customized for the District. CPS HR will work with the General Manager to determine the process best suited to the Casitas Municipal Water District.

Should the District opt for a partial recruitment, the end of Phase II will result in a summarized report of the recruitment process and a list of recommended candidates for further consideration by the District.

Phase I - Develop Candidate Profile and Recruitment Strategy

Task 1 - Review and Finalize Executive Search Process and Schedule

A critical first step in this engagement is a thorough review of the search process and schedule with the General Manager. This will ensure that the District's needs are met in the most complete manner possible.

Task 2 - Additional Key Stakeholder Meetings

As desired by the District, CPS HR is prepared to meet with any additional key stakeholders to obtain input in developing the ideal candidate profile and to assist CPS HR in understanding key issues and challenges that will face a new Water Operations & Maintenance Manager. The specific nature of the involvement process would be developed in consultation with the District. The results of the above activities will be summarized by CPS HR and provided to the District as an additional source of information for developing the candidate profile and selection criteria.

Task 3 - Development of Candidate Profile and Recruitment Strategy

This task will be accomplished during a workshop session involving the General Manager and CPS HR. It will result in the identification of the personal and professional attributes required for the position, and include the following activities:

- The General Manager will identify key priorities for the new Water Operations & Maintenance Manager.
- CPS HR will assist the General Manager in identifying the conditions and challenges likely to be encountered in achieving the priorities identified above.
- The General Manager will describe the type of working relationship he wishes to establish with the Water Operations & Maintenance Manager.
- CPS HR will assist the District in generating lists of specific competencies, experiences, and personal attributes needed by the new Water Operations & Maintenance Manager in light of the analyses conducted above.
- CPS HR will present several recruitment and selection strategies for the District's consideration. The District will choose the recruitment and selection process most likely to produce the intended results.

Task 4 – Develop Recruitment Brochure and Place Advertisements

Following the completion of the workshop session, CPS HR will work with a professional graphic artist to design a recruitment brochure and present it to the District for review prior to printing (examples of current brochures are available for viewing on our website at www.cpshr.us/search, and we have provided a copy of a sample brochure in **Appendix A**). In addition, advertisements will be prepared and placed for publication in pertinent magazines,

journals, newsletters, job bulletins, social media, and websites to attract candidates on a nationwide, regional, local, or targeted scale, depending on the preference of the District.

CPS HR is focused on reaching a diverse candidate pool and would recommend publications/websites that are targeted to minority and female candidates. We are proud of our successful record of assisting our clients with placing over 170 minority and female candidates in executive positions over the past five years. CPS HR will specifically research other jurisdictions whose demographics mirror those of the Ventura County area and target outreach to those individuals. In addition to placing ads on websites aimed at minority candidates, we will contact leaders within appropriate associations to gain their perspective and referrals of possible candidates.

The recruitment brochure will also be available on our website, so that interested potential candidates can access the brochure (a link to the brochure is listed in the advertising). Additionally, we prepare an e-mail distribution list that is sent to prospective candidates and referral sources. The e-mail will have a direct link to the brochure embodied in the e-mail message. We also send brochures directly to prospective candidates and referral sources soliciting interest in the position.

Phase II - Recruitment

Task 1 - Identify and Contact Potential Candidates

This very crucial task will include a variety of activities designed to attract the best available candidates. In addition to the placement of advertisements in the proposed publications, CPS HR will:

- Contact respected and experienced industry leaders to identify outstanding potential candidates on a referral basis. CPS HR maintains a comprehensive, up to date database of such professionals; however, we do not rely solely upon our current database. We also conduct specific research in print, internet search engines, and social media to target individuals relevant to your specific needs and expectations. To ensure we are thorough in our efforts, we will market this position to the appropriate audiences to garner a diverse and quality pool of candidates. These individuals, as well as other potential candidates, are typically contacted very soon after they have received a recruitment brochure in order to maximize the impact of the multiple contacts.
- Select top quality candidates for consideration from past recruitments.
- Provide each potential candidate with a copy of the recruitment brochure.
- Contact potential candidates to explain the career opportunity, answer questions, and encourage them to submit a resume. Oftentimes this component necessitates multiple

conversations with the same person to pique their interest and to answer their questions.

As a consulting firm that interacts with hundreds of public sector executives during engagements, we have a cadre of individuals who we inform of recruitments, both to increase the visibility of the opening and to attract appropriate individuals who fit the special needs of the client. Communication with these professionals ensures that an accurate picture of the requirements of the job is apparent and proliferated throughout their professional networks. The approach utilized by CPS HR employs the following techniques:

- Communicating to candidates, through advertising materials and verbally, a strong sense of the purpose and strategy of the District. For many talented individuals, understanding these aspects is one of the key motivators to compete in such an environment.
- Providing guidance and resources to candidates regarding the area's cost of living, mean and median housing prices, higher education opportunities, K-12 education information, and other aspects of interest to those who are considering a move to the area. We have found that potential candidates sometimes make the decision not to apply based on rumored information, rather than facts and research.
- Actively seeking individuals who are highly visible in the field – widely published, frequent presenters and/or thought leaders – who are seemingly ready for the challenge. These highly qualified candidates may be attracted by the prospect of collaboration with other District departments, providing exceptional leadership to the Casitas Municipal Water District, or continuing to ensure the public confidence in the integrity of the District.

Task 2 – Resume Review and Screening Interviews

All resumes will be submitted directly to CPS HR for initial screening. This screening process is specifically designed to assess the personal and professional attributes the District is seeking and will include:

- A thorough review of each candidate's resume, and if applicable, supplemental questionnaire responses, and other supporting materials.
- Interviews with the candidates who appear to best meet the District's needs. This group typically includes approximately 10-15 candidates. CPS HR will spend extensive time ascertaining each candidate's long term career goals and reason(s) why the candidate is seeking this opportunity, as well as gaining a solid understanding of the candidate's technical competence and management philosophy. We will also gather data on any other unique aspects specific to this recruitment based upon the candidate profile.

- CPS HR will conduct internet research on each candidate interviewed, to include newspaper articles and blog checks.

Task 3 – General Manager Selects Finalists

At the conclusion of the previous tasks, CPS HR will prepare a written report that summarizes the results of the recruitment processes and typically recommends five to eight candidates for further consideration by the District. This report will include the candidate resumes and a profile on each interviewee's background. CPS HR will meet with the General Manager to review this report and to assist the District in selecting a group of finalists for further evaluation.

Phase III – Selection

(Phase III would not be included in a partial recruitment.)

The selection of the best available candidate requires the use of tools specifically designed to evaluate each candidate against the personal and professional qualities identified by the General Manager. For this reason, we tailor our selection techniques to the District's specific requirements. In addition, we also assume responsibility for administering the selection process for the District.

Task 1 - Design Selection Process

Based on the results of the meeting conducted in Phase I, CPS HR will design a selection process to be utilized by the District in assessing the most qualified final candidates. This process will typically include an in-depth interview with each candidate, but may also include other selection tools such as an oral presentation, preparation of written materials and problem-solving exercises. CPS HR will meet with the District to review this process and discuss the District's preferred approach in assessing the final candidates.

Task 2 - Administer Selection Process

CPS HR will coordinate all aspects of the selection process for the District. This includes contacting both the successful and unsuccessful candidates, preparing appropriate materials such as interview questions; evaluation manuals; other assessment exercises; facilitating the interviews; and assisting the District with deliberation of the results of the selection tool(s).

Task 3 – Arrange Follow-up Interviews, Final Assessment Process, In-Depth Reference and Background Checks

Following the completion of the selection process, CPS HR will be available to complete the following components:

- **Reference Checks:** the in-depth reference checks are a comprehensive 360 evaluation process whereby we speak with current and previous supervisors, peers and direct reports. It is our policy to not contact current supervisors until a job offer is made contingent upon that reference being successfully completed so as not to jeopardize the candidates' current employment situation. The candidates are requested to provide a minimum of six reference sources. CPS HR is able to ascertain significant, detailed information from reference sources due to our assurance and commitment to them that their comments remain confidential which leads to a willingness to have an open and candid discussion with CPS HR. A written summary of the reference checks is provided to the District.
- **Background Checks:** we will arrange for a background records check of an applicant's driving record, criminal and civil court, and credit history, education verification, newspaper article research, and other sensitive items.

Value-Added Customer Service

Throughout the outreach and screening process, we are committed to keeping the District fully informed of our progress. We will collaborate with you to provide updates on the status of the recruitment via your preferred method of communication (phone conference, email, etc.). In addition, during each phase in the process, we are corresponding with candidates and advising them of their status. We place a high level of importance on customer service and responding in a timely manner to all client and candidate inquiries. Our previous clients and candidates have expressed a sincere appreciation for our level of service and responsiveness to the management of the recruitment process. As a result, we have many long term relationships with clients that have resulted in the opportunity to assist them with multiple recruitments.

Additionally, our follow-up extends once you have selected the new Water Operations & Maintenance Manager. We will contact both the General Manager and the newly appointed Water Operations & Maintenance Manager within six months of appointment to ascertain if an effective transition has occurred.

Project Timeline

CPS HR is prepared to begin work upon receipt of a fully-executed contractual agreement. We can complete all search activities for a *full recruitment* up to and including the selection of a new Water Operations/Maintenance Manager in 14 to 16 weeks. A *partial recruitment* can be completed within 10-12 weeks. The precise schedule will depend on the placement of advertising in the appropriate professional journals, and the ability to schedule, as quickly as possible, the initial meeting. A proposed schedule of major milestones is presented below.

Task Name	Month 1				Month 2				Month 3				Month 4			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
Initial Meeting/Candidate Profile	➤															
Draft Brochure		➤														
Brochure Approved/Printed Place Ads			➤													
Aggressive Recruiting							➤									
Final Filing Date							➤									
Preliminary Screening										➤						
Present Leading Candidates to the District											➤					
District Interviews														➤		
Reference/Background Checks															➤	
Appointment																➤
Weeks	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Executive Recruiter

CPS HR Consulting has uniquely qualified executive recruiters to assist the District. Our staff members possess extensive recruiting experience and a direct, in-depth understanding of local government. Each of our recruiters routinely serves as an engagement or project manager and is personally involved in every aspect of the executive search process. For this engagement, we have selected Mr. Frank Rojas to serve as both the project manager and your senior executive recruiter. His resume is presented below.

Frank Rojas

Profile

Frank Rojas is an Executive Recruiter with CPS HR Consulting. Frank brings more than 30 years of recruiting experience from the highly competitive direct placement and contract labor industries as well the corporate environment. Mr. Rojas has significant experience placing corporate leaders, executive, professional, and technical staff including past and present Transportation Directors, Managers and Supervisors for PRIDE Industries' Fleet, Transportation and ParaTransit Departments in support of government and other non-profit organizations nationally and statewide; government sector, aerospace, architectural and engineering, information technology, petroleum and chemical, energy, power, civil/structural, and private industry. Recent successful efforts include positions such as Executive Director, Vice President of Risk, Corporate and Government Controllers, General In-House Counsel and Director-level hires for Fleet, Environmental, Regulatory Compliance, Training, Division/Site General Managers and Human Resources. Mr. Rojas has established a strong client and customer base through trust, effective recruiting, relationship building, and teamwork.

Mr. Rojas began his career in Contract Labor and over the next 20+ years launched seven start-up offices in several states and locations providing direct placement and contract support to hundreds of clients in virtually all industries and levels of talent. He continued his career in the non-profit environment managing and building talent acquisition support during significant growth periods. Having been a speaker at several networking and career coaching venues, Frank believes in utilizing traditional recruiting methodology with social media. He was named in the top 1% viewed profiles on LinkedIn.

Employment History

- Senior Executive Recruiter, CPS HR Consulting
- Employment Director and Senior Recruiter, PRIDE Industries
- Corporate Recruiter, EMF Broadcasting
- Branch Manager & Acting Vice President, Fastek Technical Services

Professional Experience

- Managed and lead recruiting efforts including client interface to define and write position descriptions, profiles and goals. Responsible for creating marketing plans, screening and selection strategies, conducting interviews and participating in final hire and post hire activities including reference and background checks.
- Assisted in salary evaluation and competitive comparisons. This includes candidate negotiations, travel and relocation (if appropriate), benefits and confirmation and acceptance of any requirements prior to the submittal process and acceptance of offer.
- Managed in-house staff to ensure adherence of company policies and legal compliance. Developed and maintained positive, team-building methodologies that increased productivity, created a positive, productive staff and maintain cooperativeness and trust.
- Recruited and identified senior-level management for several federal locations including General Managers, Assistant General Managers, HR Director, Site Controllers, Quality Managers, T-4 Water and Environmental Directors and other Departmental Leadership at Fort Bliss, El Paso; Fort Polk, Louisiana; Joint Base McGuire-Dix-Lakehurst, New Jersey; Los Angeles Air Force Base, Cape Canaveral, Florida, and the Lawrence Livermore National Laboratory.
- Set up staff procedures and office functions; negotiated service agreements, ensured EEO, safety/OSHA, quality and all local, state, and federal compliance policies. Migrated and implemented several Applicant Tracking Systems including participation as Systems Administrator.
- Initiated effort to define the mission and business plans of expanding organizations. Developed road maps to build client base, relevant labor pools, and resources to sustain growth for the entire enterprise. Started corporate recruiting department and initiated recruiting strategies, hiring processes, retention, and integrated cost-effective marketing tools.
- Hired and motivated in-house talent and create cross-functional business/sales and recruiting process allowing for growth, skills development, and achievement to meet customer needs and provide for an effective team-oriented environment.

Education

- B.A. Political Science, University of California at Berkeley, Berkeley, CA

References

CPS HR Consulting has excellent references and we encourage you to contact them.

CLIENT	POSITION	CONTACT
Citrus Heights Water District	Assistant General Manager (2014)	Bob Churchill General Manager 916-725-6873 rchurch@chwd.org
Florin Resource Conservation District (Elk Grove Water)	General Manager (2011)	Barrie Lightfoot Board Chair 916-685-3556 barrielightfoot@comcast.net or Stefani Phillips Human Resources Manager 916-685-3556 Stefani@egwd.org
San Jose, CA, City of	Division Manager of Pavement Services (2014) Division Manager of Sewer and Storm Services (2014)	Sandra Castellano HR Manager, Department of Transportation 408-535-3850 Sandra.castellano@sanjoseca.gov
San Jose, CA, City of	Operations Division Manager-Regional Wastewater Facility (2013)	Joanna De Sa Deputy Director of Environmental Services 408-635-2039 Joanna.desa@sanjoseca.gov or Marcela Bolanos Sr. Analyst-Human Resources 408-975-1449 Marcela.bolanos@sanjoseca.gov
Monterey Regional Water Pollution Control Agency	Deputy General Manager (2014)	Leara Sampson, HR Administrator 831-645-4650 leara@mrwpca.com

Professional Fee and Expenses

Fees for Professional Services

The base professional fee for this executive recruitment service as outlined is **\$17,000**. Our professional fee covers all CPS HR services associated with **Phases I, II, and III** of the recruitment process, including the necessary field visits (up to three) to develop the candidate profile and recruitment strategy, assist the District in finalist selection, and facilitate candidate interviews with the District.

Should the District desire a *partial recruitment* (Phases I and II, as outlined), the professional fee would be **\$13,000**.

Reimbursable Expenses

Actual out-of-pocket expenses for such items as consultant travel, advertising, marketing, printing/copying, and postage/delivery charges are reimbursable at cost. There is no mark-up on expenses and ***we will work proactively with the District to ensure that the dollars being spent for expenses are in keeping with the District's expectations.*** Travel expenses for candidates who are invited forward in the interview process are not included under our reimbursable range. The listed reimbursable expenses range includes a background check on the selected finalist candidate.

Estimated Range \$5,000 - \$6,500

Approximate recruitment costs include:

- Brochure Design and Printing (\$1,000)
- Advertising (\$2,500)
- Consultant travel
 - Full Recruitment: Approximate travel cost is based on three trips with one overnight - \$1,850
 - Partial Recruitment: Approximate travel cost is based on two trips - \$1,100
- Background check (one candidate - \$400)
- Other recruitment expenses (supplies, shipping, etc. - \$200)

Professional fees and reimbursable expenses would be billed and paid monthly.

CPS HR Consulting Two-Year Guarantee (Full Recruitment Only)

If the candidate selected and appointed by the District, as a result of a full executive recruitment, terminates employment for any reason before the completion of the first two years of service, CPS HR will provide the District with whatever professional services are required to appoint a replacement. Professional consulting services will be provided at no cost. The District would be responsible only for reimbursable expenses. The same applies if the initial recruitment efforts do not result in a successful appointment.

Our Expertise

CPS HR Consulting has extensive experience in executive recruitment services. Our Joint Powers Authority Charter specifies that we provide human resources consulting services only to other public agencies or non-profit organizations. Our wealth of recruitment experience has been gained through more than 25 years of placing top and mid-level executives in public agencies throughout the United States.

Our approach to this process is effective for a number of reasons which include:

- **Our expert recruiting staff**

Our Executive Recruiters possess a high level of expertise in recruiting and placing qualified managers, directors, and executive professionals. We have a retention rate that averages more than five (5) years. Our staff of experts includes an exceptional group of full-time employees as well as a full complement of subject matter experts, intermittent, and part-time employees with a wide variety of public and private sector experience. This allows CPS HR to precisely match the needs of the client with CPS HR's expertise and provide a wide range of services.

- **High level of client satisfaction**

Our Client Satisfaction rating averages 4.6 on a scale of 5. A client satisfaction survey is sent at the end of every engagement requesting feedback on the quality of our staff, our deliverables, and the overall consulting relationship. The answers to these questions are then compiled and analyzed to identify client satisfaction ratings which are used as a factor within the CPS HR performance management system. The ratings are weighted very highly in each employee's individual performance plan and annual performance rating to ensure CPS HR continues to deliver on the high level of client satisfaction our clients have a right to expect from us.

- **We are a public agency**

As a public agency ourselves, we understand the challenges and issues you face. We share a common perspective with our clients; we understand how to work with and within government. Our consultants are drawn from public and private sector organizations, and employ strategy, innovation, and flexibility to find candidates who can work well in such a critical position for the District. We work collaboratively with you to generate creative and practical solutions. This understanding of public sector culture and policy sets CPS HR uniquely apart from our competitors.

Why Choose CPS HR Consulting

We believe the advantages of using our expertise include:

- Our commitment to, and expertise with, public agencies
- Our aggressive outreach to qualified individuals who may not be seeking new employment
- Our ability to customize our process to fit your needs
- Our extensive experience in recruiting executive level professionals for public agencies across the United States
- Our growing list of returning clients who seek our services for multiple engagements
- Our proven ability to recruit and place minority and female candidates
- The clients and candidates who repeatedly compliment us on our timely and frequent communication and feedback
- Our ability to facilitate discussions and garner consensus with groups, including councils and boards

Why select CPS HR for this Important Effort

- We conduct a detailed needs assessment to identify 1) future organizational direction; 2) challenges facing the position; 3) the working style and organizational climate; and 4) required core and job specific competencies as well as personal and professional characteristics required
- CPS HR has a database of candidates for many jobs and an extensive network of external resources to leverage for executive-level positions
- We utilize our vast pool of public and nonprofit resources and contacts to deliver a strong pool of competitive candidates to the District who will be well prepared to assist the District in the accomplishment of its specific mission and goals
- CPS HR recognizes that the very best candidates for some types of positions are not typically looking for a job and, therefore, our recruitment team takes a very aggressive approach to identifying and recruiting such candidates
- We encourage applicant diversity and incorporate a variety of activities to attract the best available candidates
- The combination of CPS HR's seasoned recruitment management and highly qualified staff enable us to reliably deliver successful results on time and on budget

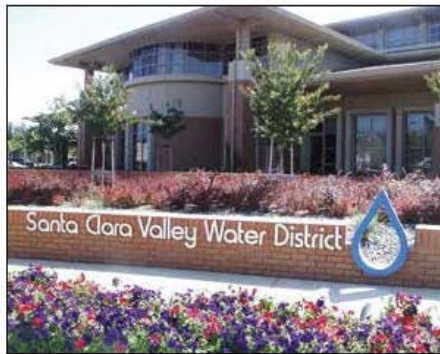
Thank you for reviewing our proposal. We would be pleased to partner with the Casitas Municipal Water District in this important endeavor as we are committed to providing quality, expert solutions to help you achieve your goals.

Appendix A – Sample Brochure

SANTA CLARA VALLEY WATER DISTRICT



Water Utility Operations and Maintenance Deputy Operating Officer



**MORE THAN 80 YEARS OF WATER
MANAGEMENT – FROM VALLEY OF HEART'S
DELIGHT TO SILICON VALLEY**

From its beginnings in 1929 as a conservation district established by local farmers to its current role as the wholesale water provider for Silicon Valley – the Santa Clara Valley Water District is recognized nationwide as a leader in water resource management.

Its three-pronged mission of providing water supply, flood protection and stream stewardship make it among the few agencies of its type to integrate and leverage natural and engineered systems for the benefit of the community it serves.

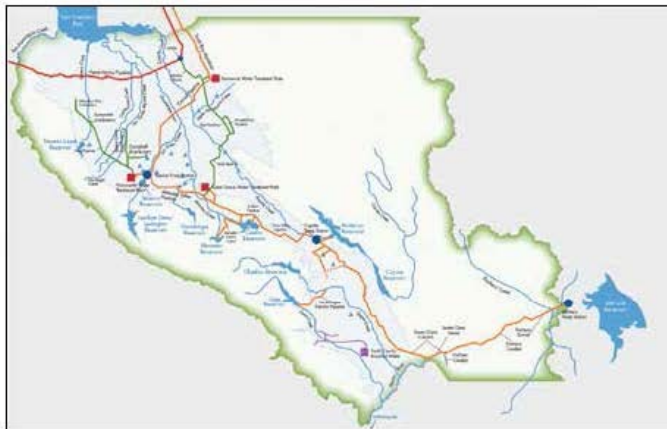
The district's water supply and distribution system is capable of delivering 300 million gallons of raw water and 200 million gallons of treated drinking water every day and includes the following major facilities, (shown on the attached map):

- 10 local surface water reservoirs
- 17 miles of raw surface water canals
- 265 acres of groundwater recharge ponds
- 91 miles of in-stream recharge
- 142 miles of pipelines
- 3 pumping stations
- 3 water treatment plants

58% of the county's water needs are met with water conveyed through the Sacramento-San Joaquin Delta watershed. 15% comes from the State Water Project and 25% from the federal Central Valley Project. Another 15% is from water diverted upstream of the Delta by the Hetch-Hetchy water system. The remaining supply is met through natural groundwater and water from local reservoirs (30%), water recycling (5%) and water conservation (10%).

MISSION

The mission of the District is a healthy, safe, and enhanced quality of living in Santa Clara County through watershed stewardship and comprehensive management of water resources in a practical, cost-effective, and environmentally sensitive manner.



GOVERNANCE

A seven-member Board of Directors governs the District. The District is an ethnically diverse, family friendly organization with employees who are committed to public service and work collaboratively with other agencies (all levels of government, community-based organizations, and neighborhood organizations) in carrying out the mission of the District.

**CLEAN, SAFE, RELIABLE WATER – THE
RESPONSIBILITY OF THE WATER UTILITY
OPERATIONS AND MAINTENANCE DIVISION**

Water Utility Operations and Maintenance, the largest of the Water Utility Enterprise's four divisions, includes a staff of more than 120 employees and a budget of \$77 million. The work of this Division includes:

Water Treatment Operations – The water district's three water treatment plants clean and disinfect imported surface water or local water captured in four of our local reservoirs. The water treatment plants can produce as much as 220 million gallons of drinking water a day. The water district operates the treatment plants 24 hours a day, seven days a week. In addition the Silicon Valley Advanced Water Purification Center will become operational in 2013.

Water Treatment Asset Management and Maintenance – The Division maintenance team supports the asset management and maintenance of the water treatment systems.

Raw Water Field Operations & Pipeline Maintenance – The efficiency and reliability of raw water transmission and distribution involves continual maintenance and operation of complex recharge and water distribution systems. Raw water infrastructure maintained and operated by the water district includes pump stations, 94 miles of pipelines and tunnels, groundwater recharge ponds, reservoirs, canals, spreader dams, recycled water maintenance, and other water supply infrastructure.

Water Treatment Water Quality – staff provide process engineering and drinking water regulatory support to our treatment plants to ensure that the drinking water delivered to the water retailers not only complies with all state and federal drinking water regulations, but is also aesthetically pleasing. The water district conducts continual review and analysis of drinking water regulations.

Proposal to the Casitas Municipal Water District Executive Recruitment for Water Operations & Maintenance Manager



Laboratory Services – The water district’s laboratory provides various service functions including compliance monitoring of water quality analyses mandated by the California Department of Public Health (DPH); water quality monitoring of treatment plant processes; monitoring research develops in new analytical techniques, and performance of individual water quality studies for special water quality projects.

Treated Water Transmission and Delivery Facilities – reliable treated water is delivered through a series of pipelines, pumps and turnouts. These activities include operations and maintenance of the critical assets required for treated water transmission. The water district maintains treated water transmission and distribution facilities that supply treated water to seven retailers throughout the county. Maintenance activities ensure the safe and operational performance of treated water pipelines and three pump stations.

San Francisco Intertie Facility Operations – This facility includes the physical connection of the Water District and SFPUC’s systems: pipelines, one pump station and other pertinent water quality treatment systems. The pump station can supply up to a maximum of 40 million gallons per day (MGD).

DEPUTY OPERATING OFFICER FOR WATER UTILITY OPERATIONS AND MAINTENANCE

The Deputy Operating Officer (DOO) plans, directs, manages and coordinates the Water Utility Operations and Maintenance (O&M) Division and provides highly responsible and complex management and technical advice to the Chief Operating Officer–Water Utility Enterprise and Chief Executive Officer.

In addition to providing leadership for his division, the Deputy Operating Officer will ensure that several priority projects are planned and effectively implemented including:

- Establishing an effective WUEmergency operations plan and program
- Overseeing the implementation of asset management in operations and maintenance
- Implementation of the maintenance audit recommendations
- Establishing a robust technical training program for staff as part of succession planning

SERVICE AREA

The District encompasses all of the county’s 1,300 square miles and serves the area’s 15 cities, nearly 1.8 million residents, and more than 200,000 commuters. The District’s combined FY2012-13 operating and capital budget is \$285.2 million and it has 746 employee positions to carry out its services.

Under general direction from the Chief Operating Officer of the Water Utility Enterprise, Deputy Operating Officer also:

- Directs the development and implementation of Water Utility Operations and Maintenance Division strategies, business plans, programs, ordinances, policies, procedures, decisions and other actions; prepares and recommends long-range plans for division services and programs; and reviews programs in progress and recommends new programs.
- Plans, directs, organizes, authorizes and coordinates the work and resources of functional units assigned to the division; selects, trains and evaluates personnel including staff development, performance management, coaching and counseling, and disciplinary action; and develops goals, objectives, priorities and timelines for division and assigned units.
- Establishes and maintains strong working relationships with internal and external customers, water user groups, landowners and permit holders; represents the District on various committees, task forces and organizations regarding regional water issues, policies and programs; and prepares technical and administrative reports and studies for senior management, the Board, and public.
- Directs the preparation and administration of the division’s annual budget.
- Works closely with assigned units and other divisions to develop and implement asset management programs and capital planning for the water supply system.

THE IDEAL CANDIDATE

Candidates for the position of Deputy Operating Officer of Water Utility Operations and Maintenance should possess a track record of demonstrated leadership, proven accomplishments and superior performance in a water utility or a closely related organization with an emphasis on the management of diverse water supply resources.

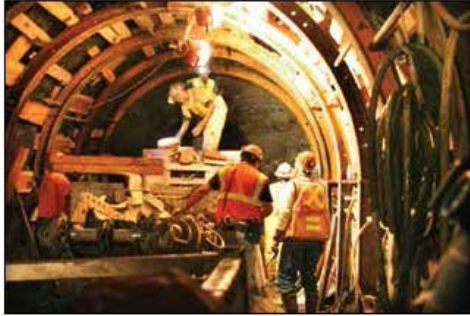
A strong background and understanding of water systems operational management including oversight over water treatment operations and maintenance; water quality processes, laboratory services; and/or treated water transmission and delivery is a must. Prior experience working in and/or managing a complex water supply system with wholesale customers, and extensive environmental, regulatory and political considerations is highly desirable.

Additionally, candidates should demonstrate the following personal characteristics:

- Ethical and trustworthy
- Results oriented
- Consensus builder



Proposal to the Casitas Municipal Water District Executive Recruitment for Water Operations & Maintenance Manager



- Flexible but decisive
- Self-confident
- Enthusiastic and hard working
- Resourceful
- Customer and community oriented
- Collaborative
- Open and approachable

MINIMUM REQUIREMENTS

Candidates must have education and experience including graduation from an accredited college or university with a Bachelor's degree with major course work in business administration, public administration, civil engineering, or a closely related field or a field specifically related to the area of assignment. A Master's degree is highly desirable. A minimum of six years of administrative, managerial or professional experience in a field related to the assignment and in the public sector, water or related industry within the most recent ten years. Four of the six years must have included management and supervisory authority.

Must possess a valid California Driver's License and maintain a satisfactory driving record.

COMPENSATION AND BENEFITS

The approved salary range for this position is \$145,204.80 - \$206,939.20. The actual salary will depend on the qualifications and experience of the individual selected. The following benefits apply to employees hired after 3/19/2012. For a complete summary of District benefits, please check our website at www.cps.ca.gov/search.

Retirement:

For employees hired March 19, 2012 or later, the California Public Employees Retirement (CALPERS) benefit is provided at 2% @ 60 Formula Benefit Level. The employee pays 7% of the employee contribution and 3% towards the district's employer contribution. These are pre-tax deductions.

For employees hired January 1, 2013 or later who are new members in PERS, the benefit is provided at 2% @ 62 Formula Benefit Level. Pre-tax payroll deductions will be required.

Health Insurance - Medical, Dental, Vision Care and EAP benefits are provided by the District. Employees pay 15% towards the District's monthly premium cost for medical coverage. Dental, Vision Care and EAP coverage is provided by the District with no monthly premium cost to the employee. Please see the full list of benefits at our website for information regarding dependent coverage.

Vacation - Newly hired employees receive 224 hours (28 days/year) of prorated vacation based on date of hire.

Sick Leave - Sick leave is accrued at the rate of 1 day per month (96 hours per year) with unlimited accumulation.

Holidays - 12 designated days per calendar year.

Deferred Compensation - Deferred compensation plan available at employee's option. Annual District matching contributions, up to \$8,000, available when enrolled in District's 401(a) Defined Contribution Match Plan.

Flexible Spending Accounts - The District provides a Section 125 plan with options for both eligible medical, dental, vision, prescription and non-prescription expenses and dependent adult or child daycare expenses.

APPLICATION PROCESS AND RECRUITMENT SCHEDULE

The final filing date is Friday, February 15, 2013. To be considered, immediately submit a cover letter, list of six work-related references (who will not be contacted without prior notice), indication of current salary and a resume that reflects the size of staff and budgets you have managed. Your resume should indicate both months and years of beginning/ending dates of positions held. Submit the requested materials to:

CPS HR CONSULTING

Pam Derby
CPS HR Consulting
241 Lathrop Way - Sacramento, California 95815
Phone: (916) 263-1401 - Fax: (916) 561-7205
Email: resumes@cps.ca.gov
Web-site: www.cps.ca.gov/search

Following the filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be invited to a preliminary screening interview conducted by the consultant immediately following the final filing date. The most qualified candidates will be referred to the District for further selection exercises. An appointment will be made following follow-up interviews and thorough reference and background checks.



CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Water Resources Committee

DATE: July 21, 2014
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Committee Meeting of July 21, 2014

RECOMMENDATION:

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

BACKGROUND AND OVERVIEW:

1. **Roll Call.**
Director Pete Kaiser and Director Russ Baggerly
General Manager, Steve Wickstrum
Public Affairs/Resource Manager, Ron Merckling
Public: Rae Amery

2. **Public comments.**
Rae Amery expressed interest by the Green Coalition regarding drought assistance and locating grants for community outreach.

3. **Board/Management comments.**
Director Baggerly brought forward the idea of “slow, sink it, store it” for the community to consider in their outreach effort.

4. **Discussion concerning the State Water Resources Control Board Resolution No. 2014-0038, To Adopt an Emergency Regulation for Statewide Urban Water Conservation.**
The Committee discussed how the district fits under the State’s Resolution and reviewed the district’s Water Waste Prohibition Regulation, Resolution No. 08-09. The term of the State’s action is 270 days. While the regulation meets the State’s requirements, the Committee discussed various improvements that should be considered and brought forward to the Board as an ordinance.

The State’s action calls for a reduction in the number of outdoor irrigation days, limiting urban irrigation to two days per week (some agencies are reducing to three days per week), and the State is using the monthly urban water deliveries during 2013 as the water demand reduction benchmark for 2014 and 2015. A goal of a 20 percent reduction was called for by Governor Brown’s proclamation. It was noted that there has been a 15% reduction in May 2014 from that of May 2013 residential use.

The Committee discussed methods to provide public information, methods for the public to report water waste and the district’s response to these reports. Staff recommended a separate phone line, use of web-based reporting of waste, the use of hang tags to inform of a first warning of water waste, how water waste responses will be prioritized in conjunction with scheduled conservation work, and the possible need for temporary personnel if water waste complaints escalate. Staff also discussed limiting direct responses to direct customers of the district and referring other water complaints to the appropriate water agency.

The Committee suggested that the District’s Leak Relief Program be suspended during the duration of the State’s declared water shortage emergency. This would be referred to the finance committee for

further review.

5. **Update on Water Shortage Contingency Plan.**

The Committee was updated on the progress of the plan. Additional planning and action is to occur with the accounting process to address the allocation billing.

6. **Update on Water Quality Status.**

The Committee was informed that the level of algae bloom is not having an impact on water treatment or taste/odor. Staff had received the aquatics pesticide permit from the State, and would treat the lake for algae if found to be necessary.

CASITAS MUNICIPAL WATER DISTRICT

MINUTES
Recreation Committee

DATE: August 8, 2014
TO: Board of Directors
FROM: General Manager, Steve Wickstrum
Re: Committee Meeting of August 4, 2014

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 Jim Word
General Manager, Steve Wickstrum
Park Services Manager, Carol Belser
Park Services Officer IV, Suzi Taylor
Public: Gary Wolfe, Casitas Marina
Dee Bennett, Lake Casitas Rowing Club

2. **Public comments.**

Dee Bennett asked for clarification on the front gate entry during the period of the proposed project. Suzi Taylor offered the clarification that the entry will be directly adjacent to the existing front gate.

3. **Board/Management comments.**

Director Hicks commented on his observations while at the Water Park, positive impression of the Water Park operations.

Carol Belser announced that the Mission Judah group has cancelled its Labor Day weekend event at Lake Casitas and that reservations will be made available to the general public for the cancelled area.

The General Manager stated that 30 years ago the district was involved with the 1984 Olympics at Lake Casitas, and that the Ojai Museum was hosting an event on August 10th at 4:30 PM to revisit the Olympics at Lake Casitas. Director Hicks stated that this should be known by other Board members and public, and should be posted on the Casitas website.

4. **Discussion regarding User Fees.**

Carol Belser presented that staff will prepare a comparative fee evaluation and present to Committee for a consideration of any change in current fees. Carol Belser pointed out that with the costs for labor at the park are rising and she is planning for additional staffing at the park. There is a need to review user fees and be competitive with other recreational resources. Director Word asked about the other parks that are surveyed for the comparison. Carol Belser responded that a comparative will be prepared.

5. **Update on the installation of the Boathouse.**

Carol Belser reported that the boathouse has been completed and moved from Coyote Ramp to Santa Ana Ramp. The project is substantially complete.

6. **Discussion of low lake levels and recreational uses.**

There is now a boom across the lake that connects the mainland to the island, water is approximately

two feet deep over the connecting land. As the lake level drops, the public will tend to enter into areas that were once under water. The Committee reviewed a 1964 picture of the lake bottom to understand the re-emerging land features. Any proposal to perform alternative recreational activities on the re-emerging land will be brought to the Committee for consideration.

7. **Review of Incidents and Comments.**

Suzi Taylor read from her list of various incidents at Lake Casitas in July. Incidents of note that were responded to by Ventura County Sheriff, or Animal Control, include a domestic violence, animal cruelty (dogs in enclosed car during heat of day), a report of shots fired near the eagle nesting area (no conclusive findings) and one burglary. Staff responded additionally to several burns from campfires, the eviction of one group of under-aged alcohol consumers, and the eviction of one group engaged in the use of hallucinogenic drugs.

CASITAS MUNICIPAL WATER DISTRICT
LAKE CASITAS RECREATION AREA

DATE: August 5, 2014
 TO: Steve Wickstrum, General Manager
 FROM: Carol Belser, Park Services Manager
 SUBJECT: Recreation Area Monthly Report for June 2014

Visitation Numbers

The following is a comparison of visitations* for June 2014:

	June 2014	June 2013	May 2014
Visitor Days	61,516	71,852	54,048
Camps	5,752	7,298	4,661
Cars	15,379	17,963	13,512
Boats	219	343	284
Kayaks & Canoes	3	7	6

Fiscal Year to Date Visitation	
2012/2013	632,400
2013/2014	596,917
% Change	-5.611

*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 8 cables sold for new inspections, 5 vessels were re-inspected and a total of 425 vessels were retagged. 4 vessels failed the first inspection in June 2014.

Night fishing from shore was held June 12, 13 and 14.

Operations

The Ojai Rotary Club of Ojai West Foundation held their 29th annual wine festival in the event area on June 8 with approximately 2,517 patrons in attendance. The movie Bolt was screened with approximately 50 participants, Astronomy Night held June 7th and 21st had 25 and 10 participants respectively, the annual carp rodeo was held on June 28 with 11 participants, and a Disc Golf Tournament for the deaf was held June 27-29 with 57 competitors.

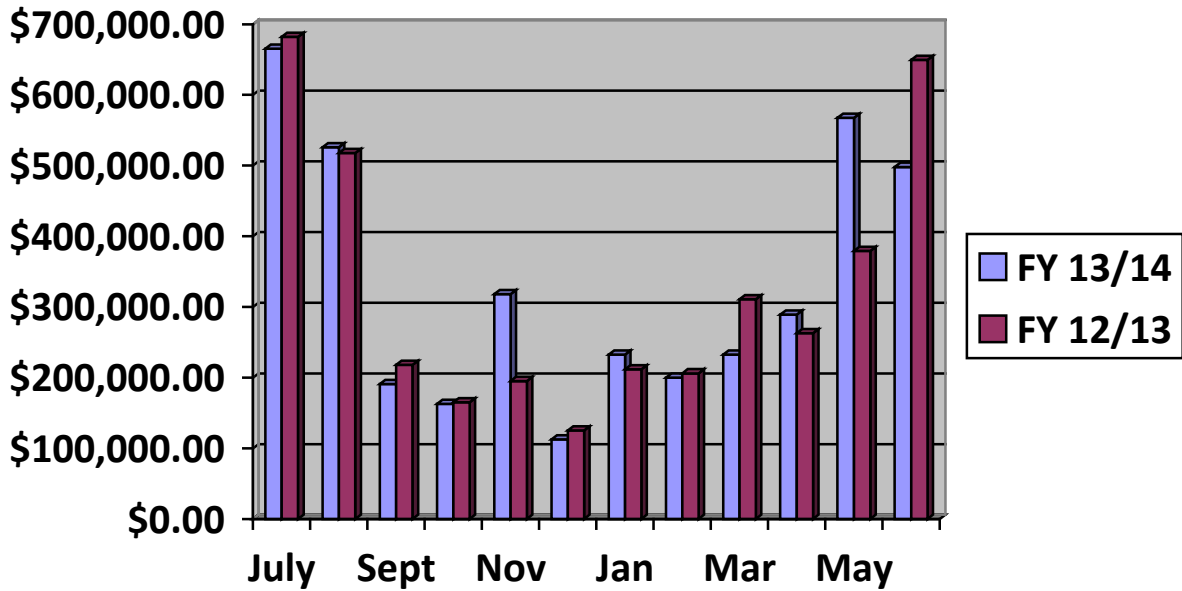
Incidents

Incidents in the Recreation Area for the month of June 2014 that required assistance from outside agencies included: a near drowning, a head injury of a child, motorcycle incident on Santa Ana Road where Sheriff requested assistance for PSO staff and water quality was not compromised, an elderly person’s injury, three separate incidents involving registered sex offenders resulting in removal from the Recreation Area, a domestic dispute including a suspected sexual assault to a 17 year old girl, possible firearm discharge, a report from a customer of “attempted murder” who then was determined by Sheriff as mentally unstable and an animal cruelty issue (dogs locked in parked car - survived).

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





Inaugural Steelhead Summit

October 21-22, 2014 at the Ventura Harbor



Recovery Strategies for Steelhead in a Changing Climate

Tuesday, October 21 at Ventura Harbor Ballroom

8-9am Registration

9am Orientation Presentations

The Origins of Life History Variation in Steelhead/Rainbow Trout from Coastal California, Carlos Garza, PhD, Southwest Fisheries Science Center, NOAA Fisheries

9:30am Resilient Fish in an Arid Landscape: How Understanding Southern California Steelhead Informs the Future of West Coast Salmon Management Under Climate Change, Jacob Katz, PhD, Central Region Manager, Cal Trout

10:15am Break

10:30am-noon Coastal Monitoring for Steelhead: Status, Results, and the CMP

Rosi Dagit, Santa Monica Mountains Resource Conservation District

Dana McCanne, Steelhead Monitoring Program, California Department of Fish and Wildlife

Ethan Bell, Stillwater Sciences, and **Tim Robinson, PhD,** Cachuma Operations Maintenance Board

Noon-1pm Lunch

1-5pm Presentations and Panel Discussions

Panel Discussion Regarding Recovery Strategies

Phasing Prioritizing Recovery Actions for Southern California Steelhead Recovery, Mark Capelli, South-Central/Southern California Steelhead Recovery Coordinator, NOAA Fisheries

A Framework for Testing Effectiveness of Recovery Strategies, David Boughton, Southwest Fisheries Science Center, NOAA Fisheries

Fish Need Water Presentations and Panel Discussion

Water Rights, Instream Flow Dedications and other Mechanisms to Ensure Adequate Water for Fish and People, Matt Clifford, Staff Attorney, California Water Project, Trout Unlimited

Intro to Water Law, Voluntary Transactions, and Instream Transfers, Tom Hicks, Water Rights Attorney

Water Conservation Techniques, Regina Hirsh, Sierra Watershed Progressive

The Practical Realities of Implementing the Southern California Steelhead Recovery Plan, Mary Larson, California Department of Fish and Wildlife

6-8pm Poster Session, No Host Bar, and Networking!

Wednesday, October 22 Full-Day Concurrent Field Tours

Southern Santa Barbara County Steelhead Recovery Efforts, Mauricio Gomez, South Coast Habitat Restoration and Andrew Raaf, SB Flood Control District

Ventura River from Restoration Projects in Ojai to the Habitat Above Matilija Dam, Paul Jenkin, Surfrider Foundation, Regina Hirsch, Sierra Watershed Progressive, and Brian Stark, Ojai Valley Land Conservancy



Schedule of Events



State Water Resources Control Board

Division of Drinking Water

July 1, 2014

TO: ALL PUBLIC WATER SYSTEMS

RE: **TRANSITION OF THE DRINKING WATER PROGRAM TO THE
STATE WATER RESOURCES CONTROL BOARD EFFECTIVE JULY 1, 2014**

Important Information Regarding Changes in Regulatory Jurisdiction

Dear Water System Representative:

The purpose of this letter is to inform you that the Governor's budget included the transfer of the California Department of Public Health (CDPH) Drinking Water Program to the State Water Resources Control Board's new Division of Drinking Water. This reorganization aligns the state's drinking water and water quality programs in an integrated organizational structure that will be able to respond to existing and future water quality challenges while continuing to protect public health.

Some important information associated with this transfer is provided below:

- 1. This change impacts all public water systems that are directly regulated by CDPH.*
- 2. All future correspondence will be sent to you on new Division of Drinking Water, State Water Resources Control Board letterhead.*
- 3. All of the Drinking Water district offices will remain in their current locations so you may continue to send correspondence to the same address. Some office addresses may change in the future and you will be notified in advance if this occurs.*
- 4. Staff currently working on your system will not change; however the extensions on all email addresses will change. An example of the change is shown below:*

formerly: firstname.lastname@cdph.ca.gov
will now be: firstname.lastname@waterboards.ca.gov
- 5. The Drinking Water Program's webpage at CDPH will automatically redirect users to the website's new location at the State Water Resources Control Board.*
- 6. Contact phone numbers for staff remain the same.*

We expect a smooth transition of the Division of Drinking Water to the State Water Resources Control Board. Please feel free to contact your District Engineer with any specific questions or concerns you may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Cindy A. Forbes", with a long horizontal flourish extending to the right.

Cindy A. Forbes, P.E., Deputy Director
Division of Drinking Water
STATE WATER RESOURCES CONTROL BOARD

cc: County Environmental Health Departments



Consumption Report

Water Sales FY 2014-2015 (Acre-Feet)

Classification	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Month to Date		
													2014 / 2015	2013 / 2014	
													Total	Total	
AD Ag-Domestic	391													391	5320
AG Ag	341													341	4065
C Commercial	91													91	724
DI Interdepartmental	18													18	119
F fire	0													0	1
I Industrial	1													1	22
OT Other	27													27	255
R Residential	212													212	1738
RS - P Resale Pumped	68													68	1182
RS - G Resale Gravity	548													548	5614
TE Temporary	2													2	55
Total	1699	0	0	0	0	0	0	0	0	0	0	0		1,699	19,093
Total 2013/2014	2014	1910	2301	2122	1951	1437	1145	1713	1022	765	1003	1710		N/A	19093

Casitas Municipal Water District
CFD No. 2013-1 (Ojai) - Monthly Cost Analysis
2014/2015



08/06/2014

	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
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 Cost YTD	0.00	0.00	0.00	0.00	0.00
Total Project Cost	572.21	357,900.83	29,770.70	0.00	388,243.74

**CASITAS MUNICIPAL WATER DISTRICT
TREASURER'S MONTHLY REPORT OF INVESTMENTS
08/07/14**

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	\$1,381,776	\$1,340,105	1.625%	10/03/2012	9.12%	1747
*TB	Federal Home Loan Bank	313379RN1	12/27/2024	\$978,364	\$951,290	3.027%	06/18/2014	6.47%	3740
*TB	Federal Home Loan Bank	313380A98	08/14/2024	\$126,966	\$126,263	2.500%	07/03/2014	0.86%	3607
*TB	Federal Home Loan Bank	313380S73	10/11/2022	\$699,720	\$685,496	2.430%	08/11/2014	4.66%	2944
*TB	Federal Home Loan Bank	3133XFKF2	06/11/2021	\$710,717	\$676,424	5.625%	01/16/2013	4.60%	2464
*TB	Federal Home Loan Bank	3133XLWN1	09/12/2014	\$934,388	\$934,678	5.250%	04/01/2013	6.36%	35
*TB	Federal Home Loan Bank	3133XWNB10	06/12/2015	\$705,255	\$715,687	2.875%	07/01/2010	4.87%	305
*TB	Federal Home Loan Bank	3134A4VG60	11/17/2015	\$725,302	\$740,663	4.750%	07/19/2010	5.04%	460
*TB	Federal Home Loan Bank	3134G34WJ	08/28/2014	\$997,087	\$997,169	0.375%	04/01/2013	6.78%	21
*TB	Federal Home Loan MTG Corp	3134G43A4	10/30/2024	\$849,441	\$825,386	2.500%	07/03/2014	5.61%	3683
*TB	Federal Home Loan MTG Corp	3135G0ES80	11/15/2016	\$689,742	\$693,785	1.375%	03/12/2012	4.72%	818
*TB	Federal Home Loan MTG Corp	3137EABA60	11/17/2017	\$1,119,800	\$1,129,910	5.125%	01/03/2012	7.69%	1180
*TB	Federal Home Loan MTG Corp	3137EADB2	01/13/2022	\$208,770	\$199,946	2.375%	02/11/2013	1.36%	2676
*TB	Federal Natl MTG Assn	31398AYY20	09/16/2014	\$701,011	\$702,156	3.000%	07/01/2010	4.78%	39
*TB	US Treasury Inflation Index NTS	912828JE10	07/15/2018	\$1,151,565	\$1,195,122	1.375%	07/06/2010	8.13%	1418
*TB	US Treasury Notes	912828LZ10	11/30/2014	\$701,317	\$704,536	2.125%	07/01/2010	4.79%	113
*TB	US Treasury Inflation Index NTS	912828MF40	01/15/2020	\$1,136,274	\$1,198,654	1.375%	07/01/2010	8.15%	1958
*TB	US Treasury Bond	912828WE6	11/15/2023	\$769,755	\$786,336	2.613%	12/13/2013	5.35%	3338
Accrued Interest					\$96,679				
Total in Gov't Sec. (11-00-1055-00&1065)				\$14,587,248	\$14,700,285			80.30%	
*CD	cit Salt Lake City UT - CD		12/18/2023	\$245,000	\$242,949	3.30%			
*CD	Discover BK Greenwood DE - CD		01/16/2024	\$239,000	\$235,226	3.20%			
*CD	GE Capital - CD Draper, UT		09/27/2023	\$245,000	\$242,866	3.25%			
*CD	GE Capital - CD Salt Lake City, UT		09/27/2023	\$245,000	\$240,955	3.15%			
*CD	Goldman Sachs - CD New York, NY		10/30/2023	\$224,000	\$223,646	3.25%			
*CD	Toyota Financial Services - CD -Henderson NV		12/20/2023	\$245,000	\$243,087	3.30%			
Total Certificates of Deposit: (11.13506)				\$1,443,000	\$1,428,729			7.80%	
**	LAIF as of: (11-00-1050-00)		N/A	\$446	\$446	0.23%	Estimated	0.00%	
***	COVI as of: (11-00-1060-00)		N/A	\$2,178,040	\$2,178,040	0.35%	Estimated	11.90%	
TOTAL FUNDS INVESTED				\$18,208,734	\$18,307,500			100.00%	
Total Funds Invested last report				\$18,211,332	\$18,299,237				
Total Funds Invested 1 Yr. Ago				\$18,195,394	\$18,367,013				
****	CASH IN BANK (11-00-1000-00) EST.			\$4,242,290	\$4,242,290				
	CASH IN Western Asset Money Market			\$5,444	\$5,444	0.01%			
TOTAL CASH & INVESTMENTS				\$22,456,469	\$22,555,235				
TOTAL CASH & INVESTMENTS 1 YR AGO				\$19,428,842	\$19,600,460				

- *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.